



LATROBE CITY COUNCIL

MINUTES FOR THE ORDINARY COUNCIL

HELD IN NAMBUR WARIGA MEETING ROOM
CORPORATE HEADQUARTERS, MORWELL
AT 6:00PM ON
13 OCTOBER 2014

CM448

PRESENT:

Councillors:	Cr Sharon Gibson, Mayor	West Ward
	Cr Dale Harriman	East Ward
	Cr Peter Gibbons	West Ward
	Cr Sandy Kam, Mayor	East Ward
	Cr Graeme Middlemiss	Central Ward
	Cr Kellie O'Callaghan	East Ward
	Cr Michael Rossiter	East Ward
	Cr Christine Sindt	Central Ward
	Cr Darrell White	South Ward
Officers:	Vince Haining	Acting Chief Executive Officer
	Sara Rhodes-Ward	General Manager Community Liveability
	Phil Stone	General Manager Planning & Economic Sustainability
	Alison Coe	General Manager Corporate Services
	Steven Piasente	General Manager Recreation, Culture & Community Infrastructure
	Sarah Cumming	Executive Manager Office of the Chief Executive

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

TABLE OF CONTENTS

1. OPENING PRAYER.....	3
2. ACKNOWLEDGEMENT OF THE TRADITIONAL OWNERS OF THE LAND	3
3. APOLOGIES AND LEAVE OF ABSENCE.....	3
4. DECLARATION OF CONFLICT OF INTEREST	3
5. ADOPTION OF MINUTES	3
6. PUBLIC QUESTION TIME	3
7. ITEMS HELD OVER FOR REPORT AND/OR CONSIDERATION/QUESTIONS ON NOTICE	5
8. NOTICES OF MOTION.....	14
8.1 2014/21 – NOTICE OF MOTION – REQUEST FOR FIRE BOMBING HELICOPTER.....	14
8.2 2014/22 – NOTICE OF MOTION – REQUEST TO WRITE TO STATE MINISTER OF LOCAL GOVERNMENT	15
8.3 2014/23 – NOTICE OF MOTION – PLANNING SCHEME AMENDMENT C87	15
9. ITEMS REFERRED BY THE COUNCIL TO THIS MEETING FOR CONSIDERATION	18
9.1 DRAFT COMMUNITY ENGAGEMENT STRATEGY AND ACTION PLAN 2015-2019 - COMMUNITY CONSULTATION	18
10. CORRESPONDENCE	25
11. PRESENTATION OF PETITIONS	27
11.1 MOE GOLF CLUB REQUEST TO REMOVE PINE TREES	
12. OFFICE OF THE CHIEF EXECUTIVE.....	34
12.1 MAV STATE COUNCIL MOTION - CITY OF MONASH	34
12.2 ASSEMBLY OF COUNCILLORS.....	48
13. PLANNING & ECONOMIC SUSTAINABILITY.....	61
13.1 LATROBE PLANNING SCHEME REVEIW	61
13.2 CONSIDER SUBMISSIONS TO COMBINED PLANNING SCHEME AMENDMENT C83 AND PLANNING PERMIT - 50 HIGH STREET MOE	275
14. COMMUNITY INFRASTRUCTURE & RECREATION.....	357

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

14.1 JUMBUK/JUNCTION ROAD TIMBER TRAFFIC	357
15. COMMUNITY LIVEABILITY	373
15.1 CHURCHILL AND DISTRICT COMMUNITY HUB STRATEGIC PLAN 2014 - 2018	373
16. CORPORATE SERVICES	400
16.1 LATROBE CITY COUNCIL ANNUAL REPORT 2013/14	400
17. MEETING CLOSED TO THE PUBLIC	616
17.1 ADOPTION OF MINUTES	619
17.2 CONFIDENTIAL ITEMS	620
17.3 HAZELWOOD PONDAGE WATERWAY AND CARAVAN PARK - PROPOSED LEASE	621
17.4 TRARALGON AND DISTRICT AGRICULTURAL SOCIETY - CLAIM FOR REIMBURSEMENT OF EXPENSES	660
17.5 REQUEST TO ENTER INTO PROCUREMENT AUSTRALIA AND MAV CONTRACTS FOR TELECOMMUNICATIONS, PRODUCTS AND SERVICES	666
17.6 LCC-180 PROVISION OF URBAN STREET TREE PRUNING	680
17.7 LCC-203 MAINTENANCE OF LEISURE / AQUATIC PLANT MANAGEMENT SYSTEMS	690
17.8 LCC-209 PAVEMENT REHABILITATION OF AIRFIELD ROAD, TRARALGON - STAGE 1	700
17.9 LCC-213 ASPHALT OVERLAY OF THE MAIN RUNWAY AND VARIOUS PAVEMENTS AT LATROBE REGIONAL AIRPORT, MORWELL	710
17.10 LCC-218 FOOTPATH REPLACEMENT PROGRAM 2014/15	720
17.11 MEMORIAL, REFLECTION AND RECOGNITION PROJECT NAME PLAQUE REQUEST	735
17.12 GENERAL TERMS OF REFERENCE FOR COUNCIL ADVISORY COMMITTEES	741
17.13 LANDSLIP AT PIGGERY ROAD, BOOLARRA	759

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

1. **OPENING PRAYER**
2. **ACKNOWLEDGEMENT OF THE TRADITIONAL OWNERS OF THE LAND**
3. **APOLOGIES AND LEAVE OF ABSENCE**
4. **DECLARATION OF CONFLICT OF INTEREST**

Cr Harriman declared a Conflict of Interest in relation to item 8.3 – 2014/23 – Notice of Motion – Planning Scheme Amendment C87.

Cr White declared a Conflict of Interest in relation to item 12.1 - MAV State Council Motion - City of Monash

Cr O'Callaghan declared an Interest in item 8.3 - 2014/23 – Notice of Motion – Planning Scheme Amendment C87.

Cr Gibson declared an Interest in item 11.1 - Moe Golf Club Request to remove Pine Trees.

5. **ADOPTION OF MINUTES**

RECOMMENDATION

That the minutes of the Ordinary Council Meeting held on 22 September 2014 and the Special Council Meeting held on 15 September 2014 be confirmed.

Moved: Cr Middlemiss
Seconded: Cr Sindt

That the Recommendation be adopted.

CARRIED UNANIMOUSLY

6. **PUBLIC QUESTION TIME**

Suspension Of Standing Orders

Moved: Cr White
Seconded: Cr Harriman

That Standing Orders be suspended to allow members of the gallery to address Council in support of their submissions.

CARRIED UNANIMOUSLY

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

Standing Orders were suspended at 6.03 PM.

Ms Rhonda Abotomy addressed Council in relation to item 17.11 - Memorial, Reflection and Recognition Project Name Plaque Request.

Ms Ann Ryan addressed Council in relation to item 14.1 - Jumbuk/Junction Road Timber Traffic.

Mr Brian Kilday addressed Council in relation to item 14.1 - Jumbuk/Junction Road Timber Traffic.

Moved: Cr Middlemiss

Seconded: Cr Harriman

That Mr Brian Kilday be granted an extension of speaking time.

CARRIED UNANIMOUSLY

Mr Allan Scarlet addressed Council in relation to item 15.1 - Churchill and District Community Hub Strategic Plan 2014 – 2018.

Ms Margaret Guthrie addressed Council in relation to item 15.1 - Churchill and District Community Hub Strategic Plan 2014 – 2018.

Moved: Cr Rossiter

Seconded: Cr Harriman

That Standing Orders be resumed.

CARRIED UNANIMOUSLY

Standing Orders were resumed at 6.38 PM.

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

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

Council Meeting Date	Item	Resolution	Status Update	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> <ol style="list-style-type: none"> 1. To defer the endorsement of the Stage 2 Key Directions Report September 2011 until: <ol style="list-style-type: none"> (a) Council has been presented with the Traralgon Growth Area Review (b) Council has received information on the results of the Latrobe Valley Bus Review 2. That Council writes to the State Government asking them what their commitment to Latrobe City in respect to providing an efficient public transport system and that the response be tabled at a Council Meeting. 3. That Council proceeds with the Parking Precinct Plan and investigate integrated public parking solutions. 4. That the Communication Strategy be amended to take into consideration that the November/December timelines are inappropriate to concerned stakeholders and that the revised Communication Strategy be presented to Council for approval. 5. That in recognition of community concern regarding car parking in Traralgon the Chief Executive Officer establish a Traralgon Parking Precinct Plan Working Party comprising key stakeholders and to be chaired by the Dunbar Ward Councillor. Activities of the Traralgon Parking Precinct Plan Working Party to be informed by the Communication Strategy for the Traralgon Activity Centre Plan Stage 2 Final Reports (Attachment 3). 	<p><u>Status:</u> A review of Traralgon Activity Centre Plan project required to be undertaken by officers following adoption of Traralgon Growth Areas Review</p> <p><u>Status:</u> Letter sent 10 August 2010. Response received 24 August 2010</p> <p><u>Status:</u> Letter sent 10 October 2011 No response received</p> <p><u>Status:</u> Parking Strategy completed September 2013. Planning Scheme Amendment Process commenced</p> <p><u>Status:</u> Adopted by Council 6 February 2012</p> <p><u>Status:</u> Working Party endorsed by Council, 20 February 2012</p>	General Manager Planning and Economic Sustainability

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

Council Meeting Date	Item	Resolution	Status Update	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.	Investigations continuing into a possible mechanism for this purpose.	Office of the Chief Executive
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.	Preparation underway to commence negotiations for a new lease. A further report to be presented to Council. Discussion has progressed with the leasing of the land to the Traralgon Greyhound Racing Club. A report will be presented to Council.	Office of the Chief Executive
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. 	This project is currently under review, with a Council report to be presented to Council in 2014.	General Manager Community, Infrastructure & Recreation

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

Council Meeting Date	Item	Resolution	Status Update	Responsible Officer
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.	<p>Advice from Council Operations Legal Counsel team on the International Relations Terms of Reference is as follows:</p> <p>At present, we (Council Operations Legal Counsel team) will be meeting with the Councillors' in late July to establish a project plan around a review of the Council Committees. This review will also include how to best move forward establishing a general Terms of Reference for Advisory Committee.</p> <p>Everything is currently on hold until this meeting to see what direction the review will take, including the draft General TOR for the International Relations Committee.</p>	General Manager Planning & Economic Sustainability

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

Council Meeting Date	Item	Resolution	Status Update	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>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>2. 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: Focus Group meetings were held on Tuesday, 22/10/13 and Wednesday, 23/10/13 at the Moe Town Hall.</p> <p>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.</p> <p>Letter/email sent to 77 community groups in the Moe and District area to promote and encourage participation in the survey.</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>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

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

Council Meeting Date	Item	Resolution	Status Update	Responsible Officer
16/09/13	14.3 Hazelwood Pondage Waterway And Caravan Park Lease	<ol style="list-style-type: none"> 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: <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 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. 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>Negotiations with GDF Suez ongoing.</p> <p>Council are currently considering future development options.</p> <p>Council are actively pursuing agreement of the lease terms and note that \$1 million dollars in grant funding is dependent on settlement of the release prior to the Government transitioning into care taker mode.</p> <p>Report to be considered at the Ordinary Council Meeting 13 October 2014</p>	General Manager Community, Infrastructure & Recreation
6/11/13	Latrobe Regional Motorsport Complex	<ol style="list-style-type: none"> 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. 2. That Council officers meet with Energy Australia to discuss other possible sites for a motorsports complex on their land. 3. That a further report be presented to Council at such time that site options have been investigated. 	Initial advice from Energy Australia and HVP is that land is not currently available for this use. Officers continuing to work with both parties to identify potential sites for further investigation.	General Manager Community, Infrastructure & Recreation

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

Council Meeting Date	Item	Resolution	Status Update	Responsible Officer
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.	Meeting held with officers and representative of WGCMA and resident on site. Design completed and currently seeking indicative quotes for the works,	General Manager Community, Infrastructure & Recreation
10/06/14	Urgent Business - TED SUMMERTON RESERVE	<p>In light of concerns raised with drainage issues and other problems at the Ted Summerton Reserve by the user group, Council brings back a report carried out by an independent body specialising in purchasing, supply and contracts to be tabled in Open Council within 2 months detailing the following;</p> <p>The works and their costs including all variations, carried out at the Ted Summerton Reserve What Quality control inspections were carried out, by whom and a copy of the report Tender specifications for the drainage works If the Material used was up to specification The Tender brief for all works A solution to any issues raised or found at the site</p>	<p>Review of issues being undertaken; a report has been circulated to Councillors.</p> <p>Recommendation being developed for Council consideration.</p>	General Manager Community, Infrastructure & Recreation
21 July 2014	Cultural Diversity Action Plan 2014-2018	<ol style="list-style-type: none"> 1. That the draft Cultural Diversity Action Plan 2014-2018 be released for community comment in accordance with the Community Engagement Plan 2010 – 2014 from 22 July 2014 to 23 September 2014. 2. That following the community consultation process a further report on the Cultural Diversity Action Plan 2014-2018 be presented to Council for consideration. 	Currently out for community consultation.	General Manager Community Liveability

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

Council Meeting Date	Item	Resolution	Status Update	Responsible Officer
1 September 2014	Changes To Commonwealth Funding For Family Day Care Service Operators	<ol style="list-style-type: none"> 1. That Council write to the Federal Assistant Minister for Education the Hon. Susan Ley and State Minister for Children and Early Childhood Development the Hon. Wendy Lovell MLC advocating the central message of the MAV members brief. 2. With a copy of all correspondence to be provided to all local Members of Parliament State and Federal. 3. That a report be presented to Council at the Ordinary Council Meeting 5 November 2014 detailing the findings and recommendation. 	Report currently being prepared for Council.	General Manager Community Liveability

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

Council Meeting Date	Item	Resolution	Status Update	Responsible Officer
22 September 2014	FUNDING REQUEST FROM THE TRARALGON NEIGHBOURHOOD LEARNING HOUSE	<p>That Council:</p> <ol style="list-style-type: none"> 1. Invites the Traralgon Neighbourhood Learning House to attend a Public Presentation on their project before Council makes any decision about the funding request. 2. Waive planning permit application fees as per Regulation 16 of the Planning and Environment (Fees) Regulations 2011 for this project; 3. Ensures that any planning permits issued for the site contain a condition that reiterates the temporary nature of any use or development undertaken on the site. 4. Write to the Traralgon Neighbourhood Learning House: <ol style="list-style-type: none"> a) Recommending that Traralgon Neighbourhood Learning House apply for \$5,000 in funding from the Community Grants Program 2015/16 (minor capital works) for any permanent works undertaken to the VRI Hall Building and; b) To inform Traralgon Neighbourhood Learning House that Planning permission will be required prior to undertaking this project; c) Recommending that Traralgon Neighbourhood Learning House formally make an application to the SP AusNet Community Development Fund for a grant of \$3,000 for any permanent works undertaken to the VRI Hall Building; 5. That the matter be returned to Council for further consideration. 		General Manager Planning & Economic Sustainability
22 September 2014	POTENTIAL SALE OF SURPLUS PROPERTIES	That Council consider the submissions received and defer consideration of this matter until a future Ordinary Council Meeting.		Office of the Chief Executive

NOTICES OF MOTION

8. NOTICES OF MOTION

8.1 2014/21 – NOTICE OF MOTION – REQUEST FOR FIRE BOMBING HELICOPTER

Cr Kellie O'Callaghan

MOTION

That the Mayor write to the Premier, Minister for Emergency Services and the Member for Morwell, seeking a commitment to locating at least one fire Bombing Helicopter at the Latrobe Regional Airport for the 2014, and all subsequent fire seasons.

MOTION

That the Mayor write to the Premier, Minister for Emergency Services & the Member for Morwell, seeking a commitment to locating at least one Fire Bombing Helicopter at the Latrobe Regional Airport for not only the 2014, but also, for all subsequent fire seasons.

Moved: Cr O'Callaghan

Seconded: Cr Middlemiss

That the Motion be adopted.

CARRIED UNANIMOUSLY

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)****8.2 2014/22 – NOTICE OF MOTION – REQUEST TO WRITE TO
STATE MINISTER OF LOCAL GOVERNMENT**

Cr Dale Harriman

Cr Sindt left the Chamber at 6.46 PM.

MOTION

That Latrobe City Council write to the State Minister of Local Government to do a review on spending across Morwell, Moe, Churchill and Traralgon over this and the past two councils, at State Government expense, to ascertain if there has been a proportionate spend on ratepayers and that this report be made public.

Moved: Cr Harriman

Seconded: Cr Kam

That the Motion be adopted.

For the Motion

Councillor/s Gibbons, Kam, Harriman, Gibson.

Against the Motion

Councillor/s White, Middlemiss, O'Callaghan.

Abstained from the Motion:

Councillor Rossiter.

The Mayor confirmed that the Motion had been CARRIED.

The meeting was adjourned at 7.10 PM.

The meeting resumed at 7.14 PM.

Cr Sindt returned to the Chamber at 7.15 PM.

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)****8.3 2014/23 – NOTICE OF MOTION – PLANNING SCHEME
AMENDMENT C87**

Cr Sandy Kam

Cr Harriman left the Chamber at 7.15 PM due to a Conflict of Interest in item 8.3 – 2014/23 – Notice of Motion – Planning Scheme Amendment C87.

Cr O’Callaghan declared an Interest in item 8.3 – 2014/23 – Notice of Motion – Planning Scheme Amendment C87.

That Latrobe City Council:

1. Extend Planning Scheme Amendment C87 public consultation from the 10th October 2014 until the 31st October 2014.
2. Seek an exemption under Ministerial Direction 15 from the Minister for Planning, from Council being required to request the appointment of a Panel within 40 days of 10th October 2014 to enable the Planning Scheme Amendment C87 public consultation to be extended.
3. Request Planning Panels Victoria’s pre-set Directions Hearing date of 22nd December 2014, and the Panel Hearing date of 19th January 2015, be altered so that the Hearings do not occur during the December/January holiday period.

Moved: Cr Kam

Seconded: Cr Rossiter

That the Motion be adopted.

CARRIED UNANIMOUSLY

Cr Harriman returned to the Chamber at 7.23 PM.

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

9. ITEMS REFERRED BY THE COUNCIL TO THIS MEETING FOR CONSIDERATION**9.1 DRAFT COMMUNITY ENGAGEMENT STRATEGY AND ACTION PLAN 2015-2019 - COMMUNITY CONSULTATION**

Office of the Chief Executive

For Decision

PURPOSE

The purpose of this report is to present to Council the draft Community Engagement Strategy and Action Plan 2015-2019 and the Community Consultation Plan to seek Council endorsement to release for external community engagement.

EXECUTIVE SUMMARY

The draft Community Engagement Strategy and Action Plan 2015-2019 has been developed and we are now seeking to obtain community feedback on the document. Extensive internal consultation has already been undertaken.

Council is committed to undertaking community engagement on matters that may be of interest or directly affect members of the community. Therefore, it is important that community input is sought on the draft Community Engagement Strategy and Action Plan 2015-2019.

RECOMMENDATION

- 1. That Council approves the draft Community Engagement Strategy and Action Plan 2015-2019 be released for community consultation for four weeks from Monday, 20 October 2014 to Friday, 14 November 2014.**
- 2. That following the community consultation process a further report on the Community Engagement Strategy and Action Plan 2015-2019 be presented to Council for consideration.**

Moved: Cr Gibbons

Seconded: Cr Rossiter

That the Recommendation be adopted.

CARRIED UNANIMOUSLY

FORESHADOWED MOTION

1. That Council includes the Traralgon Sports Stadium at Catterick Crescent as part of its Community Consultation Plan for the Community Engagement and Consultation Plan 2015-2019.

Moved: Cr Kam
Seconded: Cr Harriman

That the Motion be adopted.

CARRIED UNANIMOUSLY

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 and deliver sustainable local outcomes.

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 4: Advocacy for and consultation with our community

To advocate for and support cooperative relationships between business, industry and the community.

To ensure effective two-way communication and consultation processes with the community in all that we do.

BACKGROUND

Council is committed to providing opportunities to members of the community so that their views and opinions can be used to inform Council's decision making process. Latrobe City Council is constantly looking at ways to increase public participation and involvement by developing, enhancing and continually improving its community engagement activities.

The draft Community Engagement Strategy and Action Plan 2015-2019 has been developed following a review of the current Community Engagement Plan 2010-2014.

This review involved a community survey, an employee survey, an assessment of the actions and highlights of major achievements. It showed that strong foundations have been established during the four years to assist staff tasked with undertaking community engagement activities, such as community engagement training and templates. Extensive work had also been undertaken on improving and establishing new external communication methods and mediums, such as the Community Sounding Board and social media sites, Facebook and Twitter.

Results from the Community Survey showed that 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 Council 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 at 0.1% (95 persons) of the current Latrobe City population. Further promotion of the Community Sounding is required to increase awareness and participation levels for this medium and a target of 300 members has been identified as achievable.

Community members responded to the survey by saying that they 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. Council should continue with traditional methods such as Council Noticeboard in the Latrobe Valley Express, email and letter but should also use alternative methods available to enable communications to reach as many people as possible.

Overall, the results of the community 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.

Results from the employee survey showed that Council officers are aware of Council's community engagement responsibilities and have a good

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

understanding of community engagement principles in the delivery of plans and activities.

The foundation and advanced training in community engagement that is provided for Council staff has been highly regarded by those who have participated and 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.

To further inform the development of the draft Community Engagement Strategy and Action Plan (2015-2019), extensive research was also undertaken to benchmark external community engagement documents from other Councils in Victoria, Australia and around the world, and relevant industry-related documents from other non-Council related organisations.

The review findings and research undertaken have been utilised to assist and inform the development of the Community Engagement Strategy and Action Plan 2015-2019. It provides members of the community with information on Council's commitment to community engagement and how Council will make every effort to provide opportunities to people to have their say on matters that may concern them or have a direct impact.

KEY POINTS/ISSUES

Many opportunities exist for Council to further enhance community engagement practice to better enable community members to participate in Council's decision making process. These opportunities will be realised through the delivery and implementation of the Community Engagement Strategy and Action Plan 2015-2019.

The proposed strategy outlines why and how we engage with members of the community and how their input is used to inform Council's decision making process. The proposed action plan determines the specific activities that will be implemented to further enhance community engagement practice at Latrobe City Council.

Council is seeking community feedback on the draft Community Engagement Strategy and Action Plan 2015-2109 prior to the final document being brought to Council consideration for adoption.

Two versions of the Community Engagement Strategy and Action Plan 2015-2019 have been developed. They both contain the same information however, one document has been made accessible to assist persons with visual impairments who use assistive technologies to read documents on line.

The Community Engagement Strategy and Action Plan 2015-2019 builds upon the foundations of many years of community engagement practice

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

and the great work achieved during the implementation of the current Community Engagement Plan 2010-2014.

RISK IMPLICATIONS

Undertaking community consultation as part of the development of the Community Engagement Strategy and Action Plan 2015-2019 will demonstrate Council's commitment to open and transparent communication. It will also support Council's aim of encouraging community members to be involved in the community engagement process and strengthen community connectivity with Council through the community's involvement in providing feedback on the strategy and action plan.

FINANCIAL AND RESOURCES IMPLICATIONS

The decision to proceed with undertaking community consultation for the strategy and action plan can be accommodated within the existing budget.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

The results of the internal engagement have contributed to the development of the draft Community Engagement Strategy and Action Plan 2015-2019.

Internal engagement with Councillors and council officers has been undertaken over the past couple of months during the development of the strategy and action plan, as follows:

- 2 x meetings with the Project Advisory Group
- 2 x meetings with the Project Reference Group (Cr Rossiter, Cr Kam and Cr Gibbons)
- Document circulated to Senior Team Leaders and Coordinators Network for comments
- Presentation to Executive Team
- Presented at Councillor I&D meeting on Monday, 15 September 2014

Details of Community Consultation / Results of Engagement:

As the internal engagement process has now been completed to develop the draft Community Engagement Strategy and Action Plan 2015-2019 to this stage, the opportunity should now be taken to receive comments and feedback from members of the community.

A detailed community consultation plan for external communication is attached. The community consultation period will be undertaken from Monday, 20 October to Friday, 14 November (minimum 4 weeks). The community consultation plan will cover a range of activities which include face-to-face opportunities in the form of displays at shopping centres,

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

libraries, sports and recreational areas, feedback via the Council website and written submissions. These methods have proved very effective in the past, particularly face to face meetings where there is a higher level of footfall particularly in the sports and recreation areas, with parents willing to engage.

The suggested consultation period also coincides with promotion of the Community Sounding Board and would enable both opportunities for community engagement to be promoted in conjunction.

OPTIONS

The options available to Council are as follows:

1. To note the information contained in the draft Community Engagement Strategy and Action Plan 2015-2019 and Community Consultation Plan and release the document for community engagement.
2. To note the information contained in the draft Community Engagement Strategy and Action Plan 2015-2019 and Community Consultation Plan and request further information prior to releasing the document for community engagement.

CONCLUSION

The draft Community Engagement Strategy and Action Plan 2015-2019 is Council's community engagement guiding document for the next five years. It is important to gain community input into the final stages of the documents development particularly as this is the document that provides an overview of Council's commitment to community engagement.

The proposed strategy outlines why and how we engage with members of the community and how their input is used to inform Council's decision making process. The proposed action plan determines the specific activities that will be implemented to further enhance community engagement practice at Latrobe City Council.

SUPPORTING DOCUMENTS

The Review of the Community Engagement Plan 2010-2014 was used to inform the development of the Community Engagement Strategy and Action Plan 2015-2019 and is available for viewing upon request.

Attachments
Nil

CORRESPONDENCE

10. CORRESPONDENCE

Nil reports

PRESENTATION OF PETITIONS

11. PRESENTATION OF PETITIONS

11.1 Moe Golf Club Request to Remove Pine Trees

General Manager

Community Infrastructure &
Recreation

PURPOSE

The purpose of this report is to present Council with a petition received from the Moe Golf Club in relation to the impacts of Pine Trees along Golf Links Road on the operations of the golf club. The petition requests that Council remove the pine trees along the roadside verge.

EXECUTIVE SUMMARY

The purpose of this report is to table a petition from the Moe Golf Club for Council's information.

The petition states that

"We the undersigned members and users of the Moe golf Club, ask the Latrobe City Council to remove the pine trees situated along the adjoining roadside verge of Golf Links Road, Newborough. These trees and tree roots are adversely impacting the adjoining fairway as well as creating safety issues for staff and volunteers working and golfers playing the same fairway.

In recent years the Moe Golf Club have invested significantly in replacing previous fairway grasses with drought tolerant varieties. The club believe that the effects associated with the trees have negatively impacted the standard of the course and therefore the revenue of the club from visitors. It is recommended that Council receive the petition, meet with the club and a further report is presented to a future Council meeting detailing the options to address the concerns of the club.

RECOMMENDATION

- 1. That Council receive the petition from the Moe Golf Club requesting removal of the Pine Trees on Golf Links Road abutting the Moe golf course.**
- 2. That a report in relation to the request be presented to the 24 November Council meeting.**
- 3. That Council Officers meet with Moe Golf Club representatives prior to preparing the report detailed in point 2.**
- 4. That the head petitioner be advised of this decision.**

ORDINARY COUNCIL MEETING AGENDA 13 OCTOBER 2014 (CM448)

Moved: Cr Middlemiss
Seconded: Cr Gibbons

That the Recommendation be adopted.

CARRIED UNANIMOUSLY

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 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 1: Job creation and economic sustainability

Theme 2: affordable and sustainable facilities, services and recreation

Theme 3: Efficient, effective and accountable governance

Theme 4: Advocacy for and consultation with our community

Theme 5: Planning for the future

Strategic Direction 2 – To promote and support a healthy, active and connected community. To provide facilities and services that are accessible and meet the needs of our diverse community. To enhance the visual attractiveness and liveability of Latrobe City

BACKGROUND

The Moe Golf Club presented a petition to Latrobe City Council on 21 August 2014 on behalf of members and users of the club.

The covering letter outlines the Moe Golf Club's concerns regarding the roadside verge that directly bounds the second hole, stating that it is infested with mature pine trees and is unsightly with weeds; and that the pine trees inhibit the growth of indigenous trees and grass in that area. The letter also states that representatives of the club have had numerous discussions with Latrobe City Council officers about the negative impact that the tree roots and the tree canopy have on establishing and maintaining acceptable coverage of grass along the tree affected part of the fairway.

KEY POINTS/ISSUES

**ORDINARY COUNCIL MEETING AGENDA
13 OCTOBER 2014 (CM448)**

In recent years the Moe Golf Club have invested significantly in replacing previous fairway grasses with drought tolerant varieties. The pine trees that bound the second hole inhibit the ability of grass growth in that area and have prevented the Moe Golf Club from providing fairways to the standard they require.

The standard of fairways contribute to the overall condition of the golf course and the Club have advised that their visitor numbers have been negatively impacted due to the inability of the Club to establish drought tolerant grass due to the pine trees.

The Moe Golf Club are seeking removal of the pine trees so that the Club can return to being a favoured summertime golf destination and improve the overall financial position of the Club.

RISK IMPLICATIONS

At the time of writing the report the risks associated with the request have not been assessed.

FINANCIAL AND RESOURCES IMPLICATIONS

If agreed by Council a future report in relation to the matter will detail the financial and resource implications of the request.

INTERNAL/EXTERNAL CONSULTATION

As the petition has only recently been received by Council no internal or external consultation or community engagement on the matter has been undertaken.

OPTIONS

Council's local law requires that the petition be presented to Council and unless the Council determines the matter to be urgent a further report will be presented to Council on the matter at a future meeting.

CONCLUSION

A petition has been received from the Moe Golf Club in relation to the impacts of pine trees along Golf Links Road on the operations of the golf club. The petition requests that Council remove the pine trees along the roadside verge so that the Club can replace fairway grass with drought tolerant varieties.

It is recommended that Council receive the petition and a further report in relation to the matter at a future meeting.

SUPPORTING DOCUMENTS

NIL

Attachments

1. Petition

ORDINARY COUNCIL MEETING AGENDA
13 OCTOBER 2014 (CM448)



moe golf club

ABN 75 656 343 443

Inc No A0008670S



P.O Box 260, MOE 3825
Telephone (03) 5127 2731
Facsimile (03) 5126 4023

Councillor Gibson
Mayor
Latrobe City Council
141 Commercial Road
Morwell

LATROBE CITY COUNCIL INFORMATION MANAGEMENT	
RECEIVED	
21 AUG 2014	
R/O:	Doc No:
Comments/Copies Circulated to:	
<input type="checkbox"/> Copy registered in DataWorks	<input type="checkbox"/> Invoice forwarded to accounts

Dear Councillor Gibson,

I present the attached petitions on behalf of members and users of the Moe Golf Club. The Club's golf course is in part bounded by Golf Links Road Newborough. The roadside verge that directly bounds our second hole is infested with mature pine trees that are nothing more than unsightly weeds, inhibiting the growth of both adjacent indigenous trees and the adjoining fairway grasses. The petition requests the Council remove the pine trees from the roadside verge so that the Club can finalise establishing drought tolerant grass along the fairway.

Overtime, representatives of the Club have had numerous discussions with officers of the Council about the negative impact of the tree roots and the tree canopy on our ability to establish and maintain an acceptable coverage of grass along the tree affected part of the fairway. Those discussions conclude the trees do significantly impact the adjoining fairway but that any tree removal has not been a priority to the works program. In response to this petition we request that the tree removal be included in the current year work program.

In recent years the Club has invested significantly in replacing previous fairway grasses drought tolerant varieties. Our inability to finalise this program because of the pine trees have negatively impacted on visiting golf player numbers in the most recent 2013-14 session. It is essential for the Clubs finances that the trees be removed so that the club can return to being a favoured summertime golf destination.

In consideration of this petition, I invite councillors to view the impact first hand. This can be arranged by contacting the Club during opening hours or by leaving a voice message at other times.

I hope for your early and favourable response.

Best regards,

Peter Foster
President

**ORDINARY COUNCIL MEETING AGENDA
13 OCTOBER 2014 (CM448)**

We the undersigned members and users of the Moe Golf Club, ask the Latrobe City Council to remove the pine trees situated along the adjoining roadside verge of Golf Links Road, Newborough. These trees and tree roots are adversely impacting the adjoining fairway as well as creating safety issue for staff and volunteers working and golfers playing the same fairway.

Peter Foster, President, Moe Golf Club, 31 Thompson Road Newborough.

NAME	RESIDENTIAL ADDRESS	SIGNATURE
K. Bays	75 Sullivan's Tpk N'borough	K. Bays
K. Middlemass	446 Cross St Newborough	K. Middlemass
C. Weir	7 OVERTON AVE, NEWBOROUGH,	C. Weir
GR WILSON	25 Southwell Ave Newborough	GR WILSON
W YEOMAN	51 SHANAHAN PDE NEWBOROUGH	W YEOMAN
J. JOHNSON	24 BURNSIDE ST MOE	J. JOHNSON
T. FOSTER	2 KOORNALLA ST NEWBOROUGH	T. FOSTER
STEVE NYKO	36 EASTERN AVE NEWBOROUGH	STEVE NYKO
A. CAMERON	146 SOUTHWELL AVE NEWBOROUGH	A. CAMERON
A. DE VENT	4 LEONIS CRT MOE	A. DE VENT
K. JENNINGS	63 COALUCKE RD MOE	K. JENNINGS
D Henderson	lot 11 Kings W. TRARALGON	D Henderson
CHRIS PEARCE	5 PATRICK COURT TRARALGON	CHRIS PEARCE
RUSSELL DEW	8 MAIN ST YINNAR	RUSSELL DEW
DARREN WHITE	9 CLAREMONT CL TRARALGON	DARREN WHITE
RODNEY WILLIAMS	3 FORD AVE NEWBOROUGH	RODNEY WILLIAMS
PETER RODRIGUEZ	19 HARRISON BAYVIEW NEWBOROUGH	PETER RODRIGUEZ
JOHN PISA	1243 McDONALD STRACK NARRACON	JOHN PISA
TOM M'ALPINE	29 RUBERY ST MOE	TOM M'ALPINE
N SKIOTO	13 RADWIN WALK DIONIN	N SKIOTO
B. HALL	6 PHYLIS ST MORWELL	B. HALL
Sharelyce	PO BOX 781 CHARDHILL	Sharelyce
JUSTIN HAWKETT	18 WILLIAM ST, NEWBOROUGH	JUSTIN HAWKETT
ANDREW PICKARD	5 JARRY COURT NEWBOROUGH	ANDREW PICKARD
Gwen Young	4 Kerin St. Moe.	Gwen Young
AARON ROBERTS	16 WILLIAM ST NEWB	AARON ROBERTS
Sandy Tate	15 Paulay St. Newborough	Sandy Tate
ANTHONY GAUCH	150 Peaches Tpk, Henna Oak	ANTHONY GAUCH
HAROLD YOUNG	21 CROSS ST, NEWBOROUGH	HAROLD YOUNG
MAURITZ GOULD	38/5 OVERTON AVE MOE	MAURITZ GOULD

**ORDINARY COUNCIL MEETING AGENDA
13 OCTOBER 2014 (CM448)**

We the undersigned members and users of the Moe Golf Club, ask the Latrobe City Council to remove the pine trees situated along the adjoining roadside verge of Golf Links Road, Newborough. These trees and tree roots are adversely impacting the adjoining fairway as well as creating safety issue for staff and volunteers working and golfers playing the same fairway.

Peter Foster, President, Moe Golf Club, 31 Thompson Road Newborough.

NAME	RESIDENTIAL ADDRESS	SIGNATURE
Mrs Marlene Young	21 CROSS ST NEWBOROUGH	M Young
Alexis MAY	38/5 OXFORD AVE MOE	A May
Dorothy Wood	1/5 Ellenton Ave Newborough	D Wood
GARAHAN GEBLER	1 FRANCIS ST MOE	G Gebler
DALE COLLINGS	27 OVERTON AVE NEWBOROUGH	D Collings
Geoff SHAW	6 CATANI COURT NEWBOROUGH	G Shaw
CRAIG AUSTIN	17 MONTANE BLVD NEWBOROUGH	C Austin
C. BRIAN	39 - FOURTH ST MOE	C Brian
IL SKINNER	44 MURRAY ST TRARALGON	I Skinner
K. BEATH	24 HAIGH ST MOE	K Beath
F. ROCK	19 HILLAND ST MOE	F Rock
J CONDON	35 TWO MILE Rd MOE	J Condon
L. Shaw	Catani CRT	L Shaw
Suzanne Smith	PO Box 1125 - 24 Verner St Geelong	Suzanne Smith
J Shaw	12 Hunter Rd Traralgon	J Shaw
D HARKER	18 William St Newborough	D Harker
RON TOMLINSON	11 BROWN BILL ST MOE	R Tomlinson
A. MOOREHEAD	2/23 Ellenton Ave Newborough	A Moorehead
R J COLE	UNIT 1/4 JUBILEE ST MOE	R J Cole
Neale Houston	71 COALVILLE RD MOE SOUTH	N Houston
PAUL SPHERI	29-31 Kyne st Glengarry	P Spери
D SMITH	8 JOY ST MORWELL	D Smith
J. GALLOS	15 SIMON CRT MOE SH	J Gallos
C JENKES	13 MEWA ST MOE	C Jenkes
P. STEPHENS	7 ABBOTT ST MOE	P Stephens
FFAZZOPARDI	179 Coalville Rd Moe	F Fazzopardi
DAVID FRASER	34 SUMMERHILL BLVD DROUW	D Fraser
M. H. Magee	1 Nelson Rd Traralgon	M H Magee
G. PANIZZO	41 WESTERN AVE MOE	G Panizzo
B. MEAD	33 CHAMBERLAIN HILLS	B Mead
A MEAD	33 Chamberlain rd Newb	A Mead

OFFICE OF THE CHIEF EXECUTIVE

12. OFFICE OF THE CHIEF EXECUTIVE

12.1 MAV STATE COUNCIL MOTION - CITY OF MONASH

Office of the Chief Executive

For Decision

PURPOSE

The purpose of the report is to acknowledge correspondence received from City of Monash notifying all councils of the adopted resolution from the Municipal Association of Victoria (MAV) State Council Meeting on Friday, 16 May 2014. The adopted resolution states: “MAV to advocate for systemic reform of Electronic Gaming Machine (EGM) regulation in Victoria in the lead up to the 2014 state election”.

Following the adoption the resolution, City of Monash is providing all Victorian councils the opportunity to accept or decline being associated with this sector-wide position.

EXECUTIVE SUMMARY

At the Municipal Association of Victoria (MAV) State Council Meeting on Friday, 16 May 2014, it was resolved that the MAV advocate for systemic reform of Electronic Gaming Machine (EGM) regulation in Victoria in the lead up to the 2014 state election.

The motion was submitted by City of Monash following input from 33 representatives from 14 councils.

With the adoption of this motion, City of Monash is providing all Victorian councils the opportunity to accept or decline being associated with this sector-wide position.

In addition, City of Monash will be implementing a communications campaign in October and November 2014 to highlight the issues through traditional and social media platforms as well as directly lobbying local candidates and parties to support these reforms and is seeking support from all Victorian councils.

Cr White left the Chamber at 7.44 PM due to a Conflict of Interest in item 12.1 – MAV State Council Motion – City of Monash.

RECOMMENDATION

That the Mayor writes to City of Monash to:

- Accept the opportunity to be associated with this sector-wide position as per the adopted resolution from the Municipal Association of Victoria (MAV) State Council Meeting for MAV to advocate for systemic reform of Electronic Gaming Machine (EGM) regulation in Victoria in the lead up to the 2014 state election
- Request for the communications campaign plan
- Delegate to Acting Chief Executive Officer to determine which aspects of the communications campaign elements that Latrobe City Council will take part in

Moved: Cr Gibbons
Seconded: Cr Middlemiss

That the Recommendation be adopted.

CARRIED UNANIMOUSLY

Cr White returned to the Chamber at 7.46 PM.

DECLARATION OF INTEREST

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

OFFICER COMMENTS

On Friday, 16 May 2014 The Municipal Association of Victoria (MAV) State Council Meeting resolved:

That the MAV advocate for systemic reform of Electronic Gaming Machine (EGM) regulation in Victoria in the lead up to the 2014 state election with a particular emphasis on achieving the following changes:

1. Timeframe for council responses
 - The timeline for councils to respond to EGM applications needs to be extended from 60 days to not less than 120 days in order to provide councils with a more adequate period to consider and assess the social and economic impacts of an application.
2. Social and Economic Impact Assessment Form
 - The form (which is sent to councils as the local authority) needs to be re-written, simplified and re-structured to focus on

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

meaningful indicators that are relevant to assessing the likely impacts of gambling on individuals, families and communities within neighbourhoods. The balance of responsibility needs to be shifted from councils providing rigorous evidence of community impact to applicants providing compelling and conclusive evidence that there will not be a net detriment to the community with the introduction of additional EGMs into a locality or particular venue. Further, mechanisms need to be developed to ensure applicants are held to account for commitments made in their submissions over the medium to long term (for example, employment and economic stimulus undertakings).

3. Suburb and communities:
 - The Victorian Commission for Gambling and Liquor Regulation (VCGLR) should be required to consider the localised data, impacts and community views associated with a particular application not merely examining municipality-wide or suburb-wide data. A critical determining factor for approval should recognise the impact on localised disadvantaged pockets (commonly associated with public housing areas) surrounding a venue. A municipality-wide and suburb-wide analysis can often disguise or understate the real impacts on a local area.
4. The assessment of 'community benefit':
 - The way that 'community benefit' is currently assessed is flawed, vague, subjective and unfairly provides advantage to an applicant over a council or community opposed to an application. New guidelines need to be developed to provide an effective and commonsense definition of what constitutes a 'net benefit' or 'net detriment' in relation to an application and how this should be approached. For example, expanded floor space for a venue should not objectively be assessed as constituting such a benefit for the community that it outweighs the agreed economic loss that would be brought by EGMs into a disadvantaged area. The obvious value judgments implicit in such an approach (and as has been regularly applied by the VCGLR previously) is not consistent with an even playing field or with community expectations. There is also a critical need for the development of a transparent and accurate assessment model to gauge transferred and new expenditure. Such a model must clearly identify the economic impact and risks associated with applications for new or increase EGMs. The GEOTECH model, currently favoured in assessing EGM applications, is not transparent and does not meet the requirements.
5. Community Benefit Statement:
 - Regulatory changes are required to the reporting requirements and the categories of the Annual Venue Community Benefit Statement to ensure that only benefits that demonstrate local

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

community activity, purpose or approval are considered eligible for inclusion.

6. Community Support Fund:
 - The process for the allocation of funding through the Community Support Fund needs to be reviewed to ensure there is a transparent and targeted return of funding to the communities from where the losses occur.
7. \$1 bet limits:
 - A \$1 maximum bet limit with a maximum \$120.00 limit per hour should be phased in over a period of five years and commencing as soon as possible.
8. Further reduction of EGM caps in disadvantaged areas:
 - Action is required to address the alarming increasing density and concentration of EGMs in disadvantaged communities. The current caps should be extended to limit the number of EGMs able to be located within a suburb or neighbourhood of below average SEIFA score so that the number of EGMs in these areas are equal to or less than the state-wide average of EGMs per 1,000 adult population. Further, and in relation to growth councils, there needs to be a commitment to a fixed and stable regional and metropolitan local government area cap. Growth Area Councils are vulnerable to a direct net increase in the number of gaming machines, as caps are determined on population. Growth Area Councils are experiencing rapid population growth and there lies the potential for increased EGMs, this leaves new and growing communities exposed to risk factors associated with gambling. An increase in population growth should not translate to a direct increase of EGMs. It is essential that the Victorian State Government involves the expertise and knowledge of Local Governments in determining a fixed cap to ensure the voice of the local community is heard.

For further information, it should be noted that in May 1998, the Latrobe City Trust was established by the Council for the purpose of providing an independent charitable trust that provides for the future of the Latrobe community. The Trust manages various funds, one of which is the Latrobe City Community Gaming Support Fund (previously known as the Gambling Impact Fund) pursuant to the Latrobe City Community Gaming Agreement adopted by Council on 21 June 2010.

Financial support is available through the Latrobe City Community Gaming Support Fund to assist individuals and families, particularly those directly and indirectly affected by the associated issues of problem gaming.

Under the terms of the Agreement, Council provides local gaming venue operators with a general rates waiver of 100% in return for contributing an amount equivalent to 110% of their general rates into the Latrobe City Community Gaming Support Fund to directly benefit our local community.

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

As part of the Latrobe City Community Gaming Support Fund grant program, Latrobe City Trustee calls for applications, twice a year, from individuals and organisations providing support services and/or alternative programs/activities to assist the disadvantaged within our community including those experiencing hardship as a consequence of problem gaming.

The Latrobe City Trust is a separate entity from Council, being an independent registered charitable trust. Any and all decisions made by the Trust do not reflect Council views or standpoints.

The Trust has a separate independent Auditor which audits its accounts every financial year. At no time can the Council request funds from the Trust as the Trust is a separate charitable organisation that has money donated into it by members of the public to be use in accordance with the Deed of Trust and for specific purposes (please refer to the Trust outline above). All funds under the Trust are allocated and voted on accordingly be three independent appointed Community members Trustees. The CEO and Mayor of the day can sit on the Trust.

The Council's role in the Trust is purely for administrative purposes only.

It is anticipated that there would be no impact on the Trust associated with the suggested changes by the MAV State Council motion.

Attachments

1. Correspondence from City of Monash to Latrobe City Council
2. MAV State Council Motion - May 2014

12.1

MAV State Council Motion - City of Monash

- 1 Correspondence from City of Monash to Latrobe City Council 41**
- 2 MAV State Council Motion - May 2014 45**



LIAS104

19 September 2014 – correction to earlier version sent 18/9/14

Cr Sharon Gibson
Mayor
Latrobe City Council

via email (Sharon.Gibson@latrobe.vic.gov.au)

Dear Mayor

LOCAL GOVERNMENT POKER MACHINE SYSTEM REFORM CAMPAIGN

I am writing to inform Latrobe City Council of a local government-wide campaign to protect vulnerable communities from inappropriate placement of electronic gaming machines (EGMs or pokies). Please note that this letter is also advising you of our wish to assert that all Victorian councils support this campaign (in line with a vote taken at the MAV State Council in May) so please give this letter your careful consideration in case you would prefer for your council not to be associated with the campaign.

You may be aware of a series of roundtable discussions held in recent months which have been convened by the City of Monash. These discussions have been attended by 20 other councils and have led to a number of actions in respect of this issue.

Councils across Victoria are frustrated by the current regulatory framework for pokies in Victoria and the uneven playing field which exists for councils and communities at the Victorian Commission for Gambling and Liquor Regulation (VCGLR) and VCAT. The regulations and how they are narrowly interpreted by these bodies severely hamper the ability of councils to influence the granting of gaming machine licenses in vulnerable communities – where they do the most damage.

An early outcome of the roundtables was a motion submitted to the MAV State Council meeting on 16 May 2014 seeking systemic reform of gambling regulation in Victoria (see attached motion). The motion was strongly endorsed by MAV delegates and these areas of reform have since been included in the MAV's *Call to Parties* document which has been released ahead of the coming state election.

.../2



The councils which have participated in the roundtables have also recently contributed more than \$60,000 to fund a major campaign in the lead up to the coming state election to publicly highlight the need for these reforms. This is intended to be a very different campaign to previous advocacy efforts in relation to poker machines because we are not campaigning against poker machines *per se* or even advocating for a reduction in overall numbers of machines. Rather, we are seeking straight forward and sensible changes to the current legislative framework in Victoria which is consistently resulting in local communities and councils being placed at a significant disadvantage to big gaming operators seeking to shift their machines into more vulnerable communities.

For example, during 2013 there were 27 applications by gaming operators to increase or install poker machines in various communities around Victoria that were objected to by councils. Of these objections, only two were successful – a staggering rate of success for venue operators of over 90%.

We are calling on the major parties to commit to making changes to the existing legislation to re-balance this playing field and to curb the predatory behaviour of the big gaming operators which are increasing preying on some of Victoria's most vulnerable communities. We see it as important for councils to be working together in response to this behaviour – behaviour we see as similar in some respects to the way that the big tobacco companies exploited communities in the 1970s through their advertising – to seek appropriate legislative change to protect Victoria's most vulnerable communities from being further exploited by the big gaming operators trying to find new ways to grow their revenues.

To this end, we have just engaged Royce Communications – an experienced communications agency – to assist with the campaign. In October and November, we will be publicly highlighting these issues through traditional and social media platforms as well as directly lobbying local candidates and parties to support these important reforms.

Due to the strong support of Victorian councils in passing the attached motion at the MAV State Council, we would like to be able to claim the support of all Victorian councils on this issue as we believe that will send a powerful message to all state politicians and candidates. However, before doing that we want to notify all councils of this proposed approach to provide an opportunity for you to advise if your council objects to being associated with this sector-wide position.

Accordingly, could you please advise Emily Halliburton by email to EmilyH@monash.vic.gov.au by close of business on Tuesday 30 September if you or your council DOES NOT want your council to be associated with this sector-wide position?

.../3



We will ensure that any council which does not support this campaign is not associated with it in any way. However, we are hopeful that your council will continue to see the importance of assisting these sector-wide efforts to achieve important reform in this area.

Please note, we are not seeking any financial or other contribution from your council. However, we will be writing to you again to provide opportunities for your council to use materials produced by the campaign in your local area to engage your communality groups, your local candidates and (if relevant) to use your social media and other networks to promote the campaign. Once the campaign begins in early October, we will be able to supply you with more detailed information about the rollout of the campaign and what your council can do to promote it.

Please feel free to contact me directly on 0411 645 281 or at geoff.lake@monash.vic.gov.au if you would like to discuss the campaign further.

Yours sincerely

GEOFF LAKE
Mayor

and on behalf of the following participating councils: City of Greater Dandenong, City of Port Phillip, City of Maribyrnong, City of Brimbank, City of Whitehorse, Shire of Whittlesea, Shire of Yarra Ranges, City of Moreland, City of Manningham, City of Moonee Valley, City of Maroondah, City of Stonnington

Encl.

cc. Councillors, Latrobe City Council
Chief Executive Officer, Latrobe City Council



FORM

MAV State Council Meeting – 16 May 2014

RE-DRESSING THE BURDEN: ELECTRONIC GAMING MACHINE APPLICATIONS AND SYSTEM REFORM

Submitted by: Monash City Council, following input from 33 representatives from 14 councils.

MOTION:

That the MAV advocate for systemic reform of Electronic Gaming Machine (EGM) regulation in Victoria in the lead up to the 2014 state election with a particular emphasis on achieving the following changes:

1. **Timeframe for council responses:** the timeline for councils to respond to EGM applications needs to be extended from 60 days to not less than 120 days in order to provide councils with a more adequate period to consider and assess the social and economic impacts of an application.
2. **Social and Economic Impact Assessment Form:** the form (which is sent to councils as the local authority) needs to be re-written, simplified and re-structured to focus on meaningful indicators that are relevant to assessing the likely impacts of gambling on individuals, families and communities within neighbourhoods. The balance of responsibility needs to be shifted from councils providing rigorous evidence of community impact to applicants providing compelling and conclusive evidence that there will not be a net detriment to the community with the introduction of additional EGMs into a locality or particular venue. Further, mechanisms need to be developed to ensure applicants are held to account for commitments made in their submissions over the medium to long term (for example, employment and economic stimulus undertakings).
3. **Suburb and communities:** the Victorian Commission for Gambling and Liquor Regulation (VCGLR) should be required to consider the localised data, impacts and community views associated with a particular application not merely examining municipality-wide or suburb-wide data. A critical determining factor for approval should recognise the impact on localised disadvantaged pockets (commonly associated with public housing areas) surrounding a venue. A municipality-wide and suburb-wide analysis can often disguise or understate the real impacts on a local area.
4. **The assessment of 'community benefit':** the way that 'community benefit' is currently assessed is flawed, vague, subjective and unfairly provides advantage to an applicant over a council or community opposed to an application. New guidelines need to be developed to provide an effective and commonsense definition of what constitutes a 'net benefit' or 'net detriment' in relation to an application and how this should be approached. For example, expanded floor space for a venue should not objectively be assessed as constituting such a benefit for the community that it outweighs the agreed economic loss that would be brought by EGMs into a disadvantaged area. The obvious value judgments implicit in such an approach (and as has been regularly applied by the VCGLR previously) is not consistent with an even playing field or with community expectations. There is also a critical need for the development of a transparent and accurate assessment model to gauge transferred and new expenditure. Such a model must clearly identify the economic impact and risks associated with applications for new or increase EGMs. The GEOTECH model, currently favoured in assessing EGM applications, is not transparent and does not meet the requirements.
5. **Community Benefit Statement:** regulatory changes are required to the reporting requirements and the categories of the Annual Venue Community Benefit Statement to ensure that only benefits that demonstrate local community activity, purpose or approval are considered eligible for inclusion.
6. **Community Support Fund:** The process for the allocation of funding through the Community Support Fund needs to be reviewed to ensure there is a transparent and targeted return of funding to the communities from where the losses occur.



FORM

7. **\$1 bet limits:** A \$1 maximum bet limit with a maximum \$120.00 limit per hour should be phased in over a period of five years and commencing as soon as possible.

8. **Further reduction of EGM caps in disadvantaged areas:** Action is required to address the alarming increasing density and concentration of EGMs in disadvantaged communities. The current caps should be extended to limit the number of EGMs able to be located within a suburb or neighbourhood of below average SEIFA score so that the number of EGMs in these areas are equal to or less than the state-wide average of EGMs per 1,000 adult population. Further, and in relation to growth councils, there needs to be a commitment to a fixed and stable regional and metropolitan local government area cap. Growth Area Councils are vulnerable to a direct net increase in the number of gaming machines, as caps are determined on population. Growth Area Councils are experiencing rapid population growth and there lies the potential for increased EGMs, this leaves new and growing communities exposed to risk factors associated with gambling. An increase in population growth should not translate to a direct increase of EGMs. It is essential that the Victorian State Government involves the expertise and knowledge of Local Governments in determining a fixed cap to ensure the voice of the local community is heard.

RATIONALE:

This motion was developed collaboratively by representatives from 33 representatives from 14 councils, including mayors and councillors, at a specially convened forum held at Monash City Council on Wednesday 9 April, 2014.

The motion responds to the uneven playing field faced by councils and communities when it comes to the consideration of electronic gaming machines applications by the VCGLR.

While each council has their own experiences with the VCGLR, the recent frustration experienced by Monash with an applicant's successful EGM application before the VCGLR and VCAT prompted Monash to organise the forum to discuss a collective approach to seeking changes to the way that applications are considered.

In 2012 Monash commenced a protracted and expensive process of objection to an application from a Clayton gaming venue seeking to increase their EGM numbers by 25%. Monash was strong in its resolve to object to this application because this venue:

- is located in Monash's most disadvantaged suburb - Clayton (which has a SEIFA index rating of 971.8);
- has one of the highest average EGM expenditures in Monash of \$4.911 million (in 2012 – 2013), which equates to \$1,075 for every adult in Clayton - nearly twice the Victorian average of \$550 per adult; and
- is in a suburb with a very high density of EGMs per adult population, 11.6 per 1,000 adults which is nearly twice the Victorian average of 6.1 per 1,000 adults.

As the applicant's submission was approved at the VCGLR Monash resolved to take the matter to VCAT. VCAT approved the increase of the seven machines in August 2013 as it determined there was 'no net detriment' to the local community. Monash strongly disagrees with their reasoning that there was 'no net detriment' and believe that their approach taken to assessing net benefit or detriment was flimsy and flawed.

In the last year alone (Jan 2013 – Dec 2013), there have been 27 applications to the VCGLR to increase or install EGMs in various communities around Victoria. Of these, only two councils (City of Maribyrnong and City of Maroondah) have been successful in their objections. Between July 2007 and August 2012, there



FORM

were 106 applications for gaming machine approvals to VCGLR. Of these, 96 were approved and another three were approved in part. In the 50 cases where councils opposed the application, councils were successful in six cases. Considering the outcomes of these cases, it is obvious that councils have major challenges in responding to such applications. It is starkly obvious that the system is stacked heavily against councils and the communities we represent.

It is also worth noting that a number of councils have chosen not to lodge objections and/or appear at VCGLR hearings. This is due to the adversarial and expensive nature of the system and the growing evidence that councils are fighting an impossible and losing battle.

In 2013, Monash City Council commissioned landmark research: *Impacts of Problem Gambling in the City of Monash*. The key findings and recommendations of the research are groundbreaking and provide councils with a platform to respond to and prevent harm from gambling within the community.

The Monash research and the direct experience of councils responding to gaming applications supports the need to **re-dress the burden** placed on councils in responding to EGM applications.

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

12.2 ASSEMBLY OF COUNCILLORS

Office of the Chief Executive

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 1 September 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:	Conflicts of Interest Declared:
3 September 2014	Latrobe Tourism Advisory Board	Councillors: Cr White, Cr Sindt (arrived 6pm) Officers: Geoff Hill, Linda Brock	NIL
10 September 2014	Latrobe City International Relations Committee Meeting	Councillors: Cr White, Cr Gibbons Officers: Phil Stone, Jason Membrey, Jie Liu.	NIL
18 September 2014	Traralgon CBD Safety Committee Meeting	Councillors: Cr Rossiter, Cr Kam. Officers: Steve Tong	NIL

Attachments

1. Attachment 1
2. Attachment 2
3. Attachment 3

RECOMMENDATION

That Council note this report.

Moved: Cr Rossiter

Seconded: Cr Gibbons

That the Recommendation be adopted.

CARRIED UNANIMOUSLY

12.2

Assembly of Councillors

1	Attachment 1	51
2	Attachment 2	53
3	Attachment 3	57



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: 3 September 2014

Time: 5.40pm

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 (arrived 6pm)

Officer/s: Geoff Hill, Linda Brock

Matter/s Discussed: Destination Gippsland Ltd, Bushfire Recovery activities, Gippsland Business Awards.
(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*):

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: Latrobe City International Relations Committee Meeting

Date: 10 September 2014

Time: 5.00 pm to 7.00 pm

Assembly Location: NAMBUR WARIGA ROOM
LATROBE CITY COUNCIL CORPORATE HEADQUARTERS
COMMERCIAL ROAD, MORWELL
(e.g: Town Hall, *TOWN*, No. xx *ADDRESS*, Latrobe City Council Offices).

In Attendance:

Councillors: Cr. White and Cr.Gibbons

Officer/s: Phil Stone, Jason Membrey and Jie Liu

Matter/s Discussed:

Presentation on the 2014 Music Exchange Program - Musical Director, Band Manager and Band Members

Sister Cities Visit - IRC Member Presentation Paul Taylor

Chinese language Program

Federation University International Student Association Culture Night

Economic Development Update

International Relations Committee Terms of Reference

International Relations Projects for 14/15

(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: N/A

Officer/s: N/A

Times that Officers / Councillors left/returned to the room: N/A

Completed by: Jason Membrey, Coordinator Events & International Relations



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: Traralgon CBD Safety Committee Meeting

Date: Thursday, 18 September 2014

Time: 9.03 am - 9.33 am

Assembly Location: Latrobe City Traralgon Service Centre, Kay Street Traralgon.
(e.g: Town Hall, *TOWN*, No. xx *ADDRESS*, Latrobe City Council Offices).

In Attendance:

Councillors: Michael Rossiter and Sandy Kam

Officer/s: Steve Tong

Matter/s Discussed:

1. Late Night Bus Service statistics
2. Victoria Police to provide list of operating hours and lock out times for Traralgon late night venues - at the conclusion of the current liquor licensing hearings
3. Finalisation and distribution of Traralgon CBD Safety Committee Spring 2014 Newsletter
4. Discussion on Liquor and Gambling Information Session in Morwell.

(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: Steve Tong



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.

PLANNING & ECONOMIC SUSTAINABILITY

13. PLANNING & ECONOMIC SUSTAINABILITY

13.1 LATROBE PLANNING SCHEME REVIEW

General Manager

**Planning & Economic
Sustainability**

For Decision

PURPOSE

The purpose of this report is to present for Council's consideration the Latrobe Planning Scheme Review Report, September 2014, and to recommend to Council that the report's findings be submitted to the Minister for Planning, under Section 12B of the *Planning and Environment Act 1987*.

EXECUTIVE SUMMARY

Latrobe City Council is required to review the Latrobe Planning Scheme every four years under the *Planning and Environment Act 1987* (the Act).

Latrobe Planning Scheme Review Report, September 2014, (the Review) has been prepared in accordance with the Department of Transport Planning and Local Infrastructure's (DTPLI) *Review of Planning Schemes Practice Note 2006* and *Continuous Improvement Review Kit 2006*. The Review provides Council with:

- an overview of the performance of the Latrobe Planning Scheme;
- an understanding of what policy changes have occurred since the last review; and
- a strategic work program for future action.

The Review Report is provided in Attachment 1 and makes 29 recommendations to improve the Latrobe Planning Scheme. Some of the key recommendations include:

1. Adopt the Review Report and forward the Review Report to the Minister for Planning as required pursuant to the Act.
2. Delay the full rewrite of the Latrobe Local Planning Policy Framework until the completion of the current State Planning Policy Framework Review.
3. Consider bringing together the planning process for reviewing the Council Plan, Municipal Public Health and Wellbeing Plan and the Latrobe Planning Scheme in line with council election cycles.
4. Ensure that all long term capital works projects are aligned with strategic land use planning work and adopted development contribution schemes.
5. Commission a Latrobe Industrial and Employment Land Use Strategy; Housing Strategy; Rural Land Use Strategy; small town structures plans; and landscape/urban design guidelines.

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

6. Consider implementing adopted land use planning strategic work (as appropriate) into the Latrobe Planning Scheme.
7. Ensure that a prioritised program be undertaken around 'implementation', 'completion' and 'commissioning' of strategic land use planning work.

RECOMMENDATION

That Council:

1. Adopts the Latrobe Planning Scheme Review Report, September 2014 and reports the findings of the review to the Minister for Planning.
2. Reaffirms its commitment to apply the density of 11 lots per hectare to residential subdivisions and that this matter be a key consideration for the Stage Two Local Planning Policy Framework rewrite.
3. Refers the recommendations of the strategic land use planning work program to Latrobe City Council's business planning process.
4. Commences Stage Two of the Latrobe Planning Scheme Review project.

Moved: Cr White

Seconded: Cr Harriman

That the Recommendation be adopted.

PROCEDURAL DEFERRAL

That Council defer consideration of this matter until the next Ordinary Council Meeting 5 November 2014.

Moved: Cr Kam

Seconded: Cr Middlemiss

That the Motion be adopted.

CARRIED UNANIMOUSLY

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

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

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

the provisions of the *Planning and Environment Act 1987* (the Act) and the Latrobe Planning Scheme.

BACKGROUND

The 'new format' Latrobe Planning Scheme was approved in 2000 and implemented across the state of Victoria by the Victorian government. Since then, the Latrobe Planning Scheme has been the subject of reviews in 2003 and 2008 and these have been submitted to the Minister for Planning to meet the review requirements of the Act.

To continue this cycle and meet the requirements of the Act, a major review of the Latrobe Planning Scheme was identified in the Council Plan, including reviewing the Municipal Strategic Statement (MSS), zones and overlays, and a general review of its format and content. Stage one of this review has concluded resulting in the Latrobe Planning Scheme Review Report, September 2014, and is the subject of this Council report. The Review Report has been prepared in accordance with the DTPLIs Review of Planning Schemes Practice Note 2006 and the *Continuous Improvement Review Kit 2006*.

Stage two will involve the technical drafting of the Local Planning Policy Framework (including the Municipal Strategic Statement). This includes rewriting and updating the Local Planning Policy Framework in the Latrobe Planning Scheme to reflect Council's current adopted strategic work.

Stage three will involve the public exhibition of the redrafted Local Planning Policy Framework (including Municipal Strategic Statement) and the subsequent Panel process, if necessary.

A diagrammatic representation of the review process is shown below:

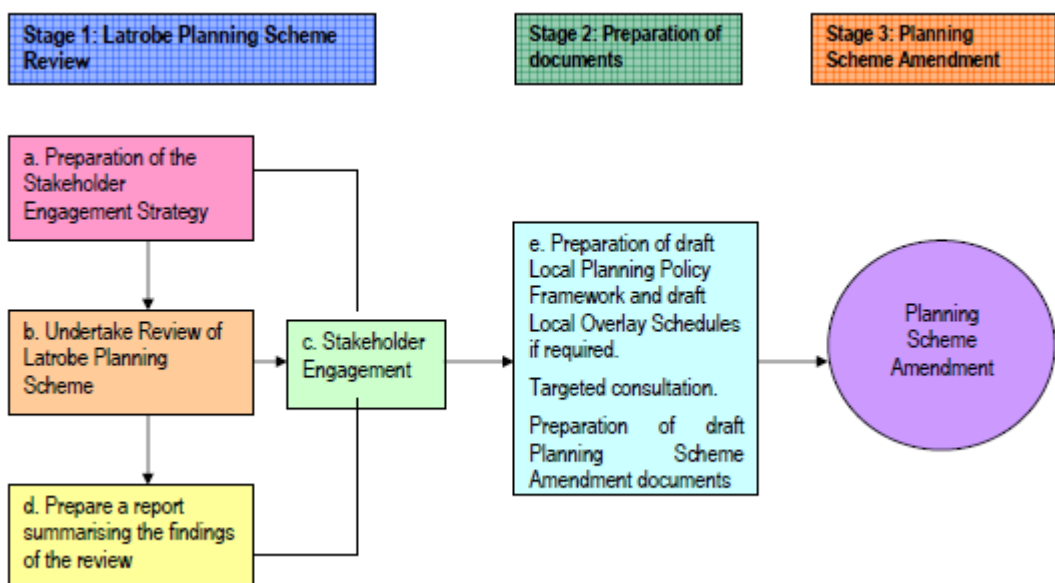


Figure One: The Latrobe Planning Scheme Review Methodology

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

A Project Reference Group, consisting of council staff and Councillors White, Kam, Middlemiss, Gibson and Rossiter, has provided input into the project.

Section 12B of the *Planning and Environment Act 1987* requires that on completion of the review, Council without delay report the findings of the review to the Minister for Planning.

DISCUSSION

The Review report makes 29 recommendations to improve the Latrobe Planning Scheme. The key recommendations are provided in the 'Executive Summary' of this council report and all of the recommendations are also provided in Appendix four in Attachment one of this council report.

The recommendations respond to land use planning policy changes since the last 2008 review, existing strategic policy gaps in the planning scheme, and the key themes raised during the engagement phase of the review.

Land Use Planning Policy Changes

There has been significant land use planning changes adopted at the State and local level since the 2008 Latrobe Planning Scheme review. The 2014 Review report recommends that the following new policies and initiatives should be better reflected in the scheme:

State

- New zones including revised Rural Zones, Residential Zones, Industrial Zones and Commercial Zones (2013)
- Melbourne Metropolitan Plan ('Plan Melbourne' – 2013)
- Gippsland Regional Growth Plan (2014)
- Bushfire management policy and controls (2013-2014)
- Native vegetation policy and controls (2013-2014)
- Development contributions review (2013-2014)
- VicSmart planning permit application initiative (2014)
- Draft State Planning Policy Framework structure (2014)

Local

- Latrobe 2026 (2011)
- Council Plan (2013)
- Public Open Space Strategy (2013)
- Latrobe Municipal Public Health and Wellbeing Plan (2013-2017)
- Residential land supply rezoning initiatives (2011-2014)
- Traralgon Growth Areas Review (TGAR 2013-2014)

It is likely that the new draft State Planning Policy Framework structure, changes to development contributions, native vegetation, and bushfire provisions and the introduction of regional growth plans will have an impact on the structure and content of a Stage two revised Latrobe Planning Scheme.

There is a need to include a number of new adopted policies into the Latrobe Planning Scheme and therefore it is important to commence the Stage two local planning policy rewrite within the immediate future. However, finalisation of any such rewrite will need to reflect the above policy changes and any new policy changes.

There have also been changes at the local level to key Council 'governance' documents, notably the Council Plan and the Health and Wellbeing Plan. These changes have reinforced the importance to bring together the planning process in line with council election cycles to enhance linkages between the plans and the Latrobe Planning Scheme.

Strategic Policy Gaps in the Latrobe Planning Scheme

The Review has confirmed that the basis of the Latrobe Planning Scheme is fundamentally sound. However, the Review Report states that Council needs to commission new work to address strategic policy gaps that have become apparent since the last review.

Despite having an extensive further strategic land use planning work program spread throughout the current Municipal Strategic Statement at Clause 21.04 to 21.08 (inclusive), the analysis in the Review has revealed that only some of this work has been completed. The Review Report suggests that a more prioritised program be undertaken around 'implementation', 'completion' and 'commissioning' of strategic land use planning work.

Important strategic policy gaps that lead to the need for new strategic land use planning work to be undertaken include:

- employment opportunities in the city including providing strategic directions on existing and proposed industrial land through a proposed Industrial Employment and Land Review.
- an analysis of housing issues including neighbourhood character, diversity, density and design through a proposed Housing Strategy.
- an assessment of rural land use issues including their economic contribution, landscape values, environmental risks, timber issues, tourism opportunities, subdivision provisions and dwelling potential through a Rural Land Use Strategy.
- an analysis of built form guidelines for commercial, industrial and residential development through proposed Urban Design Guidelines.
- A review of commercial and farming zones in light of the recent state government changes to the detail of zones and their schedules.

The sequencing of new strategic land use planning work and corresponding implementation of the work through Planning Scheme Amendment preparation is important.

Key Themes Raised During Engagement

The key themes raised by way of community and stakeholder engagement include:

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

- Industrial land use and employment;
- Lot/ dwelling density in urban areas;
- Rural land use and agricultural quality;
- Open space provision;
- Coal resource utilisation and liveability;
- Built form and public amenity;
- Key shared infrastructure provision.

Other themes identified through feedback are included in Section 9 of the Review report.

- Industrial land use and employment

The need for an Industrial Land Use and Employment Strategy has consistently been identified throughout the Review consultation period. This Strategy should provide direction on the employment and future supply, demand needs and location for industry within the City. The Review Report recognises this is a key piece of future strategic work which is strongly encouraged to be undertaken by Council.

- Lot / dwelling density in urban areas

During 2012 Council resolved the following:

That Council undertake a review of the municipal strategic statement with regard to the recommended lots per hectare in future residential subdivision development on the preferred basis of 11 lots per hectare; and

That Council's preferred lot density is 11 lots per hectare on unencumbered land and that this foreshadows Council's intention with regard to the Latrobe Statutory Planning Scheme review.

This issue was further highlighted in the Review's community survey responses. However, the Review Report recommends that an analysis to determine an appropriate lot density and the location of medium density housing must be undertaken first and then be included in the planning scheme. The Review has found that such policy support needs to be justified based on a comprehensive housing strategy. The Stage two Local Planning Policy Framework rewrite may be able to include some discussion of Council's preferred lot density of '11 lots per hectare' into the Latrobe Planning Scheme. However, there is a risk that council leaves itself open to challenge at VCAT and a Planning Panel due to council not having the strategic planning justification to support the preferred lot density.

- Rural land use and agricultural quality

There was considerable interest shown by members of both urban and rural areas about the future of rural land in the City and the need to provide policy direction on emerging farming, rural living and housing issues. The Review Report recognises that a new Rural Land Use Strategy is a key piece of future strategic work which is strongly encouraged to be undertaken by Council.

- Open space provision

The most significant issue highlighted in the Review's community survey responses included observations around lack of well-designed open spaces, the need for greater connectivity by cycling and walking paths, and poor maintenance of existing facilities. Opportunities to promote regional sporting facilities and the requirements to provide an open space contribution as part of planning permit applications were also raised as important issues.

- Coal resource utilisation and liveability

Engagement activities for the Review coincided with the Hazelwood Mine Fire Inquiry. The Review Report highlighted the need for Council and the state government to provide certainty and leadership over the use and future of brown coal resource in the Latrobe Valley acknowledging the need to balance the liveability of Latrobe City's four main towns.

- Built form and public amenity

During the Review there was a strong call for urban design guidelines to assist Council and the community with making planning permit decisions on the basis of neighbour character, built form and public landscape design.

- Key shared infrastructure provision

Another theme that was raised during the Review's community engagement phase was a concern around Council ensuring that key shared infrastructure was planned and provided for in new large urban estates. The Review Report has identified the need for Council to ensure that all long term capital works projects are aligned with land use strategic planning strategic work and adopted development contribution schemes.

RISK IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management framework.

Latrobe City Council is required to review the Latrobe Planning Scheme every four years. Monitoring, auditing and reporting of the Planning Scheme is a mandatory requirement under the *Planning and Environment Act 1987*.

The adoption of this report and subsequent forwarding to the Minister fulfils this statutory requirement.

FINANCIAL AND RESOURCES IMPLICATIONS

Funds have been allocated in the current 2014/15 budget year to prepare the Review Report and to enable the planning scheme amendment to proceed. A consultant has been engaged through a public tender process to complete stages one and two of the Latrobe Planning Scheme Review project.

INTERNAL/EXTERNAL CONSULTATION

Details of Community Consultation:

Community consultation and engagement for Stage one of the Planning Scheme Review project was carried out in line with DTPLI's *Continuous Improvement Review Kit 2006*, Latrobe City Council's *Community Engagement Plan 2010-2014* and the adopted *Stage One Planning Scheme Review Stakeholder Engagement Strategy 2014* (refer to Appendix 1 in Attachment 1). The Latrobe City Council Planning Scheme Review Project Reference Group also provided input to the community consultation and engagement methods.

The Planning Scheme Review project team used a variety of engagement techniques to encourage community, agency, business and industry involvement. This included:

- three advertisements on the Community Noticeboard in the Latrobe Valley Express
- a media release that resulted in an interview with Gippsland FM Radio and Win News coverage
- a mailout to over 400 homes in new residential development fronts with an invitation to complete a 'community survey'
- an invitation to complete a business survey placed in 3000 'Business Connect' newsletters
- an online survey and information posted on the 'Have Your Say' Latrobe City Council webpage
- use of the Latrobe City Council 'community sounding board'
- hardcopy surveys at Latrobe City Customer Service Centres
- a developer/consultant breakfast workshop
- agency meetings and engagement with 26 agency/authorities
- engagement with 20 internal Latrobe City Council staff
- one-on-one interviews with 15 community members
- two 'Information and Discussion' sessions with councillors
- seven Project Reference Group sessions with councillors

The consultation activities returned 84 community surveys and 9 written submissions. The survey results and submissions highlighted that the range of planning issues facing the municipality is quite broad. The top five issues raised in the surveys and submissions include:

- Open Space
- Infrastructure
- Environment/ rural land protection
- Housing lot/ dwelling density
- Urban design

The recommendations and findings of the consultation sessions are further outlined in Section 9 of the Review Report and the 'Discussion' section of this council report.

OPTIONS

1. Adopt the Latrobe Planning Scheme four yearly Review Report (Stage one), report the findings of the review to the Minister for Planning and commence the rewrite of the Local Planning Policy Framework (Stage two).
2. Not adopt the Latrobe Planning Scheme four yearly Review Report.

CONCLUSION

Latrobe City Council is required to review the Latrobe Planning Scheme every four years under the *Planning and Environment Act 1987* (the Act).

Latrobe Planning Scheme Review Report, September 2014, (the Review) has been completed and is the first stage of a three stage project to review and make changes to the Latrobe Planning Scheme. Completion of Stage one fulfils Council's requirements under the Act.

Community consultation and engagement for Stage one of the Review project has assisted with identifying the existing strategic policy gaps in the planning scheme and informing the recommendations of the Review Report.

The Review Report provides Council with:

- an overview of the performance of the Latrobe Planning Scheme;
- an understanding of what policy changes have occurred since the last review; and
- a strategic work program for future action.
- 29 key recommendations to improve the Latrobe Planning Scheme.

SUPPORTING DOCUMENTS

NIL

Attachments

1. Attachment 1 - Planning Scheme Review Report - September 2014

13.1

Latrobe Planning Scheme Review

1	Attachment 1 - Planning Scheme Review Report - September 2014	73
----------	--	-----------



Planning Scheme Review Report

September 2014
Final Report

GTP Quality System			
o Project Manager:	o JK	Checked By:	JG (v.1.0) JP and LK (v.2.0)
Date issue:	September 2014	Revision Number:	3.0

The intellectual property contained in this document remains the property of Keaney Planning and Glossop Town Planning.

This report has been prepared on behalf of and for the exclusive use of the Keaney Planning and Glossop Town Planning's client. It is subject to and issued in connection with the provisions of the agreement between Keaney Planning, Glossop Town Planning and its client. Keaney Planning and Glossop Town Planning accept no liability or responsibility whatsoever for or in respect of any use of or reliance upon this report by any third party.

Table of contents

1.	EXECUTIVE SUMMARY	7
I.	PREVIOUS REVIEWS	7
II.	MAJOR STRATEGIC ISSUES	7
III.	STRATEGIC CHANGES	9
IV.	ZONES/OVERLAYS	10
V.	CONSULTATION OUTCOMES	11
VI.	STRATEGIC GAPS.....	12
VII.	REVIEW REPORT CONCLUSION	13
VIII.	REVIEW REPORT RECOMMENDATIONS	14
2.	INTRODUCTION	17
2.1	THE REQUIREMENT TO UNDERTAKE THE PLANNING SCHEME REVIEW.....	17
2.2	THE SCOPE OF THE REVIEW	18
2.3	THE REVIEW PROCESS	18
3.	BACKGROUND.....	21
3.1	THE INITIAL LATROBE PLANNING SCHEME PANEL REPORT (1998).....	21
3.2	THE FIRST MSS REVIEW REPORT (2003).....	21
3.3	THE SECOND PLANNING SCHEME REVIEW (2008)	22
3.4	OUTCOME OF THE SECOND PLANNING SCHEME REVIEW (AMENDMENT C62)	23
3.5	AMENDMENT C62 PANEL REPORT	25
3.6	CONCLUSION	25
4.	REVIEW OF PANEL REPORTS AND VCAT DECISIONS.....	27
4.1	VCAT DECISIONS.....	27
4.2	PLANNING SCHEME AMENDMENTS	37
5.	STATE STRATEGIC CONTEXT	48
5.1	OVERVIEW.....	48
5.2	PLANNING AND ENVIRONMENT ACT.....	49
5.3	AMENDMENT VC102	50
5.4	DEVELOPMENT CONTRIBUTIONS	50
5.5	NEW VPP ZONES	51
5.6	PRACTICE NOTES.....	52
5.7	GIPPSLAND REGIONAL GROWTH PLAN.....	52
5.8	PLAN MELBOURNE	54
5.9	STATE PLANNING POLICY FRAMEWORK REVIEW	55
5.10	NATIVE VEGETATION.....	57
5.11	BUSHFIRE.....	58
5.12	VICSMART	59
5.13	REVIEW REPORT CONCLUSIONS ON STATE CONTEXT.....	60
6.	LOCAL STRATEGIC CONTEXT	61
6.1	COUNCIL PLAN 2013-2017.....	61
6.2	MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN (2013-2017)	63

6.3	LATROBE 2026	63
6.4	OTHER COUNCIL ADOPTED STRATEGIES.....	64
6.5	TOWN STRUCTURE PLANS	65
6.6	BULKY GOODS RETAIL SUSTAINABILITY ASSESSMENT	67
6.7	PUBLIC OPEN SPACE STRATEGY.....	67
6.8	INFRASTRUCTURE DESIGN MANUAL (IDM).....	68
6.9	RESIDENTIAL AND RURAL RESIDENTIAL LAND ASSESSMENT (2009)	69
6.10	CURRENT STRATEGIC PROJECTS.....	72
6.11	REVIEW REPORT CONCLUSIONS REGARDING LOCAL STRATEGIC CONTEXT.....	73
7.	PROGRAM OF CONTINUOUS REVIEW	75
7.1	METHODS OF CONSULTATION	75
7.2	PURPOSE OF CONSULTATION.....	75
7.3	CONSULTATION PROCESS.....	76
7.4	ADOPTED LOCAL PLANNING SCHEME AMENDMENTS (2008 – 2014).....	78
7.5	STATE AND REGIONAL PLANNING SCHEME AMENDMENTS (2008 – 2014)	78
8.	MAJOR PLANNING ISSUES IN LATROBE.....	79
8.1	EXISTING MSS ISSUES.....	79
8.2	EMERGING ISSUES	80
9.	CONSULTATIONS – PLANNING ISSUES	81
9.1	STRUCTURE OF THE LPPF	81
9.2	CONTENT OF THE LPPF.....	81
9.3	LOCAL PLANNING POLICIES.....	82
9.4	SURVEY RESULTS	83
9.5	VISION FOR THE MUNICIPALITY	84
9.6	GIPPSLAND REGIONAL GROWTH PLAN IMPLEMENTATION	84
9.7	HOUSING	85
9.8	RESIDENTIAL GROWTH PLANNING	88
9.9	STRATEGIC APPROACH.....	89
9.10	ENVIRONMENT	90
9.11	PUBLIC OPEN SPACE.....	91
9.12	LIVEABILITY/HEALTHY COMMUNITIES.....	93
9.13	INFRASTRUCTURE ISSUES.....	94
9.14	CAR PARKING PROVISION IN MAIN TOWNS	94
9.15	DEVELOPMENT CONTRIBUTIONS PLANS	95
9.16	ECONOMIC DEVELOPMENT	95
9.17	HERITAGE	97
9.18	LAND USE BUFFERS	97
9.19	BUSHFIRE.....	98
9.20	IMPLEMENTING POLICIES AND STRATEGIES.....	98
9.21	NEW NATIVE VEGETATION FRAMEWORK.....	99
9.22	LATROBE REGIONAL AIRPORT	100
9.23	FLOODING	100
9.24	PLANNING POLICY FRAMEWORK (PPF)	100
9.25	TRARALGON GROWTH AREAS REVIEW (TGAR).....	101

9.26	MOE NEWBOROUGH GROWTH AREAS	102
9.27	TOWN GROWTH	102
9.28	NEW RESIDENTIAL ZONES.....	102
9.29	NEIGHBOURHOOD CHARACTER	103
9.30	MINE FIRE.....	104
9.32	LATROBE REGIONAL HOSPITAL.....	108
9.33	AN AGEING POPULATION.....	109
9.34	AGENCY REFERRALS	110
9.35	AGENCY ISSUES	111
9.36	COAL.....	115
9.37	REGIONAL SPORTING HUB.....	116
9.38	ENFORCEMENT OF PLANNING PERMITS	116
9.39	BUFFER ZONES	117
9.40	OTHER MATTERS	117
9.41	DEVELOPER FORUM.....	118
9.42	GAPS IN THE LPS	119
10.	HOW THE LATROBE PLANNING SCHEME IMPLEMENTS STATE PLANNING POLICY	
	120	
10.1	STATE PLANNING POLICY FRAMEWORK	120
10.2	LATROBE IMPLEMENTATION OF THE STATE PLANNING POLICY	
	FRAMEWORK.....	120
11.	THE EFFECTIVENESS OF THE LATROBE LPPF	122
11.1	THE ROLE OF THE MSS	122
11.2	CONTENT	122
11.3	OTHER COMMENTS - GAPS	126
11.4	CONCLUSIONS REGARDING THE MSS.....	127
12.	THE EFFECTIVENESS OF THE PLANNING PERMIT PROCESS	128
12.1	CONTINUOUS IMPROVEMENT PROGRAM – STATUTORY PLANNING UNIT	128
12.2	REVIEW OF PLANNING MAKING PROCESSES FOR PLANNING PERMITS	129
12.3	REVIEW OF PLANNING DECISIONS ON MEDIUM DENSITY HOUSING.....	130
12.4	CONCLUSIONS	131
13.	THE EFFECTIVENESS OF THE ZONES AND SCHEDULES	132
13.1	AUDIT OF ZONES AND SCHEDULES	132
13.2	GENERAL COMMENTS.....	133
13.3	SPECIFIC COMMENTS ARISING FROM REVIEW AND CONSULTATIONS	133
13.4	CONCLUSIONS REGARDING THE ZONES AND SCHEDULES	136
14.	THE EFFECTIVENESS OF THE OVERLAYS AND SCHEDULES	137
14.1	AUDIT OF OVERLAYS AND SCHEDULES	137
14.2	SPECIFIC COMMENTS ARISING FROM REVIEW AND CONSULTATIONS	137
14.3	POSSIBLE NEW OVERLAYS	142
14.4	CONCLUSIONS REGARDING THE OVERLAYS AND SCHEDULES	143
15.	THE EFFECTIVENESS OF SPECIFIC PROVISIONS	144
15.1	AUDIT OF SPECIFIC PROVISIONS AND SCHEDULES.....	144

15.2	AUDIT OF INCORPORATED DOCUMENTS	145
15.3	CONCLUSIONS REGARDING SPECIFIC PROVISIONS AND INCORPORATED DOCUMENTS.....	146
16.	FURTHER STRATEGIC WORK PROGRAM.....	147
17.	CONCLUSIONS AND RECOMMENDATIONS.....	152
17.1	REVIEW REPORT SUMMARY	152
17.2	REVIEW REPORT RECOMMENDATIONS.....	152
	APPENDIX ONE: STAKEHOLDER ENGAGEMENT STRATEGY	155
	APPENDIX TWO: IMPORTANT LOCAL AMENDMENTS SINCE LAST REVIEW.....	163
	APPENDIX THREE: IMPORTANT STATE AMENDMENTS SINCE LAST REVIEW	169
	APPENDIX FOUR: SPECIFIC RECOMMENDATIONS INCLUDED IN THE REPORT	175
	APPENDIX FIVE: SUBMISSIONS	177

1.

EXECUTIVE SUMMARY

Latrobe City Council is required to review the Latrobe Planning Scheme every four years. Monitoring, auditing and reporting of the Planning Scheme is now a mandatory requirement under the Planning and Environment Act 1987.

This Latrobe Planning Scheme Review (“the 2014 Review”) has been prepared in accordance with the DTPLI Review of Planning Schemes Practice Note (February 2006). The 2014 Review provides Council with:

- an overview of the performance of the Latrobe Planning Scheme;
- an understanding of what policy changes have occurred since the last review; and
- a work program for future action.

This Review Report contains five key sections addressing:

- Strategic Context
- Review Consultation
- Planning Scheme Performance Audit
- Future Strategic Work Program
- Conclusions and Recommendations

The following is an overview of the Planning Scheme Review Report and its recommendations.

I. PREVIOUS REVIEWS

The ‘new format’ Latrobe Planning Scheme (LPS) was approved in 2000. The LPS has been the subject of reviews in 2003 and 2008. The 2014 Review has audited the recommendations from these earlier reports and has found that Council has had regard to these recommendations and has either resolved or has advanced most of the matters raised in those reports.

II. MAJOR STRATEGIC ISSUES

The major strategic land use issues in Latrobe as identified in the current MSS and local policies are:

Natural Environment Sustainability:

- Environmental sustainability

- Native vegetation and biodiversity
- Greenhouse and climate change
- Water quality and quantity
- Waste management
- Flooding
- Wildfire

Built Environment Sustainability:

- Settlement
- Rural living
- Heritage
- Urban design
- Infrastructure

Main Towns:

- Structure Plans

Small Towns:

- Structure Plans

Economic Sustainability:

- Coal resources
- Coal buffers
- Agriculture
- Retailing
- Industry
- Timber
- Tourism
- Stone Resources
- Basslink electricity

Liveability:

- Healthy urban design

While all of these issues remain relevant, consultations and the Planning Scheme Review has found that there are a number of new or emerging land use issues that are apparent that will require attention including:

- Gaming
- Environmentally efficient building design
- Rural issues
- Bushfire protection
- Housing density and diversity
- Industrial land capacity
- Land use buffers
- Neighbourhood character
- Transitioning to a low carbon future
- Car parking provision in the main towns
- Development contribution plan schemes
- Retail expansion plans

III STRATEGIC CHANGES

The 2014 Review has analysed Council's strategic performance and has noted some significant shifts in planning policy by both the state government and Council since the last review in 2008. The 2014 Review has confirmed that important state and local strategic priorities which have emerged since the last review include (but are not limited to):

State

- New zones including revised Rural Zones, Residential Zones, Industrial Zones and Commercial Zones.
- Gippsland Regional Growth Plan
- Melbourne Metropolitan Plan ('Plan Melbourne')
- Bushfire management policy and controls
- Development contributions review
- VicSmart initiative

Local

- Council Plan (2013)
- Latrobe 2026
- Public Open Space Strategy (2013)
- Latrobe Municipal Public Health and Wellbeing Plan (2013-2017)
- Residential land supply initiatives

- Traralgon Growth Areas Review (TGAR) (2013)

The 2014 Review reflects on these changes which are likely to have significant ongoing and long term implications for Council. One apparent change is the recent identification of Latrobe's significance in both the 'Plan Melbourne' Strategy (as one of only four regional centres in the state) and the Gippsland Regional Growth Plan.

While all the above changes will be important, the recent changes at the State level will have profound implications for the Latrobe Planning Scheme.

At the very least, an entirely new planning scheme structure is likely to soon be required so as to align with a new state-driven structure (known as the Planning Policy Framework – 'PPF' – model). Consequential changes arising from modifications to other state sponsored issues such as the development contributions review, native vegetation changes and the introduction of regional growth plans will also have an impact on the structure and content of the LPS.

Since 2010 there have also been changes at the local level to key Council 'governance' documents, notably the *Council Plan* and *Health and Wellbeing Plan*. These changes have reiterated the importance to bring together the planning process for all of the plans in line with council election cycles. This change seeks to enhance linkages between the *Municipal Public Health & Wellbeing Plan*, the *Council Plan* and the *Planning Scheme*.

IV ZONES/OVERLAYS

Most of the zones and schedules in the Planning Scheme require some level of review and further work. Many of the changes to these zones need to be based on strategic work that is being, or should be undertaken such as;

- Implementation of the proposed Industrial Land Review.
- Implementation of the proposed Housing Strategy.
- Implementation of the proposed Rural Land Use Strategy.
- A review of commercial and farming zones in light of the recent changes to the detail of the zones and its schedules.

Consultations have revealed that most of the zone schedules require revision including possible exemptions, decision guidelines, map changes and the like.

It is also evident that on the basis of further strategic work done by Council and others that further overlays and detailed schedules are likely to be required.

Few of the existing overlay schedules provide any meaningful exemption provisions and are problematic to interpret. In many cases, all buildings and works require a permit. It is likely that some planning permits are the result of unnecessary applications triggered by overlay provisions with inadequate exemptions. In the context of the recent state initiatives to streamline the planning process and remove unnecessary permits, Council could minimise applications by including some realistic exemptions.

V CONSULTATION OUTCOMES

The following is an overview of the key issues (apart from structural planning scheme issues) that were raised during the consultation. These issues emerged during the review with Councillors, planning staff, other Council staff, agencies, members of the community, key stakeholders and frequent users of the planning scheme.

For ease of reference, the outcomes are presented under various 'issues' that emerged during the consultations. All of these issues are addressed in detail in the report and they include (but are not limited to) the following:

- Consultation Issue – Vision for the Municipality
- Consultation Issue – Housing and Residential Growth Planning
- Consultation Issue – The Need for a Strategic Approach
- Consultation Issue – Rural Land Use
- Consultation Issue – An Ageing Population
- Consultation Issue – Latrobe Regional Hospital
- Consultation Issue – Latrobe Regional Airport
- Consultation Issue – Public Open Space
- Consultation Issue – Liveability
- Consultation Issue – Environmental Sustainability
- Consultation Issue – Buffers around potentially incompatible land uses
- Consultation Issue – Car Parking Provision in Main Towns
- Consultation Issue - Development Contributions Plans (DCP)
- Consultation Issue - Economic Development and Transitioning to a Low Carbon Future
- Consultation Issue - Retail/Commercial especially supermarkets
- Consultation Issue - Heritage
- Consultation Issue – Mine Fire

- Consultation Issue - Bushfire
- Consultation Issue - Referrals
- Consultation Issue - Implementing policies and strategies
- Consultation Issue - Neighbourhood Character
- Consultation Issue – Town Growth
- Consultation Issue – Coal
- Consultation Issue – Regional Growth Plans (RGP) Implementation
- Consultation Issue - Regional Sporting Hub
- Consultation Issue – Enforcement of Planning Permits

Other isolated issues were also raised in consultations and these are discussed in the report.

VI STRATEGIC GAPS

Despite having an extensive further strategic work program spread throughout the MSS at Clause 21.04 to 21.08 (inclusive), the analysis in the review has revealed that only some of this work has been completed. Other aspects of it may no longer be relevant. Rather than committing to an endless list of projects, the review suggests that a more prioritised program be undertaken that combines 'implementation' with 'completion' and with 'commissioning' further work. Important short term projects include:

- an analysis of housing issues including neighbourhood character, diversity, density and design.
- employment opportunities in the city including providing strategic directions on existing and proposed industrial land.
- an assessment of rural land use issues including their economic contribution, landscape values, environmental risks, timber issues, tourism opportunities, subdivision provisions and dwelling potential.
- an analysis of built form guidelines for commercial, industrial and residential development.

Council must be careful not to raise community expectations that an adopted piece of strategic work is the 'end of the story'. It is not, and in many respects it is just the beginning. The adopted work only assumes decision-making status when it is implemented into the Latrobe Planning Scheme. A good example of the dangers of relying on adoption (rather than implementation) arises from consideration of the Public Open Space Strategy (March 2013). There is a widely held view that the adoption of this report meant that this issue was now resolved. The reality is that a full amendment process with changes to the schedule to Clause 52.01 is still required before the nominated figure of 10% is legally operable.

Accordingly, prioritisation and scheduling of tasks is considered essential to ensure that issues are addressed in a comprehensive and co-ordinated manner. The sequencing of work and corresponding implementation of the work through amendment preparation is of critical importance.

VII REVIEW REPORT CONCLUSION

There have been significant changes at the State and local level since the last Latrobe Planning Scheme Review.

While the 2014 Review has confirmed that the basis of the Latrobe Planning Scheme is fundamentally sound, it is apparent that it needs to implement recently adopted strategic work as well as commission work to address gaps that have become apparent since the last review. The 2014 Review has made recommendations regarding the type of strategies/documents that need to be undertaken to explore the identified land use planning policy gaps.

It is understood that most of the strategic 'gaps' referred to earlier are well known within the organisation, and to that extent, will not come as a surprise.

Council has decided to delay or not pursue a number of key strategic planning projects due to overall funding allocation of scarce resources.

Many of the identified 'strategic gaps' are all 'City-shaping' type projects. Decisions to delay or not undertake these important strategic planning projects can have significant consequences for a municipality. For instance, certain types of rural industries are known to have been unable to relocate to the City because they were unable to find a suitable location. The inherent risk of delaying important strategic projects means that the City may miss out on future opportunities because of a failure to plan and facilitate.

Accordingly, Council should regard these important strategic projects as being critical to the City's long term development.

Having said that, the Latrobe Planning Scheme remains a sound basis for day to day decision making on land use and development in the City. It has been continually reviewed and modified to reflect changes in the City. The on-going commitment to 'rolling' planning scheme changes has meant that significant 'content' changes to the Latrobe Planning Scheme have already been absorbed via Amendments C14, C24, C47, C56 and C58 (among others). Numerous local strategies have been absorbed into the scheme since the last review. While current strategic work will need to be absorbed,

the rolling program of approval means that Council has a reasonably up-to-date MSS in terms of content, although not in terms of structure.

While the review process has identified that the zoning and overlay regime in the Latrobe Planning Scheme needs to be reviewed, these considerations logically will flow from resolution of the strategic directions in the MSS. These will all need to be part of a more comprehensive planning scheme amendment.

Since the last formal review, the State Planning Policy Framework (SPPF) has been significantly revised and a draft Planning Policy Framework (PPF) was released in March 2014. It is expected that Council will 'translate' its existing Local Planning Policy Framework (LPPF) into the new PPF format within a relatively short time.

Given the relative 'freshness' of much of the strategic content, the most significant of the recommended changes arising from the Planning Scheme Review therefore relates to the need to restructure the 'front end' of the planning scheme to align with the new state government PPF structure. Assistance should be sought from the state government's 'Flying Squad' program to help introduce this restructure and Council is well placed to be a 'model' scheme for implementation.

It is considered prudent to completely restructure the 'front end' of the planning scheme so as to make it compliant with the new PPF using the recommendations arising from the 2014 Review.

VIII REVIEW REPORT RECOMMENDATIONS

Recommendations arising from the Review of the Latrobe Planning Scheme are as follows:

PLANNING SCHEME REVIEW REPORT

That Council:

- Adopt the report as the review required pursuant to section 12B (1) of the *Planning and Environment Act 1987*.
- Forward the report to the Minister for Planning as required by section 12B (5) of the *Planning & Environment Act 1987*.

WORK PROGRAM

In terms of **prioritising a work program**, the following specific recommendations are made:

HIGH PRIORITY (NOW)

PPF Preparation

- Insert all adopted strategic material (at Chapter 5.4) and directions into the existing MSS template to develop a 'Revised MSS'.
- Convert the 'Revised MSS' into the new PPF format.

MEDIUM PRIORITY (WITHIN 12 MONTHS)

Modified PPF Amendment

- Ensure the revised PPF has careful regard to the directions articulated in the *Council Plan* and the *Health and Wellbeing Plan* and its list of Actions.
- Prepare an amendment to implement the new PPF based on a translation of the 'Revised MSS'.

LOWER PRIORITY (WITHIN 24 MONTHS)

Zone and Overlay Amendment(s) and Specific Provisions

- Rewrite zone schedules in accordance with this review report and submissions to ensure that they are achieving their intended purpose.
- Rewrite overlay schedules in accordance with this review report and submissions to ensure that they are achieving their intended purpose.
- Rewrite schedules to the Particular Provisions in accordance with this review report to ensure that they are achieving their intended purpose.
- Prepare an amendment to implement zones and overlays (with schedules) arising from this report and the new PPF.

STRATEGIC WORK PROGRAM

In terms of **prioritising a work program**, the following specific recommendations are made:

Immediate Priority (Now)

- Implementation of the Planning Scheme Review Report.
- Translation of the existing MSS into the new PPF format.

Medium Priority (Within 12 months)

A number of projects have been identified through this review project including at workshops with staff and other key stakeholders. The future works program falls into three categories of 'implementation', 'commission' and 'completion' and will need to include the following projects:

Amendment Implementation

- Implementation of PPF, including the Council Plan and the Municipal Public Health and Wellbeing Plan
- Implementation of TGAR (Am. C87)
- Implementation of Lake Narracan Structure Plan (Am. C86)
- Implementation of Natural Environment Sustainability Strategy
- Implementation of the Public Open Space Strategy
- Implementation of the Traralgon Station Precinct Master Plan
- Implementation of the Traralgon Inner South Precinct Master Plan
- Implementation of Development Contribution Plans in key urban growth areas
- Implementation of the Latrobe Regional Hospital Master Plan

Need to Commission

- Employment and Industrial Land Review including the implications of the new Farming Zone
- Rural Land Use Strategy addressing landscape, economic initiatives, environmental, tourism and rural lifestyle considerations.
- Housing Strategy inclusive of Neighbourhood Character guidance, housing density, housing diversity and residential design guidelines.
- Retail demand and supply strategy
- A land use response to the state government's Strategic Plan for Coal
- A land use response to the implementation of Gippsland Regional Growth Plan

Need to Complete

- Response to Residential Zones Advisory Committee
- Traralgon Activity Centre Plan
- Latrobe Regional Airport Master Plan
- Parking Precinct Plan
- Infrastructure Design Manual
- A land use response to the New Residential Zone Advisory Committee Report
- A land use response to the Hazelwood Mine Fire Inquiry Report

2. INTRODUCTION

2.1 THE REQUIREMENT TO UNDERTAKE THE PLANNING SCHEME REVIEW

The new format Latrobe Planning Scheme and MSS was approved by the Minister for Planning in March 2000.

This Planning Scheme Review Report contains five key sections addressing:

- Strategic Context
- Review Consultation
- Planning Scheme Performance Audit
- Future Strategic Work Program
- Conclusions and Recommendations

The report provides Council with an overview of the performance of the Latrobe Planning Scheme since its last formal planning scheme review report in 2008.

Section 12B of the *Planning and Environment Act 1987* requires Council to regularly review the planning scheme. On the 25 September 2007 section 12B of the *Planning and Environment Act* was changed to provide a timeframe in which a Planning Scheme (and not only the MSS) must be reviewed. Section 12B(a) of the *Planning and Environment Act 1987* now states that a planning authority must review its planning scheme;

- no later than one year after each date by which it is required to approve a Council Plan under section 125 of the *Local Government Act 1989*.

The Council Plan was approved in June 2013 and the Planning Scheme Review commenced in April 2014.

Once finalised and adopted by Council, this report will constitute the formal “Planning Scheme Review” of the Latrobe Planning Scheme as required under Section 12B of the *Planning and Environment Act*.

The planning scheme review process has included consultation with Councillors, agencies, Council Staff and key community stakeholders as well as a detailed desk top review of zones, overlays, policies, relevant reports and strategic documents.

2.2 THE SCOPE OF THE REVIEW

The *'Continuous Improvement Review Kit 2006'* (Department of Transport, Planning and Local Infrastructure (DTPLI)) states that a Planning Scheme Review Report must:

- Identify the major planning issues facing the municipality;
- Demonstrate how the Municipal Strategic Statement ("the MSS") implements State Planning Policy;
- Assess the strategic performance of the scheme;
- Document the strategic work that has been completed or carried out since the approval of the scheme and any additional work required to strengthen the strategic direction of the planning scheme;
- Articulate the monitoring and review which has been carried out;
- Outline the consultation process and its outcomes;
- Make recommendations arising from the review including:
 - suggested changes to the objectives and strategies of the Local Planning Policy Framework;
 - suggested changes to the use of Victoria Planning Provisions tools to achieve the strategies and ensure the objectives and desired outcomes are being met;
 - new strategic work necessary to support future policy development or changes to the provisions of the scheme;
 - suggested changes to improve operational and process practices; and
 - identifying any data on planning permit applications, or other data, that may need to be collected to inform the next review.
- Audit the application and performance of the zones in the scheme;
- Audit the application and performance of the overlays in the scheme;
- Investigate whether or not the schedules in the scheme have been appropriately applied.

This Latrobe Planning Scheme Review (the *'2014 Review'*) report directly responds to these matters.

2.3 THE REVIEW PROCESS

The Latrobe Planning Scheme Review commenced in April 2014, following the appointment of independent planning consultants.

The review was undertaken having regard to the following key documents:

- The Planning and Environment Act (1987).

- DTPLI Continuous Improvement Review Kit (February 2006).
- DTPLI Practice Note: Review of Planning Schemes (February 2006).
- Information Sheet: State Planning Policy Framework Review (December 2009).
- DTPLI Practice Note (4): Writing a Municipal Strategic Statement (September 2010).
- DTPLI Practice Note (8): Writing a Local Planning Policy (September 2013).
- Information Sheet: Making Local Policy Stronger Information Package (September 2010).

The key consultation steps in the Review included:

- An Inception meeting with Council staff (April 4, 2014).
- An initial Project Reference Group (PRG) meeting and briefing (April 17, 2014).
- Attendance at Residential Zones Standing Advisory Committee hearing (May 2, 2014).
- A workshop with Council planning officers (May 2, 2014).
- A workshop with other Council officers (May 2, 2014).
- A detailed workshop with Councillors on the new draft PPF (May 6, 2014).
- Project Reference Group (PRG) meeting (May 19, 2014).
- Meeting with Economic Development Manager of Council (19 May 2014)
- A further workshop with Council planning officers (May 26, 2014).
- A workshop with agencies and government departments (May 26, 2014).
- A detailed workshop with Councillors on the PS Review (May 26, 2014).
- Meeting with Latrobe Airport Manager (26 May 2014).
- Meeting with Healthy Together team of Council (13 June 2014)
- Meeting with Gippsland Water (13 June 2014).
- One on one consultations with community members in Traralgon, Morwell and Moe and subsequent follow ups (June 23, 2014).
- A workshop with stakeholders, developers and consultants (July 31, 2014).
- Project Reference Group (PRG) meeting (July 31, 2014).
- Further meetings with relevant Council staff (31 July 2014).
- Meetings with Clean Coal Victoria and Committee for Gippsland (14 August 2014).
- Submission of draft Planning Scheme Review Report.
- Project Reference Group (PRG) meeting on the draft report (August 27, 2014).
- A follow up and feedback workshop with Councillors on the draft report. (September 2014).
- On line surveys of community (84 Respondents).

- Business group surveys (3000).
- Newspaper articles and advertisements.
- On line material on Council's web site.



- **Regional context of Latrobe City**

3. BACKGROUND

The Latrobe Planning Scheme (LPS) has been operating for over 14 years. A number of Planning Scheme Reviews and Planning Scheme Amendments have influenced its development.

3.1 THE INITIAL LATROBE PLANNING SCHEME PANEL REPORT (1998)

The Latrobe Planning Scheme was approved on 2 March 2000 and was accompanied by a letter of approval from the Minister for Planning which noted that there were a number of outstanding matters that required further action to be undertaken by Council after gazettal. Furthermore, the Independent Panel which had assessed the initial planning scheme in November 1998 identified over 100 matters which also needed to be addressed. As a priority, the following actions were highlighted in the Panel report:

- a review of the *Latrobe Retail Policy*;
- a *Rural Living Study*;
- a *Heritage Study*; and
- an *Industrial Study*.

Lesser priorities were identified as:

- introduction of a *Wildfire Management Overlay* using map information provided by the Country Fire Authority (CFA);
- introduction of an *Erosion Management Overlay* in liaison with the Department of Primary Industries (now Department of Environment and Primary Industries (DEPI));
- placement of an *Environmental Significance Overlay* buffer for 1 kilometre around the Morwell National Park in conjunction with an *Environmental Rural Zone*;
- undertake a strategic assessment of College Creek to determine its environmental values and introduce appropriate controls;
- review the application of the *Land Subject to Inundation Overlay*; and
- utilise the Department of Natural Resources and Environment (now DEPI) biological significance mapping and Council's own data to identify the location and significance of the municipality's natural assets and use this data as the basis for introducing environmental and landscape overlays;

3.2 THE FIRST MSS REVIEW REPORT (2003)

Council documented its initial MSS review and continuous improvement program in a report entitled *The Reference Guide to Strategic Land Use Projects* dated November 2003 (the '*Reference Guide*'). This guide detailed the strategic land use projects that had commenced since the introduction of the new planning scheme including many of those required by the Panel report.

The *Reference Guide* addressed the following themes in terms of the background issues, the current planning scheme response, the corporate plan context and any recommendations:

- Flooding
- Fire prevention
- Small town structure plans
- Rural living
- Stone resources
- Coal control
- Retail policy
- Rural land and land capability
- Significant trees
- Stormwater
- Heritage
- Morwell—Traralgon corridor policy
- Latrobe regional airport
- Urban residential land supply
- Main Plan Structure Plan Review
- Transit Cities
- Traralgon By-pass Study

The *Reference Guide* was not the subject of wide or detailed consultation and was considered and adopted by Council at its meeting on 15 December 2003. It was then submitted to the Minister to meet the review requirements of the Act.

3.3 THE SECOND PLANNING SCHEME REVIEW (2008)

A more comprehensive review of the LPS took place in 2008 inclusive of extensive stakeholder consultations. The major strategic land use issues in Latrobe as identified in MSS and local policies that were current at that time were:

- Settlement and urban form
- Environment
- Heritage
- Housing
- Economic Development
- Retail

- Industry
- Tourism
- Infrastructure
- Coal Resources Policy
- Coal Buffers Policy
- Car Parking Policy
- Latrobe Airport and Environs
- Protection of Stone Resources
- Urban Residential Land Policy

Based on the 2008 review, detailed consultations with Councillors, staff, agencies and stakeholders confirmed that while most of those issues remained important strategic priorities, other issues had emerged including:

- Need to align the planning scheme with 'Latrobe 2021'
- Need to review Town Structure Plans for the four main towns.
- Future of the 'Network City' concept
- Residential land supply, especially in Traralgon
- Medium density housing
- Transit City policies
- Traralgon by-pass
- Environmental sustainability
- Disability access
- Housing diversity and affordability
- Rural living opportunities
- Central Activity District (CAD) strategies
- Small town growth
- Water sensitive urban design

3.4 OUTCOME OF THE SECOND PLANNING SCHEME REVIEW (AMENDMENT C62)

A direct outcome of the second review was the preparation and exhibition of Amendment C62 to the Latrobe Planning Scheme during 2009.

Amendment C62 provided a completely new and re-structured MSS to reflect the recommendations of the 2008 Planning Scheme Review Report. The MSS had been aligned with Council's 'Community Plan' (Latrobe 2021) and it also included the

outcomes of a range of strategic projects which had all been adopted by Council after extensive community consultation programs.

Council had identified in the MSS its preferred land use and development framework for Latrobe City inclusive of town structure plans for Churchill, Moe, Morwell and Traralgon (and town centre plans for Moe and Churchill).

Amendment C62 did not include any consequential zoning or overlay changes arising from the strategic studies but sought simply to provide the strategic “building blocks” for the municipality.

Council resolved to exhibit Amendment C62 in August 2008. Amendment C62 was exhibited for two months between October and December 2008. As a result of the exhibition process, 77 submissions were lodged with Council. Council considered a detailed report on all submissions at its March 2009 meeting and it requested that the Minister for Planning appoint an Independent Panel. The Panel hearing was conducted in June 2009.

In its submission to the Panel, the following key observations were made by Council:

- Amendment C62 has arisen following Council’s comprehensive Planning Scheme Review completed in 2008.
- Amendment C62 is the principal outcome of that major review.
- Amendment C62 implements a range of adopted strategies.
- Amendment C62 is solely focused on the strategic elements of the Latrobe Planning Scheme.
- Amendment C62 aims to deliver a structurally simplified and more transparent LPPF.
- The MSS includes a completely revised Strategic Framework Plan.
- The MSS includes new/revised Structure Plans at Clause 21.04 for Traralgon, Morwell, Moe and Churchill.
- The MSS includes new ‘Town Centre’ type plans at Clause 21.04 for Moe and Churchill.
- All Local Planning Policies in the existing Clause 22 have been deleted and (where relevant) redistributed back into the MSS.
- Amendment C62 does not fundamentally alter the existing ‘coal provisions’ in the LPS other than restructuring them to accord with the new LPPF format.
- Amendment C62 provides a focused and realistic strategic work program for the next three years.
- Amendment C62, and all of the relevant supporting strategies, involved a range of community consultation.

- Amendment C62 was exhibited for two months and attracted 77 submissions.
- No submissions fundamentally opposed the new LPPF structure.
- No submissions opposed the content of the new LPPF other than the Structure Plans.
- Amendment C62 is a significant strategic amendment that replaces an outdated LPPF and will provide the 'template' into which further strategic work will be inserted.

3.5 AMENDMENT C62 PANEL REPORT

The Panel hearing was held over 4 days in June 2009 and the Panel noted that strategic justification for the amendment was derived from the review of the existing planning scheme. The Panel noted that:

In summary, we support the intent of Amendment C62, particularly as it relates to future directions for residential growth of towns. We support some, but not all, changes supported by Council as a result of submissions in relation to residential growth. We do not support a number of Council's conclusions regarding the strategic directions for future industrial land use.

Amendment C62 was adopted by Council in late 2009 and was gazetted into the LPS on 14 January 2010.

3.6 CONCLUSION

In a strategic sense, it was apparent that the 2003 and 2008 reviews 'freshened' the broad strategic direction of the MSS so that it remained relevant to the recurrent land use issues that affect the municipality. As with any scheme over time, it is clear that some of the base data is now 'stale' and, more importantly, there are emerging and unresolved issues for which further analysis is required and for which clearer direction is needed.

In a structural sense, it was clear from the 2008 review that the 2003 MSS was structurally poor as well as being strategically limited on things such as identifying residential development areas in its townships. It was also 'light on' in clear direction on many of the recurrent, day-to-day issues confronting the Council and the community including rural living, medium density housing, the natural environment, the various activity centres, agriculture and some social issues.

Much of this was rectified as a result of the 2008 review. Since then, Council has either commissioned, completed (or is completing) strategic work on some of these issues and such research now needs to be absorbed into the scheme as the highest priority, once it is adopted. It is also apparent that the state government has modified the structure of the

state and local policy sections which will inevitably require a restructure of the existing MSS.

4. REVIEW OF PANEL REPORTS AND VCAT DECISIONS

An important part of any Planning Scheme Review is to analyse the outcomes of planning permit decisions made by the Victorian Civil and Administrative Tribunal (VCAT); and planning scheme amendment reports made by Planning Panel Victoria (PPV). Council is conscious of the importance of the lessons that can be learned from state government review forums that have occurred during the planning scheme review period.

4.1 VCAT DECISIONS

Since the last review of the Latrobe Planning Scheme, approximately 50 cases have been heard before the Planning and Environment List at the Tribunal dealing with matters determined by Council. These cases predominantly reviewed Council decisions on the merits of planning permit applications, but also included some applications to extend the life of planning permits and for declarations under Section 149 of the *Planning and Environment Act 1987*.

Upon review of merits proceedings where Council had determined to refuse or approve an application, the Tribunal set aside (rejected) the Council decision in about 58% of all applications for review in this class.

There were a total of 26 matters before the Tribunal which related to Council's Refusal to Grant a Planning Permit. Of these 26 matters, the Tribunal set aside the Council's decision on 17 occasions (or in 65% of all instances).

A snapshot of some of the key issues to emerge from the decisions is as follows.

POLICY SUPPORT FOR MEDIUM DENSITY DEVELOPMENT

A recurring theme in the review of VCAT cases is the Tribunal's strong view on the level of policy support provided for medium density housing in the Latrobe Planning Scheme. This support is best summarised in *Henry v Latrobe CC & Ors* [2011] VCAT 1453, where it stated:

Local policies in the Scheme assist to guide decisions as to what might be regarded as a suitable fit. The Latrobe Planning Scheme has several important themes with respect to the development of urban areas. They emphasise the consolidation of urban areas and the creation of diversity in housing opportunities as well as other objectives to create high quality living environments and affordable, easily maintained housing particularly noting an

ageing population.

A significant number of VCAT cases over the assessment period reviewed Council refusals of medium density development, particularly where the application was refused by Councillors. This was evidenced in the following cases:

- *Caffrey v Latrobe CC & Ors* [2010] VCAT1749;
- *Hipo Investments Pty Ltd v Latrobe CC* [2010] VCAT 870;
- *Vision 3 Pty Ltd v Latrobe CC* [2011] VCAT 139;
- *Kaygusuv v Latrobe CC* [2012] VCAT 931; and
- *Hipo Investments Pty Ltd v Latrobe CC* [2013] VCAT 1617

In these cases, the Tribunal has emphasised the need to assess the proposal against the policy framework in the Latrobe Planning Scheme. The conclusion in *Vision 3 Pty Ltd* is particularly relevant, where it notes that:

Relevantly the LPPF emphasises a need for increased density in residential development for a variety of reasons. This does not detract from other policy that seeks to ensure such development is respectful of neighbourhood character. What is required is a balance to be struck so that overall objectives can be achieved in an acceptable fashion.

...

Given the Planning Scheme's strong emphasis on providing a variety of housing stock and need for more intensive residential development, there must be an expectation that new building form will be introduced as a consequence of achieving such policy. What is required is a response that is respectful of other surrounding form and character. I find the response to be acceptable.

Similar views have been adopted by the Tribunal in each of the cases identified above. What these conclusions suggest is that the policy position expressed in the Latrobe Planning Scheme is inconsistent with Council expectations. If it wishes to encourage a lower scale of development, it appears that a different policy response is required within the Local Planning Policy Framework.

Such a policy response will need to be strategically justified based on a comprehensive and robust Housing Strategy.

HOUSING DENSITY

Two separate issues emerged in VCAT decisions regarding housing density. The first concerned the application of Councils '11 lots per hectare' policy; while the second concerned the issue of medium density housing.

In *Keilstadt Pty Ltd v Latrobe CC* [2013] VCAT 2008, a permit applicant appealed against Council's refusal to grant a planning permit for a 17 lot subdivision on a 1.32 hectare lot at the boundary of Traralgon's northern growth corridor. Each allotment varied in size from 502 m² to 1,091 m². The surrounding area within the growth corridor was predominantly developed with single storey dwellings on lots ranging from 500 m² to 1,000 m².

The Council refused the application on grounds relating to inconsistency with neighbourhood character objectives in Clause 56, orderly planning elements of Clause 65 and traffic and safety issues.

At the hearing, there was considerable discussion on Council's preferred 11 lots per hectare density, which differs from the 'default' position of 15 lots per hectare as set out in the SPPF. Notably, the Tribunal commented:

Section 9.1 of the Traralgon Growth Areas Review (TGAR) identifies that Council's position for 11 lots per hectare rather than the State's policy for 15 results from concerns of local residents 'in relation to recent outcomes', and in appreciating the role of densities in new greenfield areas in the long-term growth of Traralgon. The TGAR report also identifies that the State's 15 lot per hectare average density would be expected to account for lots that are both larger and smaller than the nominal average density figure.

The Council stated that under Victoria's Growth Area Authority Precinct Structure Plan Guidelines 2009 definition of net development hectare, the average lot size of a subdivision should average 909m² for 11 lots/hectare, and 667m² for 15 lots/hectare. The average lot size of the proposed subdivision is 807m² (12.4 lots per hectare) with 10 of the lots (60% by number) being less than 667m². The Council proposed that this significant smaller than the adjoining lots immediately to the south in Westminster Park estate, and that their location at the head of a court bowl will cause adverse traffic and car parking issues.

The Tribunal commented that such an assessment needed to be reviewed against the Purposes of the Residential 1 Zone and must balance with state and local policy. It also considered that the lot pattern in the broader area was consistent with what the

application was proposing. It concluded:

It is clear from the above that the smaller of the proposed lots are not inconsistent with other lots in the vicinity. I also consider the variation to be fully in context with the R1Z objective relating to 'density range' and 'dwellings variety'.

*I find for the above reasons, the Council's determined '11 lots per hectare' position should not be applied just to the 17 lots in the current proposal in isolation from the wider Westminster Park estate. Also, it needs to be considered in part against the state government's higher density policy position, and in part **because the Council's preferred density is not yet incorporated into the MSS. This does not mean that the Council's resolution has no weight, but rather that in this case I consider it to be outweighed by other considerations. (emphasis added).***

I am therefore not prepared to find against the proposal on the basis of lot sizes alone.

The findings of the Tribunal in this case highlight the need for Council to carefully consider its position in relation to the 11 lots per hectare density. Importantly, where Council seeks to enforce this policy position, it should be included within the LPS and based on a sound justification for the need to depart from State policy. It is not enough to have a Council resolution to adopt a policy.

In *Leibowitz v Latrobe City Council & Ors* [2013] VCAT 425, the Tribunal considered an application for 16 double storey dwellings on three lots of about 2800m² in a court bowl in Traralgon. Council had failed to determine the application but opposed it on grounds of policy, density, character, amenity and traffic. The application attracted over twenty objections.

The Tribunal found that the application had, in fact, strong state and local policy support for medium density housing given its close proximity to a neighbourhood cluster. Even though it was a 'different' sort of development for this part of Traralgon, the Tribunal also found that the two storey nature of the development was '...not problematic in this context' while also being satisfied that the design did '...not pose an unreasonable impact on the streetscape through visual bulk.'

Importantly, from the objector's point of view, the Tribunal did not agree that the increase in traffic would unreasonably affect the amenity of the local street network. This had

been a strong issue in the grounds of objection and in the submissions and evidence at the hearing. The Tribunal concluded that:

*I recognise that in approving this development, I am approving the development of a style of housing that is unique for this part of Traralgon. However, I am satisfied that the proposed development is an acceptable outcome for the site having regard to the provisions of the Latrobe Planning Scheme. **Furthermore, I consider that the proposed development will provide a much needed alternative form of accommodation that will assist in meeting the housing needs of Traralgon. (Emphasis added).***

Both of these decisions are relevant for Council as they highlight a 'gap' between Council and community expectations on the one hand; and the provisions of the existing LPS on the other. Analysis to determine lot density and medium density location must be undertaken and then it must find its way into the planning scheme to have most effect. As noted elsewhere in this report, such policy support needs to be justified based on a comprehensive Housing Strategy.

The Stage two Local Planning Policy Framework rewrite may be able to include some discussion of Council's preferred lot density of '11 lots per hectare' into the Latrobe Planning Scheme. However, there is a risk that council leaves itself open to challenge at VCAT and a Planning Panel due to council not having the strategic planning justification to support the preferred lot density.

Quality of material before the decision-maker

In *Latrobe Valley Drafting v Latrobe CC* [2011] VCAT 521, the Tribunal expressed concern about the applicant providing a Neighbourhood and Site Description Plan which was inaccurate and missing considerable information including pattern of development, architectural and roof styles, siting of houses and driveways and notations of easements, trees and slope (among other matters).

While Council shared the Tribunal's concerns that the Neighbourhood and Site Description Plan was lacking in detail, it had advised the applicant by letter that this plan satisfied the requirements of Clause 55.01-1. It also contended at the hearing that the Officer's site inspection provided it with the necessary context to adequately assess the application and that the Neighbourhood and Site Description Plan ultimately would not be endorsed by Council.

On this point, the Tribunal commented:

It is not the point whether the Neighbourhood and Site Description Plan is to be endorsed. Rather, the point is whether there is sufficient information on the neighbourhood and site description plan and any associate documentation to illustrate the characteristics of the neighbourhood and the opportunities and constraints of the site. I find the combination of this plan, the written submission and photos do not provide sufficient information.

...

The Council has formed the view the proposal is appropriate based upon the information provided and its own inspection of the site and surrounds. Whilst an inspection can assist the decision maker, it is not a substitute for the detail that is required to be provided in the application plans in the first instance. Whilst the style of housing, for example, is evident from a site inspection, matters of detail such as front and side setbacks, location of windows and private open space areas of neighbouring properties may not be evident. Hence, such details need to be contained in the permit application plans and associated documentation. It is not the role of either the Council or the Tribunal to gather and collate this information during a site inspection.

It should also be noted that the Tribunal was critical in this case of the lack of a thorough Clause 55 assessment undertaken by Council in response to the proposal.

While the Tribunal's comments on this matter seem to be isolated to this case, it nevertheless serves as a reminder to Council to ensure that it has the appropriate material before it before determining an application and that it should request further information where deemed necessary.

CONSIDERATION OF APPLICATIONS BEFORE THE RESPONSIBLE AUTHORITY

In *Premier 21 Investments Pty Ltd v Latrobe CC* [2010] VCAT 591, the applicant lodged an appeal against Council's failure to determine the application. In this case, the responsible authority had failed to assess the application and prepare an Officer's report.

The Tribunal reminded Council of its obligations under the Act to consider all applications it receives. The review of all VCAT cases in the inter-review period notes that this appears to be an isolated incident.

CAR PARKING IN CENTRAL AREAS

In *Williams v Latrobe CC* [2014] VCAT 823, an objector appealed Council's decision to grant a permit for the use of the first floor of a commercial property in Traralgon for a function centre and restaurant and to waive all car parking requirements to zero.

The site was located within the Traralgon Primary Activity Centre and the first floor had an area of about 250m². The ground floor was used as a restaurant. The permit applicant sought to use the upstairs room for a function room with a restaurant and café liquor licence. The use triggered the requirement for car parking which could not be physically provided on the site because the existing building occupied the whole of the land. The permit applicant sought a waiver of all car parking.

Council imposed restrictions on patron numbers affecting the extent of car parking to be waived being:

- 50 persons permitted on the premises between 12 noon and 3.00pm, requiring the waiver of 15 car parking spaces; and
- 100 persons permitted on the premises at any other time, requiring the waiver of 30 car parking spaces.

An objector opposed the decision on grounds relating to the insufficient level of car parking for the proposed use and its patron numbers,

The Tribunal found that the proposal was strategically supported as it was within one of Traralgon's prime commercial streets, made efficient use of existing available infrastructure and provided a service that extends activity within the centre beyond normal business hours. The Tribunal concluded that:

I consider the proposal is well supported by and supports the intent of strategic planning policy under the planning scheme.

The Tribunal also concluded that for it to be satisfied to allow a reduction in the number of car spaces, it must have regard to the parking demand the proposal generates.

The Tribunal felt that it was best to adopt a 'centre based' approach (rather than a site specific approach) to car parking. It noted that in the context of parking demand and supply in the Traralgon Primary Activity Centre, the waiver of car parking was appropriate. It felt that the most important thing was that there was a reasonably convenient supply of car spaces within the broader Traralgon Primary Activity Centre for patrons of the proposed function centre. The Tribunal concluded that:

I also place significant weight on the relevance of the 'centre based' approach towards parking. In principle, the function centre should not be constrained by a shortfall of parking spaces. I am loath to unreasonably restrict the function centre as a result. Overall, I am satisfied the proposal will contribute towards the commercial vibrancy of Traralgon and is supported by planning policy.

The decision is important in that it reiterates the long held Tribunal view that a centre based approach to car parking is preferred when compared to a site by site assessment. Car parking (especially in Traralgon) was raised as an issue in consultations and Council needs to constantly monitor the adequacy of parking provisions within its larger centres if it is to contemplate waiving car parking.

In that context, it is noted that Council is currently preparing a Parking Precinct Plan for parts of the city (especially Traralgon) which, among other things will identify a cash-in-lieu amount for car spaces. It is anticipated that the Plan will nominate a figure of between \$5000 and \$10,000/space for Traralgon but zero for Morwell.

RURAL ISSUES

In *S.Strachan v Latrobe CC* [2011] VCAT 764, the Tribunal considered an application to use and develop a 5ha parcel of land at Callignee for a single storey two bedroom dwelling with outbuildings and greenhouses associated with the use of the land for aquaponics. Council had determined to grant a permit and there was one objector.

The land was vacant save for outbuildings and water tanks with an existing crossover with a gravel access drive. There were scattered mature trees on the site with a copse of dense trees to the north of the site.

The Tribunal determined that there were two key issues in the case. The first was whether the dwelling was appropriate having regard to the zoning and the character of the area. The second issue was whether a dwelling was 'reasonably required' as part of the proposed aquaponics business on the land.

As to the first issue, the Tribunal agreed with the objector that the protection of rural land emerges as important in the MSS as opposed to the proliferation of rural living.

Importantly, the Tribunal noted:

There is little in the Local Planning Policy Framework about agriculture and farming activities. However, it does acknowledge pressure for rural residential development and it states that high value rural land and natural resources need to be protected. The identified strategies to protect high quality agricultural land include encouraging "high quality agricultural land to be used primarily for farming purposes.....

In my opinion, it is clear the planning scheme encourages the protection of rural land from rural residential land use and development.

As to the second issue, the Tribunal analysed other VCAT decisions and could not conclude that the dwelling had an essential nexus with the agricultural activity on the land. It noted that the applicant:

.... submitted the dwelling will enable Mr Zimmer to “respond to the management of the aquaponic farm” as it is hands on and labour intensive. Mr Kane emphasised a failure of the system could result in the fish being dead by the next day. Mr Strachan questioned the use of technology in this type of agricultural activity and suggested effective monitoring and control may be able to be achieved through an on-call system or remote alarm system. Whilst I accept Mr Zimmer’s evidence about his keen and bona fide interest in establishing this aquaponics business, I am not persuaded a dwelling on this land is necessary to assist the establishment of an aquaponics business in a meaningful and practical way.

The Tribunal rejected the permit application noting:

Hence, I am of the opinion the proposed dwelling is not appropriate having regard to the zoning and character of the area. I am also not persuaded that a dwelling is reasonably required as part of the proposed aquaponics business. Accordingly, I will order that the Council’s decision to approve this proposal be set aside and no permit shall issue.

The decision is important in that it acknowledges that Council has very little meaningful strategic direction on rural land issues. This sends a clear message on the importance of preparing a rural strategy. The decision is also important in that it relies upon a provision in the Farming Zone (the dwelling being ‘reasonably required’ for the agricultural use) which is no longer a decision guideline in the new Farming Zone since September 2013. (Compare with *Parry v Moorabool SC* [2014] VCAT 635.)

In *Strachan v Latrobe CC* [2013] VCAT 1408, the Tribunal similarly dealt with rural land use in the consideration of an application for a dwelling on a 2 hectare allotment, zoned Rural Living in Calignee. The objector party who had lodged the application for review submitted that the land was too small to support an agricultural use and a dwelling and that, more broadly, the zoning of the land as Rural Living was inappropriate.

The Tribunal first commented on the implications of the zoning, where it said:

My role is to review this permit application in the role of responsible authority for the grant of a permit. Section 14 of the Planning and Environment Act 1987

directs that a responsible authority's relevant duty in this case is to effectively administer and enforce the planning scheme, as it stands. A responsible authority must also implement the objectives of planning in Victoria, however, it does this by administering the scheme as it stands.

...

My consideration of the issues raised in this review must be confined to administering the planning scheme, based on the zoning and overlay provisions that currently apply to the land. My reasons therefore do not address some of the broader, strategic planning issues raised by Mr Strachen about whether it is appropriate for this land to be zoned Rural Living, as these are matters for a planning authority.

In relation to the application, the Tribunal commented:

I accept Mr Strachan's submission that this land has a Class 3 land capability, making it generally good quality land for agricultural purposes. However, given its zoning and size, the capacity of this land to form a viable agricultural entity does not exist. Nor does it need to, in order to allow a dwelling on this lot, as the purpose of the zone does not require this.

The Tribunal went on to issue a permit for the land, highlighting that the land met the Purpose and the tests of the Rural Living Zone. This case highlights the Council's need to strategically review its zoning regime and provide direction for rural living.

OPEN SPACE

In *Walker v Latrobe CC* [2014] VCAT 297, the Tribunal considered an application to subdivide 10.96ha of land into 76 residential allotments in three stages. The proposed allotments range in size from 453m² to 867m². The site is located on the northern fringe of Churchill. It is an unusually shaped allotment that has frontage to four roads.

The land is presently vacant/ farming land. There is a waterway running through the site from east to west (signposted as Eel Hole Creek but not forming part of such on the cadastral database).

The surrounding land to the north and west is farming land. The site abuts the rear of a number of 0.2ha and 0.4ha residential properties to the south

The applicant submitted that the public open space contribution had been met by this

development in the form of the provision of land rather than cash. The proposal sets aside 3.544ha of land as public open space (32% of the total land). This land would be developed for passive open space by the developer including a shared pedestrian and bicycle pathway, a playground, seating and other infrastructure. The land would provide for passive recreation for both future residents and also residents within the surrounding area.

However, Council submitted that this land was in the main encumbered open space, due to inundation associated with the waterway. Council gave weight to its adopted Public Open Space Strategy 2013 which seeks a 10% contribution towards public open space. It also identifies that Churchill has sufficient public open space and encourages the provision of cash contributions accordingly. In cases where land and cash are combined, the Strategy seeks the provision of the first 5% of land unencumbered.

Council determined that the proposal would require a 10% contribution and that the encumbered land contribution in this case should be ascribed no or limited value. Council recognised that it could only require a 5% contribution. The decision of *Bunnings Properties Pty Ltd v Kingston CC* [2013] VCAT 1257, provided a good summary of Clause 52.01, the relevant sections of the *Subdivision Act 1988* and previous Tribunal decisions. The Tribunal concluded that the 5% is simply a “cap” on the amount of contribution required rather than a default position. The Tribunal noted that:

Two observations should be made. Firstly, no inference can be drawn that a subdivision cannot create a demand for public open space greater than five percent of the value of the land. If such an inference was open the appropriate amount in any particular case could be assessed relative to a hypothetical maximum. For example, if high density residential development in an area devoid of public open space generates the maximum demand for public open space, less intense development or other types of land use must therefore be less than five percent. But the five percent is not a statutory definition of what the maximum demand for open space can be. It is no more than a limit on what can be asked of the subdivider

Ultimately, the Tribunal decided that a physical land contribution was sufficient without the need for a cash contribution. Once again, this decision helps emphasise the importance of implementing the Public Open Space Strategy 2013 into the Planning Scheme and particularly the schedule to Clause 52.01.

4.2 PLANNING SCHEME AMENDMENTS

Since the last planning scheme review, eight separate planning scheme amendments were referred to an Independent Panel for consideration. Broadly, the Panel supported these planning scheme amendments, either as exhibited or subject to minor modifications.

In some of the Panel reports for these amendments, the Panel identified areas where further strategic work needed to be undertaken by Council.

2008 PLANNING SCHEME REVIEW IMPLEMENTATION AMENDMENT

As noted earlier, **Amendment C62** to the LPS updated the LPPF and implemented the Structure Plans for Morwell, Moe and Newborough, Traralgon and Churchill.

Council resolved to exhibit Amendment C62 in August 2008 and it attracted 77 submissions. Council requested that the Minister for Planning appoint an Independent Panel and a Panel hearing was held over 4 days in June 2009. The Panel noted that strategic justification for the amendment is derived from a review of the existing planning scheme. In summary, the Panel found:

In relation to the form and content of the MSS:

- *We accept the general form and content of the MSS as being consistent with Ministerial Direction No. 7.*

In relation to residential growth:

- *The Structure Plans and MSS are consistent with the State Planning Policy Framework supporting a “networked cities” concept across the state to promote growth of regional cities and key towns, particularly those along regional transport corridors such as the Bairnsdale rail line.*
- *We generally accept the findings of the residential supply and demand assessment, and the assumption of a “moderate” growth scenario. We do, however, note the 2009 Essential Economics land assessments in particular assume a conservative approach to land available, by not including all parcels available, but only the larger parcels that may result in ‘estate’ type development. Consequently the land supply available is potentially greater than identified in these figures.*
- *The amendment provides sufficient land supply for future residential growth in excess of 10 years in each township with Structure Plans to accommodate this growth.*
- *There is currently a demand and long term lack of supply of residential land in Traralgon, assuming land identified in the Structure Plan is developed. Whilst this may lead development to shift to other townships, such growth needs to also address proper strategic planning needs of these towns.*

- *Whilst a lack of long term options for growth in Traralgon will place pressure on Council to consider a range of future options for this town and others, we are satisfied that sufficient land to the south east and north of Traralgon is designated to accommodate short to medium term growth, with longer term growth options being considered in a future strategic review as currently proposed by Council.*

In relation to coal issues:

- *There will continue to be a need to protect areas of coal resource and major industry (notably power stations and the Maryvale Pulp Mill) via retention of rural land buffers between these areas and township growth areas. We therefore support the policy neutral approach Council has taken to translating the existing local policy provisions relating to coal resource in the proposed MSS.*

In relation to industrial land provision:

- *Despite extensive work by Council to understand residential supply and demand, there appears to have been no parallel review of industrial land supply and demand, or of other strategic considerations relating to industry's future needs. Hence, whilst Council put to us there was a need to identify large areas for new industrial development and relocate "run down and underutilised" areas, this was not borne out by our inspections of sites or our review of existing zone plans and aerial photography.*
- *Whilst the Council has indicated a desire to "relocate" the older service industries to newer industrial areas it was unable to identify how this was to be actively pursued or a time scale for any such program. We therefore find no clear strategic justification for the direction to relocate run down and underutilised industrial areas when it is not clear that these areas are run down or underutilised or that such relocation is feasible.*
- *We do accept that in some situations (notably Traralgon) there may be specific amenity conflicts that need to be addressed. This needs to be separated as a specific amenity issue, rather than as a basis to strategically relocate all industry without more detailed understanding of industry supply, demand and location needs.*

THE NEED FOR AN INDUSTRIAL LAND USE STUDY

As evident from the discussion above, the **Amendment C62** Panel was notable for its commentary on the need for an Industrial Land Use Study.

While broadly supporting the intent of the Amendment in relation to the revised LPPF and proposed future residential growth, the Panel considered that there was no strategic justification for the future needs of industrial land within the City. This was particularly apparent where it sought to relocate "older" service industries to newer industrial areas, without any understanding of the need for relocation or whether the proposed location

was suitable.

It went on to find:

To make logical detailed recommendations on land supply and demand and strategic assessment of where, what type and how much industrial land should be provided, a detailed industrial strategy is required (emphasis added).

We find this is an area of strategic planning that requires further detailed assessment by Council and if such a strategy recommends relocation of businesses, broader, non-statutory mechanisms to address this issue are also required.

The need for an Industrial Land Use Strategy has also been identified throughout the 2014 Review consultation period. This is a key piece of future strategic work which should immediately be undertaken by Council. This Strategy should provide direction on the future supply, demand and location needs for industry within the City.

Specific Recommendation:

Commission an Industrial and Employment Land Use Strategy.

LATROBE AIRPORT

Amendment C26 to the Latrobe Planning Scheme sought to make various changes to the Scheme to give effect to the Latrobe Airport Master Plan. In supporting the Amendment, with some minor modifications, the Panel noted that a more rigorous review of the Airport Master Plan in relation to demand forecasts may be required in the future. In particular, it noted that:

The Panel thinks that future review of the Airport Master Plan may benefit from a more thorough analysis of market opportunities based on demographic and economic projections, but ultimately this is a matter for the Council and the Latrobe Regional Airport Board.

The Panel's conclusions recognise the ongoing strategic significance of the Airport at a regional level and that future planning should take into account any necessary upgrades to ensure that the Airport is able to fulfil an expanded role.

In addition, while Council sought to remove the Airport Environs Overlay from land as part of the Amendment, on the basis that it could not trigger a permit for buildings and

works, the Panel nevertheless recommended it remain, noting that:

The Panel believes that Council's interpretation of the application of Clause 45.02-2 is wrong. The Panel is of the view that the statutory requirement to comply with noise attenuation measures in the Australian Standard applies to all land in the overlay regardless of whether a permit is required. The Panel therefore believes that Council's conclusion that the overlay is redundant is also wrong.

The Panel highlighted that the noise attenuation measures set out in the Airport Environs Overlay were important to ensure that the ongoing operation of the Airport or use of adjacent land for sensitive uses was not prejudiced. It is noted that the existing Airport Master Plan is presently being reviewed and this will inevitably introduce changes to the planning control regime around the airport.

STRATEGIC JUSTIFICATION FOR AMENDMENTS

Amendment C14 to the Latrobe Planning Scheme sought to implement the findings of a Heritage Review undertaken by Context. The Amendment, as exhibited, also proposed to make alterations to the LPPF.

In the intervening period between exhibition and the appointment of the Panel, Amendment C62 introduced a revised LPPF, which Council said incorporated the relevant heritage policy of Amendment C14. It subsequently sought to exclude this aspect of the Amendment from consideration.

The Panel cautioned Council about the need to ensure that the intent of the policy was carried out and that amendments must be strategically justified. It said:

.....the Panel was less impressed with the outcome of transferring the exhibited MSS changes and the Local Planning Policy into the new MSS. While acknowledging the desirability of brevity, it appears that at least some of the baby may have disappeared along with the bathwater. The Panel is not satisfied that the existing MSS provides adequate strategic support for such a comprehensive change to the planning scheme or its implementation.

It then recommended that aspects of the exhibited LPPF changes be included as part of the Amendment.

NEW RESIDENTIAL ZONES

Amendment C84 sought to implement the new residential zones that were included into the Victoria Planning Provisions by Amendment V8 on 1 July 2013. The new zones give greater clarity about the type of development that can be expected in any residential area; allow a broader range of activities to be considered; and assist in better managing housing growth.

The new residential zones were intended to encourage a diversity of housing types and moderate housing growth within townships of Traralgon, Morwell, Moe/Newborough, and Churchill. The Amendment established a framework for walkable neighbourhoods; ensuring public transport, shops, public open space and mixed-use community centres are close to all dwellings by applying the new zones in the main towns. The Amendment built on the existing residential structure of the main towns (i.e. Traralgon, Morwell, Moe/Newborough, and Churchill) to create an integrated network of urban areas within distinct settlement boundaries. The Amendment also encouraged a wider variety of housing types, including smaller and more compact housing, to meet the changing needs of the community.

The Amendment applied to the former Residential 1 Zone in Churchill, Morwell, Moe/Newborough and Traralgon. The Amendment proposed to replace:

- the Residential 1 Zone in parts of Churchill, Morwell, Moe and Traralgon by introducing the General Residential Zone.
- the Residential 1 Zone in parts of Churchill, Morwell, Moe and Traralgon by introducing the Neighbourhood Residential Zone.
- the Residential 1 Zone in parts of Churchill, Morwell, Moe and Traralgon by introducing the Residential Growth Zone.

The Amendment is the first step in converting to the new residential zones and provides Council with time to consider further strategic work to refine the application of the new zones and schedules (including the Mixed Use Zone, Township Zone or the Low Density Residential Zone) in the remaining parts of the main towns and across the small towns.

An Advisory Committee met on 2 May 2014 to consider the Amendment and a report is expected shortly. The most important aspect of the report from Council's point of view will be the Committee's recommendations on whether the Neighbourhood Residential Zone can be applied to 'greenfield' growth areas that are already affected by approved Development Plans. This was the position that was advocated by Council.

The outcomes from the Advisory Committee will be an important 'input' into the recommended Housing Strategy. In particular, the outcomes of the Housing Strategy will

now have a very clear implementation path to follow by way of the three new residential zones.

RESIDENTIAL REZONINGS AND LAND SUPPLY

Amendment C47 implements part of the Main Town Structure Plans which formed part of Amendment C62 and was approved and gazetted on 14 January 2010. The Amendment provides for additional residential land for future development in Latrobe

City. It had been identified by the Latrobe City Council Residential and Rural Residential Land Assessment (2009) that there was a shortage of Residential 1 Zone lots for development.

Using a moderate population growth rate and based on 2008 figures, the supply of residential lots in Traralgon at that time was 5 years, in Moe / Newborough it was 8 years and in Churchill, 25 years. Since 2008, the Council has finalised a Development Plan for North West Morwell which provides an additional 25 years supply, bringing the total supply up to 33.6 years for Morwell.

It was considered that additional residential lots were needed to relieve the pressure on the housing market and may result in more affordable housing. The Amendment:

- rezones land north of Waterloo Road, Moe from Farming Zone to Residential 1 Zone;
- applies a Development Plan Overlay to land north of Waterloo Road, Moe;
- rezones land at Bank Street, Traralgon from Farming Zone to Residential 1 Zone and applies a Development Plan Overlay;
- rezones land east of Ellavale Drive, Traralgon from Farming Zone to Residential 1 Zone and applies a Development Plan Overlay;
- rezones land at Toners Lane, south west Morwell from Farming Zone to Residential 1 Zone and applies a Development Plan Overlay, schedule 5;
- removes the Environment Significance Overlay from land at Toners Lane, Morwell;
- rezones land north of Crinigan Road, Morwell from Farming Zone to Residential 1 Zone and applies a Development Plan Overlay, schedule 5;
- rezones land at central Churchill, east of Monash Way from Business 5 Zone to Residential 1 Zone and applies Development Plan Overlay, schedule 5;
- rezones land at the south west boundary of Churchill from Farming Zone to Residential 1 Zone and applies Development Plan Overlay, schedule 5;
- rezones land at the north east boundary of Newborough, adjacent to the Yallourn Golf Club from Farming Zone to Residential 1 Zone and applies Development Plan Overlay, schedule 5;

- applies the Environment Significance Overlay – urban buffer (ESO1) to land at the north east boundary of Newborough, adjacent to the Yallourn Golf Course; and

The Amendment was approved on 3 March 2011 at it added approximately 300ha of land to the residential land supply.

Amendment C56 applied to six sites identified as *'future residential'* in the Latrobe City Structure Plans for Churchill, Moe / Newborough, Morwell and Traralgon. The Amendment:

- rezones land north of John Field Drive, Moe from Public Park and Recreation Zone to Residential 1 Zone
- rezones land at the western entrance to Moe from Farming Zone and Industrial 3 Zone to Residential 1 Zone
- rezones land on the north west boundary of Traralgon, north of Cross's Road from Farming Zone and Road Zone 1 to Residential 1 Zone
- rezones land at Ashworth Drive, Traralgon from Rural Living Zone to Public Use Zone 1 – Service and Utility;
- rezones land at Park Lane, Traralgon from Farming Zone to the Residential 1 Zone
- rezones land north of Marshalls Road, Traralgon from Farming Zone to the Residential 1 Zone
- applies a revised Development Plan Overlay Schedule 5 to all land rezoned to the Residential 1 Zone and to land at Ashworth Drive, Traralgon.

The Amendment implemented part of the Latrobe City Structure Plans for Traralgon, Morwell, Moe / Newborough and Churchill which formed part of Amendment C62.

The Amendment provided for additional residential zoned land for future development in Moe/Newborough and Traralgon as had been identified by the Latrobe City Council Residential and Rural Residential Land Assessment (2009).

The amendment was approved on 5 May 2011 and it added another 269ha of land to the residential land supply.

Amendment C58 applied to land west of Tramway Road, Churchill, land surrounding Haigh Street, Moe, land north of Monash University, Churchill, land north of Crinigan Road, Morwell, land in south east Traralgon and land at Marshalls Road, Traralgon.

The Amendment:

- introduces a Development Plan Overlay schedule 6 into the Scheme which sets out the requirements for a development plan and a mechanism to collect development contributions for infrastructure including apportionment and implementation;
- rezones land west of Tramway Road, Churchill from Rural Living Zone schedule 6 to Residential 1 Zone and applies a Development Plan Overlay schedule 5;
- rezones land at Haigh Street, Moe from Rural Living Zone schedule 6 to Residential 1 Zone and applies a Development Plan Overlay schedule 5;
- rezones land north of Monash University, Churchill from Rural Living Zone schedule 3 and Low Density Residential Zone to Residential 1 Zone and
- applies a Development Plan Overlay schedule 5;
- rezones land in south east Traralgon from Rural Living Zone schedule 2, Farming Zone and Low Density Residential Zone to Residential 1 Zone and applies a Development Plan Overlay schedule 6;
- rezones land north of Crinigan Road, Morwell, from Farming Zone to Residential 1 Zone and applies a Development Plan Overlay schedule 5;
- rezones land at 205 Marshalls Road, Traralgon from Residential 1 Zone to Farming Zone and removes a Development Plan Overlay schedule 5; and
- applies the Wildfire Management Overlay to land at Alexanders Road, Morwell

The Amendment was required to implement another part of the Latrobe Main Town Structure Plans which formed part of Amendment C62 that was approved and gazetted on 14 January 2010.

Like Amendments C47 and C56, the Amendment aimed to provide for additional residential land for future development in Latrobe City. It has been identified that there was a shortage of Residential 1 Zone lots for development.

The Amendment was approved on 2 February 2012 and it added about 228ha of land to the residential land supply.

In total, Amendments C47, C56 and C58 are estimated to have added about another 800ha of land to the residential land supply. It is now estimated that Churchill has in the order of 160 years of residential land supply while the up-coming Lake Narracan Amendment (Am. C86) could add another 30 to 40 years of land supply at Moe.

Amendment C86 proposes to facilitate the development and use of land within the Lake Narracan precinct and to reflect updates to the Moe/Newborough Structure Plan. The amendment seeks to implement the objectives and strategies of the Gippsland Regional Growth Plan which was introduced as part of Amendment VC106 on 30 May 2014.

The Lake Narracan Precinct Structure Plan is expected to go out for community consultation in mid to late 2014.

Amendment C87 will implement key parts of the recently adopted *Traralgon Growth Area Review Framework* and *Traralgon West Structure Plan* by amending relevant clauses of the MSS and by introducing revised Morwell, Traralgon, Tyres and Glengarry Structure Plans, a new *Traralgon West Structure Plan* and a new *Traralgon Growth Area Framework Plan*. Notably, Amendment C87 will not include any zone or overlay changes.

Amendment C87 is expected to be exhibited in September 2014.

5. STATE STRATEGIC CONTEXT

Continuous Improvement Review Kit requirement:

Document the strategic work that has been completed or carried out since the approval of the scheme and any additional work required to strengthen the strategic direction of the planning scheme.

5.1 OVERVIEW

Since the preparation of the previous LPS review, there has been considerable change to policy at the state level, including the introduction of various planning policies and initiatives.

Current Government initiatives that have been developed or are being considered include:

- Modifications to the Planning and Environment Act.
- New time frames (Ministerial Direction 15) for the Planning Scheme Amendment Process.
- 'VicSmart' system which introduces standard State-wide requirements for low impact planning permit applications.
- Review and inclusion of new zones including revised Rural Zones, Residential Zones, Industrial Zones and Business Zones (now Commercial Zones).
- Gippsland Regional Growth Plan.
- Melbourne Metropolitan Plan ('Plan Melbourne').
- Bushfire protection provisions, as well as inclusion of new areas mapped to be contained within the Bushfire Management Overlay (BMO).
- Review of the SPPF and LPPF Framework culminating in the release of a new Planning Policy Framework (PPF) in March 2014.
- The review of the local development contributions system.
- Introduction of a revised Native Vegetation Framework.
- Proposed revision of coal resource policies as a response to the state government's Strategic Plan for coal
- Introduction of a new regional section in the SPPF

These initiatives will have significant implications for the LPS and may require consequential amendments in the future – particularly the new PPF, the new Native Vegetation Framework, the modified Residential, Commercial and Rural Zones and the revised developer contribution regime.

In addition, the state government has been undertaking an initiative to provide planning resources to rural and regional councils to undertake a range of planning tasks. The project is in recognition of resourcing constraints and workloads that affect many rural councils and is known as the 'Flying Squad' project. Council has benefited from this initiative and has accessed some funding and assistance.

As a result of recent initiatives in the Victorian State Budget (May 2014), the Flying Squad has now been funded for another four years. Some of the recommendations of this Planning Scheme review may be suitable candidates for assistance under the 'Flying Squad' program.

The following section provides greater detail on some of the notable state initiatives since the last review.

5.2 PLANNING AND ENVIRONMENT ACT

The *Planning and Environment Amendment (General) Act 2013* came into operation on 28 October 2013. The key reforms in the 'Amendment Act' include:

- making it mandatory for the Responsible Authority and the Planning Authority to take account of the social effects and economic effects of the use or development of the land when preparing an amendment to a planning scheme and when issuing planning permits;
- providing for two types of referral authority that will be set out in planning schemes being a *determining referral authority* who has the power to require a permit application to be refused or for certain conditions to be included in a permit; and a *recommending referral authority* who may comment on an application;
- providing for a Planning Application Committee to work with councils to deliver better local planning decisions;
- providing for reporting to the Minister by planning authorities, responsible authorities and referral authorities to improve the transparency of the planning system;
- improving the processes for amending planning schemes and assessing planning permit applications by reducing delays and speeding up information exchange;
- improving the decision-making process at the Victorian Civil and Administrative Tribunal;
- improving the operation of planning agreements by expanding the options for amending and ending legal agreements;
- amending the *Subdivision Act 1988* in relation to public open space and include consequential minor changes to the *Subdivision Act 1988* and the *Local Government Act 1989*;

- ensuring that if a planning scheme specifies the level of public open space contribution in Clause 52.01, there is no power to vary or reduce it in the event that [section 18\(1A\)](#) applies;
- confirming the right of the Proponent to be heard in a Panel hearing; and
- giving Planning Panels the option of holding 'Directions Panels' whereby a number of Directions Hearings are conducted on the one day.

The mandatory provision to consider social and economic issues is particularly important as previously there was only a requirement to consider significant environmental matters with discretion for Council as to whether social and economic effects were to be considered.

5.3 AMENDMENT VC102

Amendment VC102 amended the model VPP and planning schemes as a result of the above amendments.

The Amendment gave effect to the state government's commitment to altering the referral authority status of some authorities to enable local councils to make decisions on permit applications and permit conditions. The amendment designates some agencies (such as catchment management authorities) as a 'recommending' referral authority. A recommending referral authority can comment on a permit application but, unlike a determining referral authority, it does not have the power to require the application to be refused or for certain conditions to be included in a permit. This may have implications for those agencies that are no longer able to make determinations and may encourage them to specify conditions which could be included in overlay schedules.

5.4 DEVELOPMENT CONTRIBUTIONS

In May 2012, the Minister for Planning announced the Government's preferred framework for development contribution plans which outlined a new system of standard levies that can be selected and applied to different development settings. The new system provides Councils with a set of standard development contribution levies for different development settings based around five infrastructure categories:

- Community facilities
- Open Space facilities
- Transport infrastructure
- Drainage infrastructure
- Public land

The Minister for Planning appointed an Advisory Committee to provide advice on the

framework for the new development contributions system and on the establishment of the standard levies. Council made a detailed submission to the Committee. The Advisory Committee reported in December 2012 and May 2013. In May 2014, the Minister for Planning announced the introduction of Standard Levies for development contributions in priority growth locations, the implementation of a new Infrastructure Contribution Plan and a streamlined approval process.

The Standard Levies will be available for use from 1 July 2015 and will be able to be applied in identified metropolitan and non-metropolitan growth locations.

5.5 NEW VPP ZONES

In March 2013 the state government released three new residential zones for Victoria to replace the existing residential zones. The government provided some criteria for Councils to use in determining where the residential zones might be applied as follows:

- Residential Growth with heights of up to 4 storeys, with townhouse/apartment dwellings to be located around activity centres and adjacent to train stations.
- Neighbourhood Residential with heights of 2 storeys, with single dwellings/dual occupancies best suited to heritage precincts (HO), environmentally significant areas (ESO), landslip areas (EMO) and flood prone areas (LSIO).
- General Residential with heights of 2-3 storeys, single/dual/villa/townhouses suited to all other locations.

All Councils had until June 2014 to apply the new residential zones. Some Councils, including Latrobe, selected all three zones to apply while others elected to 'roll-over' the Residential 1 zone (R1Z) into the new General Residential zone (GRZ) pending more detailed analysis.

As few Councils had finalised their implementation by 1 July 2014, the Minister for Planning approved Amendment VC116 on that date to remove the R1Z and to replace it with the GRZ. The LPS was amended accordingly but will be further amended to implement the three new zones as a result of Amendment C84.

As of August 2014, the report of the Advisory Committee had still not been released nor made available to Council.

In April 2013, the state government also released changes to the existing industrial zones and introduced two new commercial zones to replace the existing business zones. Unlike the residential zones, the Minister for Planning undertook the translation of the industrial and commercial zones. These changes were implemented into the Latrobe

Planning Scheme in July 2013.

In September 2013, the state government completed its zone review and implementation when it released changes to the existing rural zones.

5.6 PRACTICE NOTES

In November 2013, the state government released six new Practice Notes that are aimed at explaining the role of recent zone changes or which explain how certain applications will be assessed. The six new Practice Notes are:

- **Practice Note 15** “Assessing an Application for One or More Dwellings in a Residential Zone”;
- **Practice Note 16** “Making a Planning Application for One or More Dwellings in a Residential Zone”.
- **Practice Note 37** “Rural Residential Development”.
- **Practice Note 42** “Applying the Rural Zones”.
- **Practice Note 62** “Green Wedge Planning Provisions”.
- **Practice Note 78** “Applying the Residential Zones”.

5.7 GIPPSLAND REGIONAL GROWTH PLAN

The Gippsland Regional Growth Plan is one of eight regional plans prepared across the state to help guide a coordinated regional response to population growth and regional change over the next 30 years.

The Gippsland Regional Growth Plan was developed over two years in partnership between local government and state agencies and authorities. The plan covers the municipal areas of Bass Coast, Baw Baw, East Gippsland, Latrobe, South Gippsland and Wellington.

The Gippsland region’s population is projected to grow and change with some areas close to Melbourne and along the coast experiencing faster rates of population growth, creating demand for additional services and infrastructure. Urban areas and their supporting transport networks are expected to help the economy transition to sustainable and knowledge-driven industries.

The Plan considers a range of land uses including agriculture, tourism, environmental assets, commercial and residential. It recommends checks and balances that need to be applied when considering future growth.

In summary, the Gippsland Regional Growth Plan:

- supports the priorities of the *Gippsland Regional Plan 2010*;
- establishes a framework for strategic land use and settlement planning that can sustainably accommodate growth;
- identifies important economic, environmental, social and cultural resources to be protected, maintained or developed;
- provides direction for accommodating growth and change including residential, employment, industrial, commercial, agriculture and other rural activities;
- shows which areas of land can accommodate growth and which are to be preserved; and
- identifies opportunities for supporting regional level infrastructure, providing an essential contribution to the long-term sustainability of the region.

The Gippsland Regional Growth Plan identifies the following challenges for growth:

- sustaining and expanding economic activity through a period of diversification and transition;
- enhancing the resilience of the region's industries to economic restructuring and supporting business to reduce carbon emissions;
- building on tourism opportunities in the region;
- accommodating population growth, including managing growth with consideration of resources, environment and natural hazards;
- responding to changing community profiles including an increasingly aged population;
- planning and adapting settlements and infrastructure to respond to the impacts of climate change, including increased risk from natural hazards;
- improving the efficiency, reliability and service levels of the region's transport network; and
- delivering services and communications infrastructure for community, commercial and industrial users.

The Plan noted that as Gippsland's regional city, Latrobe City will be a focal point for growth, infrastructure and service investment. Growth will be planned in a way that integrates the four centres within Latrobe so that they function as a single urban system. This will provide a focus for future regional investment and support continued growth in the Princes Highway corridor, including the regional centres of Warragul, Sale and Bairnsdale.

To establish a connected regional city, planning across the four centres will allow for the right type of growth in the right locations for residential, industrial and commercial development. Efficient and reliable transport between the four centres will be critical to

ensure access and connectivity. The Plan expects the population of Latrobe to rise from 76,640 people in 2011 to about 90,740 by 2031.

An important part of the Gippsland Regional Growth Plan is its Implementation Plan which includes amending Council Planning Schemes to align with key elements of the plan. Specific projects identified for implementation include:

- Latrobe Valley Industry and Employment Roadmap to support economic diversification;
- CarbonNet which is a project aimed at capturing carbon emissions from power plants in the valley; and
- Princes Highway duplication from Traralgon to Sale.
- Development of a Gippsland wide housing strategy
- Development of the Latrobe City Single Urban System project

5.8 PLAN MELBOURNE

The state government released its 'Plan Melbourne' strategy in May 2014. Plan Melbourne is a strategy to house, employ and move more people within the metropolitan area. Plan Melbourne aims to provide a clear vision for the future of Melbourne that responds to the pressures of population growth, the drive for economic prosperity, the need for liveability, and the protection of environment and heritage assets.

The metropolitan planning strategy also addresses Melbourne's infrastructure, housing, employment, transport and environment challenges in an integrated approach bringing together land use, transport, social and community infrastructure. This vision for Melbourne is underpinned through the seven outcomes of the Plan Melbourne Strategy:

1. **Delivering jobs and investment:** Create a city structure that drives productivity, supports investment through certainty and creates more jobs.
2. **Housing choice and affordability:** Provide a diversity of housing in defined locations that cater for different households and are close to jobs and services.
3. **A more connected Melbourne:** Provide an integrated transport system connecting people to jobs and services and goods to market.
4. **Liveable communities and neighbourhoods:** Create healthy and active neighbourhoods and maintain Melbourne's identity as one of the world's most liveable cities.
5. **Environment and energy:** Protect our natural assets and better plan our water, energy and waste management to create a sustainable city.
6. **A state of cities:** Maximise the growth potential of Victoria by developing a state of cities which delivers choice, opportunity and global competitiveness.

7. **Implementation:** Delivering better governance: achieve clear results through better governance, planning, regulation and funding options.

Plan Melbourne was also notable for its commitment to regional settings. The regional growth plans are aligned with Plan Melbourne through the following directions:

- 6.1 *Deliver a permanent boundary around Melbourne*
- 6.2 *Rebalance Victoria's population growth from Melbourne to rural and regional Victoria over the life of the strategy*
- 6.3 *Integrate metropolitan, peri-urban and regional planning implementation*
- 6.4 *Improve connections between cities.*

Amendment VC106 was approved on 30 May 2014 and it amended all planning schemes in Victoria (including Latrobe) to recognise *Plan Melbourne* and Victoria's eight regional growth plans.

The Amendment also includes a new Clause in the State Planning Policy Framework (at Clause 9) which states that all references to 'Melbourne 2030', 'Melbourne 2030: A planning update', 'Melbourne @ 5 Million', the 'Activity Centres and Principal Public Transport Network Plan, 2010' and 'Ready for Tomorrow - a Blueprint for Regional Rural Victoria', are to be disregarded and, where relevant, planning must consider and apply Plan Melbourne: Metropolitan Planning Strategy (Department of Transport, Planning and Local Infrastructure, 2014).

5.9 STATE PLANNING POLICY FRAMEWORK REVIEW

The SPPF is a foundation element of the Victorian planning system and the VPP. It sets the key policy directions for state planning issues. A review of the SPPF is presently being undertaken so as to ensure that all state policy matters align and integrate with the key strategic directions. It is particularly required to ensure that it aligns with the newly developed Metropolitan Planning Strategy, Plan Melbourne, and the eight Regional Growth Plans, including the Gippsland Regional Growth Plan.

The LPPF is the other central element of the Victorian planning system that was introduced at the same time as the VPP. The LPPF principally consists of a Municipal Strategic Statement (MSS) at Clause 21 but it can also contain Local Planning Policies at Clause 22.

The LPPF is intended to give local expression to the range of state policy issues

identified in the SPPF. The MSS identifies key local issues and includes objectives and strategies to address these issues. The MSS also identifies the implementation tools (zones and overlays) that will be used by Council to deliver the objectives and strategies.

The state government announced a review of the SPPF in 2013 and it appointed an Advisory Committee with clear Terms of Reference. As part of its SPPF Review, the state government asked the same Advisory Committee to advise on how a revised LPPF structure might dovetail with any possible new SPPF structure. The Committee was specifically asked to advise on:

- The role, structure and format of a revised LPPF, including MSS and local policy. The revised MSS must align with and compliment the revised SPPF.
- How a revised LPPF could be implemented across Victoria.

The committee released its preferred PPF model on 21 March 2014 for consultation. The revised PPF format includes:

- Consolidating state, regional and local policy on specific themes rather than split across different parts of the planning scheme.
- Making the PPF easier to navigate
- Removing outdated policy
- Updating the framework to reflect Plan Melbourne and regional growth plans

The draft PPF has been prepared to:

- drive a fundamental change in the way decisions are made to a facilitation approach rather than a regulation approach
- be more user friendly by being easier to read, understand and navigate
- include more graphics to show spatial policies effectively
- link state, regional and local policy to better align policy matters ensuring local policy retains its important role.

In preparing the draft PPF, the Committee brought the state and regional policy content of planning policy up to date including:

- ensuring that key strategic directions identified in Plan Melbourne and regional growth plans are clearly articulated in the framework and can be implemented into planning schemes across Victoria
- ensuring the policy framework supports recent major reforms to the state's commercial, industrial, residential and rural zones, assisting councils to deliver certainty in achieving their strategic objectives.

All state, regional and local policy on a particular issue is to sit within the one new PPF Clause, rather than being spread across the SPPF, MSS and Local Policies.

The draft PPF for all planning schemes includes high level state policy about each issue to provide a context for decision making at a macro level.

However only relevant detailed policy that applies to a particular municipality is included in the draft PPF (for example, Latrobe does not contain detailed alpine or coastal policy).

The Committee worked closely with councils, state government departments and agencies and industry stakeholders to prepare the draft framework. Councils (including Latrobe) provided feedback to the Advisory Committee by 23 May 2014 and a final version of the PPF is expected before the end of 2014.

5.10 NATIVE VEGETATION

In September 2012, the state government announced a review of Victoria's native vegetation clearing regulations. The aim of the review was to improve and strengthen the regulatory system to deliver better outcomes for the environment and the community.

Reforms to the native vegetation permitted clearing regulations were announced (in September 2013) and will ensure a stronger focus on the value of native vegetation for statewide biodiversity and a reduced regulatory burden for landholders. The priority reforms for native vegetation included:

- clarifying and amend the objective of the permitted clearing regulations;
- improving how the biodiversity value of native vegetation is defined and measured; and
- ensuring offsets provide appropriate compensation for the environment.

The native vegetation reforms commenced following approval of **Amendment VC 105** on 20 December 2013. The amendment implements reforms to Victoria's native vegetation and biodiversity provisions by:

- Amending Clause 12.01 (Biodiversity) to reflect the new 'no net loss' approach rather than the previous 'net gain' approach;
- Amending Clause 52.16 (Native vegetation precinct plan) to reflect the intent of the native vegetation and biodiversity reform package;
- Amending Clause 52.17 (Native vegetation) to rationalise information requirements, implement the new risk-based assessment pathways, include a simplified approach for applications under a low-risk based pathway and streamline the determination of offset requirements;
- Amending Clause 66.02-2 (Native Vegetation - Referral and Notice Provisions) to require the class of application in the high risk pathway as defined in the document 'Permitted clearing of native vegetation – Biodiversity assessment guidelines' (Department of Environment and Primary Industries, September

2013) be referred to the Secretary to the Department of Environment and Primary Industries as a recommending referral authority;

- Amending Clause 81.01 (Incorporated Documents) to replace 'Victoria's Native Vegetation – Framework for Action' with a new incorporated document 'Permitted clearing of native vegetation – Biodiversity assessment guidelines' (Department of Environment and Primary Industries, September 2013).

5.11 BUSHFIRE

On 29 May 2014, and in the wake of the Bushfire Royal Commission, the state government announced significant changes to Victoria's bushfire planning regulations, aimed at providing greater certainty to residents and landowners in bushfire designated areas. Key features of the reforms include:

- allowing private bushfire bunkers as an alternative safety measure, where there may be increased bushfire safety risks that need additional consideration
- allowing vegetation clearance to achieve defensible space. The cleared area around a home is vital to protecting the home's occupants. Vegetation clearance obligations ('defensible space') would be limited to the title boundary of the relevant property
- ensuring the assessment of bushfire risk is consistent with the Australian Standard
- allowing more sensible bushfire safety measures in new master-planned estates
- allowing homes to be built on 'infill' lots surrounded by other dwellings. Where a dwelling is allowed, it will be able to be built with a fair and equitable bushfire response.

A new \$700,000 Bushfire Planning Assistance Fund was also announced which will enable affected landowners and councils to streamline planning processes.

On 31 July 2014, **VC109** introduced changes to the VPP and all Victorian planning schemes by amending:

- Clause 44.06 'Bushfire Management Overlay' (BMO) to move the application requirements to Clause 52.47 and include a new mandatory condition for bushfire bunkers.
- Clause 52.17 'Native Vegetation' to enable the clearing of native vegetation to be undertaken by private landholders on Crown land with the written permission of the Secretary of the Department of Environment and Primary Industries for the purposes of maintaining wild dog exclusion fences.
- Clause 52.47 'Planning for bushfire' to provide approved and alternative bushfire safety measures for new single dwellings, replacement or extension to an existing dwelling and other buildings.
- Clause 52.48 'Bushfire Protection: Exemptions' to provide exemptions for the provision of defensible space for a dwelling approved under the BMO.

- Clause 66 'Referral and Notice Provisions' to change the referral authority status for relevant fire authorities (CFA) from 'determining' to 'recommending referral' authority, for some types of development.

5.12 VICSMART

The Minister for Planning set up the Victorian Planning System Ministerial Advisory Committee in 2011 to (among other things) provide advice on ways of improving the planning system including the legislative base, the structure of planning schemes including the structure of state and local policy provisions, as well as regulations under the *Planning and Environment Act 1987*.

The Committee delivered its initial report to the Minister in December 2011 and made three recommendations relating to the assessment of planning permit applications being:

- *A system of planning permit application streams should be developed for different land use and or development categories. These streams should align with revised notice provisions, referral authority procedures and adjusted timelines for decision making.*
- *A **Code Assess** process be developed and piloted in selected municipalities for a variety of buildings and/or works and/or **nominated subdivision proposals**. (Emphasis added).*
- *An audit of existing permit triggers in the planning scheme be undertaken to identify where permit triggers could be reduced.*

The Advisory Committee noted that there were procedural and public policy benefits in 'codifying' existing practices and in introducing different types of permit application processes that more appropriately align with the scale and impact of proposals.

The Committee suggested that a two stream permit application approach, consisting of a 'Code Assess' stream and a 'Merit Assess' stream, could be a way to organise classes of permit applications. The committee proposed that planning permit applications submitted in the Code Assess category would be required to comply with clear quantitative criteria and, if it did, then it would be exempt from notice requirements. If a decision maker was required to make a judgement about a qualitative objective or specific design outcome, then the application would not be suitable for the Code Assess stream. The application would be required to progress through the Merit Assess process.

The *Planning and Environment Amendment (VicSmart Planning Assessment) Act 2012* was enacted in September 2012 to allow a new streamlined permit process to be set up in planning schemes for straightforward, low impact development proposals.

Key features of the VicSmart process are:

- A decision within ten business days.
- An applicant is expected to submit all the necessary information with the application.
- No need for external referrals.
- An applicant is expected to obtain any referral authority approval before lodging the application.
- Exempt from advertising.
- The application is only assessed against specific pre-set decision guidelines.
- The Chief Executive Officer (CEO) of the council or a delegate will decide the application.
- An applicant has a right of review to VCAT if there is disagreement about whether the decision guidelines have been met.

Councils will also have the opportunity to 'schedule in' low risk permit applications under local provisions to be assessed under the VicSmart process. The VicSmart process went live on the 19 September 2014.

5.13 REVIEW REPORT CONCLUSIONS ON STATE CONTEXT

The extensive changes at the state level since the last review will have profound implications for the Latrobe Planning Scheme.

At the very least, an entirely new planning scheme structure is likely to be required so as to align with the new PPF model. Consequential changes arising from the new zones, modifications to development contributions, native vegetation, bushfire management and regional growth plans will also have an impact on the structure and content of the scheme.

6. LOCAL STRATEGIC CONTEXT

Continuous Improvement Review Kit requirement:

Document the strategic work that has been completed or carried out since the approval of the scheme and any additional work required to strengthen the strategic direction of the planning scheme.

This section of the report identifies key land use strategic directions, initiatives and actions that are contained in strategic and governance documents at the local level that have been adopted since the last planning scheme review.

6.1 COUNCIL PLAN 2013-2017

A revised Council Plan (2013-2017) was endorsed by Council in June 2013 and it articulates the Mission for the Council Plan as follows:

To provide the best possible facilities, services, advocacy and leadership for Latrobe City, one of Victoria's four major regional centres.

The Council Plan sets out the vision and direction for the community towards 2017 and is focused around five core themes, each with supporting objectives and strategic directions. The key themes and objectives outlined in the Council Plan are:

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.

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

Appropriate, Affordable and Sustainable Facilities, Services and Recreation

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

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

To enhance the visual attractiveness and liveability of Latrobe City.

Efficient, Effective and Accountable Governance

To achieve the highest standards of financial probity and meet all statutory obligations.

To provide open, transparent and accountable governance.

Work to minimise rate increases for our community.

Effectively manage Council debt to minimise long term cost.

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 cities.

To advocate for and support cooperative relationships between business, industry and the community.

To ensure effective two-way communication and consultation processes with the community.

Planning for the future

To provide a well planned, connected and liveable community.

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

Advocate for planning changes at the state level to reflect regional needs and aspirations.

To reduce the time taken to process land use and development planning applications.

6.2 MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN (2013-2017)

The Latrobe City Municipal Public Health and Wellbeing Plan (2013-2017) identifies the health and wellbeing needs of the City's community. The Plan was developed in accordance with the *Public Health and Wellbeing Act 2008* and builds upon the Council's existing health related strategies and programs. The Plan is centred on six strategic directions, which include:

- *Being Active;*
- *Eating Well;*
- *Protecting Our Health;*
- *Staying Connected;*
- *Feeling Safe; and*
- *Skills for Healthy Communities.*

These directions seek to promote maximum levels of health and wellbeing within the community by assessing actual and potential public health issues and providing strategies to address these issues.

The Strategic Directions outlined in the Plan reinforce the objectives of Latrobe 2026 and the key themes of the Council Plan for 2013-2017, including promoting and supporting a healthy, active and connected community.

Specific Recommendation:

Consider bringing together the planning process for reviewing the Council Plan, Municipal Public Health and Wellbeing Plan and the Latrobe Planning Scheme in line with council election cycles to enhance linkages.

6.3 LATROBE 2026

Latrobe 2026 is the Council and community vision for the Latrobe Valley. It sets out the following vision:

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

Strategies and initiatives to achieve this vision are centred around three core principles

of Sustainability, Liveability and Leadership. Latrobe 2026 cross-references both the Council Plan (2013-2017) and the Municipal Public Health and Wellbeing Plan.

6.4 OTHER COUNCIL ADOPTED STRATEGIES

Since the last planning scheme review there has been a considerable amount of strategic work prepared and adopted by Council. While some of these have a more direct relationship with land use planning (and therefore the planning scheme), all of the documents will have some bearing on changes within the City in the foreseeable future. Relevant adopted documents include the following:

- Bulky Goods Retail Sustainability Assessment (March 2009);
- Traralgon Inner South Precinct Master Plan (July 2011);
- Churchill East West Link: Master Plan and Urban Design Framework (October 2013);
- Traralgon Growth Areas Framework (August 2013);
- Moe Rail Precinct Revitalisation Project: Master Plan (November 2009);
- Morwell North West Development Plan (October 2010);
- Traralgon West Structure Plan (August 2013);
- Traralgon Activity Centre Plan (Draft July 2010);
- Small Towns Structure Plans – Boolarra, Glengarry & Tyers (August 2010);
- Residential and Rural Residential Land Assessment (February 2009);
- Community and Economic Profile (November 2012);
- Public Open Space Strategy (March 2013);
- Economic Sustainability Strategy (June 2011);
- Review of Decision Making Processes for Planning Permits (April 2011);
- Healthy Urban Design Good Practice Guidelines (June 2008);
- Natural Environment Sustainability Strategy 2014-2019 (2013);
- Cultural and Linguistic Diversity Action Plan 2010-2013 (March 2010); and
- Disability Action Plan 2012-2013 (2012).
- Other Development Plans.

Of the above documents, a brief summary and commentary on some of the significant strategic work is set out as follows:

6.5 TOWN STRUCTURE PLANS

TRARALGON GROWTH AREAS REVIEW (INCLUDING TRARALGON WEST STRUCTURE PLAN)

The Traralgon Growth Areas Review (TGAR) was commissioned in recognition of the growth constraints and pressures faced by Traralgon in accommodating future development. Principal among these constraints was the nomination of land to the south of the urban area for the Traralgon Bypass. This subsequently rendered future development south of the bypass area (identified in the Traralgon-Morwell Corridor Concept Plan 2007) as unfeasible and an undesirable planning outcome. Moreover, the TGAR recognises that the Residential and Rural Land Assessment (February 2009) indicates a substantial shortage of residential land available for future urban needs.

TGAR incorporates updated Structure Plans to guide the future land use and development of the growth areas in a broad sense and a more detailed Structure Plan for the Traralgon West area.

The Structure Plans direct residential growth to locations east and west of the existing township and to land within Tyers and Glengarry. Commercial growth is largely confined to areas adjacent to existing centres along main roads.

The Traralgon West Structure Plan provides a more fine grained approach to development immediately west of the township and anticipates accommodating approximately 3,400 new dwellings.

The TGAR complements work undertaken in the preparation of Small Town Structure Plans for Tyers and Glengarry by identifying areas within these towns which could accommodate growth as part of population expansion in and around Traralgon. It recognises that the future expansion of Traralgon itself is physically and environmentally constrained.

Planning scheme amendment C87 proposes to incorporate the Framework Plan and Structure Plan into the Latrobe Planning Scheme and is expected to be on exhibition in September and October 2014.

Amendment C87 seeks to provide clear direction for growth and development within the main towns of Morwell, Traralgon, the Traralgon West Growth Corridor, and the small towns of Glengarry and Tyers. The Amendment updates the planning policy direction for these areas to accommodate the next 30-40 years of urban growth.

The Amendment implements key parts of the recently adopted Traralgon Growth Area Review (August 2013) and Traralgon West Structure Plan (August 2013) by amending relevant clauses of the MSS of the Latrobe Planning Scheme. Principally, it amends the strategies and updates the structure plans for the towns of Morwell, Traralgon, Tyers and Glengarry, and inserts a clause to introduce strategies and a structure plan for the Traralgon West Growth Corridor (previously referred to as the Morwell-Traralgon Corridor in the MSS).

The Amendment also introduces the Traralgon – Morwell Growth Framework Plan (herein referred to the ‘Growth Framework Plan’) to the MSS to provide an overarching strategy for the long-term growth of these two main towns. The Growth Framework Plan and Traralgon West Growth Corridor Structure Plan (herein referred to the ‘Growth Corridor Structure Plan’) envision the gradual development of the Traralgon West Growth Corridor, linking Morwell and Traralgon together to form a continuous urban area.

The Amendment introduces four new reference documents that provide extensive justification of the proposed updates to the MSS. These reference documents include:

- Traralgon Background Report (August 2013);
- Traralgon Growth Areas Review Framework (August 2013);
- Traralgon West Structure Plan (August 2013); and
- Australian Paper: Maryvale Pulp Mill Buffer Requirements (July 2011).

TRARALGON INNER SOUTH PRECINCT MASTER PLAN

The Traralgon Inner South Precinct is identified in the Traralgon Structure Plan 2007 as a potential area to undergo urban renewal from predominantly industrial activity to higher density residential use. The Master Plan was initiated following the state government’s commitment to ensure adequate land supply for residential and employment generating land uses.

The Master Plan envisages a mixed density housing precinct, interspersed with a range of community infrastructure. The Plan sets out provisions for sensitive land use treatments as the precinct transitions from industrial land use to residential land over a 10-15 year timeframe.

The Master Plan was adopted by Council in July 2011 but is yet to be introduced into the Latrobe Planning Scheme.

SMALL TOWN STRUCTURE PLANS – BOOLARRA, GLENGARRY & TYERS

The Small Town Structure Plans for Boolarra, Glengarry and Tyers were prepared to address a gap in strategic land use planning guidance for these towns within Latrobe. The Structure Plans guide future land use and development towards 2023 and incorporate the findings of the Residential and Rural Residential Land Assessment (February 2009) in addressing housing demand and forecasting.

The Structure Plans were incorporated into the Latrobe Planning Scheme by **Amendment C24** in 2011.

MOE ACTIVITY CENTRE PLAN AND MOE RAIL PRECINCT REVITALISATION PROJECT MASTER PLAN

The Master Plan for the Moe Rail Precinct Revitalisation Project seeks to redevelop the Moe Rail Station into a community hub for activity, which incorporates the principles of transit-oriented development that are encouraged under the Moe Activity Centre Plan.

Amendment C79 to the Latrobe Planning Scheme rezones land identified in the Master Plan to Public Use Zone – Schedule 6 to facilitate the implementation of the Structure Plan. This Amendment was gazetted in January 2014.

6.6 BULKY GOODS RETAIL SUSTAINABILITY ASSESSMENT

The Planning Scheme Review undertaken in 2008 identified that further research was required into the need and location for a bulky goods centre, beyond what was identified in the Retail Study Review 2007.

The Bulky Goods Retail Sustainability Assessment (March 2009) identified a significant market gap between the supply of and demand for bulky goods retail floorspace within Latrobe. The assessment calculated that, in order to address this gap, two dedicated bulky goods retail centres of approximately 15,000-20,000 square metres each were required. It highlighted four preferred locations for these centres in Morwell East and Traralgon.

The findings of this Assessment were introduced into the Latrobe Planning Scheme by **Amendment C62** in January 2010.

6.7 PUBLIC OPEN SPACE STRATEGY

The Public Open Space Strategy (2013) reviewed and updated the Public Open Space Plan (2007) and identified key priorities for the provision and maintenance of open space

within the municipality.

The Strategy identifies that the majority of existing residential areas are generally well serviced and have adequate access to open space facilities. It also recognizes that the quality and appeal of many existing open spaces areas could be improved.

The Strategy identified 6 key themes being:

- Planning for future
- Enhancing what we have
- Community and partnerships
- Activation and use
- Linkages and connections
- Variety of opportunities

The Strategy concludes that recent and forecast increases in population of approximately 3,000 people over the next five years (from 2013) are unlikely to significantly increase demand for new or additional open space during the life of the plan.

However, it also recognises that locally accessible spaces for informal recreation and appropriate linkages to existing open spaces will need to be provided in the future. This was an issue that was confirmed in consultations.

The Public Open Space Strategy was adopted by Council in March 2013 but is yet to be introduced into the LPS.

6.8 INFRASTRUCTURE DESIGN MANUAL (IDM)

A key clause in every planning scheme in Victoria is Clause 56 which deals with 'Residential Subdivision'. This clause was introduced into all schemes in about 2004 and it contains objectives and standards for a variety of subdivision related issues including lot layout, road design, drainage, open space, landscaping, mobility, stormwater management and utilities. Among other things, Clause 56 provides a commentary on the operation of the clause noting that:

A standard should normally be met. However, if the responsible authority is satisfied that an application for an alternative design solution meets the objective, the alternative design solution may be considered.

It was immediately apparent to some regional Councils that Clause 56 had a more 'metropolitan' flavour than they required and so some '*alternative design solutions*' were considered. In September 2004, Campaspe, Greater Shepparton and Greater Bendigo Councils began to develop a common engineering manual documenting infrastructure standards that could be uniformly used across the borders of the three municipalities. Gradually other Councils have subscribed to the Manual and as of early 2014, it is understood that about 40 rural and regional Councils now use the IDM. Latrobe is a member of the IDM but it is understood that it is yet to formally adopt it and still relies on the *Latrobe City Design Guidelines 2014*. It is anticipated that the IDM will merge with the Design Guidelines shortly so as to enable local expression to be provided on important issues such as road widths and footpaths.

It is understood that a trial regional amendment incorporating the IDM into state planning schemes is being prepared for exhibition and that the IDM will be tested by an Advisory Committee. Funding has evidently been received from the 'Flying Squad' program to advance this amendment and consultants (Spiire) have been engaged with a view to exhibiting a 'champion' amendment before the end of 2014.

6.9 RESIDENTIAL AND RURAL RESIDENTIAL LAND ASSESSMENT (2009)

The Residential and Rural Residential Land Assessment (2009) provides an overview and analysis of residential and rural residential land supply and demand throughout the municipality. It also provides detailed capacity analysis of residential and rural residential land in Traralgon, Morwell, Moe/Newborough, Churchill, Toongabbie, Glengarry, Tyers, Yallourn North, Yinnar, Boolarra and Traralgon South.

The report highlights that Latrobe has experienced population growth over the years 2001-2006, recovering from a prolonged period of population and economic decline through the 1990s.

The study then forecasts population growth under three scenarios and identifies land supply and residential dwelling demand. It estimates that between 5,370-9,310 dwellings would be required between the period 2008 to 2023 to meet population demand.

The Residential and Rural Residential Land Assessment was introduced into the Latrobe Planning Scheme by Amendments C47, C56 and C58.

In terms of an estimate of the current land supply, the following table provides a status

report on approved and proposed development projects.

FINALISED DEVELOPMENT PLANS	
Monash Views, Moe/Newborough Development Plan <ul style="list-style-type: none"> • 94 ha site • 221 lots 	✔ Approved Permit for stages 1 & 2 and the removal of vegetation is approved. Planning Permit Application for stages 3-11 currently being assessed.
Franklin Place, Traralgon Development Plan <ul style="list-style-type: none"> • 24 ha site • 338 lots (including retirement village) 	✔ Approved Certification of Stages 1 and 2 issued. Works on site commenced.
Traralgon North Development Plan & Development Contribution Plan <ul style="list-style-type: none"> • 118 ha site • 1077 lots 	✔ Approved Planning Permit Application for part of the Traralgon North DP area issued.
Crinigan Road, Morwell Development Plan <ul style="list-style-type: none"> • 80 ha site • 785 lots 	✔ Approved Planning Permit Application approved for part of the Crinigan Road DP area.
Erin Park, Traralgon Development Plan <ul style="list-style-type: none"> • 16 ha site • 150 lots 	✔ Approved Planning Permit issued. Works on site commenced.
Cross's Road, Traralgon Development Plan <ul style="list-style-type: none"> • 76 ha site • 677 lots 	✔ Approved Works on site commenced.
Morwell North West Development Plan <ul style="list-style-type: none"> • 142 ha site • 1280 lots 	✔ Approved Stages 1,2,3 and 4 approved.
Churchill West Development Plan <ul style="list-style-type: none"> • 87 ha site • 669 lots 	✔ Approved Planning permit for staged subdivision issued.
Waterloo Road Moe Development Plan <ul style="list-style-type: none"> • 46 ha site • 521 lots 	✔ Approved Planning permit for multi-lot subdivision to be issued shortly.
DEVELOPMENT PLANS CURRENTLY BEING ASSESSED	
Morwell West Development Plan <ul style="list-style-type: none"> • 43 ha • 462 lots 	<ul style="list-style-type: none"> • Under Assessment Consulting with landowners with DP area. Preparing for community engagement period.
PREPARATION OF PRECINCT STRUCTURE PLAN	
Lake Narracan Precinct Structure Plan	<ul style="list-style-type: none"> • Commenced detailed

<ul style="list-style-type: none">• Approx. 610 ha site• Potential for 3000+ lots• Long term plan for the next 20 – 30 years• Will offer increased community access to the lake and creation of new recreational activities on and around the lake.	<p>planning Currently preparing detailed reports including, Development Contributions Plan, Whole-of-Water Cycle Assessment, updates to the Moe/ Newborough Structure Plan etc.</p>
--	--

6.10 CURRENT STRATEGIC PROJECTS

Planning is a dynamic process and inevitably further work will be commissioned and completed by Council. This will then need to be absorbed into the Latrobe Planning Scheme. Some of that work will be done within Council, while other work will be from external sources. Relevant Council projects that are currently in preparation include:

TRARALGON ACTIVITY CENTRE PLAN

The Traralgon Activity Centre Plan seeks to guide future land use and development within the Traralgon Activity Centre. A series of background issues papers have been prepared to understand the strategic and physical context of the Centre and to guide the development of the Plan.

Council will be undertaking further strategic work and consultation on the direction of the Plan in the future. It is unlikely that this work will be completed in time for the MSS review.

LAKE NARRACAN

As noted earlier, an up-coming amendment will implement a significant rezoning of land in the vicinity of Lake Narracan, north of Moe.

Amendment C86 has been prepared by Council with the assistance of the Metropolitan Planning Authority.

The Amendment applies to land included in the Lake Narracan Precinct Structure Plan and covers approximately 604 hectares of land generally defined by Lake Narracan to the north, Halls Bay to the east, John Field Drive and the Moe-Yallourn Rail Trail to the south and Old Sale Road and Becks Bridge Road to the west.

The Amendment provides for the development of approximately 3,698 new homes for approximately 8,875 people in an area to the north of Moe. To service this new population, the amendment provides two Neighbourhood Centres, a government primary school, a community centre, a large central sports reserve and a series of local parks. Vegetation will be retained along the Moe-Yallourn Rail Trail, Old Sale Road, Becks Bridge Road, Lake Narracan foreshore and within the existing golf course.

To ensure the precinct develops in an integrated way, the Amendment provides an overall structure for the area providing certainty in the development decisions and clarity

as to the cost and location of infrastructure and community facilities.

Among other things, the Amendment:

- Modifies Clause 21.02 (Municipal Vision) by updating the Latrobe City Strategic Land Use Framework Plan to include the Lake Narracan Precinct within the Moe-Newborough main town boundary;
- Modifies Clause 21.04 (Settlement) by introducing the Lake Narracan Precinct as part of the designated urban growth area and by including the updated Moe-Newborough Structure Plan as a reference document;
- Amends Clause 21.05 (Main Towns) by updating the Moe-Newborough Structure Plan;
- Modifies Clause 21.05 (Main towns) by acknowledging the Lake Narracan Precinct as part of the Moe/Newborough township area and amending the residential, commercial and infrastructure strategies as required in accordance with the updated Moe-Newborough Structure Plan;
- Incorporates the Lake Narracan Precinct Structure Plan, June 2014 into the Latrobe Planning Scheme by listing it in the Schedule to Clause 81.01;
- Incorporates the Lake Narracan Development Contributions Plan, June 2014 into the Latrobe Planning Scheme by listing it in the Schedule to Clause 81.01;
- Incorporates the Lake Narracan Native Vegetation Precinct Plan, June 2014 into the Latrobe Planning Scheme by listing it in the Schedule to Clause 81.01
- Introduces the Urban Growth Zone to the Latrobe Planning Scheme
- Introduces and applies Schedule 1 to the Urban Growth Zone (UGZ1) to land (excluding Lake Narracan) in the precinct. This schedule sets out the land use and development controls for the precinct;
- Updates the Schedule to Clause 52.01 to require public open space contributions in the precinct;
- Incorporates the Small Lot Housing Code, June 2013 into the Latrobe planning scheme by listing it in the schedule to Clause 81.01;

6.11 REVIEW REPORT CONCLUSIONS REGARDING LOCAL STRATEGIC CONTEXT

As is reflected in the discussion above, Council has completed a significant and commendable amount of strategic work since the last formal review of the scheme.

Notably, very little of this completed strategic work has resulted in amendments to the LPS. This is in part due to a change in strategic planning work priorities in 2012 where resources were directed to the creation of a new Urban Growth team focusing on the assessment and preparation of development/contribution plans as a result of

planning scheme amendments C47, C56 and C58.

Council must be careful not to raise community expectations that an adopted piece of strategic work is the 'end of the story'. It is not. In many ways, it is just the beginning. The adopted work only assumes decision-making status when it is implemented into the LPS. A good example of the dangers of relying on adoption (rather than implementation) arises from consideration of the Public Open Space Strategy (March 2013). Consultations indicated a widely held view that the adoption of this report (and its recommended 10% public open space requirement) meant that this issue was now resolved and that Council could regularly and legally attach permit conditions requiring a contribution of this amount. The reality is that a full amendment process with changes to the schedule to Clause 52.01, the consideration of submissions, the likely assessment by an Independent Panel and a decision by the Minister is all required before the nominated figure is legally operable.

In the context of having a clear implementation program, Council must also be careful not to over commit in its strategic work plan. Prioritisation and scheduling of tasks is considered essential to ensure that issues are addressed in a comprehensive and coordinated manner. The sequencing of work and corresponding implementation of the work through amendment preparation is of critical importance. This is further addressed in Section 15 of this Review Report.

7. PROGRAM OF CONTINUOUS REVIEW

Continuous Improvement Review Kit requirement:

Outline the consultation process and its outcomes

7.1 METHODS OF CONSULTATION

This section of the report assesses the performance of the LPS in terms of the stakeholder consultations.

The Stakeholder Engagement Strategy which was adopted by Council for the purposes of the Planning Scheme Review is attached at [Appendix One](#).

Council has maintained a rolling program of reviewing the performance of its scheme through the day to day monitoring and update of the Planning Scheme. Council recognises that the dynamic nature of strategically based planning schemes requires a constant and ongoing monitoring and review. The monitoring and review since the introduction of the planning scheme has consisted of:

- Community consultation on all strategic work
- Adopted planning scheme amendments
- Current planning scheme amendments
- Commissioning of further strategic work
- Development of an on-going strategic work program

7.2 PURPOSE OF CONSULTATION

There are no prescribed formal consultation processes associated with the performance review of the LPS under the provisions of the *Planning and Environment Act 1987*. However, Council considers that consultation is an important part of the monitoring and review process. Reviewing existing documentation was not considered to be enough to measure the performance of the planning scheme and planning processes. The purpose of the consultation was to understand stakeholder's expectations, how they perceive the planning scheme and processes and how they can be improved.

In addition, community members were specifically targeted for comment using an on-line survey process and face to face meetings.

In the preparation of this report, general and targeted consultation has taken place with

the following stakeholders:

- Councillors
- Executive Management Team
- Council Officers including;
 - Strategic Planners
 - Statutory Planners
 - Environment Officer
 - Economic Development Officer
 - Infrastructure Planning & Engineers
 - Environmental Health Officers
 - Community Development Officers
 - Healthy Together Officers
 - Open Space Officers
- Agencies and authorities including;
 - Environmental Protection Agency (EPA)
 - Department of Environment and Primary Industries (DEPI)
 - VicRoads
 - Gippsland Water
 - Telstra
 - Latrobe Hospital
 - Latrobe Airport
 - West Gippsland Catchment Management Authority (WGCMA)
 - Department of State Development, Business and Innovation
 - Workcover
 - Clean Coal Victoria
- Stakeholders including developers and consultants (who frequently use the Latrobe Planning Scheme)
- Community members either as respondents to an on-line survey or at one-on-one meetings with Council staff and consultants.

7.3 CONSULTATION PROCESS

In terms of engaging with its key stakeholders, Council wrote to all relevant agencies and 'frequent users' of the scheme inviting their contribution in the following terms:

Latrobe City Council has commenced a review of the Latrobe Planning Scheme in accordance with Section 12B of the Planning and Environment Act. The review will assess the effectiveness, relevance and performance of the Latrobe Planning Scheme which was last reviewed in 2008.

The review is being led by Council's Strategic Planning Unit. When the review is completed, a review report will be submitted to the Minister for Planning, the Hon Matthew Guy MLC. The key elements of Council's planning scheme that are being reviewed include:

- o Does the Municipal Strategic Statement (MSS) provide the overall strategic direction that is required in Latrobe City?*
- o Are the local planning policies in the Latrobe Planning Scheme still relevant or are more needed?*
- o Are the zones, overlays and schedules appropriate?*
- o Are there any particular issues arising from the new state government PPF structure that need to be included?*
- o Identification of new factors which have emerged since the previous review including (but not limited to) town structure plans within the scheme, growth boundaries, water management issues, native vegetation controls, bushfire mapping, biodiversity mapping, the new residential, rural, commercial and industrial zones, the implementation of the Gippsland Regional Plan, implementation of Regional Catchment Strategies etc.*
- o Where are the pressure points for development or environmental sustainability in the municipality?*

A further key element of the review will be community and stakeholder consultation. A detailed 'Stakeholder Engagement Strategy' has been prepared which will ensure a wide variety of opportunities for local input.

These opportunities will include 'one on one' meetings with members of the review team at various times and locations. These meetings will provide people with an important opportunity to discuss the performance of the Planning Scheme and the land use planning issues that affect the City. There will also be an opportunity for people to lodge written submissions.

Following this consultation, a draft review report will be prepared for consideration, before Council finalises the review report and submits it to the Minister for Planning.

Council also sought written comments on the review by 30 July 2014. The outcome of these consultations is addressed in Section 8 of this report.

7.4 ADOPTED LOCAL PLANNING SCHEME AMENDMENTS (2008 – 2014)

Since the Planning Scheme Review (2008), there have been over 50 local planning scheme amendments that have been finalised. The number of Amendments advanced by Council since the last formal review of the scheme has been significant and reflects Council's desire to continually improve and update the scheme based on strategic research. Notably, many of the Independent Panels that considered these Amendments also made recommendations for further work to be undertaken to address unresolved issues. A list of significant local amendments is included at [Appendix Two](#).

7.5 STATE AND REGIONAL PLANNING SCHEME AMENDMENTS (2008 – 2014)

Since the Planning Scheme Review (2008), there have also been numerous state and regional planning scheme amendments that have been finalised. These amendments are summarised below. A list of significant state and regional amendments is included at [Appendix Three](#).

8. MAJOR PLANNING ISSUES IN LATROBE

Continuous Improvement Review Kit requirement:

Identify the major planning issues facing the municipality.

8.1 EXISTING MSS ISSUES

The major strategic planning issues in Latrobe as identified in the current MSS and local policies are:

NATURAL ENVIRONMENT SUSTAINABILITY:

- Environmental sustainability
- Native vegetation and biodiversity
- Greenhouse and climate change
- Water quality and quantity
- Waste management
- Flooding
- Wildfire

BUILT ENVIRONMENT SUSTAINABILITY:

- Settlement
- Rural living
- Heritage
- Urban design
- Infrastructure

MAIN TOWNS AND SMALL TOWNS:

- Structure Plans

ECONOMIC SUSTAINABILITY:

- Coal resources
- Coal buffers
- Agriculture
- Retailing
- Industry

- Timber
- Tourism
- Stone Resources
- Basslink electricity

LIVEABILITY:

- Healthy urban design

The MSS has an extensive further strategic work program (See Section 15) and as a result of this, important strategies have been adopted, prepared or implemented since the last review. These have already been identified in Section 5.

8.2 EMERGING ISSUES

All of these strategies have been (or are being) implemented into the planning scheme so as to provide clear direction for decision makers.

While all of the issues identified in the existing MSS remain relevant, based on the consultations and analysis, emerging issues that arose during this planning scheme review that may require some further planning scheme direction include the following:

- Gaming
- Environmentally efficient building design
- Rural issues
- Bushfire protection
- Housing density and diversity
- Industrial land capacity
- Land use buffers
- Neighbourhood character
- Transitioning to a low carbon future
- Car parking regime in main towns
- Development contribution schemes
- Clearer direction on retail needs
- Clearer direction on Regional Growth Plan implementation
- Understanding the outcomes of the state government's Strategic Plan for Coal
- Out of centre retail proposals

While work on some of these issues has already commenced, these and other issues

should be a high priority for 'further strategic work' during the next review phase.

9. CONSULTATIONS – PLANNING ISSUES

A diverse and extensive range of issues that should be addressed in the current review of the LPS were identified during the consultation. The nine written submissions received to the Review are provided in Appendix 5.

The following is an overview of the key issues that were raised during the consultation that was undertaken during the review with planning staff, other Council staff, agencies, key stakeholders and frequent users of the planning scheme.

For ease of reference the outcomes are presented under various 'issues' that emerged during the consultations.

9.1 STRUCTURE OF THE LPPF

One of the main outcomes of Amendment C62 was to 'restructure' the existing LPPF in accordance with the Planning Scheme Review (2008), Latrobe 2021 and in accordance with the (then) departmental instructions.

There was widespread support for the existing structure notwithstanding that it is a structure that is unique to Latrobe. However, many of the structural issues identified during consultation are likely to be overtaken by the outcomes of the recent SPPF/LPPF model (PPF).

While a more detailed analysis of the LPPF structure is included at Sections 9 and 10, the challenge for Council will be to 'collapse' the content of the existing LPPF into local sections of the LPS and then into the new PPF model.

9.2 CONTENT OF THE LPPF

There was a general view that some of the content of the MSS is already out-dated and is therefore of limited use in day-to-day decision making. This view was shared 'across the board' by Councillors, Council planners, staff, agencies and by stakeholders.

It was apparent during consultations that not all stakeholders regularly refer to the MSS at Clause 21 when seeking approval for land use and development. While some issues are well addressed (liveability) there is a need for clear 'visions' for emerging issues including preferred neighbourhood character and medium density housing which are all underdone at present. An issue for the wider Council staff was the need for the MSS to

keep up to date with all of the work that is and has been undertaken by staff and other departments. This is particularly the case with the small and main town structure plans and with the 'liveability' clause which need to better align with more recent research (TGAR, Municipal Public Health and Wellbeing Plan etc).

Some parts of the MSS are relied upon for background information in support of (say) a VCAT or Panel submission, while others (especially dates) are obsolete. There is some repetition in the MSS, although not as pronounced as many other schemes.

The MSS is helpful, albeit out of date in parts. The small and main town structure plans are of great assistance although, as noted above, some of these also need reviewing.

Other general MSS and LPPF 'content' issues raised in consultations included:

- Gaps that need to be filled based on strategic work that has been completed.
- Need to update the MSS to reflect the changes brought about by the new suite of zones.

While a more detailed clause by clause analysis of the MSS is included at Section 10, the challenge for Council once again will be to 'collapse' the content of the existing LPPF into local sections of the LPS and then into the new PPF model.

9.3 LOCAL PLANNING POLICIES

Clause 22 was deleted as part of the last review and as part of Amendment C62. While this provided Council with a more streamlined MSS that closely linked with Latrobe 2021, officers and some consultants commented that the lack of local policy direction has, at times, robbed them of very specific local direction.

Consultations suggest that while the existing structure of the MSS is good, it needs the fine detail of Clause 22 to complement it. Its absence has made it more difficult to manage specific issues such as car parking, advertising signs, some non-residential uses and some rural land use issues brought about by the new Farming Zone. Although it can be argued that much of the policy direction on matters can be found in zones, overlays and particular/general provisions of the scheme, staff look for the precision in Clause 22 that is lacking with the loose language of the MSS. Invariably, resort is had to the zones and overlays for most decision making direction.

Ordinarily these observations would lead to a review of the gaps in policy direction. However, the imminent introduction of the revised PPF structure (which also deletes Clause 22 -local policy) suggests that this review may not be required and that the

existing structure of the MSS is already somewhat broadly aligned to the new PPF structure.

9.4 SURVEY RESULTS

The Planning Scheme Review Community Survey resulted in 84 survey responses. The most important land use planning issues of the community are identified on the following chart.

The survey results highlighted that the gamut of planning issues facing the municipality is quite broad. 'Open Space' was highlighted as the most important issue consistently throughout this survey and this has also been reflected in further consultations with stakeholders and the community.

Infrastructure, environment protection and traffic concerns were also widely reported.

In relation to housing, density and lot sizes, along with affordability and urban design were the most pronounced themes. Further direction on planning in this arena could be provided through the development of a set of Neighbourhood Character Guidelines for Council to utilise in the consideration of permit applications.

Largely, the views expressed in the surveys were similar to other comments made as part of the consultation process. These considerations are discussed in detail in other sections of this report.

Council should undertake a similar public survey on an annual basis to ensure that the land use planning issues arising as community concerns can be addressed through a continuous period of review and implementation.

9.5 VISION FOR THE MUNICIPALITY

Councillor consultations suggested that while Latrobe has a strong employment future, its employment needs to be recalibrated from reliance on manufacturing. The tertiary, engineering and software development sectors have potential and the city could also be the development hub for the timber industry. Tourism also has significant potential.

There is an expectation that Latrobe will be the 'Regional City' of Gippsland based on the more efficient use of brown coal, timber and resources. It will continue to be influenced by coal resource extraction (even if power stations close) and by new technologies. The current discussions on the *Positioning Latrobe City for a Low Carbon Emission Future* (2010) will influence this debate.

Population intake should be based on employment and housing prospects but there is clearly capacity to grow the population. Higher density housing in selected areas will assist with this. The city could be only 30 minutes from the edge Melbourne with future transport upgrades and should celebrate 'regional liveability' without relying on 'Plan Melbourne'.

Latrobe will continue to be a city with three major towns on the rail artery (Morwell, Traralgon and Moe) supported by Churchill with the other smaller centres each serving local communities.

More intense development around transport infrastructure is required with better planning of key infrastructure and connection of local/regional infrastructure needs. The superfast trains linking to Melbourne – Sydney – Canberra and the Latrobe Airport as a major hub to bring tourists aligns with this.

There is still some confusion over what the 'Network City' vision means in the planning scheme. However the Gippsland Regional Growth Plan does provide some commentary to assist with the definition.

9.6 GIPPSLAND REGIONAL GROWTH PLAN IMPLEMENTATION

An important part of the Gippsland Regional Growth Plan is its Implementation Plan which includes amending all Council Planning Schemes to align with key elements of the plan. Consultation revealed that staff were not clear on the scope of some of the

proposed implementation recommendations. These included the Gippsland-wide housing strategy; and the *Latrobe City Single Urban System* project.

Council is seeking direction from DTPLI on these and other matters.

9.7 HOUSING

Council will soon have to address the issue of the aging housing stock especially the housing commission stock of the 1950's which is nearing the end of its economic life. Many of the established parts of the towns could soon be the focus of urban renewal.

Council is well placed to adopt the model of highest densities in the heart of town (up to 4 storeys), more modest density redevelopment in the urban renewal areas, and lower densities on the edge of town (at a maximum of 2 storeys at densities of about 11 lots/ha). This strategy needs to be complemented by public infrastructure and public transport improvements. It was widely accepted that a Housing Strategy is best placed to deliver these objectives. New estates need community transport and commercial facilities as well as better open space connectivity.

When planning for residential expansion, it was said that Council should avoid the Baw Baw model of using the best agricultural land for housing. Council should also protect fertile farming land from dwellings which is a clear outcome of the Gippsland Regional Growth Plan.

There is a wide variety in house designs and some poor examples of urban design.

The major Latrobe Valley urban areas of Moe, Morwell and Traralgon are restricted from further development by a number of man-made and natural geographic features including:

- open cut mines at Yallourn, Morwell and Loy Yang;
- Latrobe River and associated flood plains;
- Mountain Ranges with Strzelecki Ranges to the South and the Great Dividing Range to the north.
- Industry and associated amenity buffers (e.g. around Australian Paper)

These constraints significantly limit the maximum utilisation of available development land to meet future needs of a growing community. The current State Resource Overlay (SRO) and future freeway by-pass route (Design and Development Overlay, Schedule 3) as determined by a Panel, have effectively removed significant land holdings from future

development. The proposed alignment for the freeway by-pass south of Traralgon was determined to maximise any future open cut mine expansion.

A major expansion opportunity including a new town of some 8000 people was envisaged between Morwell and Traralgon south of the present Princes Highway (known as 'Area H'). This development opportunity was also effectively scuttled by the SRO.

A recurrent specific issue in consultations included the community perception that the growth areas of the towns were too densely subdivided with lots as small as 400m² or 500m²; or with larger lots that were able to accommodate medium density housing.

Council is seeking a way to modify the state policy position for growth areas of 15 lots/ha and specifying a density closer to 11 lots/ha. Of greater concern was the new PPF suggestion (albeit for the growth area Councils and not specifically for Latrobe) of 18 lots/ha. Council would like to enshrine a density provision in a Development Plan Overlay (or one of the new residential zones) in the order of 11 lots/ha so as to provide certainty for the community (and for developers).

The Stage two Local Planning Policy Framework rewrite may be able to include some discussion of Council's preferred lot density of '11 lots per hectare' into the Latrobe Planning Scheme. However, there is a risk that council leaves itself open to challenge at VCAT and a Planning Panel due to council not having the strategic planning justification to support the preferred lot density.

Council acknowledges that any outcome or modification needs to be based on a thorough analysis of the housing issues confronting the four main towns as well as the smaller towns. Council also acknowledges that any outcome needs to be conscious of the directions emerging from the Gippsland Regional Growth Plan, Plan Melbourne and the new PPF, all of which emphasise that regional centres (of which Latrobe is one of only four in the state) will be expected to host a considerable part of the expected state growth over the next thirty years. Such an analysis will need to look at population trends, housing supply and demand, housing capacity, limitations to growth, opportunities for growth, 'above and below' ground infrastructure provision, public transport and a range of environmental constraints.

It is therefore apparent that a clear gap that has emerged is for a comprehensive Housing Strategy to address a range of issues in the four main towns including, but not limited to;

- The location of higher density housing

- Identification of areas requiring maximum protection
- Lot densities, especially on the edges of townships in the developing estates
- Infrastructure provision
- Road widths
- Open space connectivity
- The use of the most appropriate VPP tools to achieve objectives

Specific Recommendation:

Commission a Housing Strategy to provide a clear framework for growth in the townships of Latrobe.

9.8 RESIDENTIAL GROWTH PLANNING

Based on the consultations it appears that the 'settlement' aspects of the MSS and other parts of the scheme are quite sound and still provide clarity in direction. All of the major towns have a town structure plan in the MSS and, while some are now quite old, they continue to provide a broad level of direction. That said, a program of rolling review of these plans is considered appropriate.

Like most regional areas, Council has typically just zoned its growth areas for residential use as demand has arisen. It has then let the developer community progressively develop estates as demand arises. A recent (2008) change to the state wide provisions enables the Urban Growth Zone (UGZ) to be applied to greenfield undeveloped areas that have been earmarked for long term housing.

The advantage of the zone is that it can identify all roads, infrastructure, open space, native vegetation and commercial areas on a Precinct Structure Plan (PSP) and it can enable developer contributions to be identified at an early stage. The UGZ also enables the input of agencies to be included. Based on consultations, it appears that the UGZ may have considerable potential for the growth areas around some of the main towns and is worthy of further exploration.

While the UGZ has been mainly applied in the metropolitan growth areas, the Minister has made it clear that it has wider regional application. This will enable roads, parks, infrastructure, development contributions and native vegetation to be addressed in a holistic, coordinated and sequential manner.

In terms of existing development, a sense of frustration is apparent among staff that many developments are designed to achieve minimum standards and do not include contemporary features including stormwater harvesting, water sensitive urban design, integrated landscape plans, connectivity etc. Based on the outcomes of the consultations, there is a demand for a planning control that requires higher standards and the Minister's UGZ initiative might once again assist in this regard.

Given the following comments on strategic planning (Section 8.9), the prudent approach

would be to include all relevant agencies in this part of the process and possibly write them in as notice/referral authorities.

In 2012 resources were directed to the creation of a new Urban Growth team focussing on the assessment and preparation of development/contribution plans as a result of planning scheme amendments C47, C56 and C58. The team considers urban design standards, the application of the most appropriate zone for future urban development fronts and the views of relevant agencies as part of the development process.

Specific Recommendation:

Consider applying the UGZ or DPO to selected areas of undeveloped residential land with a series of requirements dealing with traffic, vegetation, access, connectivity, biodiversity, landscaping etc

9.9 STRATEGIC APPROACH

The agency workshop, Council officer discussions and subsequent submissions as part of the review consultation was notable for its discussions of the need for all staff and agencies to be involved in the strategic planning process rather than just on statutory planning issues, especially referrals.

Agencies, in particular, commented on the degree to which their role was assisted if Council engaged them early in the strategic planning process.

Agencies lament that they typically do not get involved until late in the process (usually in response to subdivision applications) meaning that 'cumulative' impacts are rarely considered.

Agencies provided examples of the importance of this issue and where this level of coordination had not been evident. Some agencies like Gippsland Water work to a rolling plan and are sometimes unaware of a number of different development fronts and sequencing plans emerging without their knowledge and without real regard to its plans. Agencies indicated that they would appreciate being more involved in the strategic process that might be involved in rezoning rural land to an urban type use.

All of the agencies stated that they wanted to be a 'player' at the initial strategic level. It is acknowledged that all relevant agencies are consulted prior to a project being finalised and agencies are given notice of a planning scheme amendment proposal during the public consultation process.

It was also apparent during consultations that Council staff are sometimes remote from some of this strategic discussion. Surprisingly, Council's infrastructure team did not appear to be a source of significant input into some key strategic projects. In particular, it was apparent that there are occasions of a 'disconnect' between long term capital works infrastructure provisions and the strategic planning objectives of Council (or an agency).

One possible outcome of the consultations was the need for all players (especially Council and agencies) to meet on an annual basis to make sure that all parties are 'in the loop' on issues of strategic importance.

In that context, Council advised that it has an agency forum four times a year where it provides updates to stakeholders. In addition, DEPI and the WGCMA regularly meet with staff at Council and this helps to develop relationships. In a practical sense, this has led to work on DPO's and other structure plan issues. The WGCMA, Gippsland Water, Vic Roads, Country Fire Authority (CFA) and DEPI are also regulars at these gatherings.

Council also has a developer forum four times a year where it provides updates.

Specific Recommendation:

That Council facilitate an annual forum with key stakeholders to discuss and consider strategic planning issues.

Specific Recommendation:

Ensure that all relevant agencies need to be listed as either 'determining' or 'recommending' referral authorities.

Specific Recommendation:

Ensure that all long term capital works projects are aligned with the needs of strategic planning and development contributions.

9.10 ENVIRONMENT

Councillors suggested that the City has a 'country town feel' and it is not Melbourne, nor Pakenham and Council should keep its small country towns as 'small'.

The economic impact on the environment must also be considered. Options for carbon storage are available as burning coal leads to opposition based on greenhouse gas emissions. However this is a national issue and Australia should absorb the impact of

climate change and not just the Latrobe Valley.

Plantings of exotic plants add character to the existing towns. By contrast, some of the native vegetation plantings are not always attractive in the view of some submitters.

Concern was expressed that small urban lots were being sold by Council for housing whereas they should be kept for open spaces/recreation/passive recreation as public land.

There is a clear relationship between industrial growth and its impact on population as one drives the other.

Numerous environmental 'liveability' issues also emerged including street furniture improvements such as benches on streets to encourage people to walk, public toilets, limit traffic speeds, dropping traffic speeds with traffic calming devices and reducing physical barriers to movement.

It is unclear whether there is a balance between environment/economy as Council has a focus on facilitating development to ensure strong employment opportunities (as indicated in the Council Plan).

Council needs to address landscape protection by building it into developments.

Waterway protection needs improvement and there is a need to work with CMA's to achieve these improved environments especially on the Morwell River and Traralgon Creek.

9.11 PUBLIC OPEN SPACE

The open space issue was most commented upon in the on-line survey and in the one-on-one consultations with the community.

The issues varied from the lack of open space, the need for greater connectivity by cycling and walking paths, poor maintenance of existing facilities, the opportunities to promote regional sporting facilities and the requirements to provide an open space contribution as part of a planning permit application.

Some submissions sought more public open space in and (especially) between neighbourhoods, including a subdivision contribution in the schedule to Clause 52.01. Submitters noted the need for adequate public open space in planning for new growth areas and for the need to ensure that areas set aside for open space are not

encumbered by other uses such as detention basins or drainage reserves. The Planning Scheme is currently deficient in not specifying any open space requirement figure in Clause 52.01 (usually 5%).

That said, Council has adopted a Public Open Space Strategy which will be implemented at some time in the future. The amendment is expected to implement the strategy and will identify an appropriate open space requirement to be applied in the event of subdivision of 10%.

However, there is a wider issue for Council than just physical provision. Submitters were frustrated that Council had 'all the nice words' in its planning scheme and Council Plan about connectivity, healthy lifestyles and the importance of recreation only to be let down by the (sometimes) reality of poorly maintained and unconnected open space areas. Parts of Traralgon were repeatedly isolated for criticisms on this issue.

Community submissions raised concerns with the lack of accessibility for families in parts of the city, especially the growing areas of Traralgon North and West and Moe. Haphazard (and poorly maintained) cycle paths and walking tracks, inadequate width of footpaths for prams, drainage concerns and narrow roads makes it difficult for these newer estates to connect with others nearby. While open space might be close, the walking tracks do not link up forcing families and children onto the roads. This is despite the repeated calls of Council that it is promoting healthy communities with connected estates.

This also ties in with the public safety issue especially for children getting to school. At present there is no encouragement for kids to get to school via a safe pathway and so reliance is once again on the motor vehicle. This is especially critical in North Traralgon where up to four primary and secondary schools are located close to one another. Residents see a need to provide better surface treatment in parts of the green belt around Crosses Road as it gets very wet in winter.

Residents claim that Council cannot aspire to the twin objectives of a sustainable town and a healthy community without providing multiple safe transport options including cycling and walking. This has the added benefit of contributing to health and well-being.

Residents feel that Council has a real responsibility to back up the 'fancy' words of its Planning Scheme and Council Plan with actions. Council also has recreation plans and an Open Space Plan that it does very little with, according to submitters.

Council officers accept that some older open space areas are really nothing more than

drainage reserves. This is especially so on Moe where some of the drainage reserves are constantly under water. There is also poor connectivity in older areas although this is improving in new estates. Traralgon East was cited as an example of a 1980s subdivision with poor connectivity.

Council has commissioned the 'Tracks Trails and Pathways Strategy' (which is an outcome of the Public Open Space Strategy) within and between towns and is about to start to identify opportunities to link open space.

In terms of maintenance, evidently new estates are maintained by developers for two years and then it is up to Council to maintain them. Seemingly, that is where the problems emerge as the Parks and Gardens undertake works on a town-by-town basis and tasks are split between various maintenance requirements. Co-ordination can be an issue.

Finally, it was noted that Council has only recently started to assess Landscape Plans submitted with planning permit applications and while this is a positive feature, there is little reference point for officers by way of landscape guidelines. While not urgent, this would assist officers in their assessment.

Specific Recommendation:

That Council prepare Landscape Design Guidelines and infrastructure improvements to work towards the objective of fostering connected communities.

9.12 LIVEABILITY/HEALTHY COMMUNITIES

Many submissions from wider Council staff (and some agencies) referred favourably to the ground breaking role of the Planning Scheme Review (2008) with its inclusion of 'liveability' as a stand-alone issue. There was also considerable discussion about the more practical examples of strategies aimed at encouraging walking and cycling opportunities within and between neighbourhoods, all of which are supported by the Council Plan and the Municipal Public Health and Wellbeing Plan. As noted above, this is not always delivered 'on ground' and there is a sense of frustration within parts of the community on this.

While the LPS is one of the few planning schemes in the state (and is considered a leader on this issue) that provides for a 'liveability' clause, this is largely limited to physical 'on ground' outcomes such as walking and cycling connections, and some built form provisions. While safety, health and well-being are recognised there is a frustration

that the clause does not enable Council to provide direction on emerging community issues around healthy eating, the obesity problem within society (where it was submitted that up to 60% of the Latrobe Valley are considered to be obese or overweight), smoking, alcoholism and (to a lesser extent) gaming.

In a recent application before Council, the Latrobe Community Health Service and Council's Healthy Community Team objected to a new McDonalds application in Traralgon on the basis of the long term health impacts of fast food consumption and the disproportionate number of fast food outlets in Latrobe when compared with fresh fruit and vegetable outlets.. As has been found in other Council areas that have pursued this option (Darebin etc), the planning system does not discriminate on the basis of the identity of the end user; nor does it infiltrate the market mechanism to direct a certain percentage of space be allocated to 'healthier' outcomes.

That said, the *Municipal Public Health and Wellbeing Plan* includes references to healthy eating and access to affordable and nutritious food. This document will be included as a Reference Document in the Latrobe Planning Scheme.

9.13 INFRASTRUCTURE ISSUES

Council is a member of the Infrastructure Design Manual (IDM) group who prepared an infrastructure document in response to Clause 56. Council has adopted this document which is now used by numerous regional and rural Councils as an alternative to the 'metropolitan' standards of Clause 56.

It was common ground that the IDM needs to be reflected in the MSS and LPS and a state-wide process is underway to achieve this. Repeated criticisms were made of estate designs including cramped road widths and footpaths with road dimensions as low as 5.5m instead of 7.5m. etc. The implementation of the IDM may assist this.

9.14 CAR PARKING PROVISION IN MAIN TOWNS

The consultations raised issues that included the potential to look to multi-level car parks in Traralgon and around train stations and the need upgrades to local car-parking facilities. This was also touched on in the VCAT decision *Williams v Latrobe CC* [2014] VCAT 823.

A car parking contribution scheme where cash-in-lieu was a possible mechanism to part fund car parking upgrades was suggested, particularly in Traralgon. It is acknowledged that Council are currently preparing a planning scheme amendment to introduce such

measures.

9.15 DEVELOPMENT CONTRIBUTIONS PLANS

A related infrastructure issue raised in consultations concerned development contributions. There was in-principle support for the introduction of Development Contributions Plans (DCP) to ensure that required services and infrastructure are funded and provided in a more transparent manner than they are at present (which is usually via permit conditions and legal agreements under Section 173 of the *Planning and Environment Act 1987*). It was acknowledged that the whole DCP issue has been in a state of flux for some time and that the recent state government Advisory Committee report will provide greater direction.

Council acknowledge that this is a critical issue and there was discussion as to whether parts of the growth areas of Traralgon and elsewhere needed a Development Plan Overlay (with a DCP) or whether it might be better to rezone it UGZ and have all of the development control detail embedded in the PSP process.

It is also apparent at the local level that there is a wider issue of the implementation and maintenance of DCPs. Council acknowledges that it needs to continue to work with the development community on this issue. As noted in Section 4, the state government recently introduced a modified developer contribution regime effective from July 2015.

9.16 ECONOMIC DEVELOPMENT

Consultation suggested that there is too much reliance on coal and timber in Latrobe and the city needs employers in areas other than paper and brown coal. Economic diversity will be important. As demand for coal subsides, there is a need for a replacement industry of 'power station size' such as a heavy industry park to the south of Morwell on Tramway Road (the Lurgi site). Council should also promote smaller/medium sized industries and there are good prospects for the timber industry with Latrobe possibly developed as a 'Timber Hub'. Council is currently preparing a Wood Encouragement Policy that encourages the use of timber products in the consideration of the core manufacturing material that will help address the carbon emission challenge and reduce Latrobe City municipality's carbon footprint.

Council has developed a range of policies and actions in readiness for a low carbon future. In 2010 Council worked collaboratively with the community and a range of experts to prepare Positioning Latrobe City for a Low Carbon Emission Future 2010. Through this policy, Latrobe City Council has identified a need to support the Gippsland region to

continue to grow and develop existing business as well as harness new opportunities, which arise as a consequence of Government emission reduction schemes. Furthermore, Latrobe City Council will work in partnership with its community, businesses, industry, neighbouring municipalities, State and Federal Governments, and others to proactively plan for the smooth and successful transition of the Latrobe Valley region to a low carbon economy.

In that context, the Planning Scheme needs to acknowledge a low carbon emission future and protect land for industry. Job creation remains as the highest Council priority, according to some submitters.

A common issue to arise during consultations was the need to undertake an Industrial Employment and Land Review for the City. This has been part of the LPS for years but is still yet to be commissioned. The Amendment C62 Panel also recommended that this be done.

There is continued support for the Latrobe Regional Airport especially the 'Mahindra' operations. Stakeholders encouraged Council to work with Monash/RMIT to facilitate a world class aviation research and to continue to utilise the skills/training development from Gippsland Aero.

A brief has been prepared for the preparation of the Latrobe Economic Development Strategy which is to be completed by the end of 2014. The Strategy will address all relevant economic development drivers in the City including industry, commerce, coal, tourism and health related businesses.



- **View over one of Latrobe City's coal mines**

9.17 HERITAGE

While the LPS always provided some heritage protection for nominated buildings and precincts, it was acknowledged that the Latrobe Heritage Strategy has added significantly to an understanding of heritage protection issues in the City as part of the approved **Amendment C14**.

9.18 LAND USE BUFFERS

Agencies raised the issue of the need for planning scheme protection around the perimeter of their major infrastructure items (usually wastewater treatment plants). The agencies prefer to apply an Environmental Significance Overlay (ESO) around the plant to a dimension to accord with EPA guidelines (or based on more specialised research). The Department of Transport, Planning and Local Infrastructure (DTPLI) has not been fully supportive of this approach in the past.

Gippsland Water and the EPA raised this issue in relation to its facilities, especially the area south of the Australian Paper Mill (APM). This is discussed below in relation to agencies

A recurrent theme to emerge from community submissions also involved the APM odour emissions which can impose an impediment on neighbouring land.

This was a particularly contentious issue among submitters arising from the adoption of the Traralgon Growth Areas Review.

While TGAR supported the need for an 'urban amenity buffer zone' to align with the identified odour limits, it was claimed by some community members that this will not protect the residents from the APM emissions especially near Old Melbourne Road and in Traralgon West. Residents on small rural living lots (about 2ha) say that they are not affected by the APM odours given the topography of the land and, in any event, they claim that the odour buffer is not properly researched. These matters are likely to be tested as part of the Planning Scheme Amendment C87 panel process for the TGAR project.

Appropriate planning buffers around the Latrobe Regional Airport were also identified by some stakeholders for further investigation to ensure the ongoing protection of the airport from nearby inappropriate development.

9.19 BUSHFIRE

There is some uncertainty as to the provisions of the new Bushfire Management Overlay (BMO) and how it is to be implemented as a result of the state government withdrawing the new BMO mapping in 2013. This is fundamentally a State policy issue for bushfire management and consideration arising from the findings of the 2009 Victorian Bushfires Royal Commission. Assessment and requirements, such as defensible space are now reflected in the requirements of the VPPs. Strategic planning will be required to better reflect the new requirements and to identify where development is not appropriate.

As of May 2014, the new BMO mapping is now available and it extends into growth fronts in some towns.

9.20 IMPLEMENTING POLICIES AND STRATEGIES

Submissions raised frustrations that various policies and strategies that have been finalised should have been implemented into the LPS. Some of these are discussed throughout this report. It is appropriate to absorb other adopted strategies into the

scheme and there is clearly scope to do this with a re-write of the LPS or in framing new schedules. As an example, Council has adopted the following documents:

- Bulky Goods Retail Sustainability Assessment (March 2009);
- Traralgon Inner South Precinct Master Plan (July 2011);
- Churchill East West Link: Master Plan and Urban Design Framework (October 2013);
- Traralgon Growth Area Framework (August 2013);
- Traralgon Railway Station Precinct Masterplan (2010);
- Municipal Public Health and Wellbeing Plan (2013-2017);
- Moe Rail Precinct Revitalisation Project: Master Plan (November 2009);
- Morwell North West Development Plan (October 2010);
- Traralgon West Structure Plan (August 2013);
- Traralgon Activity Centre Plan (July 2010);
- Small Towns Structure Plans – Boolarra, Glengarry & Tyers (August 2010);
- Residential and Rural Residential Land Assessment (February 2009);
- Community and Economic Profile (November 2012);
- Public Open Space Strategy (March 2013);
- Economic Sustainability Strategy (June 2011);
- Healthy Urban Design Good Practice Guidelines (June 2008);
- Natural Environment Sustainability Strategy 2014-2019 (2013);
- Positioning Latrobe City for a Low Carbon Emissions Future (2010).

All of these documents, if and when adopted by Council, are candidates to be included in the LPS in much the same way that a series of adopted strategies were included in the Amendment C62 in 2010. It is acknowledged that some of the documents listed above are already referenced in the Latrobe Planning Scheme.

Specific Recommendation:

That Council give consideration to implementing the above strategies (as appropriate) into the LPS.

9.21 NEW NATIVE VEGETATION FRAMEWORK

Council staff identified some problems with the new state wide native vegetation framework which classifies most of Latrobe as being of 'low risk' which means that widespread clearing can theoretically take place.

Council feels that it is able to justify some isolated areas as being of higher value (such as along the Morwell River) and if so, these might be candidates for a Vegetation Protection Overlay (VPO) or similar overlay.

9.22 LATROBE REGIONAL AIRPORT

Consultations identified the need to promote and protect the Latrobe Regional Airport operations and apply appropriate buffers around the airport through the possible use of the Environmental Significance Overlay and Design and Development Plan Overlay.

This issue should be addressed by a new Master Plan exercise which is presently underway. Amendments C49, C57 and C69 implemented some (but not all) aspects of the existing airport plan. In particular, the updated Obstacle Limitation Surface Plan data is yet to be included.

Council identified that the airport is and has been a major economic generator for the City over many years and it is a large employer in the area. There is a thriving local business at the airport and new fixed wing aircraft are produced at the airport every week.

Specific Recommendation:

Implement the Latrobe Regional Airport Master Plan into the Latrobe Planning Scheme when approved.

9.23 FLOODING

More up to date mapping is being prepared by the WGCMA and further studies are underway for Lake Narracan and the Latrobe River. Once finalised and adopted, it will be appropriate to modify the flooding overlays in the LPS.

9.24 PLANNING POLICY FRAMEWORK (PPF)

Councillors were briefed on the proposed new PPF in May 2014 and noted the extent to which Regional Growth Plans (RGP) were going to be used in such an important 'structural' way in the new PPF. While Council had adopted the RGP and acknowledged that it would be reflected in the scheme in some way, Council and the community are still coming to terms with the implications for regional Victoria taking a greater share of population growth. There is also some concern about the notion of the term 'Latrobe Regional City'. In its submission to the Minister, Council identified 'positives' and 'concerns' with the draft PPF as follows:

Positives:

- *Removal of Metro Melbourne content to make the Scheme more relevant to Regional areas;*
- *More robust strategic justification when local policy differs to state policy. Rules of Entry clearly state that it needs to be adopted policies – Council Resolutions are not adequate;*
- *Support location for Local Visions - 03.10*
- *Support 03.02-S-01 – Infrastructure/DCP's;*
- *The new format is easy to follow and logically includes other relevant sections of the Scheme, provides clarity for the general public and an easy find for all the relevant policies to consider*
- *it will be easy to incorporate our existing LPPF into this document.*

Concerns:

- *Recognition of Latrobe City as 4th Regional City needs to be highlighted more prominently (the network of Regional Cities gets more focus) – See – Map in 03.01-S-03. The hierarchy is not clear and should be delineated more clearly.*
- *Break up and 'weakening' (perceived or otherwise) of Local Policy to retro fit new SPF i.e Healthy Urban Design Guidelines – fit neatly in Clause 21.08 – Liveability; would now have to be broken up to fit walking, cycling etc.*
- *Makes the PPF longer – not shorter due to repetition of policy intent in different sections.*
- *Coal Section 09.04-R03-01 is light on detail and relates to very old documents 1988/1987. This is an opportunity for the Minister to update this work (we understand the new Coal Strategy is awaiting Ministerial approval). This section has a massive regional impact, potential for strong regional policy to inform all Gippsland Councils – and may not need in Local sections. It is a significant section for Gippsland. Currently Local Policy references Gippsland's Coalfields Policy Area – which is not being translated into the Regional Policy section.*
- *Not all sections have allowed inclusion of local policy. i.e. sections 11 Open Space and 12.02 Walking networks. All sections should allow for the inclusion of local policy.*

9.25 TRARALGON GROWTH AREAS REVIEW (TGAR)

This Review was commissioned in 2009 arising from Amendment C62 and it was adopted by Council in April 2014.

Amendment C87 is to be exhibited in September 2014 and it provides clear direction for growth and development within the main towns of Morwell, Traralgon, the Traralgon West Growth Corridor, and the small towns of Glengarry and Tyers. The Amendment updates the planning policy direction for these areas to accommodate the next 30-40

years of urban growth.

Amendment C87 implements key parts of the recently adopted *Traralgon Growth Areas Review Framework* (August 2013) and *Traralgon West Structure Plan* (August 2013) by amending relevant clauses of the MSS of the Latrobe Planning Scheme. It is likely that a series of planning scheme amendments to rezone land and apply overlays will be progressively rolled out over time as part of the implementation of TGAR.

9.26 MOE NEWBOROUGH GROWTH AREAS

For some time Council has been actively engaged with the Metropolitan Planning Authority (MPA) on a new development front north of Moe at Lake Narracan. A concept plan has been approved by Council (approximately 3600 lots) and it is likely that a PSP will be prepared through the amendment process.

9.27 TOWN GROWTH

The Planning Scheme Review (2008) highlighted areas for growth around all main towns. It was anticipated that a sequential process of rezonings would take place as and when demand required.

However, in 2011 (by Amendments C47 and C56), about 800ha of extra 'identified' residential land was rezoned by the Minister for Planning. This was then added to with further land west of Churchill (C58).

As a consequence, it is considered that there is sufficient land zoned for residential purposes for the foreseeable future.

9.28 NEW RESIDENTIAL ZONES

Amendment C84 implemented the new residential zones that were included into the Victoria Planning Provisions by Amendment V8 on 1 July 2013. The Amendment proposed to replace:

- the Residential 1 Zone in parts of Churchill, Morwell, Moe and Traralgon by introducing the General Residential Zone.
- the Residential 1 Zone in parts of Churchill, Morwell, Moe and Traralgon by introducing the Neighbourhood Residential Zone.
- the Residential 1 Zone in parts of Churchill, Morwell, Moe and Traralgon by introducing the Residential Growth Zone.

The new residential zones aim to encourage a diversity of housing types and moderate

housing growth within townships of Moe/Newborough, Morwell, Traralgon and Churchill. Amendment C84 establishes a framework for walkable neighbourhoods; ensuring public transport, shops, public open space and mixed-use community centres are close to all dwellings by applying the new zones in the main towns.

The three new Residential Zones that have been applied across the four main towns have been informed by *Practice Note 78 – Applying the residential zones and Advisory Note 50 – Reformed residential zones*. Input has also been provided from the Latrobe City Council Project Board (i.e. Executive team members) and Project Reference Group (i.e. Councillor and officer members), DTPLI Traralgon regional office and the local housing development industry.

The amendment builds on the existing residential structure planning for the main towns (i.e. Traralgon, Morwell, Moe/Newborough, and Churchill) to create an integrated network of urban areas within distinct settlement boundaries. The amendment encourages a wider variety of housing types, including smaller and more compact housing, to meet the changing needs of the community.

Council acknowledges that future strategic project work is likely to be required in relation to the formulation of refined policies in relation to housing for Latrobe Regional City, by way of a Housing Strategy.

Council is awaiting the outcome of the Minister's deliberation on the amendment but notes that an 'interim' amendment (VC116) was approved on 1 July 2014 translating the former Residential 1 zone to the new General Residential Zone pending resolution of Amendment C84.

Specific Recommendation:

Consider the implications of the Advisory Committee Report and ensure that it becomes an 'input' into a Latrobe Housing Strategy.

9.29 NEIGHBOURHOOD CHARACTER

A Neighbourhood character assessment is demanded of most residential applications. Consultations suggested that there is no assistance in the current scheme to assess character. There was a strong call for urban design guidelines to assist Council and the community with making decisions on the basis of 'character'.

Specific Recommendation:

That Council develop urban design guidelines for assessing neighbourhood character focusing on the 'scale' of a structure as the benchmark reference point.



- **View over one of the City's growth fronts**

9.30 MINE FIRE

In 2014 there has been protracted fire activity in both the Morwell and Yallourn mines. The toxic smoke impacted much of the Latrobe Valley, particularly the residents of Morwell. In addition, a long burning fire was identified as still active and burning underground in the disused northern batter of the Hazelwood mine (previously known as the Morwell Open Cut).

Evidence provided to the recent formal Mine Fire Inquiry highlighted immediate and potentially unknown longer term health impacts from the toxic smoke emitted during the

fires. Further impacts included the negative environmental impact from the smoke, ash fallout requiring considerable clean-up efforts, and the overall economic impact to businesses and the community in general.

In its formal submission to the Mine Fire Enquiry, Council noted that the Latrobe Planning Scheme includes a Special Use Zone, Schedule 1 relating to brown coal. This applies to brown coal mining and power stations. There are a large number of exemptions under clause 52.08 of the Planning Scheme in relation to Earth and Energy Resources. Council noted that it is rare for it to consider planning applications regarding development within the power stations and mining areas across Latrobe City.

An ESO applies to provide protection for existing settlements that are within 1000m of brown coal mines. This buffer was introduced to the LPS well after the siting of the Hazelwood mine by the State Electricity Commission of Victoria.

Latrobe City Council has had fears for some time around the general remediation of brown coal mines in the Latrobe Valley and this is not specific to the Hazelwood mine.

Council is very interested in being involved in the planning for the short, medium and long term remediation of the existing mines and the planning for the use of brown coal in the future in order for it to best manage the growth of the municipality. Overall, the Council would like (insofar as it is relevant to the LPS);

- Greater clarity of the role of all local Councils in Emergency Management and Fire Prevention efforts;
- Improved overall municipal fire management planning inclusive of each of major industries in the municipality including the owners of the Hazelwood Power Station;
- Greater clarity and involvement in coal allocation and mine planning to ensure Council can plan for orderly and safe development of the municipality; and
- Prioritization of the liveability of the town of Morwell, and the broader Latrobe City towns, over the extraction of brown coal when creating remediation plans for existing mines and allocating any future mining licences.

In that context and in its closing submission to the inquiry, Council assisting submitted that:

The Department of Transport, Planning and Local Infrastructure and Latrobe City Council review the Latrobe Planning Scheme to minimise the risk of embers from external rural fires, particularly in timber plantations, into open cut coal mines in the Latrobe Valley.

Other issues to arise in consultations relating to the recent mine fire included:

- There is a risk of plantation fires around the mines. Vegetating the buffer areas was evidently a recommendation of the Land Conservation Council reports of the 1970's but in light of the mine fire, there is a potential problem with plantations being so close to a fire source. This is particularly significant for Morwell which is surrounded by plantations and raises a town safety issue that became apparent with the February 2014 mine fire.
- Many infrastructure assets are also in areas that are at danger from fire.
- There are likely to be recommendations about timber plantations within buffer areas, plantation buffer distances from coal mine and separation distances between towns and mines.

Overall, recent events have clearly given cause to seriously question the wisdom of allowing further open cut mine expansion towards and between the existing major towns of Morwell and Traralgon, according to the consultations.

The existence of a fault line between the Yallourn and Hazelwood mines (and running through the entire Latrobe Valley), is further cause for concern. Council has recently seen the need to action land stabilisation remedies to ensure the integrity of the Princes Highway to the south of Morwell.

Specific Recommendation:

Consider the implications of the Hazelwood Mine Fire Inquiry Report 2014 by investigating the need to amend the Latrobe Planning Scheme to ensure that the risk of embers from external rural fires (in particular from timber plantation) entering open cut coal mines in the Latrobe Valley is minimised 9.31 Rural Areas

The rural areas of the City have often taken a 'back seat' role in planning considerations in Latrobe despite the fact that a large part of the City is in some form of 'rural' zone. It is estimated that the combination of the Special Use Zone (SUZ) and the rural zones consume about 90% of the land in the City.

Unlike earlier reviews, there was considerable interest shown by members of the rural communities about the future of rural land in the City.

Far from being dismissed as irrelevant, submitters noted the extent of opportunities in the rural areas with the prospects for niche rural industries (like the Boolara Fish Farm and the new tomato hot houses in Baw Baw Shire).

Strongly differing views emerged from the consultation sessions on the issue of rural planning. On the one hand, submissions noted that rural living areas are a problem and

it is unclear why certain decisions were made by Council to support applications, especially for dwellings. On the other hand strong representations were made about the inequity in Council rejecting applications for modest dwellings on separate titles in the rural areas.

The Latrobe Planning Scheme was praised by some as a 'good and usable document' for guiding rural land use decisions but that it was deficient in the following areas:

- Rural living is ad hoc as a result of inappropriate settlement in the 1960's to 1980's. It is appropriate for some of these areas to naturally revert to farming use;
- Bushfire prone areas ignore the role planning can play in keeping people safe and reducing the social and material destruction of fires;
- The scheme does not take into consideration the needs of the contemporary part time farmers and the contribution they make to agricultural production.

On the other hand, specific references were made to the difficulties in obtaining house permits in the Farming Zone, especially in the Callignee area. Even on larger lots (sometimes over 40ha) difficulties have been experienced and applications have been rejected at VCAT. It should be noted that where a parcel of land is greater than 40ha, a dwelling is as of right however overlays may be a constraint to development in certain situations. What is particularly frustrating for some parties is that they are paying residential rates for something that cannot have a house on it. It was submitted that there is a clear 'disconnect' between the Council rate notice and the Council zoning of the land. A number of parties are frustrated as they simply wish to build a house on their land and are unclear as to why this is continually rejected.

Parties agreed that the lot size schedules in the Farming and Rural Living zones do not align with the on-ground situation. They also accepted that the rural areas have a role in both a produce and a lifestyle sense. However, the problems arise with the different expectations of a life-styler and a farmer in terms of noise, domestic animals, hours of operation and right-to-farm issues. The ever present threat of bushfires is another constraint and is not a comfortable mix with a rural residential outcome.

There is no vision for the rural areas of Latrobe with a much stronger focus on urban and town issues rather than rural. The scheme should provide clearer guidance regarding Latrobe's rural areas. Some submitters expect that in 50 years there will still be farming in the City and not just rural living and rural life stylers. Others are not convinced of this.

What was common ground was that Council needed to prepare, as a matter of urgency, a clear Rural Land Use Strategy (incorporating a Rural Living analysis) to provide direction on this issue.

Specific Recommendation:

That Council develop a Rural Land Use Strategy



- **View over one of the City's rural areas**

9.32 LATROBE REGIONAL HOSPITAL

The Latrobe Regional Hospital is the major regional hospital in Gippsland. Apart from the hospital itself, there are medical consulting suites on the eastern side of the hospital site. The former hospital site on Princes Highway in Traralgon is also used for a variety of health related uses (especially accommodation for mental health). There are no sites in Moe, Churchill or Morwell townships.

The hospital is growing and is a major asset for the region. It is connected with Monash

University (for medical purposes) and with Federation University (for nursing). New wards and theatres are being built and planned and the cancer care centre and allied health facilities have been extended together with the mental health wing and maternity extensions.

The hospital is one of the largest employers in Gippsland with 1200 equivalent fulltime staff (1841 in total). With the extensions underway, this will bring extra specialists to the site and therefore will avoid a loss or 'leak' to Melbourne. It has a 100% occupancy rate.

The hospital is growing with a \$72m extension and a 20 year Master Plan for other hospital related extensions. The hospital has acquired land to the north of its main site and is likely to need to acquire other land.

The hospital noted that Traralgon has a younger population cohort but the rest of Latrobe is aging and this will place increased pressures on the hospital.

Issues for the hospital include a mixed zoning regime (part public use and part rural living), reduced road speed limits nearby including on Village Avenue and the interface with the Latrobe airport. They would also like to see a better integration of their Master Plan with the Planning Scheme.

The Design and Development Overlay, Schedule 5 applies to the hospital and it imposes height restrictions. The Hospital has allowed for double storey development at the hospital and this is dealt within the Master Plan.

Specific Recommendation:

That Council align the Hospital Master Plan and relevant zones and overlays with the Latrobe Planning Scheme

9.33AN AGEING POPULATION

There are a range of social issues facing the municipality that were identified during the consultation, especially by Councillors and management. These include housing affordability, health, aged accommodation, housing diversity, accessibility and liveability. There is a need for key or emerging social issues to be addressed in the LPS.

Based on the last census, the fastest growing cohort (except for Traralgon) within Latrobe is the retiring 'baby boomer' generation of 60 years and over. This growth has implications for housing, (smaller dwellings), connectivity within and between estates (walking and cycling on flat paths), provision of suitable public facilities and for long term

health requirements. The City is well served by health facilities and this, of itself, is and will be a further attractor to the aging community. Such demands will have a flow-on effect and will increase employment opportunities in the health care sector meaning that this will be one of the fastest growing employment sectors in Latrobe.

Council needs to plan for this growth as it has land use, employment, infrastructure, transport and social implications for all towns, especially the four main towns.

In that context, the health care and services sector now employs about a significant percentage of the workforce and this figure is growing. As the population ages, this will become more apparent and Council needs to start planning for the aged care and retirement sector as these will become increasingly important.

9.34 AGENCY REFERRALS

Numerous agencies made responses to the Planning Scheme Review either in writing or as part of the agency forum on 26 May 2014. A summary of the issues as they effect referrals are as follows.

Agencies agreed there are further opportunities for them to be included in the LPS as referral/notice authorities in both a strategic and statutory planning sense. There is some potential to have agreements with Council about applying standard conditions in lieu of planning permit referrals.

All referral mechanisms will also need to be reviewed in light of the recent changes to the Act which allows nomination of different categories of referral authorities. However there are inevitably some issues of fine detail that can be improved. There are referrals embedded in some overlays although some of these are not reflected in 66.04.

There is a haphazard approach to advising (or referring) some issues and applications to some agencies. Agencies cited examples of Council being proactive in forwarding some applications even though they had no explicit obligation in the LPS to do so. While that advice was appreciated, a more robust system is needed to ensure that this happens consistently.

Referrals to DEPI are mainly native vegetation related and Council is very good at this. It was noted that not many of the overlays actually trigger a referral. More overlays and triggers are probably needed including an ESO over significant biodiversity assets for which mapping has been done at the state level.

Since the change in the Act, a number of authorities have been 'downgraded' to just a recommending authority. In the case of DEPI this has meant that they tend not to respond at all. In the case of the CMA they still respond in the Land Subject to Inundation Overlay (LSIO) as before. In the case of the CFA this change only took place in later July 2014 and it is too early to tell but the feeling is that the CFA will still be an active player.

A range of other specific referral issues were raised including:

- DEPI is still listed in Clause 66 and for the Coal buffer overlays whereas the referral should go to DSDPI and not DEPI (ESO/SRO1)
- DEPI is a recommending authority and not a determining authority for native vegetation at Clause 66.02-2. DEPI is not a determining authority for anything in Latrobe.
- Some Councils consider recommending authority is the same as Clause 52 whereas it is under Sec 55.
- West Gippsland CMA is a recommending referral authority for both the LSIO and FO.
- CMA presently gets notice letters under Sec 52 within 100m of a waterway whereas they only want 30m.

Specific Recommendation:

That Clauses 66.04 and 66.06 be reviewed and updated.

9.35 AGENCY ISSUES

Specific comments from agencies included:

WEST GIPPSLAND CATCHMENT MANAGEMENT AUTHORITY

The CMA has done some updated flood mapping (Amendment C9 and C40) and it intends to map all of these in time based on a West Gippsland Waterway Strategy 2014-2022 which has already partly identified them. Reference was made of other schemes including exhibited overlays in the Mitchell Planning Scheme which has a new suite of ESOs over its waterways and catchments.

GIPPSLAND WATER

Gippsland Water are the domestic water and sewerage authority for all the towns in Latrobe as well as for the power stations and APM. Evidently Southern Rural Water deal with farm water from rivers and bores and they manage the Blue Rock and Glenmaggie water storages.

Gippsland Water wants to apply an ESO over its water catchments and around key facilities such as treatment plants and emergency storage areas (such a Merrivale which is an emergency storage that takes its water from a number of sources).

Gippsland Water submitted that Merrivale is very important and it needs an ESO (like at Carrum Downs or Werribee) for about 900m based on wind data. It was acknowledged that this buffer will be overlapped by the proposed APM buffer. The 'Water Factory' is another wastewater treatment plant north of Morwell golf course. It has no ESO but one may be needed.

Gippsland Water stressed the importance of its proclaimed potable water catchments with the objective that the catchment must have a low risk for drinking water. They believe that an ESO is needed for all the water catchments and that a joint amendment is proposed with South Gippsland Shire and Baw Baw Shire Council to protect the catchments. A draft schedule has been prepared and Council already informally refers applications to Gippsland Water in the affected areas.

There is a need for linkages between the growth corridor plans for the towns and infrastructure sequencing plans. While it was acknowledged that Latrobe does this quite well, there is still a need for agencies to be involved in the strategic planning for the growth areas from 'Day 1'. In that context, service corridors are needed for infrastructure to dovetail with the growth areas (e.g. TGAR) which emphasises the repeated issue that there is a need for strategic infrastructure planning at the PSP/DPO stage.

The Regional Outfall Sewer (ROS) conveys industrial and domestic waste from the Latrobe Valley to Dutson Downs for treatment. A piped section originates in Morwell and approximately half of the total flow in the ROS is industrial waste received from Australian Paper at Maryvale. The path of the ROS easement traverses through the urban areas of the northern parts of Traralgon. The ROS easement also has the potential to act as a linear passive open space that links newly developing urban growth fronts together. There are potential issues with Gippsland Water accessing the ROS pipeline infrastructure as well as public liability concerns if footpaths and furniture are constructed in the reserve. These issues require further dialogue between Gippsland Water and Latrobe City Council.

Other planning issues to emerge from Gippsland Water included:

- Higher density housing and development needs to be mindful of the expense of servicing top floors.

- Two lot subdivisions and unit developments cause a problem as they are not a referral authority but they still need to know water tapping and connection points. Gippsland Water wants the information earlier and Council officers have agreed with this position.
- Gippsland Water noted that there is an extensive area to the east of Traralgon where it might look at recycled water for landscaping and non-potable water supply purposes.
- New Low Density Residential Zone (LDRZ) schedules can be as low as 0.2ha if attached to sewer but most of the time LDRZ is outside the sewer area. Gippsland Water wants 0.4ha outside the sewer area. Notably Latrobe does not have much LDRZ.
- Tyers is not seweraged but there is community pressure to sewer it. Most of the town has 600/800m² blocks that are on septic. There is a current Panel report (Amendment C82) addressing low density residential rezonings in Tyers.
- ESO2 work which may lead to a planning scheme amendment is being done at present to reflect the potable catchment.

In summary, Gippsland Water would like to see the following modifications to the Latrobe Planning Scheme:

- Creation of ESO maps and schedules for the protection of water catchment so as to be consistent with adjoin schemes in the same catchment.
- Creation of ESO maps and schedules for the separation of sensitive land use and wastewater treatment plants and emergency storage sites.
- No changes to Clause 66 with Gippsland Water to remain as a determining referral authority.

Specific Recommendation:

Apply an ESO over water catchments with referral authority status for the agency owning the asset.

Gippsland Water to provide a checklist of matters that are required in the application for a two lot subdivision and multi units.

TELSTRA

Telstra recommended a number of changes to the Latrobe Planning Scheme.

- Revise Clause 21 of the Planning Scheme, which currently describes the Latrobe City Council's "Telecommunications advantages" including "ADSL for business, fibre optic cable, video, ISDN and broadband microwave". Telstra recommends that this be updated to include reference to the significant investment in latest generation mobile networks.

- A current objective of Section 21.07 'Economic Sustainability' of the MSS is "to provide leadership and to facilitate a well-connected, inter-active economic environment in which to do business". In order to give effect to this, Telstra recommends inclusion of a new clause in section 21.07 to facilitate the investment of mobile network infrastructure, consistent with the revised PPF.

ENVIRONMENT PROTECTION AUTHORITY (EPA)

The Environment Protection Authority (EPA) noted that the encroachment of residential development on industry is one of its key focus areas. It specifically encouraged Council to incorporate the proposed Australian Paper Mill Urban Amenity Buffer into the LPS.

It also noted that 'strategic planning is recognised as being key in protecting industry from residential encroachment'.

DEPARTMENT OF STATE DEVELOPMENT AND BUSINESS INNOVATION (DSDBI)

The Earth Resources Regulation branch (ERR) of DSDBI is responsible for the regulation of Victoria's mining and extractive industries.

ERR made a number of comments in relation to the current coal and stone resource related wording of the Latrobe Planning Scheme and how this can be amended to protect existing earth resource operations and to provide opportunities for future resources for both coal mining and stone extraction.

A number of minor changes to Clause 21 of the planning scheme are also proposed by ERR.

The submitter also requested that the current referral arrangements at Clause 66 of the planning scheme be retained but that a number of redundant names be updated consistent with current legislative requirements.

ERR foreshadows the need to complete the *Strategic Plan for Coal* project that will inform any future planning provisions for coal. Once this is completed, ERR will engage with Council to discuss the implications of this report on the Latrobe Planning Scheme.

ERR submitted to the Amendment C84 'Residential Zones' review and sought to limit the population density on the south side of Morwell near the Hazelwood mine. The Hazelwood Mine Fire Inquiry Report 2014 states that this issue is outside the terms of reference of the Advisory Committee that sat to hear submission to the Hazelwood Mine Fire.

DEPARTMENT OF ENVIRONMENT AND PRIMARY INDUSTRY (DEPI)

Other than the coal issue, the main connection of DEPI and the Planning Scheme occurs via the SPPF in relation to biodiversity. While the MSS is not really helpful to DEPI, the SPPF does assist and the new PPF structure will be better again.

In the view of DEPI, Council's 'NESS' Strategy is a bit limited and does not provide much useful assistance. DTPLI is doing a state-wide strategy on the importance of agriculture to regions and this might lead to a planning control on High Quality Agricultural land such as has been used at Baw Baw (ESO1); East Gippsland (ESO95) and Mildura (Clause 52.03 Incorporated Document.)

There is very little specific biodiversity mapping for the Latrobe area. In particular there is a need for identification of offset opportunities. There is a big gap at present and many of the offsets go outside of the municipality to brokers such as ES Link, Trust for Nature and Gippsland Water. There is a need to develop an 'offset bank'.

The Gippsland Regional Growth Plan was adopted on 15 May 2014 and it talks of the importance of agriculture in Gippsland, including Latrobe. DEPI feels that the 'one clause' LPPF is helpful in reflecting this.

CLEAN COAL VICTORIA (CCV)

CCV noted that the 'Coal Strategy Land Use Plan' project is yet to be completed which will have an impact on issues such as industrial and rural land use given that the State Resource Overlay covers vast areas of these lands.

WORKCOVER

One of the key statutory duties of Workcover is to regulate Major Hazard Facilities (MHF) in Victoria. As a consequence, Workcover is able to offer its experience and expertise in identifying the potential risks associated with introducing sensitive land uses (such as new residential developments) within close proximity of MHF. In order to assist decision makers with assessing the appropriateness of a proposed use or development of land in close proximity of a MHF, Workcover has produced an Information Sheet titled '*Land Use Planning near a Major Hazard Facility*'.

9.36 COAL

It was submitted that while coal remains the future of the Valley, it will be used differently in the future and there will be a need to turn coal into other products and to transition/diversify it. Coal remains as a cost effective and viable source, but it is only

one part of Latrobe's future.

The future of old coal pits is becoming an issue with their transformation into lakes or open space or trails but all of this is dependent on government assistance. Alternatives include light industrial or tourism uses such as reuse for energy generation alterations or uses such as pottery.

It is important to avoid establishing residential areas within close proximity to mines. In that context, community members stated that if areas reserved for resources are mined then this will likely affect the livability of the main towns (e.g. 'Area H' near Traralgon).

The Hazelwood Mine Fire Inquiry Report 2014 and community members also highlighted the fire-safety issues that timber plantations in close proximity to coal open-cuts can create when adequate buffers are not put in place.

9.37 REGIONAL SPORTING HUB

A number of submitters spoke to the potential for Latrobe (especially Traralgon) to develop as the regional sporting hub for Gippsland. In particular, it was submitted that there is a need to develop Harold Preston Park and its environs into a regional centre rather than a home to individual clubs.

Specific Recommendation:

Consider a Master Plan for this area and others in the City that may serve a regional catchment.

9.38 ENFORCEMENT OF PLANNING PERMITS

Some frustration was expressed at the lack of follow up or enforcement of approved permits and development plans. It was submitted that this is a Council responsibility which is not being undertaken.

Council has a dedicated planning enforcement officer within the Statutory Planning team who undertakes enforcement by way of an annual compliance audit of 10% of planning permits issues and on issues as they arise. However, council does not engage in measures used elsewhere of annual bus trips of Council and management to inspect approved decisions.

Specific Recommendation:

Consideration be given to further promotion of the planning enforcement officer role within the community.

9.39 BUFFER ZONES

The application of the Environmental Significance Overlay (ESO) appears to be overly onerous when compared to current allowable developments along the Princes Highway, including other township by-passes between Traralgon and Pakenham. Submissions noted that:

- the State Resource Overlay be reviewed for relevance at least in the land area south of the Princes Highway between Traralgon and Morwell at least between the Traralgon Creek, Mattingly Hill Road, Hazelwood Road and Firmin's Lane;
- owners of land in this defined area be entitled on application, to minimum rezoning density of Rural Living; and
- the Environmental Significance Overlay be at a minimum be amended to allow for Rural Living.

9.40 OTHER MATTERS

A snapshot of other isolated issues raised in consultations included:

- The Traralgon by-pass alignment is potentially still open to review and this has implications for the long term southerly growth boundary of the town.
- LV 2100 and the Brown Coal Reserves.
- Coal reallocations are imminent.
- Heavy industry park to the south east of Morwell.
- Unsightly properties and incentives for owners to improve them as this can have a negative visual impact in the towns.
- Floodplain utilisation for urban purposes.
- Public transport to keep up with city growth.
- Train shuttle between main towns and Warragul/Drouin.
- Move the airport if towns grow too large.
- Agricultural land protection from urban sprawl and inappropriate use.
- Better recognition of the spatial links between Moe with Walhalla.
- Education innovation and research hub is needed with links to GIFT, the university and industrial park. At present the education potential is not being exploited.

- Continuing provision of major events including upgrade to Falcons Park, Morwell.
- Housing affordability for existing and new residents.
- Latrobe has the potential to be a country sporting hub.
- As one of only four regional cities in Victoria there is a chance to enhance its profile.
- There is a need for one Planning Authority to implement the Gippsland Regional Plan which can address larger issues across municipal boundaries.
- University partnerships are strengthening.
- Planning permit process takes far too long.
- There has been a recent spate of rezoning enquiries and permit applications for retail uses including out of centre developments with a particular focus on medium to large supermarkets.
- Committee for Gippsland stressed the importance of the need to take account of Victorian Freight Strategy and the possibility of moving coal through the Port of Hastings in the future.

9.41 DEVELOPER FORUM

Specific issues to arise in discussions with developer groups included:

- There is still a tendency to rely on zones rather than the strategic end of the scheme.
- That said, the feedback from stakeholders suggested that the existing MSS is quite good especially in areas such a 'liveability' although it is quite general. This clause is important for estate planning. There is not much direction given for medium density housing.
- There are some problems with the use of Development Plans including at Morwell West.
- In terms of density, and while 15 lots/ha is a Melbourne figure for growth areas, it is not as relevant in Latrobe as the market in the fringe areas is for second and third home buyers and not for first home buyers in the metropolitan area. Buyers are seeking a premium product on the fringe with a quieter setting but still close to all things. This means that some stakeholders think that larger lots (of 700/800m²) are required and so Councils adopted 11 lots /ha is acceptable.
- Some of the developers want even lesser development and want a lower density of about 1000m² lots which is about 9 lots/ha as, in their view, the owners want a fair bit of space around them. Evidently, no estates have single dwelling covenants.
- Land is much dearer in Traralgon to Moe (by up to \$80,000) although there is now a lot of development scheduled for Moe.
- While many applications/permits are issued, a number of bigger residential developments never get built because of costs.
- In terms of infrastructure costs, Council has relied on Sec 173 agreements but the developers prefer the certainty of a DCP.

- There was support for the IDM as is very clear as to what is required especially road widths of 7.3m although it doesn't deal with one sided roads and there needs to be some flexibility to reduce these widths downwards.
- In terms of growth potential, it was suggested that Latrobe has been on the back burner too long. The Berwick growth went on to Pakenham and now to Warragul and so Latrobe is the next option starting with Moe.
- Council needs to invest in Moe and there is a need for the shopping centre plan to be approved.
- In terms of the economy, Latrobe will always be the power hub of Victoria, and it doesn't matter if it is clean power or dirty power it will be generated here.
- The top employer in the area is now health, followed by services, then timber (APM) and then power. The hospital and APM are both massive regional employers.
- The coal planning provisions are out of date and this is impacting on the development of some of the rural land for rural living purposes. It was suggested that there is likely to be a significant reduction in the coal overlay area in time.
- There is plenty of flat land zoned and available for industrial growth but it is not developed.
- Council has been unable to find some industrial sites that satisfy the buffer distances of Clause 52.10.

9.42 GAPS IN THE LPS

Based on the consultations, it is apparent that there are a range of 'strategic gaps' in the LPPF including:

- The need to transition to a low carbon economy.
- Greater direction for car parking provision in the main towns.
- Export opportunities for coal based on new technologies.
- Need for an Industrial Land Use Strategy.
- Need for a Rural Land Use/Rural Living Strategy.
- Need for a Retail Strategy.
- Acknowledgment of the importance of development contribution plans.
- Clearer policy direction resulting from the Gippsland Regional Growth Plan.
- Acknowledgement of the need to respond to the *Strategic Plan for Coal* project.

10. HOW THE LATROBE PLANNING SCHEME IMPLEMENTS STATE PLANNING POLICY

Continuous Improvement Review Kit requirement:

Demonstrate how the Municipal Strategic Statement (“the MSS”) implements State Planning Policy

10.1 STATE PLANNING POLICY FRAMEWORK

The State Planning Policy Framework (SPPF) is made up of the following sections;

- Clause 11 – Settlement
- Clause 12 – Environmental and Landscape Values
- Clause 13 – Environmental Risks
- Clause 14 – Natural Resource Management
- Clause 15 – Built Environment and Heritage
- Clause 16 – Housing
- Clause 17 – Economic Development
- Clause 18 – Transport
- Clause 19 – Infrastructure

10.2 LATROBE IMPLEMENTATION OF THE STATE PLANNING POLICY FRAMEWORK

As discussed in Section 5, the SPPF is presently under review. The following analysis of the State Planning Policy Framework (SPPF) has taken place based on the existing structure and has not taken account of any anticipated changes. Overall, the analysis reveals that while the content of the Latrobe Planning Scheme and MSS are generally consistent with the objectives and strategies contained within the SPPF, the structure is significantly different.

It is apparent that there is a very strong correlation between some state and local themes including Natural Environment Sustainability (Clause 21.03), Built Environment Sustainability (Clause 21.04), Main Towns (Clause 21.05), Small Towns (Clause 21.06) and Economic Sustainability (Clause 21.07). On the other hand, themes in the Latrobe MSS such as ‘Liveability’ (Clause 21.08), have no foundation in the existing SPPF structure. Nevertheless, DTPLI (and numerous other Councils) are strongly supportive of this theme and it is instructive that the new PPF will allow for a much clearer role for

themes such as this.

In a structural sense, the Latrobe MSS is strikingly different to most others in the state. Quite apart from the fact that it has no local policies (and therefore no Clause 22), it relies on the Latrobe 2021 structure rather than the SPPF structure. The issue of the structure and usability of the MSS was addressed in detail in the Planning Scheme Review (2008) and in the Amendment C62 Panel.

Council was aware at the time that one of the key recommendations of the “Making Local Policy Stronger” review was to streamline (and combine) MSS’s and local policies. A recurrent issue during the 2008 consultations was with the difficulty in navigating the MSS and local policies.

Instead of aligning with the (then) SPPF structure, Council preferred to make the modified MSS a more obvious ‘draw down’ on the themes in *Latrobe 2021*. A recurrent theme to emerge during the consultation phase of the 2008 review was the desire to align Council’s MSS with the most widely used and ‘owned’ document within Council which was *Latrobe 2021*. Councillors and staff, as well as some applicants and agencies felt that *Latrobe 2021* was the principal strategic reference for the municipality. At the time of the 2008 review, every Council report and every Council decision on a planning application cross referenced to *Latrobe 2021*. Every edition of ‘Latrobe City Link’ (being the regular Council newspaper) contained a detailed reference to the *Latrobe 2021* Report Card.

Latrobe 2026 is the Council and community “Vision for the Latrobe Valley”. *Latrobe 2026* is a strategic document that identifies a number of strategic objectives and community outcomes based around the themes including sustainability and liveability. Consultation in 2014 revealed that these same sentiments were noticeably lacking in the responses to *Latrobe 2026* as an input into a revised LPS.

At the time of preparing initial drafts of the new MSS, officers consulted with DPCD about structuring the MSS in accordance with *Latrobe 2021*. Officers were mindful of the Practice Note on the form and content of MSS’s (November 1999) and were also aware that many (most) strategic statements aligned more with the SPPF model than with anything else. As far as Council was (and is) aware, there has been no attempt to link an MSS as closely with a Council Plan as is proposed with Amendment C62. The advice from DTPLI was that it did not oppose such an approach and the Minister for Planning ultimately approved the Latrobe MSS changes.

11. THE EFFECTIVENESS OF THE LATROBE LPPF

Continuous Improvement Review Kit requirement:

Demonstrate how the Municipal Strategic Statement (“the MSS”) implements State Planning Policy

11.1 THE ROLE OF THE MSS

Practice Note (No. 4), “Writing a Municipal Strategic Statement” (September 2013) discusses the role of the Municipal Strategic Statement (MSS). The MSS establishes the strategic framework for the municipality and it should support and implement the SPPF. The SPPF and MSS together provide the strategic basis for the application of zones, overlays and particular provisions in the LPS.

The MSS provides the broad local policy basis for making decisions under the planning scheme. The MSS should be continually refined as the planning authority develops and revises its strategic direction and as new issues arise in the municipality. The MSS must be taken into account when preparing amendments to a planning scheme or making decisions under a scheme.

Specific Recommendation:

That a full rewrite of the LPPF be delayed until the finalisation of the current State Planning Policy Framework Review.

11.2 CONTENT

This section provides a discussion of the content of the MSS.

There are significant variations in the approaches that were adopted by Councils across Victoria when preparing their new format planning schemes, reflecting the uncertainty about how to best accommodate the changes required by the planning reform process. One of the characteristics of many schemes, however, was the inclusion of substantial background information that has proved to be of little assistance in the administration of the schemes. Many of the planning scheme reviews that have, or are being undertaken, have focused on reducing the level of unnecessary and irrelevant information, thereby improving the clarity and usability of the schemes. This is a key focus of the new PPF project.

As exhibited and adopted in **Amendment C62**, the existing content in the MSS (with PS

Review comments) are as follows:

Clause 21.01 is a profile of Latrobe and discusses the key attributes of the Municipality being Location, People, Natural Environment, Built Environment, Economy, and Infrastructure

Comment:

Staff suggest that this clause is used as an introduction in some reports but is not needed in assessment.

Clause 21.02 contains the vision from *Latrobe 2021* and it explicitly links its themes with the strategic directions in the Planning Scheme. This clause also contains the Latrobe City Strategic Land Use Framework Plan.

Comment:

The preamble is not used at all although the plan provides a general overview and broad strategic direction on key land use planning issues in map form.

Clause 21.03 describes Council's strategic directions for *Natural Environment Sustainability* under the themes of Environmental Sustainability; Catchment Management; Native Vegetation; Biodiversity; Greenhouse and Climate Change; Water Quality and Quantity; Waste Management; Flood; and Fire.

Comment:

This clause is repeatedly used in planning scheme amendment preparation but is only likely to be used in contentious planning permit applications.

Staff advise that they haven't used the greenhouse/climate change section especially as most of the power stations do not need permits (as SUZ1 exempts them) or they are 'called in'.

The flooding and bushfire provisions are used extensively for large subdivision applications. That said, because the zoning is 'about right', there is very little within the LSIO that is developable.

The waste management provisions are not used. Similarly, the biodiversity section is not used much as officers defer to the details that are embedded in the DPO which include flora, fauna, water quality etc. If land is not covered by DPO5 then officers might use the

MSS.

Staff noted a haphazard approach to the further strategic work section of this clause with some items having been done while others have not.

Clause 21.04 describes Council's strategic directions for *Built Environment Sustainability* under the themes of Settlement; Rural Living; Heritage; Urban Design; and Infrastructure. This clause also includes Structure Plans for Churchill, Moe, Morwell and Traralgon; a Town Centre Concept Plan for Churchill; and an Activity Centre Plan for Moe.

Comment:

This clause is used the most of all MSS provisions. In terms of housing, much of the material is dated with staff noting that there is clearly a demand for small units with household sizes dropping from 2.6 to 2.3 persons per household. Family sizes are dropping and the lone family is on the increase. The aging population also mean smaller households with consequent demands for smaller units.

The objectives and strategies relating to the towns are 'a bit loose' but the town plans are valuable (subject to updating). It was noted that the new residential zones generally align with the TSPs. That said, the readability of TSP can be a problem. 'Existing residential opportunity' has been read as an opportunity to develop at a higher density. The release of new residential land has dented the prospects for much higher density development closer to the heart. There are no applications above 2 storeys with most being single storey.

There is an urgent need for an Industrial Land Use Strategy especially as there are major problems with the interface area between residential and industrial land.

Urban design is poor and staff have had difficulties in asking applicants for better information. There is a need for Urban Design guidelines and/or DDOs for critical sites including gateways. The designation of activity centres needs to be reviewed. The direction in the scheme around the Morwell Activity Centre is poor with as much attention given to Mid Valley as to Morwell central. It was recommended that there was a need for a Retail Strategy as this hasn't been done for some time.

Very little of the further strategic work has been done.

Clause 21.05 describes Council's strategic directions for *Main Towns* under the themes of Residential, Commercial, Industrial, Rural and Infrastructure. This clause also includes structure plans for Traralgon, Morwell Moe/Newborough and Churchill as well as the Churchill Town Centre Concept Plan and Moe Activity Centre Plan.

Clause 21.06 describes Council's strategic directions for *Small Towns* under the themes of Residential, Commercial and Infrastructure. This clause applies to all small towns in the municipality and includes specific small town strategies and structure plans for Boolarra, Glengarry and Tyers.

Comment:

Strategic work needs to be undertaken to provide structure plans for all small towns and to continue to review and update existing structure plans.

Specific Recommendation:

Prepare small town structure plans for Yinnar, Traralgon South, Toongabbie and Yallourn North.

Clause 21.07 describes Council's strategic directions for *Economic Sustainability* under the themes of Economic Development; Coal; Agriculture; Retailing; Industry; Timber; Tourism; Stone Resources; and the Basslink Electricity Interconnector.

Comment:

Apart from the coal provisions, this clause is only rarely used as it awaits the Economic Development Strategy. However there is uncertainty around the application of the coal provisions because the provisions have been awaiting review by the state government for some time. Furthermore, CCV are preparing a *Strategic Plan for Coal* project that may also lead to changes to the existing coal provisions.

A clear rural/agriculture strategy is needed as there is good quality soil in the city and Council should not be using high quality agricultural land for residential use. The 1984 *Swan/Vollum* study remains the most relevant background document.

Staff suggest that the order of importance in economic terms is coal, timber and then agriculture.

Clause 21.08 describes Council's strategic directions for *Liveability* under the themes of 'Healthy by Design' Guidelines; Residential Liveability; Community Liveability; and Open Space Liveability.

Comment:

The 'Liveability' clause has been widely applauded around the state but some staff believe that it is a bit broad and that Clause 56 already covers most of it.

There is clearly a need for a schedule to Clause 52.01 (open space) and it was noted that the Public Open Space Strategy adopted in March 2013 recommends a schedule with 10% (of which 5% unencumbered)

11.3 OTHER COMMENTS - GAPS

Based on consultation, the content within the MSS could benefit by incorporating new strategic directions based on existing and proposed Council Strategies and some external strategies with themes including;

- Neighbourhood Character Study.
- Urban Design Guidelines.
- Rural/Agricultural Strategy identifying HQAL.
- Activity Centre Strategy.
- Public Open Space Strategy Implementation.
- Economic Development Strategy.
- Industrial Land Review.
- Housing Strategy.
- Retail Strategy.
- Car parking provision.
- Coal policy update.
- Gippsland Regional Growth Plan implications.
- Development contribution planning.

Current pieces of strategic work can also be implemented in the scheme (at the MSS) because supporting strategic work exists.

11.4 CONCLUSIONS REGARDING THE MSS

The structure and format of the MSS was modified by Amendment C62 to better reflect the structure of Latrobe 2021. Notably, the MSS structure is quite different to current state government 'best practice'. That said, the Structure now needs to be changed anyway as a result of the State 'PPF' Review into the LPPF/SPPF structure.

The draft PPF has been released for discussion (March 2014) and it is clear that changes will be required to the structure of the 'front end' of all planning schemes incorporating subsections for state, regional and local considerations. While this is considered to be a logical and well integrated approach, it will require a total restructure of the existing Latrobe LPPF.

Until the State program for integration is complete, it is not appropriate to make significant changes to the layout or structure of the MSS, other than to make content changes arising from adopted strategic work.

12. THE EFFECTIVENESS OF THE PLANNING PERMIT PROCESS

Since the last planning scheme review, Council commissioned Glossop Town Planning to undertake several research projects, which have contributed to reviewing the effectiveness of the planning permit process. These projects have included:

- Continuous Improvement Program – Statutory Planning Unit (May 2008);
- Review of Planning Decisions on Medium Density Housing (April 2011); and
- Review of Decision Making Processes for Planning Permits (April 2011).

A summary of these findings and a brief discussion is provided below.

12.1 CONTINUOUS IMPROVEMENT PROGRAM – STATUTORY PLANNING UNIT

Council commissioned Glossop Town Planning in 2008 to undertake a Continuous Improvement Review of the Statutory Planning Unit, which comprised 8 staff at the time (including 5 planning staff).

The Continuous Improvement Program report found that over the years 2004-2007:

- Council received an average of 455 applications per year;
- 60% of decisions were made within the statutory timeframe;
- 94% of decisions were made under delegation;
- 1-2% of all applications were refused; and
- 3-4% of all applications were appealed to VCAT.

In relation to processes, the report also found that:

- There were no formal processes for pre-application meetings;
- New applications were allocated to planners on a twice weekly frequency; and
- Applications were generally referred within 2-3 weeks of receipt.

A limited file audit revealed that there were some discrepancies with file management, including missing or incomplete information.

Subsequent to these findings, the report made a number of recommendations for process improvements within the Statutory Planning Unit aimed at increasing the

effectiveness of the planning permit process. These recommendations included conducting further training and establishing formal documentation outlining ordinary processes.

The Continuous Improvement Program report is now 6 years old. More contemporary data on the efficiency and effectiveness of permit processing can be found in the state government's annual Planning Permit Activity Report (PPAR) produced for each council.

The last PPAR annual report (2012-2013) identified that the number of applications lodged, decisions under delegation and applications reviewed at VCAT were generally of the same level as that subject to the analysis undertaken in 2008. However, the data also indicated that 54% of applications were determined within the statutory timeframe, a fall of 6% on the previous year and in the years subject to the previous review. The PPAR data also indicates that the number of new applications lodged has declined by approximately 50 applications per year.

The most recent PPAR analysis (2013-2014) reveals that Council now decides 65% of all applications within 60 days which is an 11% improvement on the previous year.

12.2 REVIEW OF PLANNING MAKING PROCESSES FOR PLANNING PERMITS

Latrobe City Council commissioned Glossop Town Planning in 2011 to undertake a review of the decision-making processes on planning permit applications and in particular, the delegation of decision-making power from Councillors to Council officers.

The review found that approximately 95% of applications at the Council were decided under delegation by Council officers. Of the 5% that were determined before a full Council meeting, most applications fell into three distinct classes:

- Medium density housing;
- Subdivision of land; and
- Single dwelling.

Most of these applications were referred to Council on the basis that at least one objection had been received.

The review concluded that the majority of matters considered by a full Council meeting were small residential projects that had no strategic or policy impact on the municipality. It also found that the lack of delegation in decision-making where objections had been received led to significant delays in the planning permit process, given the 5 week lead

in time to a Council meeting. Such a high level of involvement at a Councillor level was neither practical nor desirable, given that the focus of Councillors is encouraged to be on 'big picture' policy making.

The review recommended that the role of Council in determining permit applications be reconsidered and that greater powers be devolved to Council officers to consider uncontentious matters under delegation. It also recommended that a Planning Committee (comprising 3 councillors) be established to reduce the burden on the full Council to consider planning matters and that 'call-in' powers be established for Councillors to consider contentious planning matters if they do not ordinarily meet the threshold for full Council consideration.

The Planning Scheme Review (2014) found that delegation arrangements have been temporarily changed and all 'refusals' and applications with up to 5 objections can now be determined by the CEO. Councillors have 'call in' powers on contentious planning matters.

12.3 REVIEW OF PLANNING DECISIONS ON MEDIUM DENSITY HOUSING

Glossop Town Planning was also commissioned by Council in 2011 to undertake a review of medium density housing planning permit applications in the City. The genesis for the review was recognition that Council officers generally supported these proposals on the basis that they were consistent with the State and Local Planning Policy Frameworks and any relevant controls in the Latrobe Planning Scheme, but their recommendations were often overturned by Councillors. In turn, upon review at VCAT, the developments were often supported and approved.

The review found that medium density housing was occurring in Latrobe due to a range of factors, including demographic change, policy support within the Latrobe Planning Scheme at a state and local level, and increasing demand within the market for smaller, more affordable housing.

The review found that Council's position to continuously refuse medium density housing development was unsustainable, given the growing body of VCAT decisions which supported medium density development within the City. It went on to note that a different policy position at a local level would be required if Council were to continually seek to oppose medium density development.

The report suggested that Council could resolve this tension by providing greater

delegation to Council officers or by amending the MSS and zoning and overlay controls to affect a tighter control on character and built form outcomes.

12.4 CONCLUSIONS

Collectively, the earlier reports and data indicated that the effectiveness of the planning permit process had been limited and constrained by delays in processing and assessing applications. In part, these were attributed to the limited delegation powers at the time which had been devolved to planning officers, with matters involving any objection being brought before a full meeting of Council.

Since those reports were prepared, there have been significant improvements in processing times and performance due, in part to increased delegation, the consequent need for fewer Council reports, a stable statutory planning team and daily file allocation meetings.

13. THE EFFECTIVENESS OF THE ZONES AND SCHEDULES

Continuous Improvement Review Kit requirement:

Audit the application and performance of the Zones in the scheme; and investigate whether or not the Schedules in the scheme have been appropriately applied.

13.1 AUDIT OF ZONES AND SCHEDULES

There are a total of 18 zones in the Latrobe Planning Scheme as follows:

- Low Density Residential;
- Mixed Use;
- Township;
- General Residential;
- Industrial 1;
- Industrial 2 (no schedule);
- Industrial 3;
- Commercial 1;
- Commercial 2 (no schedule);
- Rural Living;
- Rural Conservation;
- Farming;
- Public Use;
- Public Park and Recreation;
- Public Conservation and Resource;
- Road;
- Special Use; and
- Urban Floodway.

With the exception of the Industrial 2 and Commercial 2 Zones, all of these zones have attached schedules which vary in detail and complexity.

In the suite of Residential, Industrial and Commercial Zones, all schedules are “default”, with no conditional or variation provisions specified. There are a range of Schedules to the Rural Living, Rural Conservation and Farming zones which each specify a minimum subdivision area and permit requirement for dwellings.

At the more complex end, there are six specifically tailored schedules for the Special Use Zone, dealing with Brown Coal, the Urban Gateway into Traralgon, the Gippsland Heritage Park in Moe, the Victor Street Exchange in Morwell, Extractive Industry and the Latrobe Airport.

Over the inter-review period, the state government has announced and implemented a package of new and reformed zones, which affect the Residential, Commercial, Industrial and Rural suite of zones. These new zones have been introduced into the Latrobe Planning Scheme through Amendments VC100 (Township, Low Density Residential, Commercial and Industrial Zones) and VC103 (Rural zones) in July 2013.

Council is seeking to introduce the reformed residential zones to its major centres via Amendment C84 to the Latrobe Planning Scheme. The Amendment relies on the City's existing strategic policy context to provide guidance for the application of the Residential Growth, General Residential and Neighbourhood Residential Zones. This Amendment was referred to the Residential Zones Standing Advisory Committee for further consideration. In the interim, all land zoned Residential 1 was rezoned to General Residential – Schedule 1 on 1 July 2014 by Amendment VC116.

13.2 GENERAL COMMENTS

Feedback from officers, community representatives, agencies and stakeholders has revealed that while the zone selection remains generally appropriate, the zone schedules typically need review. In addition, there may be a need to select some new zones to implement further strategic work completed by Council.

13.3 SPECIFIC COMMENTS ARISING FROM REVIEW AND CONSULTATIONS

Specific issues to emerge from consultation regarding the zones and alternative zone options are as follows.

RESIDENTIAL SUITE

- Council's transition to the reformed residential zones as part of Amendment C84 is guided by existing structure plans and development plans. The Explanatory Report for this Amendment identifies that Council considers this to be the "first step" in the application of the reformed zones. It intends to undertake future strategic work to identify a more rigorous translation and application of the full suite of reformed residential zones across its main towns and small towns.

INDUSTRIAL SUITE

- The Minister introduced three modified industrial zones in July 2013. The zones have already replaced the existing zones in a direct translation that should be reviewed as to the on-going relevance of that zone.
- The Industrial 1, 2 and 3 zones have all been applied by way of a straight translation, with most land covered by the Industrial 1 and 3 zones.
- These zones have largely been applied to the older and more established areas.
- An analysis of the adequacy of industrial zones to deal with the current economic changes of land use objectives is required as part of the recommended Industrial Land Review.

COMMERCIAL SUITE

- The Minister introduced two modified commercial zones to replace the five existing business zones in July 2013. Latrobe had not used all five previous zones. The new zones have replaced the former zones in a direct translation that should also be reviewed as to the on-going relevance of those zones and is required as part of the recommended Retail Strategy Review.

RURAL SUITE

- Broadly, a review of the rural zones is required. This review should include consideration of whether some areas zoned Rural Living should more appropriately be rezoned to Low Density Residential and whether some Farming Zone land is better suited to the Rural Conservation Zone.
- The Rural Living Zone has six schedules with lot sizes of 0.4ha, 1ha, 2ha, 4ha, 5ha and 8ha. Concern was expressed that these densities did not always align with the most appropriate location. There is clearly scope to review these but this should be done in the context of a comprehensive Rural Land Use Strategy.
- The minimum lot sizes specified in the zone schedules generally reflect subdivision pattern on the ground.
- The Catchment Management Authority expressed a desire to have earthworks controls in the rural zones.
- There are currently no exemptions for minimum areas for which no permit is required for alterations in the Schedule to the Farming Zone. There may be a need to consider some small scale exemptions.
- 40ha remains the default minimum subdivision area for all land, with the exception of a discrete section of land which has an 8ha minimum. This may need review.
- The Schedule to the Farming Zone triggers a permit for buildings and works within 100 metres of a Road Zone Category 1, whereas VicRoads only want to be referred matters where buildings and works are within 50 metres of a road under its control.

- A review of the provisions in the schedule is also needed for 100 metre minimum setback for dwellings not in same ownership and for permits for extensions under minimum lot sizes to the Farming Zone.
- Council identified that the application of the Rural Conservation Zone may be inappropriate in some areas and that this should be reviewed as part of the broader review identified above. It also highlighted that the Schedules for the Rural Conservation Zone should also be reviewed.

PUBLIC USE SUITE

- Council currently has a planning application for the development of a big screen television at Moe Racecourse. Surrounding the television it is proposed to have promotional signage. As the zoning of the land is Public Park and Recreation Zone (PPRZ), signage is a category 4 (Sensitive Areas) and it prohibits any promotional signage with an exemption for signage that cannot be seen from nearby land.
- With the zoning of the land it is possible either to create a schedule to the PPRZ for recreational facilities so that controls regarding advertisements, which help fund these establishments, is not so restrictive or change the zoning of the major recreational facilities to Special Use Zones.
- Latrobe Regional Hospital is zoned Public Use 3 (PUZ3) and owns land adjoining the hospital that is inappropriately zoned. The zones should be amended to reflect current ownership and incorporate the updated strategic direction contained within any adopted Master Plan.

SPECIAL USE SUITE

- Overall, Schedule 1 to the Special Use Zone is poorly drafted, ambiguous and confusing. Currently, all applications in the Special Use Zone – Schedule 1 are referred. The scope of referral of applications could be refined. There is uncertainty around the application of the coal provisions because the provisions have been awaiting review by the state government for some time. Furthermore, CCV are preparing a *Strategic Plan for Coal* project that may also lead to changes to the existing coal provisions. The SUZ1 control would benefit from extensive redrafting.
- Schedule 2 to the Special Use Zone (Urban Gateway) relates to the car dealerships located on the northern side of the Princes Highway on the entrance to Traralgon. The application of the SUZ to this land is not the most appropriate selection and this land could more appropriately be rezoned to another zone. However, a review of the likely impacts is required to ensure that out of centre commercial/retail development is discouraged.
- Schedule 4 to the Special Use Zone (Victor Street Exchange) relates to the Telstra telephone exchange site in Morwell. This land may be a candidate for a Mixed Use Zone or similar.
- Schedule 7 to the Special Use Zone (Latrobe Regional Airport) is an old zone that was refitted in 1999 when the New Format Planning Scheme for Latrobe was introduced. A planning permit is triggered under the zone for most things on the airport site whereas there is scope for exemptions for everything linked to an adopted Master Plan. No mention is made of the Master Plan in the decision

guidelines. A Master Plan was prepared and adopted in 2009, the zone should be amended to incorporate the updated strategic direction contained within the Master Plan.

- The Urban Floodway Zone is applied in limited areas in the municipality. The Catchment Management Authority are likely to seek their retention.

13.4 CONCLUSIONS REGARDING THE ZONES AND SCHEDULES

Most of the zones and schedules in the Latrobe Planning Scheme will require review and further work including possible deletion, exemptions, decision guidelines, map changes and the like. In particular, they will need review on the basis of the changes made to the rural, residential, commercial and industrial zones in the inter-review period.

Specific Recommendation:

Review all Zone selections in light of modifications to the rural, residential, commercial and industrial zones.

Rationalise all Zone schedules and include exemptions delete any redundant clauses, as required.

14. THE EFFECTIVENESS OF THE OVERLAYS AND SCHEDULES

Continuous Improvement Review Kit requirement:

Audit the application and performance of the Overlays in the scheme; and investigate whether or not the Schedules in the scheme have been appropriately applied.

14.1 AUDIT OF OVERLAYS AND SCHEDULES

There are a total of 12 overlays in the Latrobe Planning Scheme as follows:

- Environmental Significance;
- Heritage;
- Design and Development;
- Development Plan;
- Floodway;
- Land Subject to Inundation;
- Bushfire Management;
- State Resources;
- Public Acquisition;
- Airport Environs;
- Environmental Audit; and
- Road Closure.

With the exception of the Bushfire Management, Road Closure and Environmental Audit Overlays, all of these overlays have at least one schedule, which vary in requirements and complexity.

14.2 SPECIFIC COMMENTS ARISING FROM REVIEW AND CONSULTATIONS

A brief overview of the overlays and schedules arising from the consultations is as follows:

ENVIRONMENTAL SIGNIFICANCE OVERLAY (ESO)

This overlay has two schedules as follows:

- Schedule 1 – Urban Buffer; and
- Schedule 2 – Water Catchment.

Schedule 1 to the Environmental Significance Overlay (Urban Buffer) relates to the 1 km buffer around all coal areas based on the 'Framework for the Future (1987)' document. The referral provisions are problematic, especially for dwellings, which are caught by the accommodation definition in some circumstances. There is uncertainty around the application of the coal provisions because the provisions have been awaiting review by the state government for some time. Furthermore, CCV are preparing a *Strategic Plan for Coal* project that may also lead to changes to the existing coal provisions. The schedule requires considerable review and there is a need to consult with DEPI on the future of this overlay.

Schedule 2 to the Environmental Significance Overlay (Water Catchment) is applied to Southern Rural Water catchments that provide potable water within the municipality. It is understood from consultations that not all potable water catchments are covered by the ESO2. This suggests that mapping for this overlay needs to be reviewed and updated. There are currently no provisions in the Schedule or in the Schedule to Clause 66.04 to require referral of applications triggered under ESO2 to the relevant water authority. While Clause 66.02-6 does trigger referral of applications in all special water supply catchments, identification of referral under this clause would ensure easier identification. A revised Schedule 2 to the ESO has been drafted as part of a joint control with South Gippsland Shire and Baw Baw Shire, which will apply to all catchments. It is expected that this will be introduced into the LPS via a section 20(4) amendment to the scheme.

HERITAGE OVERLAY (HO)

The Heritage Overlay has one schedule which lists approximately 150 sites which vary from private dwellings to churches to parks, with designated properties grouped by township.

DESIGN AND DEVELOPMENT OVERLAY (DDO)

This overlay has nine schedules as follows:

- Schedule 1 – Major Pipeline Infrastructure;
- Schedule 2 – Morwell CAD Western Gateway;
- Schedule 3 – Princes Freeway – Traralgon Bypass;
- Schedule 4 – Morwell East Industrial Precinct;
- Schedule 5 – Aviation Obstacle Referral Height Area No H1;

- Schedule 6 – Aviation Obstacle Referral Height Area No H2;
- Schedule 7 – Latrobe Regional Airport – Obstacle Height Area No. 1
- Schedule 8 – Latrobe Regional Airport – Obstacle Height Area No. 2; and
- Schedule 9 – Morwell East Bulky Goods Precinct and Traralgon Bulky Goods Precinct.

Schedule 1 applies to a major gas pipeline and is about 200 metres wide. The schedule is poorly worded, as it suggests on first reading that it only applies to swimming pools and fences. However, when read in conjunction with Clause 43.02, it is clear that nearly all buildings and works require approval. In addition, there needs to be a referral mechanism as at present it is just “the views of” the DEPI. Finally, the width of the overlay is much too expansive and needs to be reduced especially as the guidelines relate to the consideration of the appropriateness of buildings within only 3 metres of the pipeline.

Schedule 2 applies to the new Council building in Morwell and may also need review as it is now completed. No direction is provided for any prospective new buildings meaning the land is locked into its present limits. The schedule does not link at all with Clause 43.02. The zone and overlay may need to be reviewed in light of the completed development. It is likely that this control could be removed from the scheme.

Schedule 3 applies to the future alignment of the Princes Highway’s Traralgon Bypass and requires noise attenuation measures for a range of developments associated with a range of sensitive land uses. The Schedule unnecessarily makes reference to the Planning Scheme maps that are subject to the overlay and this adds confusion to the application of the extent of the DDO. This could be rectified by careful redrafting.

Schedule 4 applies to the Morwell East Industrial Precinct and seeks to provide attractive landscape treatments and car parking within the estate. It sets out a number of suggested design requirements for incorporating landscaping and functional car parking and vehicle access. The Schedule is poorly worded and it is unclear if any buildings or works are exempt from these provisions.

The aim of Schedules 5-8 of the DDO is to require a permit to construct a building or construct or carry out works above differing heights to Australian Height Datum, with the objective to avoid creating hazards to aircraft near Latrobe Regional Hospital and Latrobe Airport. When read in conjunction with Clause 43.02, a permit is triggered for all buildings and works, given that there are no permit exemptions. The wording of the control is ambiguous and difficult to interpret. A rewording of the schedules to include

such a clause could reduce unnecessary applications triggered by these schedules. Similarly, the schedules could benefit from careful redrafting to clarify referral of applications.

Schedule 9 applies to the Morwell East and Traralgon East Bulky Goods Precincts. The Schedule seeks to provide high quality and visually stimulating developments.

DEVELOPMENT PLAN OVERLAY (DPO)

There are seven schedules to the Development Plan Overlay as follows:

- Schedule 1 Morwell North-West Development Plan;
- Schedule 2 Flinders Christian Community College, Craighburn Place, Traralgon;
- Schedule 3 Morwell East Industrial Precinct;
- Schedule 4 Morwell East Bulky Goods Precinct and Traralgon East Bulky Goods Precinct;
- Schedule 5 Residential Growth Areas;
- Schedule 6 Residential Growth Areas; and
- Schedule 7 Traralgon North Residential Growth Area.

All of these Schedules have been introduced to the Latrobe Planning Scheme in the inter-review period. Each identifies a series of requirements which must be met before a permit can be granted. Each Schedule also prescribes a range of material to be provided in development plans and associated documentation prior to development. Council has made endorsed development plans pursuant to these Schedules available on its website.

Development in some of the areas affected by the DPO schedules has now been completed, in accordance with the Development Plan. Where this has occurred, Council should refer whether it is appropriate to remove the DPO from the land.

Specific recommendations are identified as follows:

- Schedule 1 to the DPO needs to include exemptions in the Schedule for small lots in Palm Grove from infrastructure contributions.
- It is unclear what the purpose of Schedule 3 to the DPO is, or whether the application of Design and Development Overlay – Schedule 4 is more appropriate.
- The decision guidelines to DPO6 should be reviewed.

FLOODWAY OVERLAY AND LAND SUBJECT TO INUNDATION OVERLAY

The Schedules to the Floodway and Land Subject to Inundation Overlays (one each) set out the circumstances where an application is not triggered under these overlays. The mapping associated with these schedules has also been substantially redrafted in the inter-review period.

BUSHFIRE MANAGEMENT OVERLAY

The Bushfire Management Overlay replaced the Wildfire Management Overlay and applies to a large area in the east of the municipality. The overlay does not include a local schedule. An agreement is needed with the Country Fire Authority about the extent of referrals.

STATE RESOURCE OVERLAY

This overlay covers Area B (30-60 years) and Area C (60 plus years) as identified in "Framework to the Future". The overlay has a detailed schedule addressing the Gippsland Brown Coalfields which was informed by work carried out by the Framework in the 1980s. There is uncertainty around the application of the coal provisions because the provisions have been awaiting review by the state government for some time. Furthermore, CCV are preparing a *Strategic Plan for Coal* project that may also lead to changes to the existing coal provisions. As the overlay is similar to the Environmental Significance Overlay – Schedule 1, there is scope to merge them.

PUBLIC ACQUISITION OVERLAY (PAO)

This overlay has one schedule with acquisition authorities identified as follows:

- PAO1 – VicRoads;
- PAO3 – VicRoads; and
- PAO4 – Gippsland Water.

This schedule has evidently worked well and will be modified on an on-going basis to reflect the acquisition objectives of the authorities. There is clearly scope to rationalise the overlays affecting VicRoads.

ENVIRONMENTAL AUDIT OVERLAY (EAO)

This overlay should be applied only to land identified, known or reasonably suspected of being contaminated and which has not satisfied one of the two requirements of the overlay. (Refer to the Ministerial Direction No 1 Potentially Contaminated Land). This

overlay has a specific purpose only and is not intended to generally identify all land known or suspected to be contaminated.

Where land has been identified as being potentially contaminated Ministerial Direction No. 1 requires an audit to be completed to the requirements of the Direction before the site is developed. This overlay is not intended to have a schedule but it identifies places requiring environmental audit clearance prior to development for a '*...sensitive use*'.

It has been applied to five separate sites in Hazelwood and Boolarra.

AIRPORT ENVIRONS OVERLAY (AEO)

The overlay is essentially a 'use' control around the Latrobe Regional Airport and is complemented by Schedules 5-8 of the Design and Development Overlay. As noted earlier in Section 8, the resolution of the Airport Master Plan should lead to the implementation of new planning controls around the airport including resolution of the Obstacle Limitation Surface Plan (OLSP).

ROAD CLOSURE OVERLAY (RXO)

The Road Closure Overlay has been applied to areas affected by a road closure related to expansion of the coal industry.

14.3 POSSIBLE NEW OVERLAYS

A recurring theme throughout the consultation period has been the need to provide a more robust overlay regime in the Latrobe Planning Scheme. Issues emerging from consultation that are likely to require further strategic work include the introduction of:

- Erosion Management Overlays for landslip areas in the foothills;
- Vegetation Protection Overlay for biodiversity areas and roadside vegetation and unmade roads including as identified in *Greening Latrobe*;
- Significant Landscape Overlay to protect visual amenity on hillside areas;
- Development Contributions Plan Overlay, particularly within areas where Structure Plans are being implemented and future land release is proposed; and
- New Environmental Significance Overlay Schedule to cover Special Water Supply Catchment Areas.
- New Environmental Significance Overlay to cover Wastewater Treatment Plants.
- New Environmental Significance Overlay to apply to high quality agricultural land.
- New Environmental Significance Overlay to apply to the proposed urban amenity buffer around Australian Paper Mill.

Specific Recommendation:

Consider applying new Environment and Landscape Overlays and Land Management Overlays in appropriate locations.

14.4 CONCLUSIONS REGARDING THE OVERLAYS AND SCHEDULES

Most of the overlays and schedules in the Latrobe Planning Scheme require review and further work including possible deletion, exemptions, decision guidelines, map changes and the like.

In the context of the recent state initiatives to streamline the planning process and remove unnecessary permits, it appears that Council could minimise applications by including some realistic exemptions in many of the schedules.

Specific Recommendation:

Rationalise all Overlay schedules and include exemptions where necessary.

Audit all Overlays and schedules to identify and delete any redundant clauses

15. THE EFFECTIVENESS OF SPECIFIC PROVISIONS

Continuous Improvement Review Kit requirement:

Audit the application and performance of the Specific Provisions in the scheme; and investigate whether or not the Schedules in the scheme have been appropriately applied.

15.1 AUDIT OF SPECIFIC PROVISIONS AND SCHEDULES

There are a number of opportunities in Clause 52 and Clause 66 of the Latrobe Planning Scheme for Council to specify local variations or agencies as follows:

Clause		Schedule	Comment
52.01	Public Open Space Contribution and Subdivision	None specified	Urgently required but must be able to be justified based on the Public Open Space Strategy 2013
52.02	Easements, Restrictions and Reserves	None Specified	
52.03	Specific Sites and Exclusions		
52.05	Advertising Signs	None Specified	
52.16	Native Vegetation Precinct Plan	None Specified	
52.17	Native Vegetation		
52.27	Licensed Premises	None specified	
52.28	Gaming		Consider preparing a 'Gaming Strategy'
52.32	Wind Farms	Land within 5kms of urban area	
52.37	Dry Stone Walls	None Specified	
66.04	Referral requirements		All need review
66.06	Notice requirements	None Specified	Needs review

While Council has taken the opportunity to include local content in many of these schedules, there still remains significant opportunity to better use these schedules, including revision of existing information which is somewhat dated. Consultations noted that the schedule to Clauses 52.01 and 52.27 needed updating to refer to commercial

zones (instead of Business zones).

In addition to these, the Schedule to Clause 61.03 identifies map references and this may need modification in the event that any consequential zoning and overlay changes are made.

The Schedules to Clauses 66.04 and 66.06 include referral and notice requirements. These schedules may need modification and updating to reflect other recommendations arising from the review (at Section 13) and to reflect the changes introduced by the amendments to the Planning and Environment Act which introduce concepts of a determining and recommending referral authority.

15.2 AUDIT OF INCORPORATED DOCUMENTS

There are nine local 'Incorporated Documents' listed in the Schedule to Clause 81.01 of the Latrobe Planning Scheme.

Australian Standard AS2021-2000, Acoustics – Aircraft Noise Intrusion – Building Siting and Construction, Standards Australia International Ltd, 2000	VC11
Basslink – Land Use and Development Controls, 2002	C20
Latrobe City Heritage Overlay – Planning Permit Exemptions & Application Requirements Incorporated Plan July 2010	C14
Latrobe City Heritage Study. Volume 3: Heritage place & precinct Citations July 2010	C14
Latrobe Regional Airport Obstacle Limitation Surfaces Plan, Latrobe Airport Management Council, 3 November 1999	NPSI
NovaPower, Network Support Sub-station Incorporated Document, November 2012	C80
Princes Highway Duplication, Traralgon East to Kilmany, Incorporated Document, November 2012	C65
Rail Infrastructure Projects (comprising the Rail Gauge Standardisation Project, the Regional Fast Rail Project and the Fibre Optic Project), December 2002	VC17
The Traralgon Civic Precinct Plan, Latrobe City, 5 July 2004	C28

As part of this review, an audit of this list of incorporated documents to ascertain whether they are all still relevant (and in fact whether they are all still available) has found that they are all still relevant.

15.3 CONCLUSIONS REGARDING SPECIFIC PROVISIONS AND INCORPORATED DOCUMENTS

It is apparent from consultation that all schedules to the Specific Provisions and Incorporated Documents need to be reviewed to ascertain whether they are achieving their intended purpose, or whether they are still relevant.

16. FURTHER STRATEGIC WORK PROGRAM

Continuous Improvement Review Kit requirement:

Document the strategic work that has been completed or carried out since the approval of the scheme and any additional work required to strengthen the strategic direction of the planning scheme.

This section of the report addresses the 'Strategic Work' program which Council has undertaken as part of the on-going maintenance of the existing planning scheme.

Council is already committed to undertaking a range of strategic projects within the next review period. Some of these projects are listed below.

Further Strategic Work Project	Status	Responsible Authority
<p>Clause 21.03 Natural Environment Sustainability</p> <ul style="list-style-type: none"> Consider applying the Erosion Management Overlay to areas identified as being at risk from landslip. Assess areas with potential to apply the Significant Landscape Overlay. Modify the flooding schedules in consultation with the West Gippsland Catchment Management Authority. Develop Environmental Significance Overlays to protect natural assets and to water supply catchments. Develop a Significant Tree Register. Assess the risk of landslip in the Strzelecki Ranges. Develop a Management 	Not yet commissioned	LCC/DEPI
	Not yet commissioned	LCC
	In prospect	WGCMA
	Not yet commissioned. Applied in part.	LCC/GW
	Not yet commissioned. Draft been prepared.	LCC
	Not yet commissioned	DEPI
	Not yet commissioned	LCC

<p>Plan and maintain the Victory Park wetland in Traralgon.</p> <ul style="list-style-type: none"> • Implement Neighbourhood Environment Improvement Plans for all catchments. 	<p>Some have been commenced.</p>	<p>LCC</p>
<p>▪ Clause 21.04 Built Environment Sustainability</p> <ul style="list-style-type: none"> • Prepare small town structure plans for Toongabbie, Traralgon South, Tyers, Yallourn North and Yinnar. • Prepare a Development Plan and Development Contribution Plan for Lake Narracan Precinct. • Prepare a Development Plan and Development Contribution Plan for remaining rural residential land in the northern corridor west of Traralgon. • Determine Residential Land Supply and Demand in all towns. • Undertake Medium Density Housing Strategy. • Undertake Rural Living/Low Density Residential Study. • Prepare Urban Design Guidelines for small towns. • Revise the Morwell-Traralgon Corridor Concept Plan and investigate opportunities for the co-ordinated redevelopment of farming, rural living and low density residential 	<p>Completed in part with only Tyers done.</p> <p>Completed – Amendment C86</p> <p>Not yet commissioned and subject to TGAR.</p> <p>Completed in part (strategy 2009; TGAR – Am C87).</p> <p>Not yet commissioned</p> <p>Not yet commissioned</p> <p>Not yet commissioned</p> <p>Completed (TGAR – Am C87)</p>	<p>LCC</p> <p>LCC</p> <p>LCC</p> <p>LCC</p> <p>LCC</p> <p>LCC</p> <p>LCC</p>

<p>land to the north of Princes Highway taking into account and not conflict with the activities of the Latrobe Regional Airport and Latrobe Regional Hospital.</p> <ul style="list-style-type: none"> • Undertake further studies to document places of potential local significance that were identified but not assessed in detail by the Latrobe City Heritage Study 2010. • Prepare Conservation Management Plans for Latrobe City Council owned or managed properties, where this is identified as a desirable action by the Latrobe City Heritage Study 2010. • Identify, assess and document places of indigenous cultural heritage significance, where this is considered appropriate, in conjunction with indigenous communities or custodians. 	<p>Completed in part (Traralgon Court House). Others not yet commissioned</p> <p>Not yet commissioned</p> <p>Not yet commissioned</p>	<p>LCC/HV</p> <p>LCC/HV</p> <p>LCC/HV</p>
<ul style="list-style-type: none"> ▪ Clause 21.05 Main Towns ▪ Clause 21.06 Small Towns • Revise and update existing main town structure plans. • Prepare Traralgon Activity Centre Plan. • Monitor and review planning controls in areas of residential/industrial 	<p>Completed in part</p> <p>Completed in draft</p> <p>Not yet commissioned</p> <p>Not yet commissioned</p>	<p>LCC</p> <p>LCC</p> <p>LCC</p> <p>LCC</p>

<p>conflict.</p> <ul style="list-style-type: none"> • Prepare an industrial strategy to identify demand, supply and location needs of both service and larger scale industrial uses in Moe, Morwell, Traralgon and Churchill. • Rezone land that is inappropriately zoned. • Prepare Urban Design Guidelines for small towns. • Monitor Land Supply and Demand in all small towns. • Prepare Development Plans, Development Contribution Plans and Design and Development Overlays, as appropriate. • Resolve domestic wastewater issues in Tyers and identify improvements or additional sewerage infrastructure that may be required. 	<p>Not yet commissioned</p> <p>Not yet commissioned</p> <p>Completed in part</p> <p>Completed in part</p> <p>In Part</p>	<p>LCC</p> <p>LCC</p> <p>LCC</p> <p>LCC</p> <p>LCC/GW</p>
<p>▪ 21.07 Economic Sustainability</p> <ul style="list-style-type: none"> • Update the Retail Strategy Review. • Implement agreed actions arising from the State Coal Provisions Review. • Prepare a Rural Land Use Strategy. • Undertake a Car Parking Policy Review. • Conduct focussed feasibility studies to determine potential major public infrastructure with 	<p>Not yet commissioned</p> <p>Not yet commissioned</p> <p>Not yet commissioned</p> <p>Completed in part</p> <p>Not done</p>	<p>LCC</p> <p>LCC/DSDBI</p> <p>LCC</p> <p>LCC</p>

significant economic benefits.		
<p>21.08 Liveability</p> <ul style="list-style-type: none"> • Develop sustainable design standards for urban and industrial areas. • Develop a Gaming Strategy. • Review public open space contributions for new residential, commercial, and industrial subdivisions. 	<p>Not yet commissioned</p> <p>Not yet commissioned</p> <p>Completed as part of Public Open Space Strategy but yet to be implemented into LPS</p>	<p>LCC</p> <p>LCC</p> <p>LCC</p>

Other new strategic work that may be required to support future policy development or changes to the provisions of the planning scheme were discussed during consultations. The work that may be required includes the following:

- Industrial Land Review (including the implications of the new Farming Zone).
- Neighbourhood Character Guidance.
- Rural Land Use Strategy.
- Assessment of Incompatible Land Uses.
- Housing Strategy.
- Acknowledgement of the need to respond to the *Strategic Plan for Coal* project and any review of the coal provisions by the state government.
- Review of Floodplain Development Plans in conjunction with CMA (Commission).
- Further refinement around the use, application and maintenance of development contribution plans.
- Acknowledgement of the need to respond to the Gippsland Regional Growth Plan.
- Acknowledgement of the need to transition to a low carbon economy.

Specific Recommendation:

Ensure that a prioritised program be undertaken around ‘implementation’, ‘completion’ and ‘commissioning’ of strategic land use planning work.

17. CONCLUSIONS AND RECOMMENDATIONS

17.1 REVIEW REPORT SUMMARY

Latrobe City Council is required to review the Latrobe Planning Scheme every four years. Monitoring, auditing and reporting of the Planning Scheme is now a mandatory requirement under the *Planning and Environment Act*.

The 2014 Review has analysed Council's strategic performance and has noted some significant shifts in planning policy by both the state government and Council since the last review in 2008. The 2014 Review has confirmed that important state and local strategic priorities have emerged since the last review.

While the 2014 Review has confirmed that the basis of the Latrobe Planning Scheme is fundamentally sound, it is apparent that to remain contemporary, it needs to implement recently adopted strategic work as well as commission work on the gaps that have become apparent since the last review. On this basis the 2014 Review has made recommendations regarding the type of strategies/documents that need to be undertaken to explore the identified land use planning policy gaps.

While all the changes will be important, the recent changes at the state level will have profound implications for the Latrobe Planning Scheme. At the very least, an entirely new planning scheme structure is likely to soon be required so as to align with a new state-driven structure (known as the Planning Policy Framework – 'PPF' – model).

17.2 REVIEW REPORT RECOMMENDATIONS

The list of all specific recommendations from within the report is found in [Appendix Four](#). Recommendations arising from the Review of the Latrobe Planning Scheme are as follows:

PLANNING SCHEME REVIEW REPORT

That Council:

- Adopt the report as the review required pursuant to section 12B (1) of the *Planning and Environment Act 1987*.
- Forward the report to the Minister for Planning as required by section 12B (5) of the *Planning & Environment Act 1987*.

WORK PROGRAM

In terms of **prioritising a work program**, the following specific recommendations are made:

High Priority (Now)

PPF Preparation

- Insert all adopted strategic material (at Chapter 5.4) and directions into the existing MSS template to develop a 'Revised MSS'.
- Convert the 'Revised MSS' into the new PPF format.

Medium Priority (Within 12 months)

Modified PPF Amendment

- Ensure the revised PPF has careful regard to the directions articulated in the *Council Plan* and the *Health and Wellbeing Plan* and its list of Actions.
- Prepare an amendment to implement the new PPF based on a translation of the 'Revised MSS'.

Lower Priority (Within 24 months)

Zone and Overlay Amendment(s) and Specific Provisions

Rewrite zone schedules in accordance with this review report and submissions to ensure that they are achieving their intended purpose.

- Rewrite overlay schedules in accordance with this review report and submissions to ensure that they are achieving their intended purpose.
- Rewrite schedules to the Specific Provisions in accordance with this review report to ensure that they are achieving their intended purpose.
- Prepare an amendment to implement zones and overlays (with schedules) arising from this report and the new PPF.

STRATEGIC WORK PROGRAM

In terms of **prioritising a work program**, the following specific recommendations are made:

Immediate Priority (Now)

- Implementation of the Section 12B Review Report.
- Translation of the existing MSS into the new PPF format.

Medium Priority (Within 12 months)

A number of projects have been identified through this review project including at workshops with staff and other key stakeholders. The future works program falls into three categories of 'implementation', 'commission' and 'completion' and will need to include the following projects:

Amendment Implementation

- Implementation of PPF, including the Council Plan and the Municipal Public Health Plan
- Implementation of TGAR (Am. C87)
- Implementation of Lake Narracan (Am. C86)
- Implementation of Natural Environment Sustainability Strategy
- Implementation of the Public Open Space Strategy
- Implementation of the Traralgon Station Precinct Master plan
- Implementation of the Traralgon Inner South Precinct Master plan
- Implementation of contribution development plans in key urban growth areas
- Implementation of the Latrobe Regional Hospital Master plan

Need to Commission

- Employment and Industrial Land Review including the implications of the new Farming Zone
- Retail demand and supply strategy (excluding bulky goods)
- Rural Land Use Strategy addressing landscape, economic initiatives, environmental, tourism and rural lifestyle considerations.
- Housing Strategy inclusive of Neighbourhood Character guidance, housing density, housing diversity and residential design guidelines.
- A land use response to the state government's Strategic Plan for Coal
- A land use response to the implementation of Gippsland Regional Growth Plan

Need to Complete

- Traralgon Activity Centre
- Latrobe Regional Airport Master Plan
- Parking Precinct Plan
- Infrastructure Design Manual
- A land use response to the New Residential Zone Advisory Committee Report
- A land use response to the Hazelwood Mine Fire Inquiry Report

APPENDIX ONE: STAKEHOLDER ENGAGEMENT STRATEGY



Stakeholder Engagement Strategy

Latrobe City Planning Scheme Review
a new energy
May 2014

SUMMARY

Figure One – Project Methodology

STAKEHOLDER ENGAGEMENT STRATEGY

Stage 1: Undertake Review of Latrobe Planning Scheme and consult on the performance of the Planning Scheme

The consultation program will be based on this stakeholder engagement strategy (SES). Stakeholder engagement will be used to assess the performance of the existing planning scheme and to identify any new or recurring planning issues. The consultation will also assist in identifying and prioritising key planning scheme issues for which action will be necessary. This SES should be read in conjunction with the Project Implementation Plan (revised).

Stage 2: Prepare Planning Policy Framework

Stakeholder engagement for Stage 2 will be informed by the outcomes of Stage 1

Table One: Stage 1 - Stakeholder Engagement Schedule

Activity Planned/Target Audience/Purpose	When# (Week Beginning)	Task*	Level on IAP2 Spectrum	Responsibility	Measure of Success
Latrobe City Staff – Workshop To gain understanding of key policy changes/policies arising since last review. to inform project	28 April 2014	Four	Consult	Lead: Consultant Assist: Project Manager	Internal staff engaged in project, understanding of key policy changes/policies arising since last review.
Project Board Meeting – Review relevant background documents	12 May 2014	Two	Inform	Lead: Project Manager	Project Board meeting held; with opportunity to provide discussion on preliminary background documents and issues for understanding of project.
Project Reference Group Meeting – Review relevant background documents	19 May 2014	Two	Involve	Lead: Consultant Assist: Project Manager	Project Reference Group held; with opportunity to provide discussion on preliminary background documents and issues for understanding of project moving forward.
Prepare online and hard copy surveys to capture feedback from identified stakeholders inviting comment on the operation and effectiveness of the Latrobe Planning Scheme and on key land use issues in the Latrobe municipality. Refer to Attachment 1 for a list of stakeholders	19 May 2014	Four	Consult	Lead: Project Manager/Consultant	Survey prepared and distributed online 'Have Your Say' page ; Hard copy survey posted to stakeholders listed in Attachment 1. Surveys completed by stakeholders providing an understanding of the operation and effectiveness of the Latrobe Planning Scheme and on key land use issues in the Latrobe municipality Surveys compiled into useful statistics/data. Constructive feedback received and incorporated into Review Report.
Gippsland FM radio guest	19 May 2014	Four	Inform	Lead: Project Manager	Planning and project update provided with links back to Council website for further information.
Prepare the 'Have Your Say' page on Latrobe City Council to register interested parties; include link to survey.	19 May 2014	Four	Inform	Lead: Project Manager Assist: Consultant	Council website updated to provide contact list of interested parties. Link to survey provided.
Finalise and action press release - Print and Website	19 May 2014	Four	Inform	Lead: Project Manager Assist: Consultant	Press release provided to Latrobe Valley Express (subject to Editors discretion) and on

					Council's website.
Inclusion in the 'Notice Board' in the Latrobe Valley Express Part 1	19 May 2014	Four	Inform	Lead: Project Manager Assist: Consultant	Project update and planning education component (Part 1) is included in Council Noticeboard.
Poster of project in selected Council facilities, Service centres and Libraries.	19 May 2014	Four	Inform	Lead: Project Manager	Posters are placed in selected Council facilities, Service centres and Libraries informing project outcomes.
Workshop with Council Statutory and Environmental Planning Teams	19 May 2014	Four	Consult	Lead: Consultant Assist: Project Manager	Key users of the Planning Scheme are engaged in the project, understanding of key review areas. Understanding of statutory planning improvements that the Review could recommend. Feedback provided to inform key issues and recommendations of Review Report.
Project Assurance Group Meeting - Identify issues, constraints and opportunities relevant to the Latrobe Planning Scheme; review relevant background documents	26 May 2014	Four	Involve	Lead: Consultant Assist: Project Manager	Project Assurance Group held to identify issues, constraints and opportunities and preliminary discussions on background documents as 'users' of the Latrobe Planning Scheme. Feedback provided to inform key issues and recommendations of Review Report.
Workshop with Councillors on relevant background issues/key discussion points	26 May 2014 (I&D)	Five	Involve	Lead: Consultant Assist: Project Manager	Workshop undertaken, with Councillor input provided into background issues/key discussion points. Feedback provided to inform key issues and recommendations of Review Report.
Workshop with key agency stakeholders to identify key issues for consideration. Written feedback requested by 30 th June 2014.	26 May 2014	Four	Involve	Lead: Consultant Assist: Project Manager	Workshop held with representatives from key agencies attending. Feedback provided to inform key land use planning issues and recommendations to be incorporated into Review Report.
Choose a development front in each main town to send out hard copy survey to inform key land use planning issue in new development. This will capture arising issues of community members with recent statutory/strategic planning experience.	26 May 2014	Four	Consult	Lead: Project Manager	Areas to be confirmed with Project Reference Group. Surveys posted to individual households across four main towns providing understanding of common issues/misunderstandings arising from recent users. Surveys compiled into useful

					statistics/data. Constructive feedback received and incorporated into Review Report.
Project Reference Group Meeting – Review relevant background documents (If required)	TBA	Two	Involve	Lead: Consultant Assist: Project Manager	Project Reference Group held. Feedback provided to inform key issues and recommendations of Review Report.
Workshop with Latrobe City Council Managers - Identify issues, constraints and opportunities relevant to the Latrobe Planning Scheme (if required)	TBA	Four	Involve	Lead: Consultant Assist: Project Manager	Workshop with Executive/Senior Leadership Team to identify issues, constraints and opportunities as 'users' of the Latrobe Planning Scheme.
Inclusion in the 'Notice Board' in the Latrobe Valley Express Part 2.	2 June 2014	Four	Inform	Lead: Project Manager Assist: Consultant	Project update and planning education component (Part 2) is included in Council Noticeboard.
Project Reference Group Meeting - Identify issues, constraints and opportunities relevant to the Latrobe Planning Scheme	9 June 2014	Four	Involve	Lead: Consultant Assist: Project Manager	Project Reference Group held. to identify issues, constraints and opportunities as 'users' of the Latrobe Planning Scheme and included in Review Report.
Distribute invitation to persons who registered their interest in the project and who have responded to the on-line survey (where possible)	9 June 2014	Four	Involve	Lead: Project Manager Assist: Consultant	Letter distributed to all registered interested parties/stakeholders advising of 'drop in' session on 23 June 2014.
Inclusion in the 'Notice Board' in the Latrobe Valley Express Part 3.	9 June 2014	Four	Inform	Lead: Project Manager Assist: Consultant	Project update and planning education component (Part 3) is included in Council Noticeboard.
Conduct 'drop-in' sessions at Morwell, Traralgon, Moe and Churchill for community members to discuss project face to face Recurrent messages to be addressed in Review Report.	23 June 2014	Four	Consult	Lead: Consultant and/or Project Manager	Drop in sessions held. A representative sample of community members across the municipality is engaged in providing feedback. Constructive feedback from drop in sessions considered in Review Report.

Week of (nominal dates – subject to change and Council endorsement)

* Refer to Project Implementation Plan – Revised for full list of identified key project task

ATTACHMENT 1 - KEY STAKEHOLDERS

Stakeholder engagement is a critical element of the Latrobe Planning Scheme Review Project. At the project inception Latrobe City Council have identified known key stakeholders. The list below will be used for targeted engagement as outlined in Table One. The consultation program in Table One will allow non-targeted stakeholders the opportunity for involvement throughout the project.

- Governance Groups (Project Board, Project Reference Group, Project Assurance Group)
- Councillors
- Internal Council Departments
 - Healthy Communities
 - Community Development
 - Statutory Planning
 - Infrastructure
 - Environment
 - Economic Development
- Referral Authorities/Agencies
 - Department of Planning, Transport and Local Infrastructure
 - Department of Environment and Primary Industries
 - Department of Health
 - Department of Human Services
 - Department of Education and Early Childhood Development
 - Department of State Development, Business and Innovation
 - Environment Protection Authority
 - VicRoads
 - Latrobe Community Health Service
 - West Gippsland Catchment Management Authority
 - Gippsland Water
 - Southern Rural Water
 - SP Ausnet
 - Telstra
 - APA Group
 - Parks Victoria
 - Country Fire Authority
 - Clean Coal Victoria
 - State Emergency Services
 - Victoria Police
 - Heritage Victoria
 - National Trust of Victoria
 - Aboriginal Affairs Victoria
 - Latrobe Regional Hospital
 - Regional Development Victoria
 - Public Transport Victoria
 - Gunaikurnai Land and Waters Aboriginal Corporation
 - Ambulance Victoria
 - VicTrack

- Victorian Commission Gambling & Liquor Regulation
- Latrobe Regional Airport
- Worksafe Victorian Workcover Authority
- Community/Ratepayers Groups
- Major Industry (seek out Economic Development list)
- Business Groups – i.e. Traders, Chambers of Commerce (Using existing databases)
- Registered businesses (seek out Economic Development list include Planning Consultants/Developers/Builders/Land surveyors etc.)

APPENDIX TWO: IMPORTANT LOCAL AMENDMENTS SINCE LAST REVIEW

C49	04 SEP 2008	Introduces reference to the 'Latrobe Regional Airport Interim Land Use and Development Controls' to Clause 52.03; applying to all land currently located within the Flight Circuit Paths of the operational runways at Latrobe Regional Airport, as shown within the incorporated document. Make changes to Local Planning Policy Framework at Clause 22.04 - Latrobe Regional Airport and Environs Policy, to include the 'Latrobe Regional Airport Interim Land Use and Development Controls' as a policy reference document. Lists the 'Latrobe Regional Airport Interim Land Use and Development Controls' as an incorporated document to Clause 81.01
C48	2 OCT 2008	Introduces Clause 43.04 Development Plan Overlay (DPO) to the planning scheme ordinance and defines land affected by the DPO on new planning scheme maps to promote the subdivision of the Morwell West Residential precinct in accordance with Latrobe's approved Development Plan.
C54	9 OCT 2008	The amendment rezones the land fronting Grey Street & Franklin Street Traralgon, comprising Lot 1 TP146774, Lot 1 TP708185B, Lot 1 PS69614, Lots 1, 2 & 3 PS408856P, Part CA 4, 4A, 5&6 Section 18, Township & Parish of Traralgon from Business 2 Zone and Public Park and Recreation Zone to a Mixed Use Zone to better accord with the aspirations of transit centred precinct development.
C59	9 OCT 2008	Rezones land at lot 1 on TP910304S in the Parish of Maryvale, at Livingstone Street, Morwell from Residential 1 to Public Park and Recreation Zone.
C3	11 JUN 2009	Rezones land at 219 Walhalla – Tyers Road, Tyers from Road Zone 1 to Farming Zone.
C63	18 JUN 2009	Rezones land at the south west corner of Hazelwood Street and Keegan Street Morwell from a Public Park and Recreation Zone to a Residential 1 Zone.
C42	2 JUL 2009	Applies a PAO1 to land to be reserved for the future Princes Freeway – Traralgon Bypass; Applies a new schedule 3 to the DDO; Amends the ESO1; Amends the SRO1; Amends Clauses 21.01, 21.03, 21.04, 22.01 and 22.02 of the LPPF; Replaces the schedule to the LSIO; Replaces the schedule to Clause 52.17; Replaces the schedule to Clause 61.03; and Replaces the schedule to Clause 66.04.
C61	9 JUL 2009	Implements Section 48 of the <i>Heritage Act</i> 1995 to ensure that places in the Planning Scheme are consistently identified with places in the Victorian Heritage Register.
C51	30 JUL 2009	Rezones lot 1 on TP886472Y being Craighburn Place, Traralgon from Farming Zone to Residential 1 Zone. Introduces a new Development Plan Overlay schedule. Amends the MSS to include reference to the development of education facilities in residential areas and identifies

		the site within the urban boundary and suitable for education facilities on the Traralgon Strategic Land Use Framework Plan
C11	29 OCT 2009	Introduces a revised interim Schedule to Clause 43.01 of the Latrobe Planning Scheme to include three places in Traralgon and one place in Morwell. Amends the Latrobe Planning Scheme map numbers 49HO, 55HO, 75HO and 76HO with the inclusion of an interim Heritage Overlay. In General Provisions, replaces the Schedule to Clause 61.03 with an interim schedule.
C52	3 DEC 2009	The amendment rezones land at the corner of Princes Drive and Alexanders Road, Morwell East, from Farming Zone (FZ) to Industrial 1 Zone (IN1Z) and applies the Design and Development Plan Overlay Schedule 4 (DDO4) and Development Plan Overlay Schedule 3 (DPO3) to this land.
C64	10 DEC 2009	Introduces Design and Development Overlay Schedules 5 and 6 to control the development of land adjacent to the Latrobe Regional Hospital, Crown Land, Part 60A and all land within a 926m radius of the Latrobe Regional Hospital Helipad site.
C62	14 JAN 2010	Implements some the recommendations of the four year Planning Scheme Review of the Latrobe Planning Scheme and includes new main town structure plans by replacing all of existing Clauses 21 and 22 with a new Clause 21.
C17	28 JAN 2010	Implements Section 48 of the <i>Heritage Act</i> 1995 to ensure that places in the Planning Scheme are consistently identified with places in the Victorian Heritage Register.
C21	1 APR 2010	Introduces reference to the 'Latrobe Regional Airport Interim Land Use and Development Controls, 2010' to Clause 52.03; applying to all land currently located within the Flight Circuit Paths of the operational runways at Latrobe Regional Airport, as shown within the incorporated document. Lists the 'Latrobe Regional Airport Interim Land Use and Development Controls, 2010' as an incorporated document to Clause 81.01.
C24(Part 1)	13 MAY 2010	"Implements some of the recommendations of the <i>Latrobe City Council Residential and Rural Residential Land Assessment 2009</i> and <i>Small Town Structure Plans: Boolarra, Glengarry & Tyers, Background Report 2009</i> and includes two new small town structure plans for Boolarra and Tyers with accompanying township strategies and objectives by replacing existing Clauses 21.04 and 21.06.
C14	21 OCT 2010	The amendment implements key findings of the Latrobe City Heritage Study 2010 by adding heritage places and precincts of local significance to the Heritage Overlay and making changes to the Municipal Strategic Statement at Clause 21.04. The amendment makes the <i>Latrobe City Heritage Study Volume 3: Heritage Place & Precinct Citations, July 2010</i> and the <i>Latrobe City Heritage Overlay Planning Permit Exemptions and Application Requirements Incorporated Plan, July 2010</i> Incorporated Documents in Clause 81.01.
C40	13 JAN 2011	Amends the LSIO affecting land at Westminster Park, Traralgon to ensure results of flood studies are reflected accurately in the

		planning scheme, and rezones land from Farming Zone to Residential 1 Zone and Residential 1 Zone to Farming Zone to accord with the flood studies.
C24(Part 2)	10 FEB 2011	Implements some of the recommendations of the <i>Latrobe City Council Residential and Rural Residential Land Assessment 2009</i> and <i>Small Town Structure Plans: Boolarra, Glengarry & Tyers, Background Report 2010 (revised edition)</i> and includes the Glengarry Structure plan with accompanying township strategies and objectives by replacing existing Clauses 21.04 and 21.06.
C47	3 MAR 2011	Rezones land north of Waterloo Road, Moe, south of Bank Street, Traralgon, east of Ellavale Drive, Traralgon, Toners Lane, Morwell, north of Crinigan Road, Morwell, south west boundary of Churchill, north east boundary of Newborough from Farming Zone to Residential 1 Zone and applies a Development Plan Overlay over all sites. Rezones land east of Monash Way, Churchill from Business 5 Zone to Residential 1 Zone and applies a Development Plan Overlay. It also deletes the Wildfire Management Overlay from the Crinigan Road site, deletes the Environmental Significance Overlay – Urban Buffer from part of the Toners Lane site, relocates the Environmental Significance Overlay – Urban Buffer from the Newborough site. East of Monash Way, Churchill from Business 5 Zone to Residential 1 Zone and applies a Development Plan Overlay. The amendment also corrects the list of maps in the schedule to clause 61.03 which make up the Scheme.
C57	14 APR 2011	Introduces reference to the 'Latrobe Regional Airport Interim Land Use and Development Controls, January 2011' to Clause 52.03; applying to all land currently located within the Flight Circuit Paths of the operational runways at Latrobe Regional Airport, as shown within the incorporated document. Lists the 'Latrobe Regional Airport Interim Land Use and Development Controls, January 2011' as an incorporated document to Clause 81.01.
C30	28 APR 2011	Applies the Public Acquisition Overlay Schedule 4 over part of No. 80 Dranes Road, Traralgon East and part of No. 371 Moe South Road, Moe South.
C56	5 MAY 2011	The amendment rezones land north of John Field Drive, Moe; land at the western entrance to Moe south of the Princes Highway; land north of Cross's Road, Traralgon; and land at Park Lane, Traralgon to the Residential 1 Zone and applies a revised Schedule 5 to the Development Plan Overlay. The amendment also rezones land at the north east corner of Ashworth Drive and Cross's Road to Public Use Zone 1.
C39(Part 1)	30 JUN 2011	Introduces Design and Development Overlay Schedule 9 to Clause 43.02 and Development Plan Overlay Schedule 4 to Clause 43.04. Rezones land at Princes Highway and Stammers Road, Traralgon East to Business 4 Zone, Design and Development Overlay Schedule 9 and Development Plan Overlay Schedule 4. Amends Subclauses 21.05-5, 21.05-6, the Traralgon Structure Plan and Subclause 21.07-6 to include specific references to Bulky Goods Retailing.

C68	10 NOV 2011	Makes map corrections by removing the Heritage Overlay HO12 from Map No 75HO and 76HO and the Heritage Overlay HO10 and HO11 from Map No 49HO and 55HO.
C58	2 FEB 2012	<p>The amendment introduces Development Plan Overlay schedule 6 into the Scheme.</p> <p>Rezones land west of Tramway Road, Churchill from Rural Living Zone to Residential 1 Zone and applies a Development Plan Overlay.</p> <p>Rezones land at Haigh Street, Moe from Rural Living Zone to Residential 1 Zone and applies a Development Plan Overlay.</p> <p>Rezones land north of Monash University, Churchill from Rural Living Zone and Low Density Residential Zone to Residential 1 Zone and applies a Development Plan Overlay.</p> <p>Rezones land in the south east of Traralgon from Rural Living Zone, Residential 1 Zone and Low Density Residential Zone to Residential 1 Zone and applies a Development Plan Overlay.</p> <p>Rezones land north of Crinigan Road, Morwell from Farming Zone to Residential 1 Zone and applies a Development Plan Overlay.</p> <p>Rezones land at 205 Marshalls Road, Traralgon from Residential 1 Zone to Farming Zone and removes a Development Plan Overlay.</p> <p>Applies the Wildfire Management Overlay to land at Alexanders Road, Morwell.</p>
C39(Part 2)	23 FEB 2012	Rezones land at Princes Drive, Morwell to Business 4 Zone. Amends Design and Development Overlay Schedule 9 to Clause 43.02 and Development Plan Overlay Schedule 4 to Clause 43.04 and applies both to the site. Removes part of Design and Development Overlay 4 and part of Development Plan Overlay 3 from the site. Amends Clause 21.05-5 Morwell Structure Plan and Clause 21.07-6 Economic Sustainability to include specific references to Bulky Goods Retailing.
C9	29 MAR 2012	Modifies the Land Subject to Inundation Overlay (LSIO) and introduces the Floodway Overlay (FO) and schedule into the Latrobe Planning Scheme. Replaces the schedule to the LSIO.
C70	29 MAR 2012	Nominates the Minister for Planning as the Responsible Authority for issuing Planning Certificates in the Schedule to Clause 61.01.
C69	5 APR 2012	Introduces reference to the 'Latrobe Regional Airport Interim Land Use and Development Controls, December 2011' to Clause 52.03; applying to all land currently located within the Flight Circuit Paths of the operational runways at Latrobe Regional Airport, as shown within the incorporated document. Lists the 'Latrobe Regional Airport Interim Land Use and Development Controls, December 2011' as an incorporated document to Clause 81.01.
C26	21 JUN 2012	Applies the Design and Development Overlay (DDO7 and DDO8) to ensure that the height of buildings, structures and works do not adversely affect the operations of the Latrobe Regional Airport; and makes minor changes to Clause 21.01, 21.04 and 21.07 to support the application of these amendments. The amendment also removes the Public Acquisition Overlay (PAO) from the land around the

		Latrobe Regional Airport and the incorporated document Latrobe Regional Airport Interim Land Use and Development Controls, December 2011.
C71	21 JUN 2012	The amendment corrects zoning and overlay anomalies, amends the Heritage Overlay schedule, removes references to restricted floor areas in Schedule 1 to the Industrial 1 Zone, Industrial 3 Zone and Business 4 Zone, corrects a spelling error in Schedule 1 to the Special Use Zone and updates the referral authority in Schedule 1 to the State Resources Overlay.
C80	22 NOV 2012	Inserts an incorporated document titled 'NovaPower, Network Support Sub-station, November 2012' in the Schedules to Clause 52.03 (Specific Sites and Exclusions) and Clause 81.01 (Incorporated Documents), to provide for the use and development of land at 73-83 Eastern Road, Traralgon for a Network Support Substation.
C76	21 FEB 2013	The amendment rezones land at 515 Hazelwood Estate Road, Churchill from the Farming Zone to the Residential 1 Zone and applies the Development Plan Overlay Schedule 5 to this land; makes changes to the Municipal Strategic Statement at Clause 21.05-3 Specific Main Town Strategies – Churchill and the Churchill Structure Plan; corrects zoning anomalies at 55 Bonds Road, Yinnar and Lot A, Coalville Road, Moe; and updates the referral authority in Schedule 1 to the State Resources Overlay at Clause 44.07.
C65	28 MAR 2013	Amends maps to apply PAO1, and PAO4, and relocate HO128. Also amends Clauses 45.01, 52.03 and 81.01 by incorporating the "Princes Highway Duplication, Traralgon East to Kilmany, Incorporated Document, November 2012" into the planning scheme to facilitate the acquisition of land and the construction of the Princes Highway duplication.
C75	26 APR 2013	Removes the Special Use Zone – Schedule 5 Morwell River Diversion, introduces replacement zones and modifies the State Resource Overlay to the Latrobe Planning Scheme.
C74	15 AUG 2013	Modifies the Glengarry Structure Plan at Clause 21.06-8; applies the Residential 1 Zone and Development Plan Overlay – Schedule 5 (DPO5) to land at 101 Cairnbrook Road, Glengarry; subdivides land at 100 Cairnbrook Road, Glengarry into two lots; applies the Residential 1 Zone and DPO5 to the new Lot 1; and amends Schedule 5 to the DPO at Clause 43.04 to allow the subdivision of land at 100 Cairnbrook Road, Glengarry.
C81	12 SEP 2013	Makes minor corrections to several maps and ordinance (Clause 43.02, Clause 37.01).
C78	21 NOV 2013	Deletes Development Plan Overlay 5 – Residential Growth Areas from the Traralgon North precinct and introduces and applies Development Plan Overlay 7 – Traralgon North Residential Growth Area to that precinct. The precinct is bounded by Traralgon – Maffra Road to the east, Marshalls Road to the south, a floodplain to the west and the existing gas pipeline to the north.

C79	16 JAN 2014	Replaces the Schedule to Clause 36.01 with an updated schedule that includes reference to the Moe Rail Station Precinct and replaces maps 27zn and 28zn to reflect the rezoning of Moe station precinct land to Public Use Zone 6.
C66	24 APR 2014	Correct mapping anomalies in the Latrobe Planning Scheme by rezoning land at 18 Albert St, Moe from Rural Living Zone to Residential 1 Zone, by rezoning land at 25-27 Breed St, Traralgon from Residential 1 Zone to Commercial 1 Zone, by rezoning land at Grant St, Morwell from Residential 1 Zone to Public Park and Recreation Zone, and by rezoning eight other properties from Farming Zone and Rural Living Zone to Public Use Zone1.
C82	14 AUG 2014	The Amendment rezones land at Tyers from Farming Zone and Township Zone to Low Density Residential Zone and Rural Living Zone Schedule 2, introduces the Development Plan Overlay - Schedule 8, amends Clause 21.06 and updates the Schedule to Clause 61.03.

APPENDIX THREE: IMPORTANT STATE AMENDMENTS SINCE LAST REVIEW

VC53	23 FEB 2009	Introduces a new particular provision, <i>Clause 52.38 - 2009 Bushfire Recovery</i> and amends Clause 62.02-1 to include a permit exemption for buildings and works carried out by or on behalf of a municipality with an estimated cost of \$1,000,000 or less.
VC54	12 MAR 2009	Amends Clause 44.06-1 of the Wildfire Management Overlay to make rebuilding a dwelling damaged or destroyed by the 2009 bushfires exempt from the requirement for a permit if it is sited in the same location on the land.
VC58	1 OCT 2009	Amends Clause 56.05-2 Residential subdivision, Public open space to include reference to the Precinct Structure Plan Guidelines and amends the objectives and standards of Clause 56.05-2. The amendment includes new and amended public open space objectives, distribution and standards, for active open space, local parks, open space links and linear parks.
VC66	27 JUL 2010	Makes changes to Clauses 12 and 14 of the SPPF to give effect to the land use and development strategies of <i>Ready for Tomorrow: A Blueprint for Regional and Rural Victoria</i> .
VC71	20 SEP 2010	Replaces Clauses 10 to 19 of the SPPF with new revised Clauses 10 to 19 and redistributes the existing policies under the following new SPPF themes: Settlement, Environmental and landscape values, Environmental risk, Natural resource management, Built environment and heritage, Housing, Economic development, Transport and Infrastructure. The revised SPPF updates references to various Government documents. Introduces new policies into the SPPF to give effect to The Victorian Integrated Housing Strategy (Clause 16) and Melbourne 2030: A planning update Melbourne @ 5 Million (Clauses 11, 12, 16, and 19). Amends Clause 52.02 Easement, restrictions and reserves to introduce a new objective and decision guideline as a consequential change to the SPPF review. Introduces a new Clause 52.46 Brothels as a consequential change to the SPPF review with a new requirement to place a condition on permit for a brothel. Updates the incorporated document Activity Centres and Principle Public Transport Network 2010 in Clause 81.01.
VC82	29 AUG 2011	Amends Clause 52.32 to identify locations where a Wind energy facility is prohibited, include additional application requirements and permit the use and development of an anemometer for more than three years. Amends Clause 37.07 to prohibit a Wind energy facility. Amends Clause 19.01 and Clause 52.32 to reference the updated <i>Policy and planning guidelines for development of Wind energy facilities in Victoria (August 2011)</i> , and removes the current guidelines from the list of incorporated documents in Clause 81.01. Amends Clause 36.03 to clarify the condition that relates to land described in the <i>National Parks Act 1975</i> .

VC83	18 NOV 2011	Introduces a new bushfire planning policy in the SPPF to replace Clause 13.05; Introduces a new Bushfire Management Overlay (BMO) to replace the Wildfire Management Overlay at Clause 44.06; Introduces a new particular provision for Bushfire Protection at Clause 52.47 that applies objectives, standards and decision guidelines under the provisions of the BMO; Introduces a new particular provision at Clause 52.48 that consolidates and updates planning permit exemptions for bushfire protection purposes (the Interim Measures at Clause 52.43 have been amended to only apply to Yarra Ranges Planning Scheme); Amends Clauses 42.01, 42.02, 42.03, 44.01, 44.02, 52.16 and 52.17 to address vegetation removal when creating defensible space and reducing the risk from bushfire; Introduces a range of consequential changes that include defining defensible space, changing WMO references to BMO and updating wildfire references to bushfire.
VC88	20 JAN 2012	Amends the definition for Restricted retail premises in Clause 74 to expand the types of goods that can be sold; Deletes the land use term for a Lighting shop from Clauses 74 and 75; Amends Clauses 33.01, 33.03, 34.03 and 34.04 to remove floor space restrictions related to Restricted retail premises.
VC90	5 JUN 2012	Changes the VPP to introduce a new Clause 45.09 – Parking Overlay. Changes the VPP and all planning schemes to amend Clause 52.06 – Car Parking and amends Clauses 54.03 and 55.03 to remove references to car parking rates and design. Amends Clause 37.05 of the VPP and the Melbourne planning scheme to align references to sub-clause numbers between the new Clause 52.06 and Clause 37.05.
VC95	19 APR 2013	The amendment changes the Victoria Planning Provisions (VPP) and all planning schemes by amending Clauses 18, 52.06 and 55.03. The amendment changes all planning schemes by deleting the schedule to Clause 52.06. The amendment changes the VPP and the Melbourne Planning Scheme by deleting the parking precinct plan from the schedule to Clause 81.01; replacing Clause 45.09 Parking Overlay with a new Clause 45.09 and inserting schedules to the overlay.
VC100	15 JUL 2013	The amendment changes the <i>Victoria Planning Provisions</i> (VPP) and all planning schemes to introduce reformed zones. Amends Clause 32.03 Low Density Residential Zone and schedules to 10 planning schemes to specify a minimum lot size for land connected to reticulated sewerage. Amends Clause 32.04 Mixed Use Zone and schedule to 53 planning schemes and Clause 32.05 Township Zone and schedule to 52 planning schemes to align them with the three residential zones introduced by Amendment V8. Amends Clause 33.01 Industrial 1 Zone and schedule to 73 planning schemes, Clause 33.02 Industrial 2 Zone and introduces a new schedule to 16 planning schemes and Clause 33.03 Industrial 3 Zone and schedule to 53 planning schemes to remove the default 500 square metre floor area cap for an Office use and to allow a local

		<p>cap to be specified. Amends Clause 33.03 Industrial 3 Zone to allow a supermarket up to 1800sqm and associated shops without a permit, if conditions are met.</p> <p>Introduces a new Clause 34.01 Commercial 1 Zone and Clause 34.02 Commercial 2 Zone to the VPP. Replaces Clause 34.01 Business 1 Zone, Clause 34.02 Business 2 Zone and Clause 34.05 Business 5 Zone and schedules with the new Commercial 1 Zone and schedule in planning schemes. Replaces 34.03 Business 3 Zone and 34.04 Business 4 Zone and schedules with the new Commercial 2 Zone in planning schemes.</p> <p>Makes consequential changes to Clauses 15 and 17 of the State Planning Policy Framework, Clauses 52, 54, 55, 56 and 57 of the Particular Provisions and to other zones and overlays.</p> <p>Amends the Maribyrnong Planning Scheme by rezoning three Footscray properties in the port environs from Business 3 to Special Use Zone - Schedule 3.</p>
VC104	22 AUG 2013	<p>The amendment changes the <i>Victoria Planning Provisions</i> and planning schemes by amending Clause 32.07 - Residential Growth Zone, Clause 32.08 - General Residential Zone and Clause 32.09 - Neighbourhood Residential Zone to include transitional provisions to exempt an existing application to construct or extend a residential development of four storeys from the requirements of clause 55 gazetted in Amendment VC100.</p> <p>Amending Clause 32.09 – Neighbourhood Residential Zone to include transitional provisions ensuring that approved development is not prohibited from being subdivided (Clause 32.09-2) and that existing applications lodged, but not yet decided, are not subject to the maximum number of dwellings (Clause 32.09-3) and maximum building height provisions (Clause 32.09-8).</p> <p>Amending Clause 32.01 - Residential 1 Zone and Clause 32.02 - Residential 2 Zone to update the reference for development exempted from Clause 55 from four to five storeys to be consistent with other residential zones.</p> <p>Amending Clause 34.01 - Commercial 1 Zone to ensure that neighbourhood and site description and design response plans are provided for residential development subject to Clause 55 and to delete an unnecessary reference to precinct structure plans.</p>
VC103	5 SEP 2013	<p>The amendment changes the <i>Victoria Planning Provisions</i> (VPP) and planning schemes to introduce reformed rural zones. It amends Clause 35.03 – Rural Living Zone, Clause 35.04 – Green Wedge Zone, Clause 35.05 – Green Wedge A Zone, Clause 35.06 – Rural Conservation Zone and schedules to 49 planning schemes, Clause 35.07 – Farming Zone and Clause 35.08 – Rural Activity Zone.</p> <p>Makes consequential changes to Clause 11 and Clause 16 of the State Planning Policy Framework to support the reformed rural zones.</p> <p>Amends Clause 57 of the Particular Provisions to align with the provisions of the reformed rural zones and to give affect to changes applying to green wedge land.</p>

		<p>Amends Clause 62 of the General Provisions to exempt crop support and protection structures from permit requirements.</p> <p>Amends Clause 74 relating to the definitions of host farm, rural industry and primary produce sales.</p>
VC105	20 DEC 2013	<p>The amendment implements reforms to Victoria's native vegetation and biodiversity provisions by:</p> <ul style="list-style-type: none"> ▪ Amending Clause 12.01 (Biodiversity) to reflect the new 'no net loss' approach rather than the previous 'net gain' approach. ▪ Amending Clause 52.16 (Native vegetation precinct plan) to reflect the intent of the native vegetation and biodiversity reform package; and ▪ Amending Clause 52.17 (Native vegetation) to rationalise information requirements, implement the new risk-based assessment pathways, include a simplified approach for applications under a low-risk based pathway and streamline the determination of offset requirements. ▪ Amending Clause 66.02-2 (Native Vegetation - Referral and Notice Provisions) to require the class of application in the high risk pathway as defined in the document 'Permitted clearing of native vegetation – Biodiversity assessment guidelines' (Department of Environment and Primary Industries, September 2013) be referred to the Secretary to the Department of Environment and Primary Industries as a recommending referral authority; and ▪ Amending Clause 81.01 (Table of incorporated documents in this scheme) to replace 'Victoria's Native Vegetation – Framework for Action' with a new incorporated document 'Permitted clearing of native vegetation – Biodiversity assessment guidelines' (Department of Environment and Primary Industries, September 2013). <p>The amendment also updates outdated references to the Department of Sustainability and Environment to reflect the department's new name, the Department of Environment and Primary Industries in relevant clauses.</p>
VC106	30 MAY 2014	<p>The <i>Victoria Planning Provisions</i> (VPP) and all planning schemes are amended to recognise <i>Plan Melbourne</i> and Victoria's regional growth plans by:</p> <ul style="list-style-type: none"> • Inserting a new clause 9, which requires any references in the planning scheme to <i>Melbourne 2030</i> and <i>Melbourne 2030: A planning update Melbourne @ 5 Million</i> (Department of Planning and Community Development, 2008) to be disregarded and requires planning and responsible authorities to consider and apply <i>Plan Melbourne</i>. • Deleting clauses 11.04-1 to 11.04-5 in the State Planning Policy Framework (SPPF), which set out planning objectives and strategies from <i>Melbourne 2030</i>, and introducing new clauses 11.04-1 to 11.04-6 which set out objectives and strategies taken from the vision in <i>Plan Melbourne</i>. Existing clauses 11.04-6 to 11.04-8 have been renumbered as 11.04-7 to 11.04-9 respectively. • Inserting clauses 11.06 – 11.13 in the SPPF which set out the objectives and strategies of Victoria's eight regional growth plans. • Removing references to <i>Melbourne 2030</i>, <i>Melbourne 2030: A planning update Melbourne @ 5 Million</i>, the Activity Centres and Principal Public Transport Network Plan, 2010 and <i>Ready for Tomorrow – a Blueprint for Regional and Rural Victoria</i> from the

		<p>following clauses in the State Planning Policy Framework:</p> <ul style="list-style-type: none"> • clause 11 (Settlement); • clause 16 (Housing); • clause 17 (Economic Development); • clause 18 (Transport); and • clause 19 (Infrastructure). <ul style="list-style-type: none"> • Deleting the Activity Centres and Principal Public Transport Network Plan, 2010 from the list of incorporated documents in clause 81.01.
VC116	1 JUL 2014	<p>Amendment VC116 changes the VPP and all planning schemes by replacing the User Guide and Clauses 52.04, 52.06, 52.35, 54, 55 and 56 to delete references to the Residential 1 Zone, Residential 2 Zone and Residential 3 Zone; deletes Clause 32.01 - Residential 1 Zone from the VPP and 24 planning schemes; deletes Clause 32.02 - Residential 2 Zone from the VPP and 6 planning schemes; deletes Clause 32.06 - Residential 3 Zone from the VPP and 3 planning schemes; amends Clause 32.08 - General Residential Zone to include the following words "shown on the planning scheme map as GRZ, R1Z, R2Z and R3Z with a number (if shown)" in the VPP and 59 planning schemes; amends Clause 43.03 – Incorporated Plan Overlay to delete references to the Residential 1 Zone, Residential 2 Zone and Residential 3 Zone from the VPP and 24 planning schemes; amends Clause 43.04 – Development Plan Overlay to delete references to the Residential 1 Zone, Residential 2 Zone and Residential 3 Zone from the VPP and 71 planning schemes; amends Clause 43.05 – Neighbourhood Character Overlay to delete references to the Residential 1 Zone, Residential 2 Zone and Residential 3 Zone from the VPP and 14 planning schemes; amends Clause 57 to delete references to the Residential 1 Zone, Residential 2 Zone and Residential 3 Zone from the VPP and 17 planning schemes; changes the Ararat, Ballarat, Banyule, Brimbank, Darebin, Greater Geelong, Greater Shepparton, Knox, Latrobe, Maribyrnong, Moonee Valley, Moorabool, Moreland, Nillumbik, Port Phillip, Southern Grampians, Whitehorse and Yarra planning schemes by introducing Clause 32.08 - General Residential Zone and inserting Schedules to the General Residential Zone which replicate Schedules for any of the deleted Residential 1, Residential 2 and Residential 3 Zones; changes the Cardinia, Frankston, Greater Geelong, Kingston, Melton, Mornington Peninsula and Whittlesea planning schemes by inserting or amending Schedules to the General Residential Zone to replicate Schedules for any of the deleted Residential 1, Residential 2 and Residential 3 Zones.</p>
VC109	31 JUL 2014	<p>The amendment changes the <i>Victorian Planning Provisions</i> (VPP) and all Victorian planning schemes by amending:</p> <ul style="list-style-type: none"> ▪ Clause 44.06 'Bushfire Management Overlay' (BMO) to move the application requirements to Clause 52.47 and include a new mandatory condition for bushfire bunkers. ▪ Clause 52.17 'Native Vegetation' to enable the clearing of native vegetation to be undertaken by private landholders on Crown land with the written permission of the Secretary of the Department of Environment and Primary Industries for the purposes of maintaining wild dog exclusion fences.

		<ul style="list-style-type: none">▪ Clause 52.47 'Planning for bushfire' to provide approved and alternative bushfire safety measures for new single dwellings, replacement or extension to an existing dwelling and other buildings.▪ Clause 52.48 'Bushfire Protection: Exemptions' to provide exemptions for the provision of defendable space for a dwelling approved under the BMO.▪ Clause 66 'Referral and Notice Provisions' to change the referral authority status for relevant fire authorities for some development from determining to recommending referral authority.
VC113	31 JUL 2014	The amendment changes the <i>Victoria Planning Provisions</i> (VPP) and all planning schemes by amending Clause 52.32 – Wind energy facility to enable minor amendments to be made to a Wind energy facility planning permit issued prior to 15 March 2011.

APPENDIX FOUR: SPECIFIC RECOMMENDATIONS INCLUDED IN THE REPORT

1. Adopt the Review Report as the review required pursuant to section 12B (1) of the Act (page 152).
2. Forward the Review Report to the Minister for Planning as required by section 12B (5) of the Act (page 152).
3. Finalisation of the full rewrite of the LPPF be delayed until the completion of the current State Planning Policy Framework Review (page 122).
4. Commission a Latrobe Housing Strategy to provide a clear framework for growth in the townships of Latrobe (page 88).
5. Commission an Industrial and Employment Land Use Strategy (page 40).
6. Commission a Latrobe Rural Land Use Strategy (page 108).
7. Prepare small town structure plans for Yinnar, Traralgon South, Toongabbie and Yallourn North (page 125).
8. Consider applying the Urban Growth Zone or Development Plan Overlay to selected areas of undeveloped Residential land with a series of requirements dealing with traffic, vegetation, access, connectivity, biodiversity, landscaping etc (page 89).
9. Develop landscape design guidelines and infrastructure improvements to work towards the objective of fostering connected communities (page 93).
10. Develop urban design guidelines for assessing neighbourhood character focusing on the 'scale' of the structure as the benchmark reference point (page 104).
11. Review Clauses 66.04 Referral of Permit Applications and 66.06 Notice of Permit Applications (page 111).
12. Review all Zone selections in light of recent state government modifications to the rural, residential, commercial and industrial zones (page 114).
13. Rationalise all Zone schedules and include exemptions to delete any redundant clauses (page 143).
14. Consider applying new Environment and Landscape Overlays and Land Management Overlays in appropriate locations (page 143).
15. Apply an Environmental Significance Overlay over water supply catchments with referral authority status for the agency owning the asset (page 113).
16. Rationalise all Overlay schedules and include exemptions to delete any redundant clauses. General review of Development Plan Overlay Schedules 1, 3 and 6 and Design and Development Overlay Schedule 4 is encouraged (page 143).

17. Consider the implications of the Residential Zones Advisory Committee Report 2014 and ensure that it becomes an 'input' into a Latrobe Housing Strategy (page 103).
18. Consider the implications of the Hazelwood Mine Fire Inquiry Report 2014 by investigating the need to amend the Latrobe Planning Scheme to ensure that the risk of embers from external rural fires (in particular from timber plantation) entering open cut coal mines in the Latrobe Valley is minimised (page 106).
19. Implement the Latrobe Regional Airport Master Plan into the Latrobe Planning Scheme when approved (page 100).
20. Align the Latrobe Regional Hospital Master Plan with relevant zones and overlays (page 109).
21. Continue to develop and define Recreation Master Plans for sporting areas in the City that may serve a regional catchment (page 116).
22. Consider implementing adopted land use planning strategic work (as appropriate) into the Latrobe Planning Scheme (page 99).
23. Consider bringing together the planning process for reviewing the Council Plan, Municipal Public Health and Wellbeing Plan and the Latrobe Planning Scheme in line with council election cycles to enhance linkages (page 66).
24. Ensure that a prioritised program be undertaken around 'implementation', 'completion' and 'commissioning' of strategic land use planning work (page 151).
25. Ensure that all long term capital works projects are aligned with land use strategic planning strategic work and development contribution schemes (page 90).
26. Consideration be given to promotion of the planning enforcement officer role within the community (page 117).
27. Facilitation of an annual forum with key stakeholders to discuss and consider strategic planning issues (page 90).
28. Ensure that all relevant agencies need to be listed as either 'determining' or 'recommending' referral authorities (page 90).
29. Gippsland Water to provide a checklist of matters that should be considered when Council considers planning permit applications for two lot subdivisions and multi dwelling units (page 113).

APPENDIX FIVE: SUBMISSIONS

222 Exhibition Street Melbourne VIC 3000
GPO Box 4306 Melbourne VIC 3001
Tel/ 03 9641 1555 Fax/ 03 9641 1222

LATROBE CITY COUNCIL INFORMATION MANAGEMENT	
RECEIVED 11 AUG 2014	
R/O:	Doc No:
Comments/Copies Circulated to:	
<input type="checkbox"/> Copy registered in DataWorks	<input type="checkbox"/> Invoice forwarded to accounts



Ms Leslie Khan
Senior Strategic Planner
Latrobe City
PO Box 264
Morwell 3840

Dear Ms Khan

Invitation to comment – Latrobe planning scheme review

Thank you for your letter dated 29 April 2014 in relation to the above matter.

The statutory obligations of the Victorian WorkCover Authority (VWA) are set out in several Acts of Parliament (including the various Regulations) including:

- *Occupational Health and Safety Act 2004 (OHS Act)*
- *Dangerous Goods Act 1985 (DG Act)*

The VWA's advice on land use planning matters is governed by Part 2 of the OHS Act.

One of the key statutory duties of the VWA is to regulate Major Hazard Facilities (MHF) in Victoria. As a consequence, the VWA is able to offer, when requested to do so by a responsible authority, its experience and expertise in identifying the potential risks associated with introducing sensitive land uses (such as new residential developments) within close proximity of MHF. In order to assist decision makers with assessing the appropriateness of a proposed use or development of land in close proximity of a MHF, the VWA has produced an Information Sheet: Land Use Planning near a Major Hazard Facility (**Information Sheet**), copy attached.

Other than performing this role, the VWA does not have planning expertise or a role to perform in planning matters.

In assessing a proposed use or development of land in close proximity to a MHF the VWA's position is that buildings for residential use should not be located within either the inner or the outer planning advisory area.

The scope of the VWA's response to proposed changes in land use or new developments near a MHF is limited to providing advice and information about matters that could affect the health and safety of members of the community present on land surrounding those facilities.

This position is summarised in the Information Sheet which defines the two planning advisory areas. This information aims to assist planning, and other relevant authorities to ensure exposure to risks from potential low frequency-high consequence incidents at certain industries is not increased by new developments or changes in land use surrounding them.



**Department of State Development,
Business and Innovation**

1 July 2014
Leanne Khan
Senior Strategic Planner
Latrobe City Council
PO Box 264
MORWELL VIC 3840

LATROBE CITY COUNCIL INFORMATION MANAGEMENT	
RECEIVED 11 JUL 2014	
R/O:	Doc No:
Comments/Copies Circulated to:	
<input type="checkbox"/> Copy registered in DataWorks <input type="checkbox"/> Invoice forwarded to accounts	

121 Exhibition Street
Melbourne Victoria 3000
Australia
GPO Box 4509
Melbourne Victoria 3001
Australia
Telephone: (03) 9651 9999
Facsimile: (03) 9651 9770
www.dsdbi.vic.gov.au
DX210074

Dear Ms Khan

LATROBE PLANNING SCHEME REVIEW

I refer to the above and thank you for giving the Department of State Development, Business and Innovation (DSDBI) an opportunity to provide input.

I acknowledge that the closing date for submissions was 30th June and refer to our telephone conversation on 30th June to confirm that a late submission would be considered.

The Earth Resources Regulation branch (ERR) of DSDBI is responsible for the regulation of Victoria's mining and extractive industries. ERR works in conjunction with Clean Coal Victoria, which was established to consider integrated long term planning associated with the coal resource. The following comments thus relate to how the existing Latrobe Planning Scheme both protects, existing earth resource operations, and provides opportunities for future resources operations for both mining and stone extraction.

21.05-2:
Seventh line, stone mining should read 'stone' extraction in line with clause 74.

21.05-4:
First dot point, the ESO1 was revised around Newborough in 2011 (C47) this can be deleted.

21.05-5:
Seventh dot point. DSDBI has concerns about the proposed replacement of the Residential 1 Zone in Morwell centre with the Residential Growth Zone (planning scheme amendment C84). These concerns were flagged with Planning Panels Victoria by letter dated 30th April 2014 (copy of submission attached).

21.05-6:
Third dot point. DSDBI request that, the gas pipeline and the need to consult with DSDBI are referenced to ensure that appropriate buffers are achieved.

21.07-3 - 21.07-4:
Over the past four years, Clean Coal Victoria has completed a number of studies that will inform the development of a *Strategic Plan for Coal*. This will inform the future of planning provisions for coal. In the interim all of the coal strategies remain relevant and significant.

Finally in respect of DSDBI's current referral provisions under clause 66 it is requested that DSDBI remains as a determining authority in respect of the SRO1, SUZ1 and ESO1. It is noted that the schedule to clause 66.04 still references DPI. This should


LATROBE CITY COUNCIL
INFORMATION MANAGEMENT

be amended in line with the DDO1 which references the 'Secretary of the Department administering the *Pipelines Act 1967*'. Reference to the *Pipelines Act* should be replaced with the *Mineral Resources Sustainable Development Act 1990*.

I trust that the above brings Council up to date in respect of key issues and influences for DSDBI in the Latrobe Planning Scheme. We look forward to engaging with you following the completion of the *Strategic Plan for Coal* to ensure that the coal planning provisions provide suitable protection of the resource and community in the Latrobe Planning Scheme.

Should you require any further information on the above matter please contact me on (03) 9092 1977.

Yours sincerely



Sarah Hill
Program Manager - Planning
Earth Resources Regulation

Beveridge Williams



**Beveridge Williams
& Co Pty Ltd**

ACN 006 197 235
ABN 38 006 197 235

surveying
urban design
town planning
water resources
civil engineering
project management
landscape architecture
environmental consulting
contamination assessment

Melbourne

1 Glenferrie Road
Malvern Vic 3144
PO Box 61
Malvern Vic 3144
ph: 03 9524 8888

Bairnsdale

Shop 7 Riviera Plaza
80-88 Main St
Bairnsdale Vic 3875
Po Box 1799
Bairnsdale Vic 3875
ph: 03 5152 4708

Ballarat

96 Main Road
Ballarat Vic 3350
PO Box 1465
Bakery Hill Vic 3354
ph: 03 5327 2000

Geelong

52 Brougham St
Geelong Vic 3220
ph: 03 5222 6563

Leongatha

45A Bair St
PO Box 161
Leongatha Vic 3953
ph: 03 5662 2630

Sale

45 Macalister St
Sale Vic 3850
ph: 03 5144 3877

Traralgon

18 Hotham St
PO Box 684
Traralgon Vic 3844
ph: 03 5176 0374

Wonthaggi

134 Graham St
PO Box 129
Wonthaggi Vic 3995
ph: 03 5672 1505

Ref:

Office: TRARALGON

21 July 2014

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

Attention: Leanne Khan – Senior Strategic Planner

Dear Leanne

RE: **2014 LATROBE PLANNING SCHEME REVIEW**

We refer to the above project and thank you for the opportunity to provide comment.

Format

In general terms, the current MSS is well-written and presented in an easy to follow structure. Issues relating to its length, repetitiveness and lack of relevant content appeared to have been resolved following the last review.

Local Planning Policies

There is an urgent need for a local planning policy that provides clear guidance in relation to subdivision, dwellings and other land uses in the Farming Zone. There is a real policy void in regard to these matters, making it difficult for applicants to understand what information is required to accompany permit applications and under what circumstances proposals are likely/unlikely to be supported. As regular users of all other planning schemes across the Gippsland region, we see this as a significant omission from the Latrobe Planning Scheme and one that needs to be addressed as soon as possible. As an example, the Baw Baw Planning Scheme contains a Rural Zones Policy that includes a very clear set of guidelines; this removes a large degree of uncertainty from the process and enables us to provide unambiguous advice to clients.

1

www.beveridgewilliams.com.au



Quality
ISO 9001
SAI GLOBAL
Melbourne

Rural Residential growth areas

Rural residential living is a legitimate lifestyle choice, particularly in regional areas such as Latrobe. Not all people want to live in suburbia and Latrobe has the ability to provide for lifestyle opportunities outside the towns and within areas not comprising high quality agricultural land. At the moment, the Latrobe Planning Scheme is heavily focused around encouraging development within the existing town boundaries and places very little emphasis on rural residential living. Although the Scheme acknowledges that it is a legitimate lifestyle choice, there is scarce land left that is appropriately zoned to accommodate this. Further exacerbating this issue, is the recently adopted TGAR report that identifies the existing significant tract of LDRZ land west of Traralgon as a future 'conventional residential area'. On the basis of TGAR, Council officers have continually opposed further subdivision of land within this LDRZ precinct, providing uncertainty for land owners who wish to maximise the potential of their land under the current zoning. This is severely restricting the release of vacant low density residential allotments onto the market to meet demand.

Residential growth areas

Over the past two years, Beveridge Williams has dealt with numerous enquiries from land owners affected by the Development Plan Overlay 6 (Residential Growth Areas) in the Retreat/Landsdowne Roads and Melrossa/McNairn Roads residential precincts. Many of these owners are aggrieved that their land has been rezoned to Residential 1 with no immediate plans for Council to prepare Development Plans to enable them to subdivide their properties. It is cost-prohibitive for individual land owners to pay for the preparation of a Development Plan for areas such as this and the Council should provide future certainty to these landowners by prioritising the preparation of these Plans in their next budget.

Traralgon's highway commercial area

The ad-hoc zoning of land along both sides of Argyle Street, extending between Traralgon's central activity district and Rocla Road, needs to be resolved. There are numerous properties still in the General Residential Zone, sandwiched between Commercial 2 zoned land. These properties could accommodate small-scale infill commercial developments that do not require a large land area or significant number of car parking spaces.

Infrastructure

There is an urgent need to undertake a significant amount of strategic planning work for the provision of infrastructure, including:

- Preparation of Drainage Strategy Plans in growth areas across the municipality;
- Acquisition of easements over strategic drainage paths;
- Whole of catchment (drainage) water sensitive urban design treatments and stormwater detention;
- Development contributions based on the above (i.e. payment in lieu of individual site works); and
- Review of land zoning based on the ability to service the land with infrastructure.

Other general issues

All referenced and incorporated documents in the MSS should be readily available for viewing and download on Council's website.

Existing town structure plans are out-dated, as they indicate 'future residential' areas that have already been rezoned and are currently being subdivided. These should be updated as part of the MSS review.

We trust that this feedback will assist you in your review of the Scheme and we would be pleased to elaborate on any of the abovementioned matters if required. Should you wish to discuss this further, please do not hesitate to contact the writer on 5176 0374.

Yours sincerely

BEVERIDGE WILLIAMS & CO PTY LTD



NICOLE STOW

Senior Town Planner

Leanne Khan
Senior Strategic
Planner Latrobe City
PO Box 264 Morwell
3840

Friends of Gippsland Bush Inc

President
Ian Johnstone
ianjohn@optusnet.com.au
Secretary
Susie Zent
Susiezent@skymesh.com.au
C/O Churchill PoO3842
03 51691588



LATROBE CITY COUNCIL	
INFORMATION MANAGEMENT	
RECEIVED	
26 JUN 2014	
R/O:	Doc No:
Comments/Copies Circulated to:	
<input type="checkbox"/> Copy registered in DataBase <input type="checkbox"/> Invoice forwarded to accounts	

Friends of Gippsland Bush Inc. Community input into Latrobe City's Planning Scheme

Friends of Gippsland Bush Inc.'s submission is essentially an extension of our associations lengthy submission to the review of Latrobe Shire's Planning Scheme (February 1998) We raised concerns at the lack of Overlays in Latrobe Shire's Planning Scheme. Our report specified the lack of Environmental, Vegetation and Erosion Management Overlays.

Unfortunately our concerns as documented in February 1998 and presented again to the Panel Hearing New Format Planning Scheme in August 1998 have still not been addressed.

The Panel Report emphasised the importance of overlays in planning schemes. *"In general zones control use, overlays control development and policies guide decision making."*

By way of example the Panel identified shortfalls in Latrobe's LPPF which seeks to minimise landslips and erosion through the Hills areas policy. Stating that the Hills areas policy is a set of guidelines which will not be activated if the proposed development is an as of right zone control.

The Panel suggests that the use of the Erosion Management Overlay would strengthen the policy as a permit would be required to construct a dwelling and any guidelines specified in the overlay could be invoked via the use of the Hills area policy.

The report comments on the Biodiversity Conservation policy lacking a local focus and links to controls such as Vegetation Protection Overlay or Environmental Significance Overlays. *"On the face of it, the Strzelecki justifiably be zoned Environmental Rural"*.

The report states that Latrobe's Planning Scheme requires greater environmental controls. Whilst the report makes reference to the Latrobe Valley Special Investigation June 1987 (Land Conservation Council) and its recommendations – sites of significant flora and fauna and landscape values and areas requiring environmental constraints. There have been a number of reports written since this time which provide substantial scientific data to add to the records of this Bioregion's environmental assets.

This modelling can be used within the Latrobe, South Gippsland and Wellington Shires as a management tool for planning decisions, by establishing an extensive koala corridor across the Strzelecki Bioregion.

- Areas set aside under the Eight Point Agreement. MOU Friends of Gippsland Bush Inc. Australian Paper Plantations March 2007
- Key biodiversity areas known as the Cores and Links within the Hancock Victorian Estate. Heads of Agreement Minister for Environment and Climate Change and Hancock Victorian Plantations Pty. Ltd. 2008 and 2009

Erosion Management Overlay FOGB considers that all soils for the Hills Area in the local planning scheme are subject to high levels of erosion. The areas we believe require overlay protection can be described as land sites associated with the Dividing Range and the Strzelecki Ranges rising above the general ground level of Latrobe Valley to the north and south of the Princes Highway Corridor within the boundaries of Latrobe City.

The above recommended overlays should include large-scale mapping permanently, publicly displayed and reviewed as required.

So Zent
Suzie Zent
Secretary Friends of Gippsland Bush Inc.
c/- Churchill P.O. 3842
24 June 2014

Len Rainer
Box RMB 3026
Traralgon Sth
3844

Attn: Leanne Khan
Senior Strategic Planner
PO Box 264
Morwell 3840

Ms Khan,

I refer to the Latrobe Planning review:

The Callignee area in which I own 2 blocks of land is zoned farming, yet one block is rated residential. Can you explain this as nobody in Latrobe Council can??.

The Callignee area is not suitable for "farming" due to the severe undulating ground and the inundation of APM pine plantations. The ground in winter time is treacherous for tractor use due to slippery conditions and as best could be described as bush block terrain.

The 100 Acre rule of the past Labor Govt has stifled progress in our area, as people who wish to build are having their planning permits blocked on appeal in VCAT by local resident who has vested interests in buying cheap land.

The Latrobe Council has had years to rectify the zoning problem and has done absolutely nothing except squander rate-payers money (I refer to the recent corruption inquiry, and the sacking of management in the Council). Callignee and surrounding areas will never have density housing as the only source of water is rainwater.

Due to its inaction, the Latrobe Council is referred to in our area as the "do nothing council" and is held in very low esteem.

Yours Sincerely,



Len Rainer 9 June 2014

LATROBE CITY COUNCIL INFORMATION MANAGEMENT	
RECEIVED 17 JUN 2014	
R/O:	Doc No:
Comments/Copies Circulated to:	
<input type="checkbox"/> Copy registered in DataWorks	<input type="checkbox"/> Invoice forwarded to accounts

LATROBE CITY COUNCIL INFORMATION MANAGEMENT	
RECEIVED	
18 JUN 2014	
Doc No:	
Comments/Copies Circulated to:	
<input type="checkbox"/> Copy registered in DataWorks	<input type="checkbox"/> Invoice forwarded to accounts

Anthea BEANI
37 Michelle Blvd
Traralgon South 3846
ph 51955346
12/6/14

Dear Leanne Khan,

please accept my
submission to have the structure plan of
areas Traralgon South + Calligree be
re-considered in order to allow future development
of those areas to benefit both rate payers
as well as the Council.

I own bush block Calligree South Rd
Vic 3844 Ward: East CA16L2.

I want to give this block to 2 of my sons
subdivided in order they start their homes.
They both want to build on this property which
I have owned all their lives.

(2)

If subdivision occurred the 4 hectare property with two owners would be better managed as this would increase fire breaks and land care.

Also by allowing a path for subdivision it would assist these two young adults whom have been born into and grown up in this community the opportunity to build and remain settled in the area. Benefits of this in turn keep family units strong as well as provides strength for our whole ageing community.

The regulation preventing such subdivisions negatively hold back Latrobe Valley District.

10 acre bush blocks in the area of speaking lack ability to be farmed and are devoid of beautiful flora as well as put neighbours too far away from each other. Very short distance away from this property landholders


are on five acre properties. There is no reason ^③ to be seen why there is a distinction between my property and thoughts except an outdated rule!

The subdivision if aloud would not impact on neighbours as their homes are located far from the boundary fences and out of sight.

The property has very long road frontage making it safe for road access and school bus stop adjacent. The gentle sandy slope with no water ways on or near the property make it perfect for two septic systems and power runs to the middle of the property.

Leanne if you can assist me in reaching my goal to subdivide allowing both ^{to give} son's building permits I would be forever grateful

Yours Sincerely

 A. BEANI

Rosemary Abetz-Rouse and Gordon Rouse
455 Whitelaws Track
YINNAR SOUTH 3869
The CEO, Mr John Mitchell
Latrobe City Council
PO Box 264
MORWELL 3840
7 April 2014

Dear Sir

Re: Request for review of the policy to destroy roadside fruit trees

Further to a telephone discussion with Mr Chris Dash, Council's Supervisor
Arborist on 4

April 2014, we understand that Council has a policy to cut down all non-native
fruit trees
on roadsides and poison the stumps. A number of mature apple trees and plum
trees have
already been destroyed in Yinnar South.

We understand that Council's aim is to create "native indigenous vegetation
corridors".

However, there are no plans to revegetate the areas left bare by removing the
mature
trees, which leaves them open to infestation by noxious weeds such as
blackberries.

There is also no provision to be made for native birds such as king parrots which
rely on

the non-native fruit as an important food source, due to loss of original habitat.
In the meantime, Mr Dash advises that Council will continue to plant the Garden
Escape

weed agapanthus in garden beds, despite the advice in Council's publication
"Grow me

instead" that "...[agapanthus] invade[s] roadsides, bushland and waterways".

In our online petition at change.org, a number of community members have
commented

that they enjoy picking wild fruit, which can be stewed and made into pies and
cider.

President of The Heritage Fruits Society, Ms Cecilia Egan has written to Council
to advise

that society members have been trawling the Gippsland wild stock over the last several decades looking for chance seedlings with desirable characteristics such as flavour, colour and keeping qualities. This search has led to the establishment of the new Australian apple cultivars such as Warragul Surprise, Neerim Red and Traf Prince. Likewise in the US, research into ancient apple varieties has resulted in the discovery of trees with unusual disease resistance. By destroying wild apple trees we are losing a valuable gene pool for research and commercial cultivation.

Co-originator of the world-renowned permaculture concept, Mr David Holmgren has also written to Council: *"... I am prepared to offer my expertise on a pro bono basis to Latrobe City council to develop roadside management policies that better reflect a wholistic approach to biodiversity conservation more in line with the UN Biodiversity convention to which Australia is a signatory"*. We would urge Council to accept Mr Holmgren's very generous offer.

Together with the 94 signatories to our online petition and further signatories to the hard copies held at the Yinnar General Store and Yinnar Farm & Hardware Store, we request that Council review this policy prior to any further destruction of non-native fruit trees along roadsides.

Kind regards,
Rosemary Abetz-Rouse Gordon Rouse

1
Graeme Zimmer
PO Box 483
Traralgon
Vic 3844
gzimmer@wideband.net.au

Attn: Leanne Khan

Senior Strategic Planner
PO Box 264
Morwell 3840

Review of the Latrobe Planning Scheme:

I am one of many who have had their life savings destroyed by the recent rezoning of Rural land to the Farming Zone (FZ).

I will briefly describe the events which have occurred.

In 2004 Justin Madden, the Minister for Planning in the Victorian Labor Government introduced

new rural zones through Amendment VC24. The new Farming Zone (FZ) replaced the old Rural

Zone. This meant that those owning land zoned as FZ could no longer build a house if their land was

under 40ha (100 Acres).

This blanket re-zoning was carried out **without community consultation, without notifying those**

affected, without a period of grace, and without compensation.

The amendment overruled local councils and destroyed the value of many small properties. A

property purchased for \$250,000 might now be worth \$25,000.

The Amendment also allowed Objectors to appeal via the Victorian Civil Administrative Tribunal (VCAT).

In the Callignee area, this VCAT loop-hole has repeatedly been used by one antisocial objector to

destroy the value of his neighbour's land for his own nefarious purposes. Because of his heartless

actions, newlyweds have lost their dream home and elderly people have lost their life savings and

have seen their retirement plans destroyed.

When these new regulations were introduced, a number of Local Councils were proactive in

consulting with their communities. In particular the Mildura City Council and the South Gippsland

Council fought back and succeeded in obtaining a period of grace for their rate payers to help them

arrange their affairs. In Mildura Amendments C58, C65 and C72 were introduced and in South

Gippsland Amendments C48 and C51 were likewise developed **1**.

Unfortunately the Latrobe City Council has made absolutely no effort to consult with their

Community or represent their Rate Payer's concerns to the State Government.

This inaction has resulted in many rural living areas being converted to Farming (FZ) in a completely arbitrary fashion. The result is that there are now many areas which are completely

mis-zoned. This fact is well known by Council and was stated in writing by the Council Planning

Department at my recent VCAT appeal **2**.

Although ten years have passed since VC24, the Latrobe City Council has made no effort to advise

the affected ratepayers that their property zones have changed, and that the values of their properties

have been destroyed.

2

Because many Council rates notices show the properties as "Domestic" although they are now zoned

as Farming (FZ), people have been paying inflated rates without realising that they have been

cheated not only of their rates, but of the resale value of their properties.

For ten years the Rates Notices for these properties have been issued based on grossly

incorrect valuations. The Council knows full well that that it is issuing fraudulent Rates

notices, but has ignored its moral duty to both advise its Rate Payers, and to trigger a

reevaluation.

The **Victorian Nationals Planning Policy Paper for 2006** clearly recognised the hardships which

had been caused to Rural people **3**.

"There are a number of serious problems with the new suite of rural zones introduced by the Bracks

Government and the way they have been applied.

The previous Rural Zone was a multi-purpose zone, allowing for a wide range of land uses. Some

inappropriate development and subdivision occurred under the old rural zoning scheme. Labor's

solution was to introduce a much more restrictive Farming Zone and to create a new Rural Activity

Zone intended to be applied to rural land where there is a mix of appropriate non-farm activities

and agriculture. In principle, this is a sensible approach but Labor has botched the implementation

process.

The Government virtually forced councils to automatically transfer land from the Rural Zone to

the new Farming Zone. This means councils changed the zoning of land without going through the established practice of public exhibition. Landowners had almost no opportunity to have a say on

the desirability or otherwise of the change. Large areas of rural Victoria have been zoned

Farming when they could more appropriately be zoned Rural Activity or Rural Living.

A change in zoning from Rural to Farming Zone has significant ramifications for landholders. In the

new Farming Zone, owners of small blocks of non-farm land (less than 40 hectares) will find it very

difficult to obtain a permit to build a dwelling. The loss of opportunity to build a dwelling will

precipitate massive reductions in land values in farming areas.

Many Victorians who own a small block in Farming Zones are neither aware of the change in

zoning nor of its implications. Unfortunately for many they will only become aware of these

changes when they are in a position to fulfil their dream of building a house on their small block.

Only they will then find they can't get a dwelling permit."

The Coalition promised to:

- *Exempt the owners of blocks less than 40 hectares (or the minimum lot size) from the application of the Farming Zone for a period of two years from date of gazettal of the zone.*
- *Ensure councils don't change zoning without providing landowners and residents with the opportunity to comment on the proposed change.*

3

Likewise, Robin Cooper (Liberal member for Mornington) wrote that "**Farm Zone Changes will**

Destroy Property Values" 4. He noted that:

"The new farm zones proposal by the State Government will mean that owners of rural allotments of

less than 40 hectares (100 acres) will not be allowed to build a house on their land, will be

prohibited from building a second house on the property for a family member, and will be prevented

from excising a small allotment from the main property for a family members residence".

I have written to the Planning Minister many times. In his more recent correspondence he insists

that *"the problem has been fixed"* and I should liaise with my local Council to resolve the matter.

He states: *"The state government yesterday announced more flexible rules for development in*

farming zones. Under the new rules, the 40-hectare minimum will remain as the default size, but

councils will be encouraged to vary it to match individual conditions such as climate, topography

and land settlement patterns".

So it seems that both the Victorian Government and the local rate payers are now looking to the

Latrobe City Council to resolve this matter.

Assuming that the Council is genuinely seeking my input, I offer the following points for any

forthcoming review.

- The review must take into account all existing property rights at the time that

Amendment

VC24 was introduced. The fact that the changes were introduced **without community consultation, without notifying those affected, without a period of grace, and without**

compensation must be recognised.

- These changes have resulted in many country Victorians being gravely affected

through no

fault of their own ⁵. Most Australians find it unbelievable that innocent people could be robbed of their life savings by the stroke of a bureaucrat's pen.

The promoters of the Farm Rezoning Scheme argue that *"Is has been done to protect valuable farming land in the community interest"* ⁶. While this may be true, it is totally specious to then argue that existing land holders rights should be extinguished. There is absolutely no reason that agricultural land cannot be protected for the future, whilst maintaining existing rights. To achieve this it is only necessary to arrange a period of grace

and also compensation for those affected.

If the changes were truly in the Community's interest, then the Community would be prepared to cover the costs. Any consequential costs should not fall on the shoulders of a few innocent country people.

Conversely, if the Community is not prepared to bear these costs, then by definition, the

changes are not in the Communities interest and should be removed.

- The review must understand that the VC24 rezoning was carried out in an entirely arbitrary fashion.

This has created the situation where many properties are now incorrectly zoned and is

causing great hardship. It is essential that a sweeping reassessment of local Farm and Rural zoning be carried out.

4

• When Amendment VC24 was introduced, a number of Victorian Councils were proactive to advise their Community, and work with them to attempt to ameliorate the incredible hardships caused by the amendment. Unfortunately, the Latrobe City Council has taken absolutely no interest in the matter in spite of many representations by myself and others.
Because of this inaction, the rate payers in the Latrobe City Shire have been cheated of the "period of grace" and other concessions which were offered to other Victorians.

• The review must insist that the appalling situation of **fraudulent Council rates** must be immediately addressed, and all incorrectly billed amounts must be refunded. To this end, all affected properties must be identified, their owners advised, and the necessary re-evaluation process must be triggered immediately. Additionally, those who are offered a rates reduction must be assured that it is "*without prejudice*", that is, if the rules change sometime in the future, any rates reduction will not go against their ability to build on their land.

Thank you

Graeme Zimmer

19 June 2014

Please note:

This submission has drawn heavily on the material at my Internet Web site-

"How Re-zoning Destroyed Our Dreams" at <http://somecows.moood.com/>

I have attached a copy where practical, however it is requested that all of the material at that site be

included as part of this submission.

Footnotes and Attachments:

1 Web printout: *Notes for South Gippsland:* and *Notes for Mildura Area:*

2 Council notes to VCAT appeal

3 Victorian Nationals Planning Policy Paper for 2006

4 Robin Cooper - "Farm Zone Changes will Destroy Property Values"

5 Hardship caused by Property Rezoning in Factory Rd, Callignee

6 Web printout: *How did this happen?*

Revision 1.4



RURAL OUTLOOK LIMITED

ABN 59 107 103 873

25 August 2014

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

Attention: Leanne Khan

Mr J Mitchell
Acting Chief Executive Officer
Latrobe City

Dear John

**Submission
Review of Latrobe Planning Scheme**

We understand that Council is reviewing the Latrobe Planning Scheme and ask that the following matters be given consideration.

Thank you for accepting this late submission.

Background

Rural Outlook Ltd is a small public company owned by 70 shareholders who are residents of or have connections with Latrobe City.

The company owns a large parcel of rural land to the south west of Traralgon adjoining the Princes Highway between the towns of Traralgon and Morwell (opposite the Latrobe Regional Hospital). The site has an area of approximately 1,100 hectares and was formerly used to cultivate plantation timber. A large part of the plantation was destroyed by wild fire in 2005. The site has now been restored to pasture.

The land is subject to various planning controls including:

- SRO1 (Gippsland Brown Coalfields) in part
- DDO3 (Princes Freeway – Traralgon Bypass) in part
- PAO1 (VicRoads – Road acquisition) in part
- ESO1 (Urban Buffer) in part



RURAL OUTLOOK LIMITED

ABN 59 107 103 873

(Development) history

In 2004 Traralgon bypass Advisory Committee described the significance of the subject area in the following terms:

...the Committee believes that it would be prudent for the preferred alignment to maximise the amount of land that is available for long term development. The Committee also believes that this future land bank needs to be vigorously protected so that it remains available for urban development. This would preclude the development of large areas for rural living or low density residential development (outside the urban buffer) – outcomes that would compromise Traralgon's long term growth potential....once the bypass alignment and associated coal and buffer boundary issues are resolved, Latrobe City should prepare a detailed structure plan for the southern area designed to protect and maximise the opportunity for long term development."

The Committee recommended proposed route alignment W4B which allowed the maximum land area between the Princes Highway and the bypass.

In 2006 Rural Outlook Ltd submitted and Council unanimously approved an overall development plan on part of the site (between the Highway and bypass route option W4B) for:

- 2,300 conventional residential lots (average of 600m² per lot);
- 480 medium density residential lots (average of 2 ha per lot);
- Two aged care facilities;
- Neighbourhood activity centre;
- School;
- Active recreation and public open space facilities.

The DPI objected to the development plan and subsequently the Traralgon Bypass Supplemental Inquiry was held in 2007.

The 2007 Committee recommended bypass route option W1C which allowed for the maximum protection of the coal resource (and no development of the subject site).

Submission

In view of the recent Morwell mine fire, and subject to the impending Inquiry Report, we ask that the bypass alignment be reconsidered for the following reasons:

- 1 Area H identified in LV2100 should be re-evaluated in two sections, Area H1 and Area H2 as identified by Dr Peter Fuller of Coffey Mining in his Expert Witness Statement of March 2007;



RURAL OUTLOOK LIMITED

ABN 59 107 103 873

- 2 The coal resource in Area H2 is insignificant in the context of the state resource. It represents 1.85% of the total resource in a low mine cost scenario and only 0.61% of the total resource in a high mine cost scenario;
- 3 The coal resource in Area H2 is at a depth of greater than 300m and is presently uneconomic to mine. Please note that we understand the Loy Yang open cut has a depth of some 160 – 170 metres.
- 4 Precluding mining of the resource in Area H2 would create a significantly larger buffer between future open cut coal mining, the Latrobe Regional Hospital and the larger Traralgon and Morwell urban areas.
- 5 Precluding mining of the resource in Area H2 would significantly reduce the exposure of the Latrobe Regional Hospital, Traralgon and Morwell urban areas to coal dust, smoke and other environmental impacts caused by the prevailing south westerly wind patterns.
- 6 Precluding mining of the resource in Area H2 would allow for the Traralgon Bypass to follow route alignment option W4B. If so, then the parcel of land between the bypass and the highway could be considered for residential, industrial or other development as part of the Morwell-Traralgon corridor.
- 7 Development of the Rural Outlook land, a single owner greenfield site, would be much easier than land to the north of the Princes Highway which has significantly more fragmented ownership.

Supporting Information

Attached to this submission are the following reports which provide detail of submissions made on behalf of Rural Outlook Ltd to the 2007 Traralgon Bypass Supplemental Inquiry:

- Figure 16 Coffey Mining report – identifies Area H1, Area H2 and bypass alignment options
- Traralgon Bypass Supplemental Inquiry – Outline of submissions - Freehills March 2007
- Traralgon Bypass Supplemental Inquiry - Closing submissions on behalf of Rural Outlook Ltd – Freehills May 2007
- Expert witness Statement of Dr Peter Gilmour Fuller of Coffey Mining Pty Ltd – March 2007
- Traralgon Bypass Supplemental Inquiry Expert witness Presentation of Dr Peter Fuller



RURAL **OUTLOOK** LIMITED

ABN 59 107 103 873

- Traralgon Bypass Supplemental Inquiry - Statement on behalf of Rural Outlook Ltd – Tract Consultants.

Rural Outlook Ltd will be pleased to be involved in future consultation on this matter. Would you please acknowledge receipt of this submission.

Yours sincerely



Ian Johnston
Chairman

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

13.2 CONSIDER SUBMISSIONS TO COMBINED PLANNING SCHEME AMENDMENT C83 AND PLANNING PERMIT - 50 HIGH STREET MOE

General Manager

**Planning & Economic
Sustainability**

For Decision

PURPOSE

The purpose of this report is for Council to consider all written submissions received in response to proposed combined Planning Scheme Amendment C83 and planning permit and to seek Council approval to progress the amendment to the next stage.

EXECUTIVE SUMMARY

Amendment C83 proposes to rezone land at 50 High St, Moe (see Attachment 6 – Photo of Existing Subject Site and Proposed Site Plan and Elevations) from General Residential Zone (formally Residential 1 Zone) to Mixed Use Zone (MUZ) and facilitate consideration of a planning permit that would allow the use and development of the land for a supermarket and licensed premises, associated works and business advertising signage.

Following public exhibition of Amendment C83 ten written submissions were received by Latrobe City Council. This report presents all ten submissions received to the amendment and outlines the issues raised by each submitter.

Given that submissions that request a change to Amendment C83, cannot be satisfied, Council must request the Minister for Planning to establish a planning panel to progress the amendment to the next stage.

RECOMMENDATION

That Council:

- 1 Having considered all written submissions received to Amendment C83 and Planning Permit 254/2013 requests the Minister for Planning to establish a planning panel to consider submissions for Amendment C83 and prepare a report.**
- 2 Advises those persons who made written submissions to Amendment C83 of Council's decision.**

Moved: Cr Gibbons
Seconded: Cr Gibson

That the Recommendation be adopted.

CARRIED UNANIMOUSLY

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 – Built Environment (City Planning)

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

Latrobe City is a vibrant and diverse community. Council is ensuring that the changing needs and aspirations of our diverse community are met by providing facilities, services and opportunities that promote an inclusive and connected community.

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 5: Planning for the future

To provide a well planned, connected and liveable community.

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

Strategic Direction – Planning for the future

Provide efficient and effective planning services and decision making to encourage development and new investment opportunities.

Plan and coordinate the provision of key services and essential infrastructure to support new growth and developments

Legislation –

The provisions of the Latrobe Planning Scheme and the following legislation apply to this amendment:

- *Local Government Act 1989*
- *Planning and Environment Act 1987*
- *Transport Integration Act 2010*

The proposal is considered to be consistent with this legislation.

BACKGROUND

Latrobe City Council received an application to amend the Latrobe Planning Scheme on 17 October 2013 from Beveridge Williams on behalf of the proponent. An initial review of the documents submitted with the application, identified the need for further information and minor alterations to strengthen the strategic justification of the proposal. Subsequently Latrobe City Council received a revised application on 13 January 2014.

The proposal seeks to rezone the parcel of land at Lot 5, PS17127 known as 50 High St, Moe from General Residential Zone (formally Residential 1 Zone) to Mixed Use Zone (MUZ) with a combined request for a Planning Permit for Use and Development of the site (See Attachment 1 – Subject Land and Proposed Zoning Map). The planning permit application seeks permission to use and develop the land for a supermarket and licensed premises, associated works and business identification signage.

While the combined planning scheme amendment and planning permit will be assessed as a combined process, the determination of the planning permit for use and development will be subject to the outcome of the proposed planning scheme amendment.

The subject land is located on the former Wackers Convenience Store site (which was vacated in 1998) and is proposed to retain the name 'Wackers Foodworks'. The rezoning will better reflect the proposed and former retail land-use allowing for the operation of a small supermarket, delicatessen, take-away food and the sale of packaged liquor.

The existing General Residential Zone (formally Residential 1 Zone) provisions currently prohibit a convenience shop with a floor area exceeding 80m² or a shop/supermarket of any size. The zoning effectively makes the existing retail building and other infrastructure on the site redundant; unable to be used for its intended purpose and limits flexibility in the type of other appropriate retail uses that may be established as an alternative.

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

The purpose of the Mixed Use Zone is to:

- Implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- Provide for a range of residential, commercial, industrial and other uses which complement the mixed-use function of the locality;
- Provide for housing at higher densities;
- Encourage development that responds to the existing or preferred neighbourhood character of the area; and
- Facilitate the use, development and redevelopment of land in accordance with the objectives specified in a schedule to this zone.

The economic assessment (i.e. '*Economic Impact Study for proposed Foodworks at 50 High Street Moe*' August 2013) submitted with the application determines that there is a minimum floor area and number of 'Stock Keeping Units' necessary to make a small supermarket viable. This includes the need to broaden the type of goods offered for sale, such as take-away food and packaged liquor. The amendment seeks to apply the MUZ zone that will:

- Provide greater flexibility for use of the land which is not afforded under the existing General Residential Zone (formally Residential 1 Zone);
- Facilitate re-use of the existing building for the purpose that it was originally constructed in the early 1960's; and
- Facilitate establishment of an economically viable business that will serve an important local convenience retailing function.

The planning permit application with appropriate conditions will:

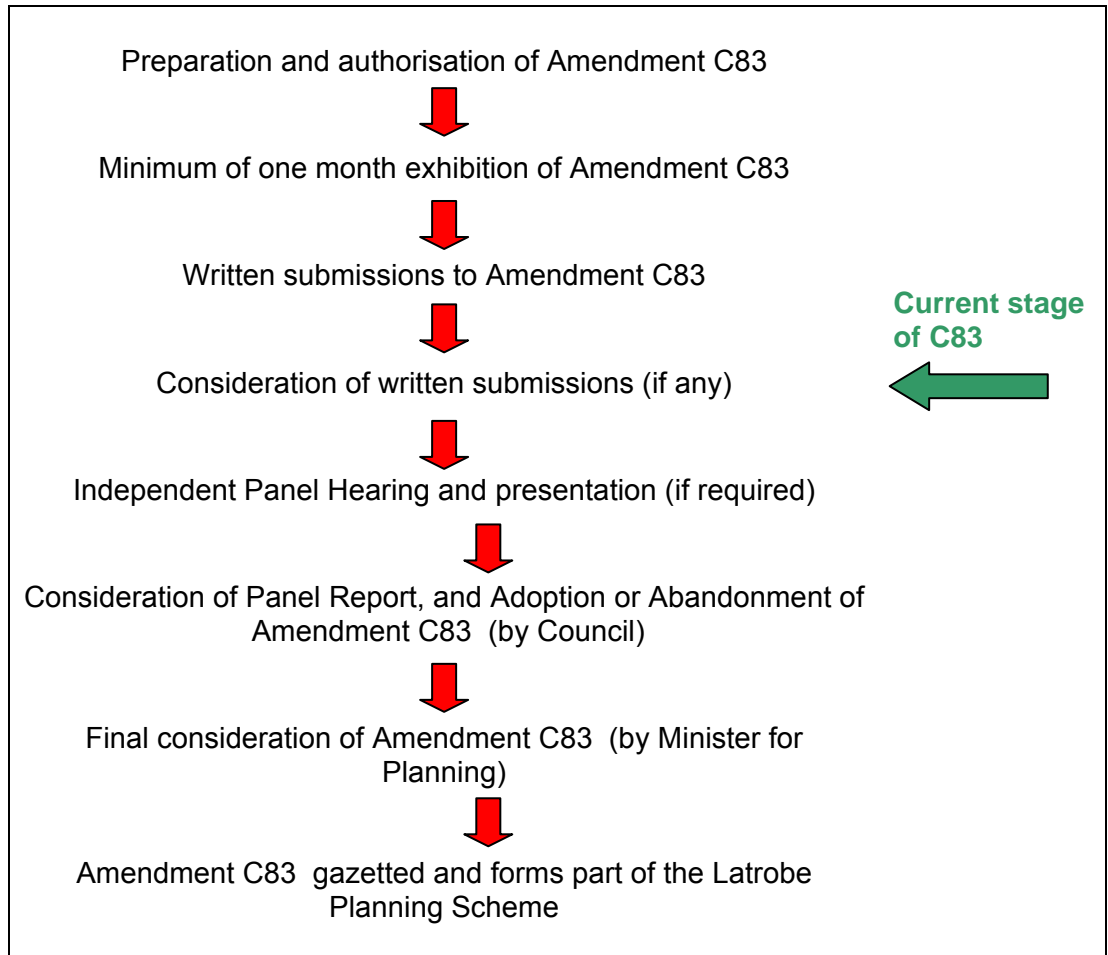
- Provide an appropriate level of control over the intended use and development of the land.

The use and development will still trigger the requirement for a planning permit in the MUZ due to the leasable floor area exceeding 150m² for the intended use as a supermarket. The proposed ancillary use of a take away food premises will not require a planning permit. The proposed liquor license use and signage development also require a planning permit.

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

Statutory Requirements

The C83 Planning Scheme Amendment process is shown in the figure below and provides an indication of the current stage of C83.



In accordance with the Act, the municipal council, as a planning authority, has a number of duties and powers. These duties and powers are listed at Section 12 of the Act. Under Section 12 a planning authority must have regard to (*inter alia*):

- The objectives of planning in Victoria;
- The Minister's directions;
- The Victoria Planning Provisions;
- The Latrobe Planning Scheme;
- Any significant effects which it considers a planning scheme amendment might have on the environment or which it considers the environment might have on any use or development envisaged by the amendment.

Amendment C83 has had regard to Section 12 of the Act and is consistent with the requirements of Section 12. In addition each amendment must

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

address the Department of Transport Planning and Local Infrastructure (DTPLI) publication *Strategic Assessment Guidelines for Planning Scheme Amendments*. A response to these guidelines is outlined in the attached Explanatory Report, (see Attachment 2 – C83 Explanatory Report).

The proposal is consistent with the State Planning Policy Framework and the Municipal Strategic Statement (MSS). This is explained in the attached Explanatory Report, (see Attachment 2 – C83 Explanatory Report).

Planning Scheme Amendments

At the Ordinary Council meeting on 17 February 2014 Council resolved to seek the Minister for Planning's Authorisation to prepare and exhibit the proposed Amendment C83.

The Minister for Planning in accordance with Sections 8A(3) of the *Planning and Environment Act, 1987*, authorised Council to prepare the proposed Amendment C83 on 23 May 2014.

Amendment C83 was placed on public exhibition during the period 10 July 2014 to 22 August 2014

Sections 22 and 23 of the Act require that Council must consider all submissions received to C83 and where a submission requests a change that can't be satisfied, request the Minister for Planning to establish a planning panel to consider submissions.

The recommendations of this Council Report are in accordance with Sections 22 and 23 of the Act.

INTERNAL/EXTERNAL CONSULTATION

A total of ten submissions were received by Latrobe City Council to Amendment C83. The Submission Summary Table provided at Attachment 3 provides a breakdown of the submissions received and issues raised in each submission and planning consideration of each issue raised.

The amendment is subject to the prescribed process in accordance with the public notice and consultation requirements of Section 19 of the Act.

This included advertising in the government gazette and local newspapers as well as written notification to landowners and occupiers that may be materially affected by the amendment.

All statutory and servicing authorities likely to be materially affected have also been notified of the proposed amendment.

Amendment C83 was placed on public exhibition during the period 10 July

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

2014 to 22 August 2014.

Public Submissions

Following public exhibition ten written submissions were received by Latrobe City Council in response to C83 (see Attachment 4 – Full set of Submissions and Attachment 5 – Map showing location of submitters). Section 22 of the Act requires that a planning authority consider all submissions to an amendment.

Amendment C83 Submissions	
Support	7
Object	3
Total Submissions	10

KEY POINTS/ISSUES

Two key themes were identified in the submissions as a result of the formal exhibition period. These themes relate to:

1. Impact on residential amenity and change of neighbourhood character (including safety, traffic, social issues associated with liquor consumption, noise and rubbish).
2. Consistency with State and Local Policy.

Theme 1 - Impact on residential amenity and change of neighbourhood character

Concerns were raised by three objectors in relation to a possible loss of amenity and neighbourhood character if a development of this nature was to be established in the area. Concerns were raised in regards to safety, traffic, social issues associated with liquor consumption, noise and rubbish.

The development of the current site to the proposed 'Wackers Foodworks' will facilitate an upgrade of the existing derelict building and associated landscape design works, which is expected to enhance the amenity and liveability of the public realm and promote the attractiveness of the local urban area (see Attachment 6 – Photo of Existing Subject Site and Proposed Site Plan and Elevations).

The proposed amendment and associated use and development are unlikely to create any adverse environmental impacts as the site is already developed for the intended use and operated in the past as a convenience store/delicatessen. The subject site is connected to all major utilities including sewerage and has no existing native vegetation onsite.

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

Additionally the proposed supermarket hours of operation are respectful of the surrounding residential area.

The site is highly exposed to traffic travelling along both High Street and Bayley Street. The subject site will also be well lit internally and externally. The licensee is required to install security cameras within the shop and provision of camera footage to the Victoria Police as required. The Licensing Inspector of the Latrobe Police Service Area has confirmed that the Victoria Police has no objection to the proposal.

A Traffic Impact Assessment has been prepared by a qualified traffic engineering consultant and concludes that the proposal will not result in any adverse traffic impacts.

The proposed sale of packaged liquor is an ancillary component of the supermarket, occupying only 45m² of gross floor area of 292m². There will be no sale of packaged liquor outside the supermarket opening hours.

There has been no evidence presented to support the assertion that the sale of packaged liquor from the premises will result in an increase in anti-social behaviour in the immediate or surrounding area, or that it will increase the exposure of children to such behaviour.

The proposal is not expected to generate vehicle noise impacts above levels acceptable for a residential area. The hours of operation are limited to between 6.00 am and 9.00 pm weekdays and 8.00 am to 9.00 pm on weekends and public holidays, ensuring minimal impact on the surrounding residential area as a result of vehicle movements to and from the site. Delivery of goods will be restricted to weekdays between 5.30 am and 1.00 pm and only newspapers will be delivered on the weekends.

An enclosed waste bin storage area is proposed on the eastern side of the building for commercial waste. Bin receptacles are also proposed to be located at both extremities of the site for customers to dispose of rubbish if required. The availability of bins should minimise the potential for rubbish to be dropped elsewhere by customers.

Theme 2 - Consistency with State and Local Planning Policy.

Concerns were raised by one objector in relation to the proposals perceived inconsistency with State and Local Planning Policy. In the objector's opinion the proposal was not specifically consistent with the Main Town Strategy for Moe/Newborough as it created out of centre development, which could impact on retailing and liveability.

It is considered that the proposed rezoning to the Mixed Use Zone is appropriate to facilitate a development of this nature. The State Planning Policy Framework (SPPF) encourages developments that meet the communities' needs for retail services and provide a net community benefit in relation to accessibility, efficient infrastructure use and

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

sustainability of commercial facilities. The proposal will facilitate re-use of the site for the purpose it was originally designed for, i.e. a small supermarket that provides an important local neighbourhood function.

Additionally the SPPF also promotes the creation of good quality urban environments with a sense of place and cultural identity. It seeks to achieve urban design outcomes that contribute positively to the local urban character and enhance the public realm. The proposal will involve an upgrade of the existing building and associated landscape design works, which will enhance the amenity and liveability of the public realm and promote the attractiveness of this part of Moe's urban area.

The Local Planning Policy Framework (LPPF) encourages neighbourhood shops that provide local convenience goods and services in locations that are accessible to local communities, encourage shops that do not significantly detract from the function of existing major retail centres and provide for localised convenience retailing. Although the site is not identified within an existing 'Primary Activity Centre' or 'Possible Future Neighbourhood Centre', the previous use of the site, existing site characteristics and potential economic viability of the proposed business provide strong support for the proposal. Additionally the site does not seek to generate an expanded neighbourhood centre function with other community and commercial uses, as the adjacent land is expected to continue to be used for residential purposes and remain in a residential zone for the foreseeable future.

In addressing the issue of an 'out of centre development' an Economic Impact Study was submitted to support the application. The findings of the report demonstrated that the establishment of the supermarket will have a negligible impact on the economic viability of existing full-line supermarkets within Moe's central activity district and other smaller supermarkets within existing neighbourhood centres elsewhere within Moe or Newborough.

A more detailed response to Themes 1 and 2 are provided at Attachment 3 to this report.

RISK IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management framework. There are not considered to be any risks associated with this report.

FINANCIAL AND RESOURCES IMPLICATIONS

The prescribed fees for planning scheme amendments are detailed in the *Planning and Environment (Fees) Regulations 2012*. The costs associated with a planning scheme amendment include: considering a request to amend a planning scheme, consideration of submissions, providing assistance to a panel and adoption and approval of an amendment.

Statutory fees and panel fees associated with this amendment will be met by the proponent.

OPTIONS

The options available to Council are as follows:

- 1 That Council, after considering all written submissions received to Amendment C83, resolves to request the Minister for Planning to establish a planning panel to consider submissions and prepare a report.
- 2 That Council after considering all written submissions received to Amendment C83 resolves to abandon the exhibited Planning Scheme Amendment C83 and inform the Minister for Planning.

CONCLUSION

Amendment C83 seeks to rezone land at 50 High St, Moe from General Residential Zone (formally Residential 1 Zone) to Mixed Use Zone and determination of a planning permit that would allow the use and development of the land for a supermarket and licensed premises, associated works and business advertising signage.

Given that submissions still stand that request a change to Amendment C83 that cannot be satisfied, Council must request the Minister for Planning to establish a planning panel to progress the amendment to the next stage.

SUPPORTING DOCUMENTS

1. Amendment C83 – Final Background Document with Appendices
2. Draft Planning Permit 254/2013

Attachments

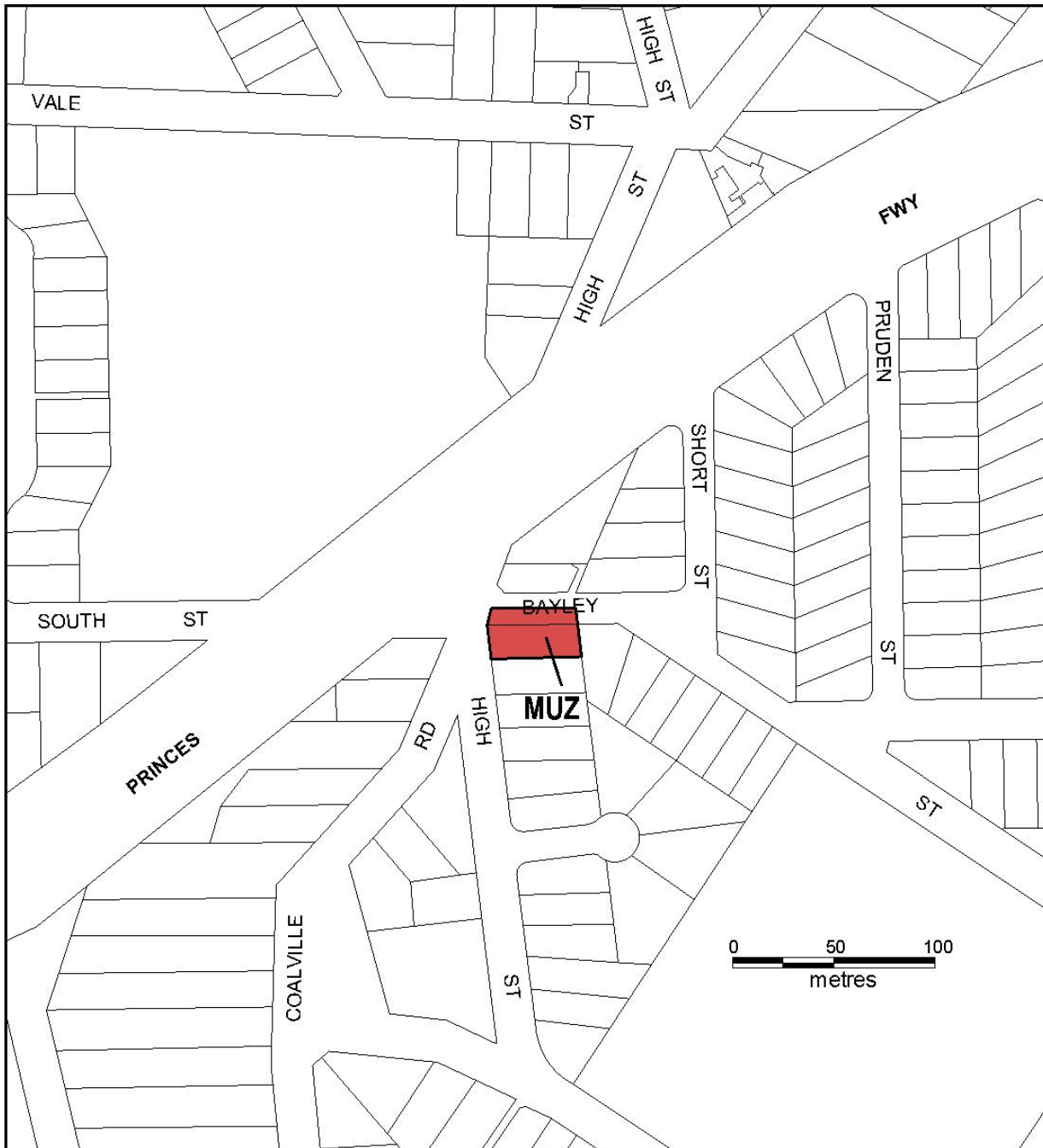
1. Attachment 1 - Subject Land and Proposed Zoning Map
2. Attachment 2 - C83 Explanatory Report
3. Attachment 3 - Submission Summary Table
4. Attachment 4 - Full set of Submissions
5. Attachment 5 – Map showing location of submitters
6. Attachment 6 – Photo of Existing Subject Site and Proposed Site Plan and Elevations

13.2

Consider Submissions to Combined Planning Scheme Amendment C83 and Planning Permit - 50 High Street Moe

1	Attachment 1 - Subject Land and Proposed Zoning Map	287
2	Attachment 2 - C83 Explanatory Report	289
3	Attachment 3 - Submission Summary Table	297
4	Attachment 4 - Full set of Submissions.....	313
5	Attachment 5 – Map showing location of submitters	351
6	Attachment 6 – Photo of Existing Subject Site and Proposed Site Plan and Elevations.....	353

LATROBE PLANNING SCHEME LOCAL PROVISION



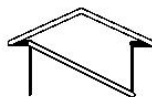
Part of Planning Scheme Map 28

LEGEND

MUZ MIXED USE ZONE

AMENDMENT C83

| Planning Mapping Services |
| Amendments Coordination Team |
| Planning & Building Systems |
| Planning, Building & Heritage |



Department of
Transport, Planning and
Local Infrastructure



001

Planning and Environment Act 1987

LATROBE PLANNING SCHEME

AMENDMENT C83

EXPLANATORY REPORT

Who is the planning authority?

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

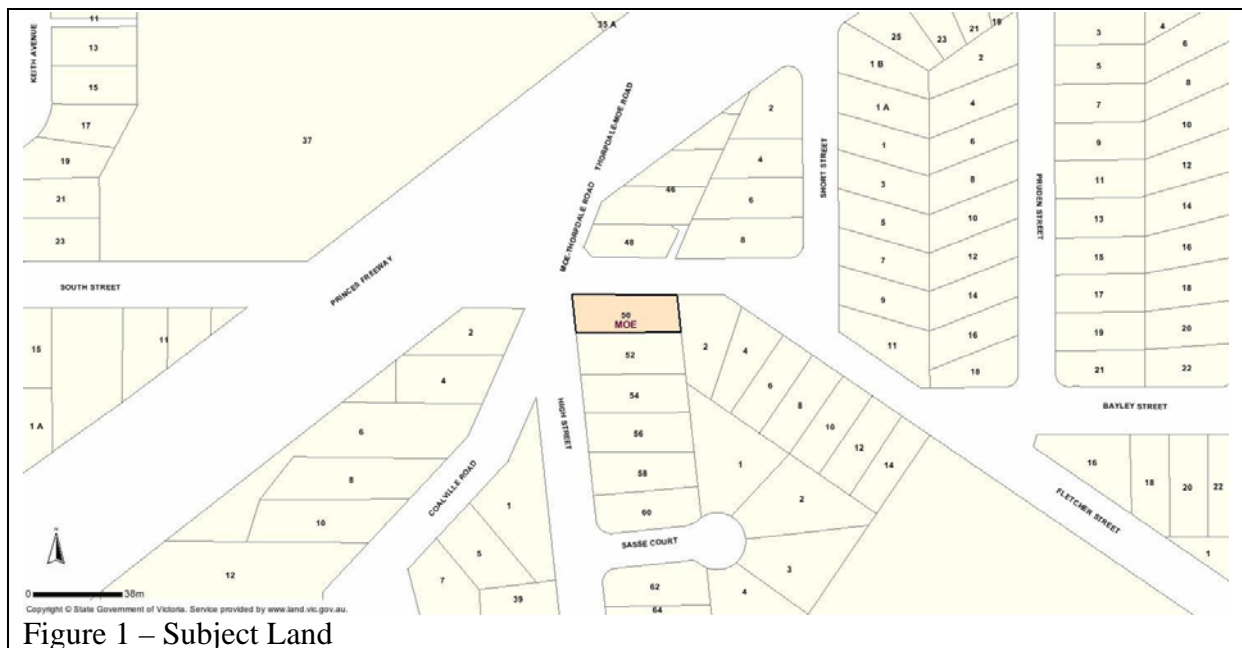
The proposed amendment has been made at the request of Beveridge Williams & Co Pty Ltd on behalf of Martini Investments Pty Ltd.

Land affected by the amendment

The land affected by the proposed amendment is located at 50 High Street, Moe. It is shown in Figure 1 below

The subject land is known as Lot 50 on Plan of Subdivision 17127 and contained in Certificate of Title Volume 7165 Folio 859. The land is approximately 766m².

The Waker convenience store and delicatessen operated from the site from the early 1960's to 1998 when it was vacated. The current owner Martini Investments Pty Ltd bought the land in 2009 with the intention to once again operate a small retail premises.



What the amendment does.

The proposed amendment seeks to rezone the land from Residential 1 Zone (R1Z) to Mixed Use Zone (MUZ) and facilitate consideration of a Planning Permit that would allow the use and development of the land for a supermarket and licensed premises, associated works and business advertising signage.

Strategic assessment of the amendment

Why is the amendment required?

The application for rezoning intends to apply an appropriate planning control to the land which:

- Provides greater flexibility for use of the land which is not afforded under the existing Residential 1 Zone;
- Facilitates re-use of an existing building for the purpose that it was originally constructed for in the early 1960's;
- Facilitates establishment of an economically viable business that will serve an important local convenience retailing function; and
- Provides an appropriate level of control over the intended use and development of the land.

The amendment is necessary, as there are no other mechanisms (such as the planning permit application process) that are capable of achieving the desired future land use outcome. The matters addressed in the amendment are not dealt with under other regulations.

The proposed amendment seeks to apply the Mixed Use Zone to facilitate the future use and development of the land for a licensed supermarket. This is consistent with Council's strategic policy position outlined in the Municipal Strategic Statement, which seeks to:

- Encourage neighbourhood shops that provide local convenience goods and services in locations that are accessible to local communities;
- Encourage shops that do not significantly detract from the function of existing major retail centres;
- Provide for localised convenience retailing;
- Will improve the efficiency and convenience of service to the local community; and
- Create walkable neighbourhoods that provide shops within 400 to 800 metres walking distance from all dwellings.

There are no anticipated costs relating to the proposed zoning change.

The proposed amendment does not seek to repeat provisions that are already in the Latrobe Planning Scheme.

How does the amendment implement the objectives of planning in Victoria?

The objectives of planning in Victoria are:

- a) To provide for the fair, orderly, economic and sustainable use and development of land.
- b) To provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity.
- c) To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria.

- d) To conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value.
- e) To protect public utilities and other assets and enable the orderly provision and coordination of public utilities and other facilities for the benefit of the community.
- f) To facilitate development in accordance with the objectives set out in the points above.
- g) To balance the present and future interests of all Victorians.

The amendment provides for the fair, orderly, economic and sustainable use and development of land by facilitating the establishment of an economically viable business that will serve an important local convenience retailing function; and involves the re-use of an existing building for the purpose that it was originally constructed for in the 1960's.

The amendment provides for the protection of natural resources and maintenance of ecological processes through the use of land which has no environmental constraints. There will be no impact on the orderly provision and coordination of public utilities as a result of this amendment, as all services and utilities are connected for the desired purpose.

The amendment delivers a pleasant and safe living and recreational environment by creating a walkable neighbourhood through localised convenience retailing supported through both Local and State Policy in the Latrobe Planning Scheme.

How does the amendment address any environmental, social and economic effects?

The social and economic impacts of the amendment are likely to be mostly positive and include direct and indirect employment opportunities. The rezoning will support the use of the exiting site as it was intended.

The amendment adequately addresses environmental effects of the proposal considering the existing development on site. The subject site is devoid of native vegetation and does not have any other significant environmental characteristics. Other environmental matters, such as stormwater management, can be addressed through conditions on the planning permit (if the amendment is approved) and/or building permit.

The amendment will have positive social effects, in particular by:

- Promoting Moe as a strong regional town that provides a choice of places to live, establish a business and find a job;
- Improving the efficiency and convenience of service to the local community;
- Facilitating an upgrade of the existing building and associated landscape design works, which will enhance the amenity and liveability of the public realm and promote the attractiveness of this part of Moe's urban area;
- The proposed use acting as a community hub where local residents can meet and interact in a safe environment. The proposal already has attracted a significant level of local community support which has been expressed through social media;
- Promoting the concept of a 'walkable neighbourhood' by facilitating a land use that will encourage walking and cycling as an alternative form of transport. This will inevitably lead to improved social interaction within the local community.

The rezoning to Mixed Use Zone will facilitate the assessment of the planning permit including the sale of packaged liquor at the site. The Planning Permit application will be referred to relevant agencies including the Victorian Commission for Gambling and Liquor Regulation. It is noted that the proposal may inevitably result in minimal negative social impacts from the sale of packaged liquor which will be minimalised through the Liquor Licence and Planning Permit conditions.

The proposed amendment will provide the following economic benefits:

- It will assist to maintain a strong and dynamic local economy through establishment of a new commercial enterprise that serves an important local convenience retailing function;
- As detailed in the Economic Impact Study by Business Insight Group (August 2013), the proposal will not adversely affect the economic viability of any other supermarket retailer in Moe, as:
 - The proposed supermarket is expected to generate a weekly turnover of \$40,000. The existing supermarkets in the Moe Activity Centre are too large for this expenditure to have any impact on their profitability; and
 - The IGA in Elizabeth Street will not be impacted, as it is geographically isolated from the site and relies upon a different catchment area.
- It will provide additional long term employment opportunities through the creation of at least 8 new permanent jobs; and,
- It will provide additional short term employment associated with the building upgrade, internal fit out, landscaping and other associated works.

Does the amendment address relevant bushfire risk?

This issue is not relevant to the proposal, as the site is not within a designated bushfire area.

Does the amendment comply with the requirements of any Minister's Direction applicable to the amendment?

The amendment is consistent with the Ministerial Direction of the Form and Content of Planning Schemes under section 7(5) of the *Planning and Environment Act 1987*.

Under Section 12(2)(a) of the *Planning and Environment Act 1987* the Minister's Direction No 11 (Strategic Assessment of Amendment) applies to this amendment. The amendment complies with the requirements of this direction, as evidenced by this explanatory report.

The amendment is affected by Ministerial Direction 15 *The Planning Scheme Amendment Process* by achieving the set time frames for completing steps in the planning scheme amendment process. This direction applies to the Minister for Planning, the Secretary to the Department, Panels appointed under Part 8 of the *Planning and Environment Act 1987* (Act), and all planning authorities in Victoria. The amendment will be processed in accordance with this direction and the associated Advisory Note 48: 'Ministerial Direction No. 15 – The Planning Scheme Amendment Process' and Practice Note 77: 'Pre-setting Panel Hearing Dates'.

Advisory Note 34: 'Addressing the *Transport Integration Act 2010* in a Planning Scheme Amendment' requires consideration of the provisions of this Act.

How does the amendment support or implement the State Planning Policy Framework and any adopted State policy?

The amendment both considers and gives effect to relevant principles and specific policies contained in the State Planning Policy Framework (SPPF) as outlined below:

Clause 11.05-1 – Regional settlement networks, Clause 11.05-4 – Regional planning strategies and principles & Clause 17.01-1 – Business seek to promote the sustainable growth and development of regional Victoria through a network of settlements identified in the Regional Victoria Settlement Framework plan. Moe is identified as one of Victoria’s Major Regional Cities on the Regional Victoria Settlement Framework plan, where developments which meet the communities’ needs for retail services and provide a net community benefit in relation to accessibility, efficient infrastructure use and sustainability of commercial facilities are encouraged.

Response:

The amendment is consistent with the objectives of the above clauses, as it seeks to apply a zone that will allow the land to be re-used for the purpose it was originally designed for, i.e. a small supermarket that provides an important local neighbourhood function. By doing so, it promotes Moe as a strong regional town that provides a choice of places to live, establish a business and find a job and will improve the efficiency and convenience of service to the local community.

Clause 15.01-1 – Urban design and Clause 15.01-2 – Urban design principles promote the creation of good quality urban environments with a sense of place and cultural identity. They seek to achieve urban design outcomes that contribute positively to the local urban character and enhance the public realm.

Response:

The amendment is consistent with the objectives of the above clauses, as it will facilitate an upgrade of the existing building and associated landscape design works, which will enhance the amenity and liveability of the public realm and promote the attractiveness of this part of Moe’s urban area.

Clause 18.02-1 – Sustainable personal transport and Clause 18.02-5 – Car parking promote the use of sustainable personal transport, along with an adequate supply of car parking commensurate with land use needs.

Response:

The amendment is consistent with the objectives of the above clauses, as it will facilitate a land use that will encourage walking and cycling as an alternative form of transport. Adequate car parking can be accommodated on both the site and within the adjacent road reserve to cater for the intended use.

How does the amendment support or implement the Local Planning Policy Framework, and specifically the Municipal Strategic Statement?

The amendment both considers and gives effect to relevant policy objectives and strategies contained in the Municipal Strategic Statement (MSS) as outlined below.

Clauses 21.04-2 Settlement and 21.05 – Main Towns seek to make the best possible use of communities’ investment in urban infrastructure and support commercial services by encouraging infill or incremental development of existing towns in preference to dispersed development. *Clause 21.07-2 – Economic Sustainability* encourages a vibrant and dynamic economic environment and supports flexibility for development to occur to accommodate the needs of the population. *Clause 21.07-6 - Retailing* states that major town centres such as Moe must grow and innovate their retail offering in order to cater for increased demand and to remain competitive.

Response:

The amendment is consistent with the objectives of the above clauses, as it will protect existing businesses (particularly those that play a weekly shopping role) whilst

embracing a private investment opportunity for a new retail development that fulfils identified gaps in the market. More specifically, the amendment will facilitate use of the land for a small licensed supermarket that will perform an important localised convenience retailing function.

The site is not identified within an existing 'Primary Activity Centre' or 'Possible Future Neighbourhood Centre' on the Moe Structure Plan in the MSS. However, neither is the existing local supermarket in Elizabeth Street, Moe, or other comparable sized facilities in other major towns of Latrobe City (eg. the local supermarkets in Hyland and Henry Streets, Traralgon). The previous use of the site, existing site characteristics and potential economic viability of the proposed business should be considered greater influencing factors in support of the rezoning. It should also be noted that the site does not seek to generate an expanded neighbourhood centre function with other community and commercial uses, as the adjacent land is expected to continue to be used for residential purposes and remain in a residential zone for the foreseeable future. It is also not expected to have any economic impact on the viability of existing full-line supermarkets within Moe's central activity district or other smaller supermarkets within existing neighbourhood centres elsewhere within Moe or Newborough, as discussed in the Economic Impact Assessment by Business Insight Group.

Clause 21.04-5 – Urban Design seeks to encourage high quality urban design which enhances the amenity and liveability of the public realm and promotes the attractiveness of towns. This is to be achieved through planning outcomes that provide a visually attractive urban environment, display a high level of civic pride, community satisfaction and positive image.

Response:

The amendment is consistent with the objective of this clause, as it will facilitate an upgrade of the existing building and associated landscape design works, which will enhance the amenity and liveability of the public realm and promote the attractiveness of this part of Moe's urban area.

Clauses 21.04-6 – Infrastructure and *21.08 – Liveability* refer to the concept of community liveability that relates to the provision of services and the ways in which they make a contribution to a community's way of life. *Clause 21.08-3 – Healthy Urban Design* promotes 'Healthy Urban Design' principles, with the provision of walkable neighbourhoods and shops that are within 400 to 800 metres walking distance from all dwellings.

Response:

The amendment is consistent with the objectives of these clauses, as it promotes the concept of a 'walkable neighbourhood' by facilitating a land use that will encourage walking and cycling as an alternative form of transport. This will inevitably lead to improved social interaction within the local community and healthier lifestyles resulting from a reduction in the need to use a motor vehicle to obtain convenience items such as milk or bread.

Does the amendment make proper use of the Victoria Planning Provisions?

The amendment seeks to rezone the subject land from Residential 1 Zone to the Mixed Use Zone to reflect the past and future land use of the site. The purpose of the Residential 1 Zone is primarily for providing for a range of housing densities to meet the needs of households and to encourage residential developments to respect neighbourhood character. The Residential Zone 1 also allows educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate location.

The objectives of the Mixed Use Zone are

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To provide for a range of residential, commercial, industrial and other uses which complement the mixed-use function of the locality;*
- *To facilitate the use, development and redevelopment of land in accordance with the objectives specified in a schedule to this zone.*

Given the intent of the proposed amendment, which is to apply a zone that will facilitate the future use and development of the land for a small licensed supermarket to serve a local neighbourhood retailing function, the Mixed Use Zone is the most appropriate VPP tool to use.

The amendment does not seek to implement any new overlays.

The amendment does not affect, conflict with or duplicate another existing provision in the planning scheme that deals with the same land, use or development.

The proposed controls do not capture matters that do not specifically relate to the purpose or objectives of the control or matters that should not be dealt with under planning.

There are no other VPP Planning Practice Notes of relevance to the proposed amendment.

How does the amendment address the views of any relevant agency?

The proposed amendment will be referred to all relevant agencies that may have an interest in the proposal as part of the exhibition process, and will be placed on public exhibition for at least one calendar month.

Preliminary feedback in regard to the proposed sale of packaged liquor has not been sought from the Victorian Commission for Gambling and Liquor Regulation or any local authorities.

The proposed amendment does not seek to create any new formal or informal referral requirements.

Does the amendment address relevant requirements of the *Transport Integration Act 2010*?

The proposed rezoning and intended use of the land for a supermarket is not likely to have an impact on the transport system as defined by section 3 of the *Transport Integration Act 2010*.

A Traffic Impact Assessment has been undertaken by TTM Consulting (Vic) Pty Ltd to inform the proposed rezoning and intended land use. The primary findings of the report are that:

- Parking is proposed both on-site and adjacent to the site frontage in accordance with the provisions of the Latrobe Planning Scheme;
- The anticipated traffic volumes generated by the proposal will have no adverse impacts on existing traffic conditions in the immediate area; and
- The on-site parking and loading arrangements are appropriate for the proposal.

The planning scheme amendment process is not an appropriate mechanism to assess traffic management and car-parking; this will be undertaken through the concurrent planning permit process and referral to the appropriate authorities.

Resource and administrative costs

What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?

The planning scheme amendment request was submitted by Beveridge Williams (the

applicant) on behalf of Martini Investments Pty Ltd (the proponent). Stage 1 application fees have been receipted and subsequent staged fees will be collected subject to progression of the amendment. Planning Panel costs associated with the consideration of any submissions will be at the cost of the proponent.

It is considered that the amendment will have a negligible impact on Council resources, with the main cost being officer time to assess and progress the proposed amendment.

The amendment will not result in an increase in the total number of planning permit applications processed by the responsible authority.

Where you may inspect this Amendment

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

Latrobe City Council
Corporate Headquarters
141 Commercial Road
Morwell VIC 3840

Latrobe City Council
Traralgon Service Centre
34-38 Kay Street
Traralgon VIC 3844

Latrobe City Council
Moe Service Centre
44 Albert Street
Moe VIC 3825

Latrobe City Council
Churchill Service Hub
9-11 Philip Parade
Churchill VIC 3842

The amendment can also be inspected free of charge at the Department of Transport, Planning, and Local Infrastructure website at

<http://www.dpcd.vic.gov.au/planning/publicinspection>.

Submissions

Any person who may be affected by the amendment may make a submission to the planning authority. Submissions about the amendment must be received by 22 August 2014.

A submission must be sent to: Ms Leah Pollard

Senior Strategic Planner
Latrobe City Council
PO Box 264

MORWELL VIC 3840

Panel hearing dates

In accordance with clause 4(2) of Ministerial Direction No.15 the following panel hearing dates have been set for this amendment:

- directions hearing: Week commencing 10 November 2014
- panel hearing: Week commencing 1 December 2014

Submission Number	Submitter	Support/Objection	Submission Issue	Planning Comment
1	Victorian Police MORWELL VIC 3840	No Objection	N/A	Noted
2	Department of Environment and Primary Industries (Minister for Environment and Climate Change and Minister for Agriculture and Food Security)	No Objection	N/A	Noted
3	Mr Paul Young Senior Planning Engineer Gippsland Water TRARALGON VIC 3844	No Objection	N/A	Noted
4	Mr Aaron Falzon MOE VIC 3825	Supports	N/A	Noted
5	Mr James Lamb TRARALGON VIC 3844 (late submission)	Supports	<ul style="list-style-type: none"> • Consistent with State and local policy. • Community support via Facebook followers and petition with 65 signatures. • Safe assembly point and community meeting place. 	Noted

			<ul style="list-style-type: none"> • Fix up an eyesore with a modern facility. 	
6	Mr Graeme Bush and Ms Michelle Dickson MOE VIC 3825 (late submission)	Supports	<ul style="list-style-type: none"> • It will enhance the general appearance of the area. • Provide services to a growing community. • Encourage people to walk to shop. 	Noted
7	Mr Stand and Mrs Pat Bush MOE VIC 3825 (late submission)	Supports	<ul style="list-style-type: none"> • Have missed having a local shop. • Does not agree with the comparisons to the Elizabeth Street Shops. • Population has grown significantly in the area and having a local shop would be of great benefit. • Will fix up an old building that is currently an eyesore. 	Noted
8	Ms Yvette Stolk JEPARIT VIC 3423	Objection	<ul style="list-style-type: none"> • Concerns that a liquor/licensed venue will have a 	Potential impact on residential amenity and significant change of neighbourhood character (including

			<p>detrimental impact on residential amenity and will significantly change the neighbourhood character.</p> <ul style="list-style-type: none"> • Concerns with safety, traffic and consistency with State and local planning policy. • Made comparisons to another local licensed supermarket in Moe that sells liquor and the issues this can create. 	<p>safety, traffic social issues (associated with liquor consumption), noise and rubbish):</p> <p>The proposal will facilitate an upgrade of the existing building and associated landscape design works, which will enhance the amenity and liveability of the public realm and promote the attractiveness of this part of Moe’s urban area.</p> <p>There has been no evidence presented to support the assertion that the sale of packaged liquor from the existing IGA supermarket in this street has directly resulted in the anti-social behaviour reported in the quoted references from the ‘Latrobe Crime Watch News’.</p> <p>The site is highly exposed to traffic travelling along both High Street and Bayley Street. The site will be well lit and will provide a place for local residents to meet and interact within the supermarket, creating a sense of community. As it will be a standalone retail premises and not part of a neighbourhood centre comprising other shops, there will be no incentive for customers to loiter outside the building once they have made their purchase.</p>
--	--	--	--	--

				<p>The proposed hours of operation are respectful of the surrounding residential area.</p> <p>The Licensing Inspector of the Latrobe Police Service Area has confirmed that the Victoria Police has no objection to the proposal.</p> <p>A Traffic Impact Assessment has been prepared by a qualified traffic engineering consultant and concludes that the proposal will not result in any adverse traffic impacts. The traffic assessment has also been reviewed by Council's Traffic Engineer and they have confirmed the findings of the assessment. Additional planning permit conditions have been included within the draft planning permit to ensure safe and efficient traffic management.</p> <p>The traffic assessment states that the proposal is anticipated to generate in the order of 354 vehicle movements a day, with around 36 vehicle movements occurring during the PM peak period. Many of these vehicle movements will not be additional to the road network, but rather existing vehicle movements that stop temporarily at the subject site in</p>
--	--	--	--	---

				<p>passing.</p> <p>The majority of deliveries will be via small vans that will be able to turn within the on-site car park and exit the site in a forwards direction. Approximately 2 to 3 deliveries per week are expected by a 'medium rigid vehicle' of 8.8 metres in length. The traffic assessment states that the infrequent (2 to 3 per week) reversing manoeuvres onto Bayley Street can be appropriately supervised to ensure that they occur safely and satisfactorily. This will be enforced via a condition on the draft planning permit.</p> <p>The internal car park has been designed to allow for vehicles to reverse on site and exit in a forward gear.</p> <p>The existing footpath network within the adjacent streets allow for the safe passage of pedestrians visiting the site on foot.</p> <p>An enclosed waste bin storage area is proposed on the eastern side of the building for commercial waste. Bin receptacles are also proposed to be located at both extremities of the site for customers to dispose of rubbish if required.</p>
--	--	--	--	--

				<p>Potential inconsistency with Local Planning Policy and Municipal Strategic Statement (including specific Main Town Strategies, Retailing, and Liveability)</p> <p>The proposal will implement key objectives of the MSS that seek to:</p> <p>Encourage neighbourhood shops that provide local convenience goods and services in locations that are accessible to local communities; Encourage shops that do not significantly detract from the function of existing major retail centres; and provide for localised convenience retailing.</p> <p>The site is not identified within an existing 'Primary Activity Centre' or 'Possible Future Neighbourhood Centre' on the Moe Structure Plan in the MSS. However, neither is the existing local supermarket in Elizabeth Street, Moe, or other comparable sized facilities in other major towns of Latrobe. The previous use of the site, existing site characteristics and potential economic viability of the proposed business provide strong support for the proposal. The site does not seek to generate an expanded</p>
--	--	--	--	--

				<p>neighbourhood centre function with other community and commercial uses, as the adjacent land is expected to continue to be used for residential purposes and remain in a residential zone for the foreseeable future. The Economic Impact Assessment submitted with the proposal demonstrates that the establishment of the supermarket will have a negligible impact on the economic viability of existing full-line supermarkets within Moe’s central activity district and other smaller supermarkets within existing neighbourhood centres elsewhere within Moe or Newborough.</p> <p>The MSS refers to the concept of community liveability that relates to the provision of services and the ways in which they make a contribution to a community’s way of life. The MSS also promotes ‘Healthy Urban Design’ principles, with the provision of walkable neighbourhoods and shops that are within 400 to 800 metres walking distance of dwellings. The proposal will achieve the concept of a ‘walkable neighbourhood’ by facilitating a land use that will encourage walking and cycling as an alternative form of transport. This will inevitably lead to improved social interaction within the local community and healthier lifestyles</p>
--	--	--	--	---

				<p>resulting from a reduction in the need to use a motor vehicle to obtain convenience items such as milk or bread.</p> <p>Potential inconsistency with State Planning Policy Framework (including Regional Planning Strategies and Principles, Built Environment and Heritage, Cultural Identity and Neighbourhood Character and Urban Design)</p> <p>The SPPF encourages developments that meet the communities' needs for retail services and provide a net community benefit in relation to accessibility, efficient infrastructure use and sustainability of commercial facilities. The proposal will facilitate re-use of the site for the purpose it was originally designed for, i.e. a small supermarket that provides an important local neighbourhood function. By doing so, it promotes Moe as a strong regional town that provides a choice of places to live, establish a business and find a job and will improve the efficiency and convenience of service to the local community.</p> <p>The SPPF promotes the creation of good quality urban environments with a sense of place and cultural identity. It seeks to</p>
--	--	--	--	---

				<p>achieve urban design outcomes that contribute positively to the local urban character and enhance the public realm. The proposal will involve an upgrade of the existing building and associated landscape design works, which will enhance the amenity and liveability of the public realm and promote the attractiveness of this part of Moe’s urban area.</p> <p>The proposal allows adequate provision for traffic circulation, security and rubbish disposal.</p> <p>The proposal is not expected to affect the economic viability of existing full-line supermarkets within Moe’s central activity district or other smaller supermarkets within existing neighbourhood centres elsewhere within Moe or Newborough.</p> <p>Potential inconsistency with the Planning and Environment Act 1987</p> <p>The proposal complies with the requirements of the <i>Planning and Environment Act 1987</i>, in that it implements the objectives of planning in Victoria through consideration of relevant environmental, social and economic</p>
--	--	--	--	---

				<p>factors.</p> <p>The amendment adequately addresses environmental effects as follows:</p> <ul style="list-style-type: none"> • The site is devoid of native vegetation and does not have any other significant environmental characteristics; • Other environmental matters, such as stormwater management, can be addressed through appropriate planning permit conditions. <p>The amendment adequately addresses social effects as follows:</p> <ul style="list-style-type: none"> • It promotes Moe as a strong regional town that provides a choice of places to live, establish a business and find a job; • It will improve the efficiency and convenience of service to the local community; • It will facilitate an upgrade of the existing building and associated landscape design works, which will enhance the amenity and liveability of the public realm and promote the attractiveness of this part of Moe’s urban area; • It promotes the concept of a
--	--	--	--	--

				<p>‘walkable neighbourhood’ by facilitating a land use that will encourage walking and cycling as an alternative form of transport. This will inevitably lead to improved social interaction within the local community.</p>
9	<p>Mr Stephen Smith and Ms Linda Oswin MOE VIC 3825</p>	<p>Objection</p>	<ul style="list-style-type: none"> Concerns with the liquor component of the planning permit. Concerned that its operation in a residential location could have a negative social impact on the local area. Concerns with increased traffic movement, signage, hours of operation, noise, rubbish, safety and residential property value. 	<p>The proposed sale of packaged liquor is an ancillary component of the supermarket, occupying only 45m² of gross floor area of 292m². There will be no sale of packaged liquor outside the supermarket opening hours.</p> <p>There has been no evidence presented to support the assertion that the sale of packaged liquor from the premises will result in an increase in anti-social behaviour in the immediate or surrounding area, or that it will increase the exposure of children to such behaviour.</p> <p>The licensee’s obligations under the approved liquor licence obtained from the Victorian Commission for Gambling and Liquor Regulation will ensure that impact on the amenity of the surrounding area is minimised. This includes installation of security cameras within the shop and provision of camera footage to the</p>

				<p>Victoria Police as required. Failure to adhere to the liquor licence conditions will inevitably lead to fines and possible cancellation of the licence.</p> <p>Potential issues with IGA Elizabeth Street, Moe The statements made regarding discussions with residents near the Elizabeth Street IGA licensed supermarket are unsubstantiated with any evidence that proves that anti-social behaviour in the area is directly linked to the availability of packaged liquor at the premises.</p> <p>Potential noise impacts resulting from vehicles and delivery trucks The proposal is not expected to generate vehicle noise impacts above levels acceptable for a residential area.</p> <p>The hours of operation are limited to between 6.00am and 9.00pm weekdays and 8.00am to 9.00pm on weekends and public holidays, ensuring minimal impact on the surrounding residential area as a result of vehicle movements to and from the site. Delivery of goods will primarily be restricted to weekdays between 5.30am and 1.00pm and only newspapers will be delivered on the</p>
--	--	--	--	--

				<p>weekends.</p> <p>Potential traffic impacts and congestion resulting from delivery vehicles accessing site This has been addressed previously in the response to Submission 8.</p> <p>Potential impacts of illuminated advertising signage No illuminated advertising signage is proposed. A single 'Foodworks' business advertising sign is proposed above the automatic entrance doors on the northern elevation of the building. The sign will be 2.5 metres in length, 0.6 metres in height and contain the standard Foodworks corporate letting in a white/green colour palette on an orange background.</p> <p>Potential impact of hours of operation The proposed hours of operation acknowledge the site's location adjacent to a residential area and strike an appropriate balance between the need to protect the residential amenity and allow the supermarket to carry out its business and adequately service its customer base.</p> <p>The proposed hours of operation for the supermarket are:</p>
--	--	--	--	--

				<p>Monday to Friday: 6.00am to 9.00pm Saturday, Sunday & all Public Holidays: 8.00am to 9.00pm</p> <p>The proposed delivery times are: Newspapers: 5.30am, seven days a week Milk & Bread: Between 5.30am & 6.00am, three days a week (weekdays only) All other goods: One to three times per week (weekdays only) between 10.00am and 1.00pm</p> <p>Potential impact of rubbish Garbage receptacles are proposed to be located at both extremities of the site, as shown on the plans submitted. The availability of bins will minimise the potential for rubbish to be dropped elsewhere by customers. The business operator will be responsible for ensuring that the external areas of the site are kept free of rubbish and that bins are emptied as required.</p> <p>Potential impact on property devaluation Property devaluation is not a relevant planning consideration that holds significant weight to abandon the proposal.</p>
--	--	--	--	---

10	Ms Yvonne Goode MOE VIC 3825	Objection	<ul style="list-style-type: none">Concerns with potential increases in litter in the area due to the licensed premises.	This has been addressed previously in Submissions 8 and 9.
----	---------------------------------	-----------	---	--

SUBMISSION 1



VICTORIA POLICE

LATROBE CITY COUNCIL
INFORMATION MANAGEMENT

RF CFM-D

14 JUL 2014

WO:

Doc No:

Comments/Copies Circulated to:

 Copy registered in DataWorks Invoice forwarded to accounts

Latrobe Police Service Area
Eastern Region Division 5
8-10 Hazelwood Rd
Morwell 3840
Victoria, Australia
DX 217737
Telephone 51 31 5002
Facsimile 51 31 5015

Our Reference: 5MLC1400708
Your Reference: Amendment C83 LP


10th July, 2014

Leah Pollard
Senior Strategic Planner
Latrobe City
P.O.BOX 264
Morwell 3840

Dear Leah,

**AMENDMENT C83 TO THE LATROBE PLANNING SCHEME NOTICE OF
PREPARATION OF AN AMENDMENT AND NOTICE OF AN
APPLICATION FOR PLANNING PERMIT GIVEN UNDER S96C OF THE
PLANNING & ENVIRONMENT ACT 1987**

I refer to your correspondence dated 9TH July, regarding the Amendment C83 to the Latrobe Planning Scheme and wish to advise that Victoria Police has no objections.


Angela Smart
for

Dean Thomas
Acting Licensing Inspector
Latrobe Police Service Area

SUBMISSION 2

**Department of
Environment and Primary Industries**

Our ref: SP450562
Your ref: 1127466 (Amendment C83)

17 July 2014

Leah Pollard
Senior Strategic Planner
Latrobe City Council
PO Box 264
MORWELL VIC 3840

71 Hotham Street
Traralgon Victoria 3844
Telephone: (03) 5172 2111
Facsimile: (03) 5172 2100
ABN 90 719 052 204
DX 219284

Dear Leah

**AMENDMENT C83 TO LATROBE PLANNING SCHEME AND PLANNING PERMIT
APPLICATION 254/2013**

Thank you for your correspondence dated 9 July 2014 in respect of Planning Scheme Amendment C83 (Amendment) and Planning Permit Application 254/2013 (Application), which was referred to the Minister for Environment and Climate Change and Minister for Agriculture and Food Security, pursuant to section 19(1)(c) of the *Planning and Environment Act 1987*. The correspondence was received on 11 July 2014.

The land affected by the Amendment and Application is situated at 50 High Street, Moe, being Lot 5 LP17127 and is included in the Residential 1 Zone (R1Z).

The Amendment and Application propose to:

- Rezone land from R1Z to Mixed Use Zone (MUZ).
- Allow the use and development of the land for a supermarket and licensed premises, associated works and business advertising signage.

The proposed Amendment and Application have been considered by the Department of Environment and Primary Industries (DEPI) on behalf of the Minister for Environment and Climate Change and Minister for Agriculture and Food Security, and supports the Amendment.

These comments are submitted without prejudice for the consideration of the Amendment by the Minister for Planning under Section 35 of the *Planning and Environment Act 1987*.

All written correspondence should be sent electronically to gippsland.planning@depi.vic.gov.au or mailed to:

Program Manager, Regional Planning
Department of Environment and Primary Industries
71 Hotham Street
TRARALGON VIC 3844

Privacy Statement

Any personal information about you or a third party in your correspondence will be protected under the provisions of the *Information Privacy Act 2000*. It will only be used or disclosed to appropriate Ministerial, Statutory Authority, or departmental staff in regard to the purpose for which it was provided, unless required or authorised by law. Enquiries about access to information about you held by the Department should be directed to the Manager Privacy, Department of Environment and Primary Industries, PO Box 500, East Melbourne, 3002.



If you have any queries regarding this matter, please contact Regional Planning - Gippsland at the Traralgon DEPI office on (03) 5172 2111.

Yours sincerely



John Brennan
Program Manager, Regional Planning

Submission 3

20 August 2014

Our reference: COR/14/77457
Your reference

Leah Pollard
Strategic Planner
Latrobe City Council
P.O. Box 264
MORWELL VIC 3840

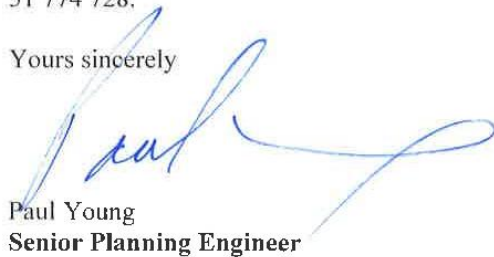
Dear Leah,

RE: Amendment C83

Gippsland Water has reviewed the proposal and does not object to the Planning Amendment C83.

If there are any matters about this response that you would like to discuss, please contact myself via either email paul.young@gippswater.com.au or phone 51 774 728.

Yours sincerely



Paul Young
Senior Planning Engineer



Hazelwood Road
PO Box 348
Traralgon Victoria 3844
Telephone: (03) 5177 4600
Facsimile: (03) 5174 0103
contactus@gippswater.com.au
www.gippswater.com.au

SUBMISSION 4

Dear Mrs Pollard,

I am writing this letter to show my support for the proposed re-development of 50 High Street Moe.

I live within 100 meters of this address. I cannot see any reason for government (local, state or other) to reject this application.

Kind Regards,

Aaron Falzon

Aaron Falzon [<mailto:aaronjfalzon@gmail.com>]

Submission 5

1

James Lamb
2/69 St., Georges Rd
Traralgon. Vic 3844

City of Latrobe
Planning Department
Commercial Road
Morwell 3840

4th September 2014

Ms Leah Pollard
Senior Strategic Planner

Dear Leah

Reference : Planning Application Number C83

Combined Rezoning and Planning Approval application for a shop at 50 High St., Moe.

I am the developer of the subject property. I wish to make some points in support of our application.

1. Latrobe Planning Scheme

17.01-1 *Business Strategies* states "Provide small scale shopping opportunities that meet the needs of local residents and workers in convenient locations."

Currently the nearest retail to Bayley Street is Woolworths 1.2km distance

2. Latrobe Planning Scheme

2.18-3 *Healthy Urban Design Overview*. "Objective 1. To provide for walkable neighbourhoods, ensuring public transport, shops, public open space and mixed use community centres are close to all dwellings"

The redeveloped store will offer residents an option to the 2.5km 'round trip to Woolworths to buy daily items like fresh bread, milk or newspapers. It will allow many residents the opportunity to walk to the store.

Assuming half of the households avoid three trips per week to Woolworths, traffic in High Street will be reduced by nearly 2000 vehicle kilometres per week.

3. Community Support.

The Moe South residents have voiced their support through our Facebook page at : [facebook.com/wackers.supermarket](https://www.facebook.com/wackers.supermarket) with (so far) 313 followers. We often have messages of encouragement. See attachment.

We also began a petition "Re-open Wackers" and again so far, we have 65 signatures, most with comments of support. Also attached.

Support Submission Planning Application C83 (cont')

4. Safe Assembly and Community

The site will also be a safe assembly point for public transport users. Well lit at night, warm waiting place in winter and a cool haven in the summer. It will also provide a community meeting point. From the Latrobe "*Municipal Vision – Liveability To promote and support social, recreational, cultural and community life...*" The only existing community meeting place is the cemetery.

5. Eyesore.

The derelict building is an ugly southern entry to Moe. It has been closed since 1998. It will be rebuilt into a modern air-conditioned facility.

Summary.

The proposal is aligned with the planning scheme by supporting community and amenity. It is overwhelmingly supported by the residents of the area. A reduction in traffic in High street goes some way to support the **Latrobe 2021 Municipal Vision** "*A sustainable, safe, secure region*". Finally a newly redeveloped Wakkers will be attractive addition to the area.

I ask all councilors to support the application.

Regards

Jim Lamb
Managing Director
Martini Investments

Wakkers Supermarket

4/09/2014 12:45 pm

Settings Log out

Page Activity Insights Settings

Build Audience



Wakkers Supermarket
Coffee shop

Follow Share

Timeline About Photos Reviews More

PEOPLE



313 likes
2 visits

Promote Your Page

Reach up to 2,500,000 people near Melbourne

Promote Page

ABOUT



50 High St Moe
Melbourne, Victoria, Australia

(03) 5174 6955

Add Hours

Add your menu

http://alliancefuel.com.au/

Promote

PHOTOS



Status Photo / Video Offer, Event +



Wakkers Supermarket
25 August

CLICK ON THIS TO HELP RE-OPEN WAKKERS

<http://www.ipetitions.com/petition/reopen-wakkers>



Like · Comment · Share

2 Shares

Rodney Peatey, Maree Hall, Kathi Trippa Hillgrove and 34 others like this.



Wakkers Supermarket Hi Rodney, it was an institution when Alby and Val ran it. You'll be able to grab a Latte, OJ and toastie on the way to work.

Like · Reply · 31 August at 08:54



Rodney Peatey I grew up 2 houses down from this shop which was great and convenient. Plenty of great memories pinnies and fish n chips!! hope it can open again in the future which would freshen up the corner.

Unlike · Reply · 1 · 31 August at 03:19

View 1 more comment

4,170 people reached

Boost Post



Wakkers Supermarket
Yesterday

We are going to present our petition as a submission in support of the

<https://www.facebook.com/Wakkers.moe>

Page 1 of 3

Wackers Supermarket

4/09/2014 12:46 pm



Planning Scheme Amendment C83 50 High St., Moe. The more names on the petition obviously the better and anyone named in the petition will have the option of having their say at the council meeting.
 ASK YOUR NEIGHBOURS "Have you signed the petition ?"
 Bring back Wackers



POSTS TO PAGE

Like · Comment · Share

3 Shares

Aaron Falzon

Sandy Chapman, Lynette Brooks Parker, Lynnette Marschalek and 23 others like this.

Settings Log out

Page Activity Insights Settings

Build Audience

Like · Comment

Aaron Falzon
 31 January at 19:07

Any more progress?

Like · Comment

Aaron Falzon
 27 July 2013 at 15:46

I only live 250 mtrs from this shop & can't wait for it to reopen. s... See More

Unlike · Comment

Wackers Supermarket
 www.ipetitions.com
 I just visited www.ipetitions.com and signed an important petition. I really care about this cause and hope you'll show your support for it.

Like · Reply · Remove Preview · 1 · Yesterday at 09:03

3,176 people reached

See Results

Wackers Supermarket
 31 August

More relevant input from residents.



REVIEWS

Maree Hall
 ★★★★★ 30/08/2014
 Not only convenient for residents but will remove that current eyesore. Good luck!

Unlike · Comment · 2

Jordan James Watts
 ★★★★★ 25/08/2013
 Ike dis

Unlike · Comment · 1

Di Stipkovich
 ★★★★★ 23/08/2014

Unlike · Comment · 1

Help people find great places.

Write Review

RECENT SIGNATURES

- Michelle Ferguson**
 Comments: My new daughter just here. Thank you and thank you for the petition. I will sign it and hope you will have a good result for the petition. I will sign it and hope you will have a good result for the petition.
- Rodney Peasley**
 Comments: I spent most of my life in a full time job and I love it. I love it from the time I get up in the morning and get ready for work. I love it from the time I get ready for work and get ready for work. I love it from the time I get ready for work and get ready for work.
- Sally Tyburski**
 Comments: I would like to see the petition. I would like to see the petition. I would like to see the petition. I would like to see the petition. I would like to see the petition.

Like · Comment · Share

60 people reached

PETITION HIGHLIGHTS

We are now live!

52 SIGNATURES

Spread the word

Master's in Project Mgmt
 Online Degree With an Emphasis on Global Projects. Enrol Today!

Boost Post

LIKED BY THIS PAGE

See More Stories





Jim Lamb

[ACTIVITY FEED](#)

[MY PETITIONS](#)

[ACCOUNT SETTINGS](#)

Reopen Wakkers [view petition](#)

[Signatures](#)

[Edit Petition](#)

[Highlights](#)

[More](#)



Reopen Wakkers

Signatures: 65 (goal: 500)

Signatures today: 9

[Download petition as PDF](#) [Download petition as HTML](#)

#	Name	Comment	Created On	Actions
65	Pamela Blackwell	Support local	September 3, 2014 10:11 PM	View Delete
64	Janet Bruitzman	-	September 3, 2014 9:53 PM	View Delete
63	Dolly Battista	-	September 3, 2014 9:27 PM	View Delete
62	Kylie Johnson	Good luck!	September 2, 2014 11:04 AM	View Delete
61	Susan McIntosh	-	September 2, 2014 7:41 PM	View Delete
60	Ray Woolley	-	September 2, 2014 7:37 AM	View Delete
59	Cath O'Kane	Was part of my childhood memories - let it be part of this generation's memories. Not many of us hold fond thoughts of supermarkets from our childhood!	September 2, 2014 7:33 AM	View Delete
58	Brendan Jenkins	Good luck. Can't work out why the Council hasn't facilitated a process which cuts through the crap and brings legitimate parties together rather than creating an adversarial approach	September 2, 2014 7:07 AM	View Delete
57	fiona	-	September 2, 2014	View Delete

Signatures for petition Reopen Wackers | iPetitions

4/09/2014 12:24 pm



Jim Lamb

ACTIVITY FEED

MY PETITIONS

ACCOUNT SETTINGS

Reopen Wackers [view petition](#)

Signatures

Edit Petition

Highlights

More



Reopen Wackers

Signatures: 65 (goal: 500)

Signatures today: 9

Download spreadsheet of all 65 signatures

Download spreadsheet of all 65 signatures

#	Name	Comment	Created On	Actions
55	Stacey Farrell	-	September 1 2014 11:31 AM	
54	wendy merigan	-	September 2 2014 3:17 AM	
53	Sarah hill	I live along Coalville rd and would find this establishment extremely helpful for myself as well as greatly improve the neighborhood.	August 31 2014 1:04 PM	
52	Michelle Ferguson	My step daughter lives near here now and doesn't drive so with have a child under 1 it would extremely helpful will me less trips in to mor for her which will mean lesskf a hassle for her thank you	August 30 2014 10:08 PM	
51	Rodney Peatey	I spent most my time as a kid in this shop I grew up 2 houses up from the shop and my parents are still there!!! It was great and very convenient for people on that side of town.	August 30 2014 1:10 PM	
50	Sally Tyburski	Wonderful idea to reopen Wackers, at the moment it is a eyesore, much better to turn it back into a supermarket that would be appreciated by all who live in that area.	August 29 2014 1:06 AM	
49	Kate Moroney	Would love to see this reopen we live on moe south rd and would be our closest corner shop!	August 30 2014 1:18 AM	
48	Kathryn Rieniets	-	August 29 2014 9:39 AM	



Jim Lamb ▾

ACTIVITY FEED

MY PETITIONS

ACCOUNT SETTINGS

Reopen Wackers [view petition](#)

Signatures

Edit Petition

Highlights

More ▾



Reopen Wackers

Signatures: 53 (goal: 500)

Signatures today: 0




Download signatures as a CSV file

Download for print (PDF)

#	Name	Comment	Created On	Actions
53	Sarah Hill	I live along Coalville rd and would find this establishment extremely helpful for myself as well as greatly improve the neighborhood.	August 30, 2014 1:20 AM	
52	Michelle Ferguson	My step daughter lives near here now and doesn't drive so with have a child under 1 it would extremely helpful will me less trips in to mor for her which will mean lesskf a hassle for her thank you	August 30, 2014 7:10 PM	
51	Rodney Peatey	I spent most my time as a kid in this shop I grew up 2 houses up from the shop and my parents are still there!!! It was great and very convenient for people on that side of town.	August 30, 2014 5:10 PM	
50	Sally Tyburski	Wonderful idea to reopen Wackers, at the moment it is a eyesore, much better to turn it back into a supermarket that would be appreciated by all who live in that area.	August 30, 2014 7:06 AM	
49	Kate Moroney	Would love to see this reopen we live on moe south rd and would be our closest corner shop!	August 30, 2014 6:18 AM	
48	Kathryn Rieniets	-	August 29, 2014 9:39 AM	
47	Alison Abbott	-	August 29, 2014 5:01 AM	
46	Graeme Bush	Lived here all my life now retired would love to see the building suitably used again and not remain an eyesore. Would use weekly without a doubt.	August 27, 2014 3:59 AM	

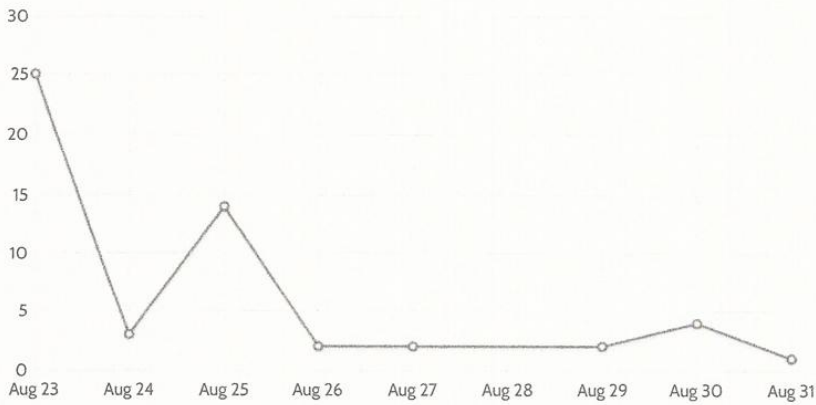
Signatures for petition Reopen Wakkers | iPetitions

2/09/2014 10:57 am

45	 Karen Dickson	Live just down the road and will make shopping for bits and pieces so much easier and can walk to it	August 27, 2014 3:52 AM	 
44	 Judy Hall	-	August 26, 2014 8:16 AM	 

1 2 3 4 5 6 next →

Signature History



iPetitions is owned and operated by Angle Three Associates, LLC - All material © Copyright Angle Three Associates, LLC, 1998-2014

[Terms of Use](#)

Signatures for petition Reopen Wackers | iPetitions

2/09/2014 10:58 am



Jim Lamb ▾

ACTIVITY FEED

MY PETITIONS

ACCOUNT SETTINGS

Reopen Wackers [view petition](#)

Signatures

Edit Petition

Highlights

More ▾



Reopen Wackers

Signatures: 53 (goal: 500)

Signatures today: 0







Download signatures as a CSV file

Download for print (PDF)

#	Name	Comment	Created On	Actions
43	Chris Seymour	I live up there	August 26, 2014 1:09 AM	
42	Rebecca Purcell	Would love to see this place open and would be a convenient stop for shopping on the way home from work every day.	August 25, 2014 1:36 PM	
41	Leesa Felici	-	August 25, 2014 12:52 PM	
40	Ian Buxton	It would truly be a convenience store for all Moe South residents. Obviously, the duopoly are opposing the venture. Competition in business is healthy.	August 25, 2014 10:34 AM	
39	Maree Hall	Why can't the authorities look positively at progress in Moe for a change. How convenient it would be for residents of that location.	August 25, 2014 10:10 AM	
38	Christine Waterhouse	I love to support any new business and anyone taking a risk to provide a terrific service to the Moe community. If Wackers do re-open and do so with half the passion they are showing ATM, this will be some supermarket for the locals to enjoy. Good luck and keep up the passionate work. :-)	August 25, 2014 10:08 AM	
37	sue abbott	what a great improvement to the buildings current state. I cant believe the red tape and lengthy delay. its a no brainer latrobe city	August 25, 2014 7:58 AM	
36	Ethan Weissflog	Why hold back go for it so many people need this supermarket	August 25, 2014 7:36 AM	

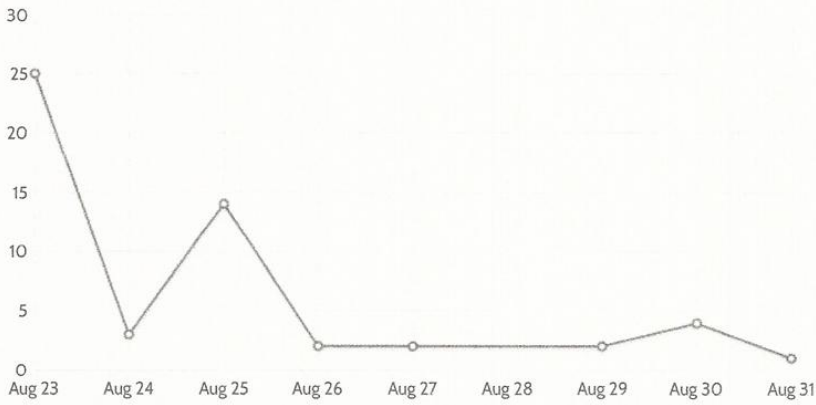
Signatures for petition Reopen Wackers | iPetitions

2/09/2014 10:58 am

35	 Tammy Bush	-	August 25, 2014 4:05 AM	 
34	 Jodie Blackwell	-	August 25, 2014 4:05 AM	 

← prev 1 2 3 4 5 6 next →

Signature History



iPetitions is owned and operated by Angle Three Associates, LLC - All material © Copyright Angle Three Associates, LLC, 1998-2014

[Terms of Use](#)



Jim Lamb ▾

ACTIVITY FEED

MY PETITIONS

ACCOUNT SETTINGS

Reopen Wackers [view petition](#)

Signatures

Edit Petition

Highlights

More ▾



Reopen Wackers


Signatures: 53 (goal: 500)

Signatures today: 0

Download signatures as a CSV file

Download for print (PDF)

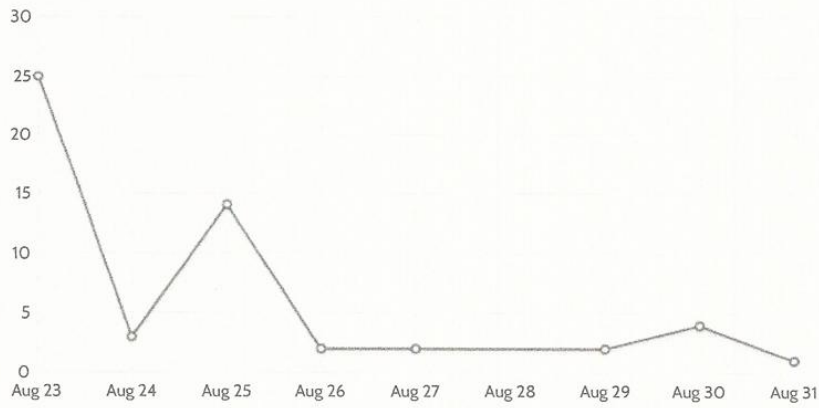
#	Name	Comment	Created On	Actions
33	Carolyn Grant	Opening the shop up again will employee locals as well as be very convient for all the people living in this area.	August 25, 2014 3:42 AM	
32	Trev Jeffrey	-	August 25, 2014 3:28 PM	
31	Michelle Rennie	Can't wait to be able to just walk down the corner for my shopping!!	August 25, 2014 7:48 AM	
30	Jo roderick	Be good to have a shop up that end of town. The state it's in ATM is horrible	August 25, 2014 2:38 AM	
29	jess falzon	-	August 25, 2014 2:21 AM	
28	jason	-	August 24, 2014 11:09 AM	
27	Sheree Rossiter	Having a shop close by would be fantastic, not om	August 24, 2014 11:27 AM	
26	Vicki Nikodemski	-	August 24, 2014 12:16 AM	
25	Robyn Vosper	Having a licensed shop there would be very beneficial to the people living in that area, we use our local shop regularly, they are very handy.	August 23, 2014 11:58 PM	

24  Leshia -

August 23
2014 11:04
AM

← prev 1 2 3 4 5 6 next →

Signature History





Jim Lamb ▾

ACTIVITY FEED

MY PETITIONS

ACCOUNT SETTINGS

Reopen Wackers [view petition](#)

Signatures

Edit Petition

Highlights

More ▾



Reopen Wackers

Signatures: 53 (goal: 500)

Signatures today: 0





Download signatures as a CSV file

Download for print (PDF)

#	Name	Comment	Created On	Actions
23	Rose Edwards	-	August 23, 2014 10:50 PM	
22	David	open it	August 23, 2014 6:33 PM	
21	Nicole Gough	-	August 23, 2014 3:45 PM	
20	Karen Morrow	-	August 23, 2014 1:54 PM	
19	Stacey Delia	-	August 23, 2014 12:37 PM	
18	Elizabeth Moore	I don't drive and live closer to this spot than the big supermarkets. This would be a huge benefit to me and my other neighbours if this shop reopened. My kids have fond memories of going there, my grandchildren would love it too.	August 23, 2014 12:19 PM	
17	Elizabeth Taylor	I support the proposal	August 23, 2014 9:35 AM	
16	Sue broadbent	People who live up that way deserve to have the convenience of a corner store. There always used to be one there so I don't see a problem of having it. GOOD LUCK!	August 23, 2014 8:46 AM	
		Would be good to have the mill reopened! Would really benefit people		

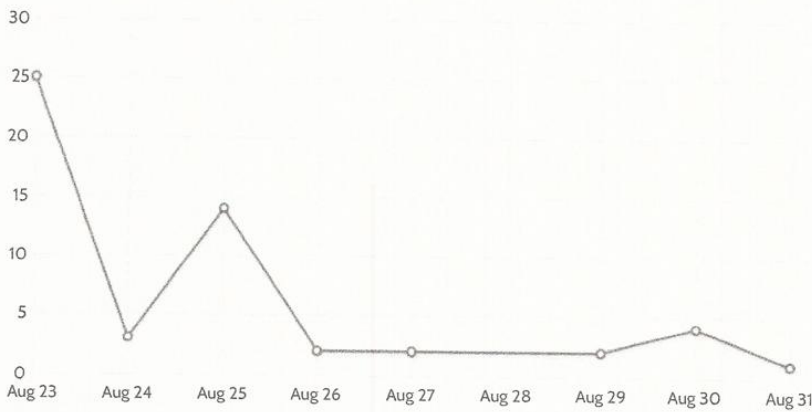
Signatures for petition Reopen Wackers | iPetitions

2/09/2014 11:11 am

15	Beronica Irene Dawe	would be good to have the milk bar reopened: would really benefit people without transport. Yeah there's taxi's. But honestly who's going to pay for a taxi just to get some bread and milk?	August 23, 2014 8:32 AM	 
14	karen jones	god I need this!	August 23, 2014 7:58 AM	 

← prev 1 2 3 4 5 6 next →

Signature History



iPetitions is owned and operated by Angle Three Associates, LLC - All material © Copyright Angle Three Associates, LLC, 1998-2014

[Terms of Use](#)



Jim Lamb ▾

ACTIVITY FEED

MY PETITIONS

ACCOUNT SETTINGS

Reopen Wackers [view petition](#)

Signatures

Edit Petition

Highlights

More ▾



Reopen Wackers

Signatures: 53 (goal: 500)

Signatures today: 0







[Download signatures as a CSV file](#)

[Download for print \(PDF\)](#)

#	Name	Comment	Created On	Actions
13	Gabrielle Riches	-	August 23, 2014 7:55 AM	
12	Rachel Alexander	-	August 23, 2014 7:47 AM	
11	Heather Calder	-	August 23, 2014 7:30 AM	
10	Sindy Edebohls	It's a great position , it should of re-opened years ago !	August 23, 2014 7:24 AM	
9	karen Gray	-	August 23, 2014 7:09 AM	
8	Aaron Falzon	I would love to see this shop reopen. I have lived in this area for about 30 years. Having a shop within a short walling distance would be fantastic!	August 23, 2014 6:54 AM	
7	james geaghan	jimmygee249@gmail.com.au	August 23, 2014 6:45 AM	
6	Nicole Boothman	This would be a great asset to the area! So much more convenient than the supermarket for just those simple staples!!	August 23, 2014 4:31 AM	

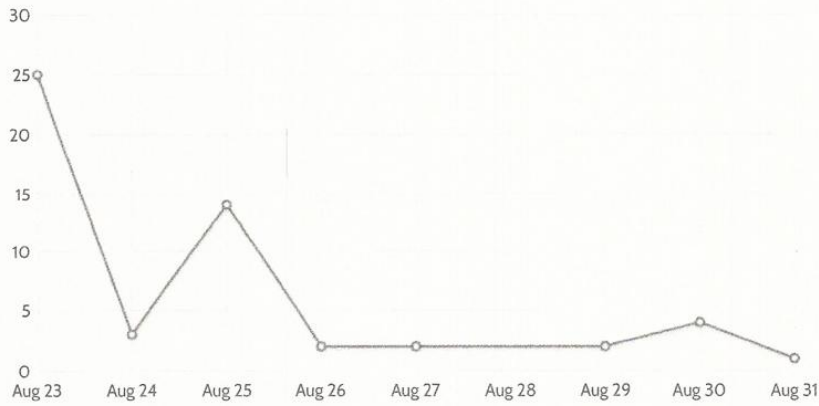
Signatures for petition Reopen Wakkers | iPetitions

2/09/2014 11:11 am

5	 Abbie	Hope this gets the go ahead, would be so handy for those that live Moe South way!!	August 23, 2014 4:50 AM	 
4	 Melinda Wilk	Would be so convenient for many of the locals including myself	August 23, 2014 4:01 AM	 

← prev 1 2 3 4 5 6 next →

Signature History



iPetitions is owned and operated by Angle Three Associates, LLC - All material © Copyright Angle Three Associates, LLC, 1998-2014

[Terms of Use](#)



Jim Lamb

ACTIVITY FEED

MY PETITIONS

ACCOUNT SETTINGS

Reopen Wakkers [view petition](#)

Signatures

Edit Petition

Highlights

More



Reopen Wakkers

Signatures: 53 (goal: 500)

Signatures today: 0

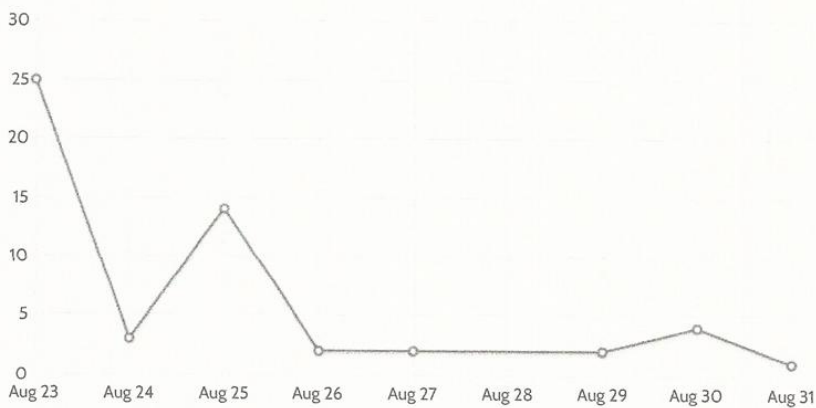
Download signatures as a CSV file

Download petition PDF

#	Name	Comment	Created On	Actions
3	Julia Daphne	As a resident close to the old "Milkbar" I totally agree that it should be reopened! Full support from my family!	August 23, 2014 4:01 AM	
2	Donna Krznic	Bring back the supermarket!	August 23, 2014 3:24 AM	
1	Jim Lamb	-	August 23, 2014 3:28 AM	

← prev 1 2 3 4 5 6

Signature History





Jim Lamb

ACTIVITY FEED

MY PETITIONS

ACCOUNT SETTINGS

Reopen Wackers [view petition](#)

Signatures

Edit Petition

Highlights

More



Reopen Wackers

Signatures: 65 (goal: 500)
Signatures today: 9

Created: 2014-08-25 11:38 AM

Expires: 2014-10-01 11:38 AM

#	Name	Comment	Created On	Actions
45	Karen Dickson	Live just down the road and will make shopping for bits and pieces so much easier and can walk to it	August 27, 2014 1:42 AM	
44	Judy Hall	-	August 26, 2014 5:16 AM	
43	Chris Seymour	I live up there	August 26, 2014 2:09 PM	
42	Rebecca Purcell	Would love to see this place open and would be a convenient stop for shopping on the way home from work every day.	August 26, 2014 11:38 PM	
41	Leesa Felici	-	August 26, 2014 12:32 PM	
40	Ian Buxton	It would truly be a convenience store for all Moe South residents. Obviously, the duopoly are opposing the venture. Competition in business is healthy.	August 25, 2014 11:24 AM	
39	Maree Hall	Why can't the authorities look positively at progress in Moe for a change. How convenient it would be for residents of that location.	August 25, 2014 11:16 AM	
38	Christine Waterhouse	I love to support any new business and anyone taking a risk to provide a terrific service to the Moe community. If Wackers do re-open and do so with half the passion they are showing ATM, this will be some supermarket for the locals to enjoy. Good luck and keep up the passionate work. :-)	August 25, 2014 10:00 AM	

Submission 6

Submission Re Planning Amendment C83

Planning Permit No 254/2013

Proposed Supermarket, 50 High Street, Moe 3825

I would like to provide this submission in favour of the above Amendment and Permit request.

We have lived at 30 Coalville Road, Moe for the best part of 60 years, and while the original convenience store was in operation, members of our family utilised it.

Since its closure, we have watched it degrade and become quite an eyesore in the area.

We are in favour of this site once again becoming a small supermarket/licensed premises for the following reasons:-

Updating this building will enhance the general appearance of this local area,

The population of this local area (Moe South), has grown enormously over the last years, and a local store would be invaluable,

Will enable people to walk in order to buy day to day items,

While the Liquor outlet may concern some, there is no enticement within the area to encourage those who buy liquor to consume it there, or in the vicinity,

Conversations with a number of local people over the last few weeks has indicated that there is a significant amount of support for this venture to move forward,

I believe that there are many who would have written a favourable submission, however, unaware that this could be done, and that only those opposing this could do so.

For your information and consideration

Graeme Bush/Michelle Dickson

Submission 7

From: Pat Bush
To: Latrobe Central Email <LatrobeCity@latrobe.vic.gov.au>
Date: 7/09/2014 10:54:16 AM
Subject: Proposed supermarket 50 High street Moe 3825

Attention Leah Pollard.

Submission re planning amendment c83

Planning permit no 254/2013 I am submitting this email in favour of the above mentioned supermarket. We have lived in Beck Street for over 40 years and have sorely missed having a local shop at the corner of High Street and Bailey Street. I have spoken to many people local to the area and they are all in favour of it. I understand that the liquor may be of some concern to people, comparing it to Elizabeth Street shops. Nothing could be further from the truth. Elizabeth Street has a corner park, which we don't, so naturally some people would sit on the tables and chairs provided and drink alcohol. Without the facilities provided over there no-one would hang around the shops at all. Also the demand for a supermarket now is huge as the population up coalville road and surrounding areas has grown enormously over the years. The supermarket would be used by hundreds of people in this area, also with the local pool so close everyone would benefit. No-one realised that we should submit in favour emails so that is why you didn't get many. I am letting as many people as I can know that they should but hopefully we are not too late. Even if we don't get this supermarket something needs to be done with the old shop currently there. It is a disgrace to have to drive past it every day as it's getting worse and more of an eyesore by the minute. Moe seems to be deprived of getting any decent shops for some reason. Everything goes to Traralgon so please help us to at least make a start with this Thankyou Pat and Stan Bush 2 Beck Street Moe

SUBMISSION 8

Ms Leah Pollard
Senior Strategic Planner
Latrobe City Council
PO Box 264
MORWELL VIC 3840

21 July 2014

Dear Ms Pollard,

AMENDMENT C83 TO THE LATROBE PLANNING SCHEME NOTICE OF PREPARATION OF AN AMENDMENT AND NOTICE OF AN APPLICATION FOR PLANNING PERMIT GIVEN UNDER S96C OF THE PLANNING AND ENVIRONMENT ACT 1977.

I wish to **oppose** the amendment C83 and the Planning Permit Application 254/2013.

The grounds of my opposition are that a liquor vendor located at 50 High Street would be detrimental to the residential area and would counteract the local, state and national initiatives to combat alcohol related community issues such as alcohol fueled violence, drink driving, alcohol abuse, which are current and serious issues within the community.

I would support a supermarket or other retail outlet to trade from the premises, as had did in past up to 1998, but a liquor/licensed venue operating in the quiet residential location would damage the area in close proximity and have a negative impact on the local area and township in general.

The example of this is the IGA located in Elizabeth Street. The negative impact of this licensed supermarket is visible daily and well known with the police and throughout the community. The licensed IGA is a "meeting point" and an alcohol collection point, and unfortunately, groups of people are seen loitering and drinking and causing nuisance with passersby. The police regularly visit due to complaints and they know this is a troubled area.

If the alcohol facility was removed, any undesirable elements would move to where alcohol was available, i.e. the town center, a non-residential area. The police could then appropriately deal with any incidents in a more efficient way.

The explanatory report goes into great detail to show how this amendment addresses local and state planning objectives. These objectives would be served with simply a supermarket and most of the responses have been answered on the basis of a supermarket, not an alcohol trader.

For example – “create walkable neighborhoods that provide shops within 400 to 800 meters walking distance from all dwellings”... this surely relates to a supermarket not liquor outlets.....

Imagine the effect on society if there was liquor available every 400 to 800 meters.

We don't have to imagine, this is already witnessed around the IGA on Elizabeth Street. Has the local community been impacted positively due to this licensed supermarket? The loiterers, the vomit and rubbish thrown in yards, the people asking for change, the drunken louts, not to mention the fights, the abuse, the police and the ambulance visits.

Is this what the Municipal Strategic Statement is trying to achieve? I think not.

The actual cost to society is greater than the benefit.

Albeit, the liquor retailer is not totally to blame for the alcohol abuse, however, the community must take responsibility and understand the issues related to alcohol. The provision of alcohol should be centralized in a small community especially in one that already has issues with drugs and alcohol.

The amendment of the land from a Residential 1 Zone to a Mixed Use Zone would mean that the residents located close by would not be able to use and enjoy the property as it was intended – as a quiet residential area.

The amendment must be denied.

Yours truly,

Yvette Stolk

SUBMISSION 8
(part 2)

Ms Leah Pollard
Senior Strategic Planner
Latrobe City Council
PO Box 264
MORWELL VIC 3840

19 August 2014

Dear Ms Pollard,

OPPOSITION TO AMENDMENT C83 / PLANNING PERMIT 254/2013

I wish oppose in full the Amendment C83 and the Planning Permit 254/2013 and I also wish to respond to the letter from Nicole Stow from Beveridge Williams & Co Pty Ltd (the applicant) dated 4 August 2014 regarding this matter.

I would ask you to withdraw my previous submission dated 21 July 2014 and with much contemplation and legal advice, I would ask you to use this submission instead.

I own residential properties in the immediate area that will be adversely and materially affected by the proposal. It will impact negatively on the health and safety of my fellow neighbours, myself and the community at large; it will alter the character of the neighbourhood in an unfavourable way and does not fit in with the aspirations of the community. It will have a serious detrimental impact on the revenue of existing Moe businesses.

The proposal goes against what Latrobe Council is trying to achieve for Moe, and against Local and State strategies already defined for the development of residential and commercial holdings throughout the region.

I have provided Latrobe Council my contact details as required by the Planning and Environment Act 1987, however I include my number below in case you wish to discuss these matters.

My points of objections are as follows:

Detrimental impact on residential amenity and significant change of neighbourhood character**Safety**

The applicant has taken issue with my claim that Elizabeth Street Moe, the site of a licensed IGA store, is a meeting point and being so has attracted undesirable elements. Although this is local knowledge, if you refer to an article in the Latrobe Valley Express dated 4 August 2014 Pg 10, another person also confirms that Elizabeth Street is a problem area.

Examples of the undesirable behaviour are highlighted if you refer to the following Latrobe Crime Watch News dated:

4 April 2011 – A male was stabbed outside Elizabeth Street Shops

7 July 2013 – Series of damages committed overnight in Elizabeth Street, Queen Street & Wirraway Street
9 Sept 2013 – Issues of safety and speeding around the Elizabeth Street shops was raised at the NWM (Neighbourhood Watch Meeting)
11 Nov 2013 – Arson – paper set alight under a vehicle in the front yard of a residence on Elizabeth Street
12 Dec 2013 – Theft of mini quad bikes from Elizabeth Street
4 April 2014 – Police are investigating an affray involving six people on Elizabeth Street

Please note, this is not a full incident report. They are only some of the incidents that have been made public. However, it demonstrates what residents on Elizabeth Street deal with.

The applicants C83 Explanatory Report states that “*The proposed use acting as a community hub where local residents can meet and interact in a safe environment. The proposal already has attracted a significant level of local community support which has been expressed through social media;*” blatantly contradicts the 4 August 2014 letter from the applicant stating “*as it will be a standalone retail premises and not part of a neighbourhood center comprising other shops, there will be no incentive for customers to loiter once they have made their purchase.*”

Is it a meeting point or should the C83 Explanatory Report be withdrawn and amended?

Apart from placing cameras in store (as per the 4 August 2014 letter from the applicant) as per Liquor Licensing requirements, there is no provision for security around the proposed location and there is no provision made for people to gather in this so-called community hub.

If it is the “community hub” that the applicant declares, where will these people be meeting, is it in the supermarket itself, or in the car park, out the front of the supermarket, in the reserve across the road on High Street? What provision has been made if there is undesirable behaviour? Or does it become the responsibility of the residents, police and ambulance?

This proposal will significantly change the character of the neighbourhood, without the amenities in place required for such a change.

This proposal will have a serious negative and detrimental impact on the residential amenity.

Traffic & Visitors

The proposals for circulation within the site are unacceptable and will create conflicts between pedestrians, cyclists and vehicular movements thereby creating a safety hazard.

Bayley Street is the exit for Mann Street, Beck Street, Pruden Street, Short Street & Fletcher Street, so it is a point of exit and entrance for many residents. Bayley Street is kinked and cars traveling east to west (towards High Street) do not have a clear view of vehicles entering or exiting the proposed site. And vehicles entering and exiting the site cannot see if there are cars traveling along Bayley Street. This is a safety hazard.

The logistics of the suggested remedy - when vehicles reverse onto Bayley Street an adult must remain out of the vehicle and direct the driver and warn oncoming traffic is not practical – what happens if there is only a single occupant in the vehicle? Or will this be the staff's responsibility?

This is a safety hazard; the applicant's solution is impractical. It is dangerous and it negatively impacts the safety of the street.

According to the applicant's C83 Explanatory Report the turnover is expected to be \$40,000 per week, if the average spend is \$25 this means that the proposed location will have 1600 customers per week, 228 customers per day. Even at half of that, this site was not designed to cope with this amount of traffic nor is there infrastructure in place for this volume of traffic.

It is mentioned that one of the aims is to create walkable neighbourhoods, and if this traffic was coming via foot or bicycle where is the infrastructure measures to be created for safe crossings or bins for the disposal of garbage or public facilities?

The opening hours are 6am – 9pm Monday to Friday, and 8am – 9pm Saturday and Sunday. When will the deliveries occur? Will there be set times when residents that drive along Bayley Street can expect to find a delivery truck reversing? Or will this happen at anytime.

Currently, this is a quiet residential neighbourhood and if the proposal is approved there will be excessive thoroughfare between the hours of 6am – 9pm, Monday to Friday and at 8am – 9pm Saturday and Sunday.

The proposal will result in a significant change in the neighborhood's character and be unsafe and detrimental to existing residents, and will be destructive on the current quiet residential amenity we currently experience.

Contravenes Local Planning Policy & Municipal Strategic Statement

Clause 21.05-4 Specific Main Town Strategies – Moe/Newborough

Establish Neighbourhood Clusters in key locations as outlined in the Moe Structure Plan and only encourage basic goods, services, community services and facilities in these clusters.

Restrict the development of new retail, and office use outside of the Primary Activity Centre, other than the redevelopment of the former Moe Hospital site.

Response:

The proposed development is not located in a "neighbourhood cluster" as identified in the Moe Structure Plan. The applicant states in Page 6 of the C83 Explanatory Report that "*neither is the existing local supermarket in Elizabeth Street, Moe, or other comparable sized facilities in other major towns of Latrobe City*"

However, this strategy is specifically for Moe and intended for the development of **new businesses**. The proposed development will be in direct contravention of this strategy.

Clause 21.07-6 Retailing Overview

An important directive with regard to Moe in the short term is to protect existing businesses, with particular emphasis on centres that play a weekly shopping role. Encourage shops that do not significantly detract from the function of the existing major retail centres.

Discourage **out of centre** retail developments.

Response:

The applicant states on page 4 of the C83 Explanatory Report that the proposed supermarket is expecting a weekly turnover of \$40,000. This means the annual turnover is \$2,080,000. A loss of over \$2 Million per annum from existing Moe businesses would constitute as a significant detrimental impact. A licensed supermarket would be in direct competition for the "weekly shopping" spend and every dollar spent there would mean a loss for existing businesses in Moe, mainly in the Central Activity District. The applicant states that the current supermarkets in the Moe Central Activity District are "*too large for this expenditure to have any impact on their profitability*" – \$2 Million plus is a significant figure in today's economic climate, what business can afford to lose that amount of money? But apart from the larger supermarkets, there are the smaller businesses like the local butchers, local fresh fruiterers and other complementary businesses that are currently struggling and rely on every dollar they receive. If this proposal goes ahead, it breaches the strategies created to protect what's here already and the impact will be felt through the entire community.

Clause 21.08-2 Liveability Overview

Strategies have already been developed to improve the health and level of health and wellbeing support for older people, young people, the Koorie community, people with a disability, people with mental illness and those who are economically disadvantaged

Support the multi-agency approach to enhancing the health and well-being of residents in Latrobe City.

Response:

Alcohol abuse and alcohol related problems are a huge issue for Latrobe Valley residents. Latrobe City Council is aware of the societal costs and is a major player in the remedy. On October 2013, Latrobe City Council conducted a forum called "Alcohol: Tackling issues of the night" where over 100 service providers and concerned members of the community heard from various speakers on how to tackle alcohol issues. The ABC Gippsland's report on the forum "Alcohol a bigger problem than ice" drugs in Gippsland", by Jenni Henderson quotes some of the important points that were raised "drugs like ice are a problem communities need to be talking about, alcohol has the greater impact"

"Alcohol is a bigger problem.... the alcohol related domestic violence issues, the alcohol related child abuse problems, I tend to think of it now in terms of cycles of alcohol related violence because we're creating victims for these problems that never had a choice, you know young people, fetal alcohol spectrum disorder"

"Reducing trading hours has a massive impact on reducing levels of harm in the community, assaults, emergency department attendances and ambulance attendances"

How can Latrobe City Council be actively supporting the health and well being of vulnerable residents and pioneering alcohol solutions together with Victoria Police and other community organisations whilst on the other hand supporting the opening of a licensed supermarket in a community where alcohol is already a problem?

There is no need for another alcohol supplier and according to the Municipal Strategic Statement in a location where retail should be discouraged.

If Latrobe City Council approves this proposal, they should seriously consider the impact this will have on already vulnerable residents that live in Moe and should consider what message they are sending to the community and to the community initiatives combating alcohol related issues such as domestic violence, drink driving and alcohol-fueled violence.

Contravenes State Planning Policy Framework

Clause 11.05-4 Regional planning strategies and principles

Support a network of integrated and prosperous regional settlements by: Strengthening settlements by ensuring that retail, office-based employment, community facilities and services are concentrated in central locations.

Response:

The State Planning Policy Framework also supports the local policies in that retail should be in a centralised location. The applicant states in the C83 Amendment Report that they are "Improving the efficiency and convenience of service to the local community;" However, this is a licensed supermarket, not a convenience store. In regional centers, both the Local and State Governments understand how important it is to have a centralised business area.

Clause 15 Built Environment and Heritage

Planning should achieve high quality urban design and architecture that: Contributes positively to local urban character and sense of place. Reflects the particular characteristics, aspirations and cultural identity of the community.

Clause 15.01-5 Cultural identity and neighbourhood character

To recognise and protect cultural identity, neighbourhood character and sense of place. The values, needs and aspirations of the community.

Response:

Although we have a culturally diverse and vibrant community in Moe, we also have a recognised problem with alcohol abuse and alcohol related issues. If we were to comply with the values, needs and aspirations of the community we would not be permitting another licensed supermarket to operate unless we wanted to fuel an already volatile situation. We would support our existing traders within the Central Activity District, as they are the current employers, the current providers, and are the ones that currently are in need of our community support.

Clause 15.01-1 Urban design

Objective

To create urban environments that are safe, functional and provide good quality environments with a sense of place and cultural identity. Ensure new development or redevelopment contributes to community and cultural life by improving safety, diversity and choice, the quality of living and working environments, accessibility and inclusiveness and environmental sustainability.

15.01-2 Urban design principles

New development should create urban environments that enhance personal safety and property security and where people feel safe to live, work and move in at any time.

Response:

If this proposal goes ahead the safety and security of the area will be compromised. According to the estimated turnover figures, a sizable amount of traffic will visit the licensed supermarket daily, and according to the C83 Explanatory Report, there is popular support of this being a community hub. There is no provision for security, apart from the site itself, meaning that residents that previously enjoyed a quiet and pleasant neighbourhood would experience hazards from road users, a negative impact from increased thoroughfare and the attraction of undesirable elements that unfortunately can be a consequence of people gathering. This is detrimental to resident's personal safety and property security.

Clause 15 Built Environment and Heritage

Planning should achieve high quality urban design and architecture that:
Minimises detrimental impact on neighbouring properties.

Clause 15.01-2 Urban design principles

To achieve architectural and urban design outcomes that contribute positively to local urban character and enhance the public realm while minimising detrimental impact on neighbouring properties.

Response:

The applicant as per the 4 August 2014 refutes that there will be a negative impact to the surrounding residential area and Moe in general. As mentioned above, there are no adequate provisions for circulation, security, traffic, rubbish disposal and increased thoroughfare to the area. **There will be** detrimental impact to the neighbouring properties and the applicant has not suggested measures to negate the impact.

Not complying with the Planning and Environment Act 1987

The Objectives of Planning in Victoria:

To provide for the fair, orderly, economic and sustainable use and development of land.

To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria.

To facilitate development in accordance with the objectives set out in the points above.

To balance the present and future interests of all Victorians.

Response:

The proposal is not fair on the neighbouring properties or on Moe's existing retail businesses. As the above reasons state, the addition of this supermarket will not be pleasant and safe for neighbouring residents and it does not take into consideration the interests of the Moe community.

I would be grateful if the council would take these objections into consideration when deciding this application. My contact number is 0456 850 932 if you would care to discuss any of these points further.

Regards,
Yvette Stolk

SUBMISSION 9

Stephen Smith & Linda Oswin

7 Short Street Moe 3825

sdsmith@live.com.au

linni65@hotmail.com

Att Leah Pollard

Senior Strategic Planner

Latrobe City Council

P.O. Box 264

Morwell Victoria 3840

Email:- leah.pollard@latrobe.vic.gov.au

Re: Amendment C83

Planning Permit Application 254/2013 50 High Street, Moe, Victoria 3825

August 17th 2014

Attention Leah Pollard,

We are opposed the proposed planning for a Supermarket/Licensed Premises at 50 High Street, Moe 3825.

Reasons for opposing are:-

We moved to Moe in December 2010 after purchasing our 1st home trying to leave behind the chaos of suburbia for a quieter lifestyle. The Real-estate agent had told us a proposal for a café had been submitted for 50 High Street which we thought could be good but nothing eventuated.

In the time we've been here we've witnessed many social abuse situations from surrounding neighbours due to alcohol, drugs & violence. All situations have been reported to Moe Police & DHS (Department of Human Services). By having alcohol available for purchase so close we "fear" the previous problems can & will escalate again.

These social situations we've already witnessed you'll be adding to the problem with another liquor outlet making the total "take away" liquor shops would be number 8!!!! To us that is irresponsible on the Council's part. Take away liquor already available in Moe are:-

Woolworths	1.3km	Coles Liquor land	2km	BWS	2km
1 st Choice Liquor	1.3km	Aldi	1.8km	IGA Liquor	2.7km

Moe Hotel (The Bottle O) 1.2km all within easy walking distance. Not including over the bar sales at many establishments. NB Distances are from our home.

Speaking with local residents near IGA Elizabeth Street Moe & they have had nothing but trouble since alcohol was made available for purchase in their neighbourhood. Such as public drinking, fights, yelling & loitering. In many ways the demographic is not too different to us.

We have children & our concerns are for them, having a liquor outlet so close to their home where they should feel safe. They've already seen & heard too much alcohol/drug related violence outside their home & it really has scared them but we can't afford to move at this time.

Lowanna Secondary College picks up students each morning from outside the said site in Bayley Street. This could be cause for concern with vehicles coming & going & children waiting for collection from the School Bus.

Constant noise from vehicles, motors running, music, doors banging & delivery trucks, especially refrigerated trucks that must keep their motor running are all cause for concern. These are all problems we have faced 1st hand living opposite a 7/11 store in Blackburn North. Noise was a constant problem & many sleepless nights due to it becoming a "meeting place" & drag strip, fighting etc. & they don't even sell alcohol!

Navigating High Street can have problems around the bends with larger vehicles already i.e. buses & trucks having to veer slightly onto the other side due to size without adding delivery trucks & extra cars to the area. Only within the last 12 months or so the Bus line has changed their route without consultation to us & uses our Street & is very noisy & makes our home vibrate. Adding delivery trucks will only add to the problem of congestion of having easy access to our home.

Any illuminated signage would be a problem due to the elevation of our home & that we have a bedroom window in direct line of said premises. Please find attached photos.

Hours of operation will also mean deliveries being made early in the morning 7 days per week! Again due to the elevation of our home noise does carry & we would be directly impacted by all noise.

In conclusion we strongly oppose Amendment C83.

Our main concerns are:-

Noise

Hours of Operation

Rubbish

Social Impact

Congestion

Traffic & large vehicles

Signage

Children's safety

Property Value declining

Falling back on the proposal of our Forefathers to have a shop within 400-800 metres of all dwellings doesn't stand in 2014. That was when everyone walked & not many had vehicles. Most people have 1 car per household or have easy access to public transport as we do with a bus that goes directly past 50 High Street Moe. Big business is what has closed all of our Milk Bars to date because that's where the majority wish to shop. If a convenience store has to rely on a Liquor License to make it a viable business then we don't want it on our front door. We are opposed!

Sincerely,

Stephen Smith

Linda Oswin

Photos taken from our front deck.



Submission 10

18.8.14

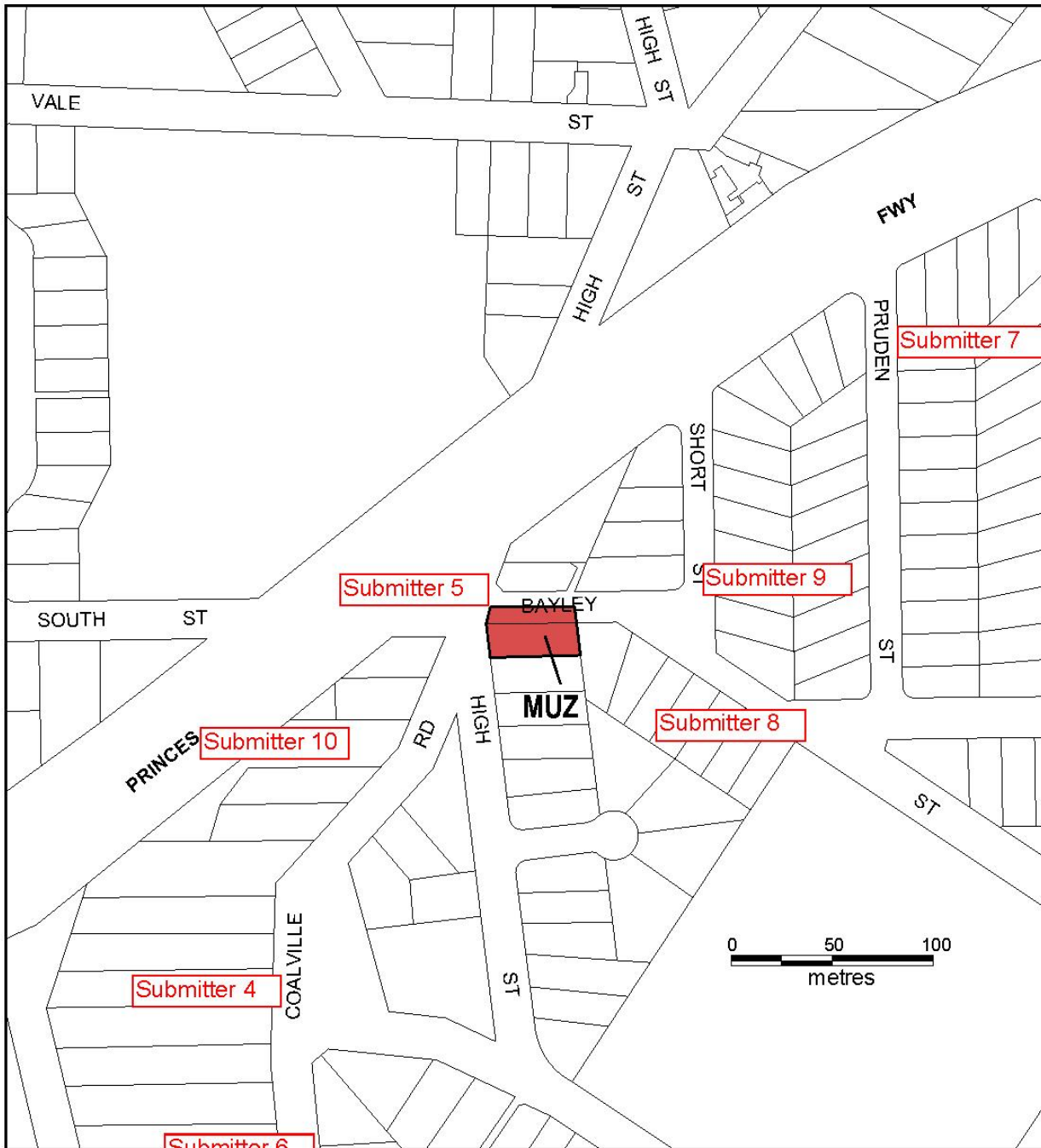
Ms Pollard.

Please find enclosed my objection to the proposed licensed premises at 50 High Street Moe; I have been picking up bottles & cans from the front of my property for many years, and certainly do not want it to get any worse;
P.S. I am 85 years of age.

Yours faithfully,

Ms Jeanne Goodie,
6 Coakwell Road
Moe 3825

LATROBE PLANNING SCHEME LOCAL PROVISION



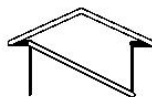
LEGEND

MUZ MIXED USE ZONE

Part of Planning Scheme Map 28

AMENDMENT C83

| Planning Mapping Services |
| Amendments Coordination Team |
| Planning & Building Systems |
| Planning, Building & Heritage |



Department of
Transport, Planning and
Local Infrastructure

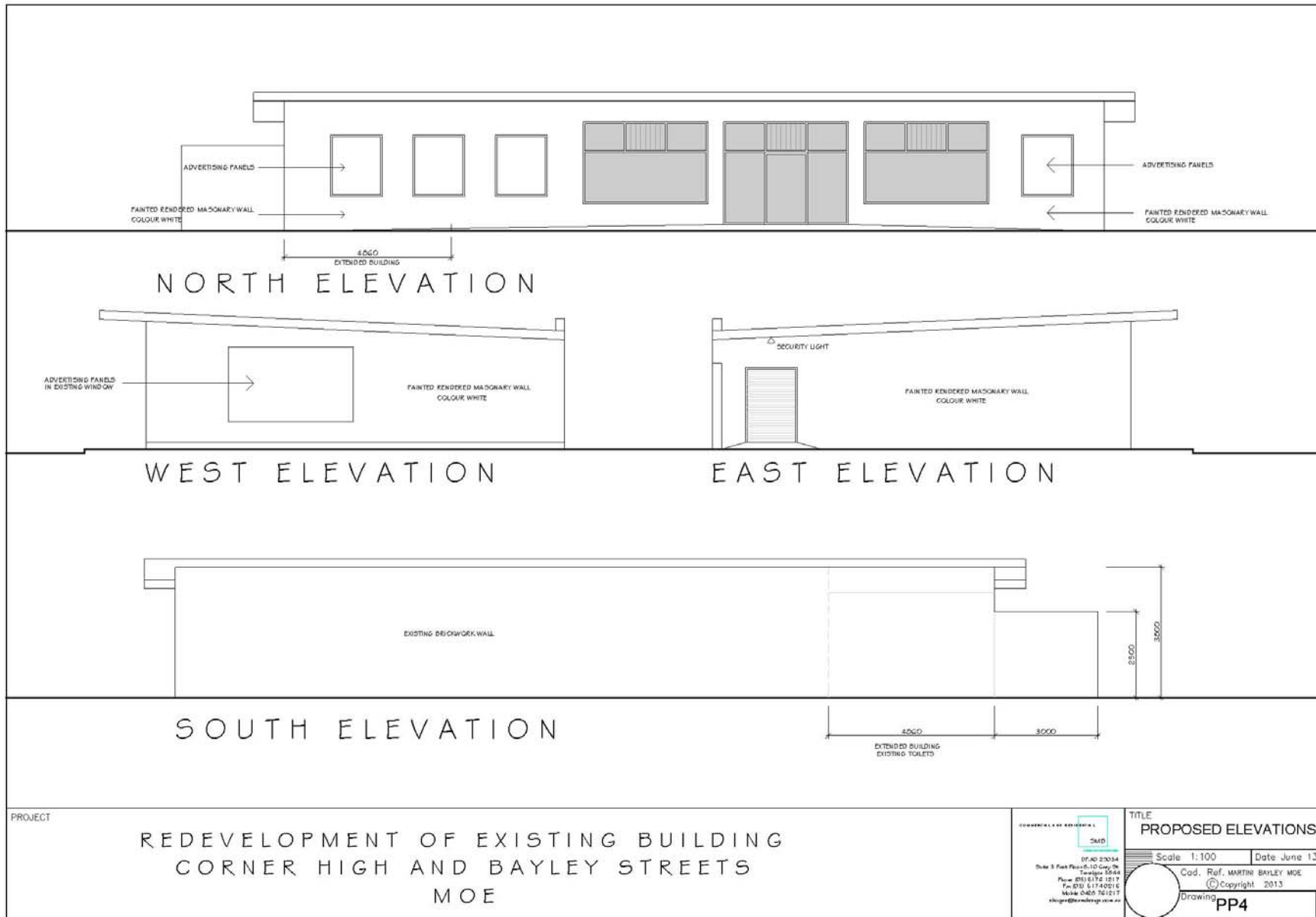


001

Attachment 6

Photograph 1 – View of the existing building and car parking, facing south-west from Bayley Street





COMMUNITY INFRASTRUCTURE & RECREATION

14. COMMUNITY INFRASTRUCTURE & RECREATION

14.1 JUMBUK/JUNCTION ROAD TIMBER TRAFFIC

General Manager

Community Infrastructure &
Recreation

For Decision

PURPOSE

The purpose of this report is to present to Council a proposed solution to allow the use of Jumbuk Road and Junction Road route for the transport of timber.

EXECUTIVE SUMMARY

Council decided in April 2010 to allow timber to be transported along Jumbuk Road/Junction Road route subject to completion of improvement works to the road.

Not all of these works have been completed. Stakeholder feedback from the Jumbuk Road and Junction Road Safety Action Group, HVP Plantations and VicRoads has been undertaken. The stakeholders are supportive of the use of pilot vehicles to escort log trucks using the Jumbuk Road/Junction Road route as a safe alternative to allow the commencement of harvesting.

Stage 1 curve widenings have been completed, this encompasses pavement widening at curves 7-11, remaining curve widening works from 1-6 have yet to be completed as per the Construction Plan (Attachment 1).

The incorporation of pilot vehicles will enable logging operations to commence prior to all road works being completed, which is a requirement of the existing Council resolution.

RECOMMENDATION

1. That Council permit timber transport on the Jumbuk Road/Junction Road route in November 2014 under the following conditions
 - a. Logging Trucks using the Jumbuk Road/Junction Road route will be escorted by a pilot vehicle in both directions between Jumbuk Hall, Jumbuk, and Lindners Road, Jeeralang Junction until the logging operations are complete.
 - b. Multiple trucks may use the Jumbuk Road/Junction Road route at one time, conditional that they are under escort by a pilot vehicle.
 - c. That any remaining upgrade works to be completed on Jumbuk Road or Junction Road be completed in consultation with HVP and do not impact the logging operations.
 - d. That only the timber from comp 103 and 50% of the timber in comp 106 be transported on the Jumbuk Road/Junction Road

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

route.

2. That Council continue to impose an eight tonne gross load limit from 9.00 pm to 6.30 am on Jumbuk Road from Junction Road to Healys Road until the logging operations are complete.
3. That HVP Plantations implement the following risk control measures on the Junction Road/Jumbuk Road route prior to the commencement of timber harvesting:
 - a. A voluntary 40 kph and 60 kph speed restriction is required to be imposed on trucks travelling along Jumbuk Road and Junction Road from Trews Road to Jumbuk Road respectively.
 - b. Curfews and voluntary speed restrictions are required to be monitored and enforced by installing GPS instrumentation in trucks. The records from these GPS devices be made available to Council on request.
 - c. Advisory signs are required to be erected on Jumbuk Road and Junction Road to advise motorists when timber cartage is in progress.
 - d. Trucks are required to communicate their location to other drivers via 2-way radio on UHF channel 28.
 - e. Trucks are not permitted to travel along Jumbuk Road and Junction Road when the school bus is using the road. Restricted times to be included in the coupe plans after negotiation with the affected bus companies.
 - f. Emergency services as specified by Council Officers are required to be notified in writing about the timber harvesting operation prior to the commencement of cartage operations. The coupe plans are required to include protocols which require emergency services to notify HVP Plantations of their intention to use the roads and for HVP Plantations to arrange for cartage operations to cease when it is known that emergency vehicles are using the roads.
 - g. The operators of delivery vehicles such as mail, gas, water etc as specified by Council Officers are required to be notified in writing about the timber harvesting operation prior to commencement of cartage. These operators will be advised to instruct their drivers to use 2-way radios.
 - h. Timber cartage must not be undertaken during foggy conditions or when there is snow on the ground.
 - i. Timber cartage must not be undertaken on weekends or public holidays.
4. That the Latrobe City Council Sealed Road Maintenance Team will undertake weekly inspections of the Jumbuk Road/Junction Road routes while timber cartage operations are in progress.
5. That Council advises HVP Plantations of the intention to

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

renegotiate the current operational arrangements in relation to timber traffic using the roads in the Jumbuk area when the forthcoming harvesting operations are completed.

ALTERNATE MOTION

1. That Council defer consideration of the Jumbuk/Junction Road Timber Traffic Report to the 5 November Ordinary Council Meeting in order for further community consultation to be undertaken with the Jumbuk and Yinnar South Timber Traffic Reference Group.

Moved: Cr White
Seconded: Cr Middlemiss

That the Motion be adopted.

CARRIED UNANIMOUSLY

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 community.

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 1: Job creation and economic sustainability

Strategic Direction – Work in partnership with business, industry and government to create new jobs and investment in Latrobe City.

Theme 4: Advocacy for and consultation with our community

Strategic Direction – Work with the community and other key stakeholders to improve community safety and harmony.

BACKGROUND

On 28 January 2005, Hancock Victorian Plantations (HVP Plantations), formerly Grand Ridge Plantations and APM Forests Pty Ltd, advised Latrobe City Council of their intention to transport timber along Jumbuk Road and Junction Road to Monash Way.

HVP owns approximately 1,600 hectares of timber resource adjacent to Jumbuk Road from around the Healys Road extension to Bolgers Road. This area was last harvested in the late 1960's and the timber was carted north along Jumbuk Road. The logging coupes were replanted between 1974 and 1977 and the plantations have been maintained since that time with the expectation from HVP Plantations that Jumbuk Road would be used as a timber haulage route. Plantations in the Strzelecki Ranges are normally harvested 27 to 30 years after planting.

Subsequent to the advice received on 28 January 2005 much consultation with individual stakeholders including Jumbuk Road/Junction Road Safety Action Group, Yinnar South Community Association and HVP Plantations has taken place. Meetings were held by the Ward Councillor in May and August

In December 2007 council resolved to have a safety audit undertaken on Jumbuk/Middle Creek/Upper Middle Creek Road routes. Following input from stakeholders a final safety audit was received on 14 April 2009. The audit (Attachment 2) identified safety concerns as for immediate action, important and recommended action.

At the Ordinary Meeting held on 19 October 2009, Council acknowledged the need to permit timber traffic to travel on the Jumbuk Road/Junction Road route when the accepted roadworks identified as "accepted" in the Road Safety Audit were completed.

It was resolved that funding was to be sought to complete these works. Council determined that ongoing community engagement and consultation on the timber traffic matter be conducted through a working group of stakeholder organisations. That working group has been established and is operating as Jumbuk and Yinnar South Timber Traffic Working Group. The Timber Traffic Working Group includes members of the following organisations:

- Latrobe City Council
- Jumbuk Road/Junction Road Safety Action Group Representatives
- Yinnar South Citizens Association
- HVP Plantation

On 2 December 2009 Jumbuk and Yinnar South Timber Cartage Routes Mediation Meeting was held with no agreed outcome or resolution reached.

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

Since this time, members of the Jumbuk Road/Junction Road Safety Action Group have consistently raised their concerns regarding the Council decision relating to timber traffic on Jumbuk and Junction roads. This group have concerns relating to the process undertaken to determine the Council decision, but mainly have focused on public safety concerns with log trucks using Jumbuk Road and Junction Road under the adopted conditions.

During 2014 Latrobe City Councillors and Council Officers met with the Jumbuk Road/Junction Road Safety Action Group and HVP Plantations regarding objections to the Planning Permit for the removal of native vegetation along Jumbuk Road. During these meetings the stakeholder group expressed that they believed the safest way to transport timber on Jumbuk and Junction roads would be with the use of pilot vehicles escorting the timber trucks.

In line with the existing Council resolution, Council have commenced construction works on Jumbuk Road. Stage one works have been completed and stage two works on Jumbuk Road and also works on Junction Road are due to commence later in 2014.

KEY POINTS/ISSUES

At its Ordinary Meeting held on 6 April 2010, Council resolved:

1. That Council permits 2-way timber traffic on the Jumbuk Road/Junction Road route when the accepted roadworks identified in the Road Safety Audit are completed subject to the restriction that there is one truck only travelling along Jumbuk Road from Bolgers Road to Junction Road at any one time.
2. That Council continues to impose the interim 23 tonne gross load limit and associated risk control measures on Jumbuk Road from Junction Road to Healys Road, as adopted at the Ordinary Council Meeting held on 1 October 2007, until such time as the accepted roadworks identified in the Road Safety Audit are completed.
3. That when the accepted roadworks identified in the Road Safety Audit are completed on Jumbuk Road from Junction Road to Healys Road and the interim 23 tonne gross load limit is removed, that Council impose an eight tonne gross load limit from 9.00 pm to 6.30 am on Jumbuk Road from Junction Road to Healys Road until the logging operations are completed.
4. That HVP Plantations implement the following risk control measures on the Junction Road/Jumbuk Road route prior to the commencement of timber harvesting:
 - a) A voluntary 40 kph and 60 kph speed restriction is required to be imposed on trucks travelling along Jumbuk Road and Junction Road from Trews Road to Jumbuk Road respectively.
 - b) Curfews and voluntary speed restrictions are required to be monitored and enforced by installing GPS instrumentation in trucks. The records from these GPS devices be made available to Council on request.

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

- c) Advisory signs are required to be erected on Jumbuk Road and Junction Road to advise motorists when timber cartage is in progress.
 - d) Trucks are required to communicate their location to other drivers via 2-way radio on UHF channel 28.
 - e) Trucks are not permitted to travel along Jumbuk Road and Junction Road when the school bus is using the road. Restricted times to be included in the coupe plans after negotiation with the affected bus companies.
 - f) Emergency services as specified by Council Officers are required to be notified in writing about the timber harvesting operation prior to the commencement of cartage operations. The coupe plans are required to include protocols which require emergency services to notify HVP Plantations of their intention to use the roads and for HVP Plantations to arrange for cartage operations to cease when it is known that emergency vehicles are using the roads.
 - g) The operators of delivery vehicles such as mail, gas, water etc as specified by Council Officers are required to be notified in writing about the timber harvesting operation prior to commencement of cartage. These operators will be advised to instruct their drivers to use 2-way radios.
 - h) Restrict truck traffic so that there is one truck only travelling along Jumbuk Road from Bolgers Road to Junction Road at any one time.
 - i) Timber cartage must not be undertaken during foggy conditions or when there is snow on the ground.
 - j) Timber cartage must not be undertaken on weekends or public holidays.
5. That Council permits 2-way timber traffic on the Upper Middle Creek Road/Middle Creek Road/Jumbuk Road route when the accepted roadworks identified as "Immediate" in the Road Safety Audit are completed subject to the restriction that there is one truck only travelling along Upper Middle Creek Road south of the bitumen at any one time.
6. That HVP Plantations implement the following risk control measures on the Upper Middle Creek Road/Middle Creek Road/Jumbuk Road route prior to the commencement of timber harvesting:
- a) A voluntary 40 kph speed restriction is required to be imposed on trucks travelling along Upper Middle Creek Road south of the end of the bitumen.
 - b) Voluntary speed restrictions are required to be monitored and enforced by installing GPS instrumentation in trucks.

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

- c) Advisory signs are required to be erected on Upper Middle Creek Road, Middle Creek Road and Jumbuk Road to advise motorists when timber cartage is in progress.
 - d) Trucks are not permitted to travel along Upper Middle Creek Road/Middle Creek Road/Jumbuk Road route when the school bus is using the road.
 - e) Timber cartage must not be undertaken during foggy conditions.
 - f) Restrict truck traffic so that there is one truck only travelling along Upper Middle Creek Road south of the bitumen at any one time.
7. That the rehabilitation of Middle Creek Road from south of Jumbuk Road to south of the Yinnar South Tennis Courts for an amount of \$1,700,000 is included in the road rehabilitation program for the 2010/2011 and 2011/2012 financial years.
 8. That the accepted "Immediate" roadworks identified in the Road Safety Audit at the Jumbuk Road/Middle Creek Road/Upper Middle Creek Road route for an amount of \$120,000 are referred to the 2010/2011 Capital Works Program for consideration.
 9. That a Jumbuk and Yinnar South Timber Traffic Reference Group is established to monitor the progress of roadworks and timber traffic on the Jumbuk Road/Junction Road and Upper Middle Creek Road/Middle Creek Road/Jumbuk Road routes. Membership of the Reference Group will include the Gonyah Ward Councillor, other nominated Councillors and two members each from the Jumbuk Road/Junction Road Safety Action Group, the Yinnar South Citizens Association and HVP Plantations. The Reference Group will meet at least twice per year until timber harvesting operations are completed or as required.
 10. That the Latrobe City Council Sealed Road Maintenance Team will undertake weekly inspections of the Jumbuk Road/Junction Road and Middle Creek/Jumbuk Road routes while timber cartage operations are in progress.
 11. That Council advises HVP Plantations of the intention to renegotiate the current operational arrangements in relation to timber traffic using roads in the Jumbuk and Yinnar South area when the forthcoming harvesting operations are complete.
 12. That a further report be presented to Council detailing the proposed recommended works to be undertaken on Middle Creek and Upper Middle Creek Roads.

The key changes to the existing Council resolution are

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

- The need to complete road upgrade works prior to commencing logging operations
- Specifying the use of a pilot vehicle for all trucks using the Jumbuk/Junction Road route
- Specifying exactly what coupes will be transported down the Jumbuk/Junction Road route.

RISK IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management framework.

The primary risk factor for Council to consider relates to the safety of the public utilising the roads associated with the transport of timber from the area.

The secondary risk factors relate to the impact on the local economy should HVP not be able to transport timber from the area.

Both of these risks can be mitigated through the implementation of the proposed recommendation.

FINANCIAL AND RESOURCES IMPLICATIONS

Funding was received through Better Roads Victoria, Rural Local Timber Roads Program administered through VicRoads for Jumbuk Road from Junction Road to Jumbuk Hall (Timber Haulage route). Better Roads Victoria has agreed to fund \$860,000 on road safety works while Latrobe City Council have committed to funding \$420,000 over three years. Council's current expenditure as reflected below shows \$925,823 of funds allocated by Latrobe City Council and \$540,261 of funds received from VicRoads to date.

Current Allocated Funds:

Year	Latrobe City Council	VicRoads (BRV)
2013/2014	-	\$84,103
2012/2013	\$615,809	\$436,421
2011/2012	\$110,000	\$19,737
2010/2011	\$200,014	-
TOTAL	\$925,823	\$540,261

It is estimated that it would cost \$150,000 to use pilot vehicles for escorting log trucks on Jumbuk/Junction Road from November until the completion of logging operations. If Council resolves to allow the use of pilot vehicles on Jumbuk Road and Junction Road, Latrobe City Council, VicRoads and HVP Plantations have agreed to contribute equally towards the cost of the pilot vehicles along this route. This contribution from Latrobe City Council will be accommodated within the existing budget.

INTERNAL/EXTERNAL CONSULTATION*Engagement Method Used:*

Council officers engaged with stakeholders in line with our community engagement objective *to consult the community in policy development, planning and project delivery.*

Over the past nine years Councillors and Council Officers have been committed to engaging with the community, VicRoads and HVP Plantations. In October 2009 the Jumbuk and Yinnar South Timber Traffic Reference Group was established with members consisting of the Jumbuk/Junction Road Safety Action Group, the Yinnar South Citizens Association, Councillors, Council Officers and HVP Plantations. The Reference Group met twice a year until timber harvesting operations are completed or as required. The group was formed following a resolution to do so, at the Ordinary Council Meeting held on 19 October 2009.

The aim of council has been to enable logging to commence without compromising safety and to achieve a result which is agreeable for all parties involved.

Details of Community Consultation / Results of Engagement:

Latrobe City Councillors and Council Officers met with stakeholders from Jumbuk Road/Junction Road Safety Action Group and HVP Plantations regarding objections to the Planning Permit for the removal of Native Vegetation along Jumbuk Road. . Council representatives ascertained that the stakeholders were agreeable to the timber traffic commencing in November provided that the volume of timber to be carted was specified and that all timber traffic was escorted by pilot vehicles.

At the time of writing the report the community of Yinnar South had not provided a formal response to the proposed traffic management solution. Should the community provide feedback prior to the Council meeting this will be provided to Council.

OPTIONS

1. Make no change to the existing Council resolution and commence timber transport on the Jumbuk Road/Junction Road route in line with the existing resolution.
2. Amend the existing resolution to permit timber traffic using pilot vehicles.

CONCLUSION

The issue of timber cartage routes has been considered by Council a number of times in recent years. These considerations have been mostly safety focused in identifying and treating issues with regard to the impact on residents in Jumbuk Road and Junction Road while timber cartage is in progress.

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

Continual stakeholder engagement has occurred relating to this issue, particularly with members of the Jumbuk Road and Junction Road Safety Acton Group.

HVP Plantations have agreed to alter the conditions under which they transport timber on the Jumbuk Road/Junction Road route, subject to agreement by Council to amend the existing agreed resolution.

SUPPORTING DOCUMENTS

NIL

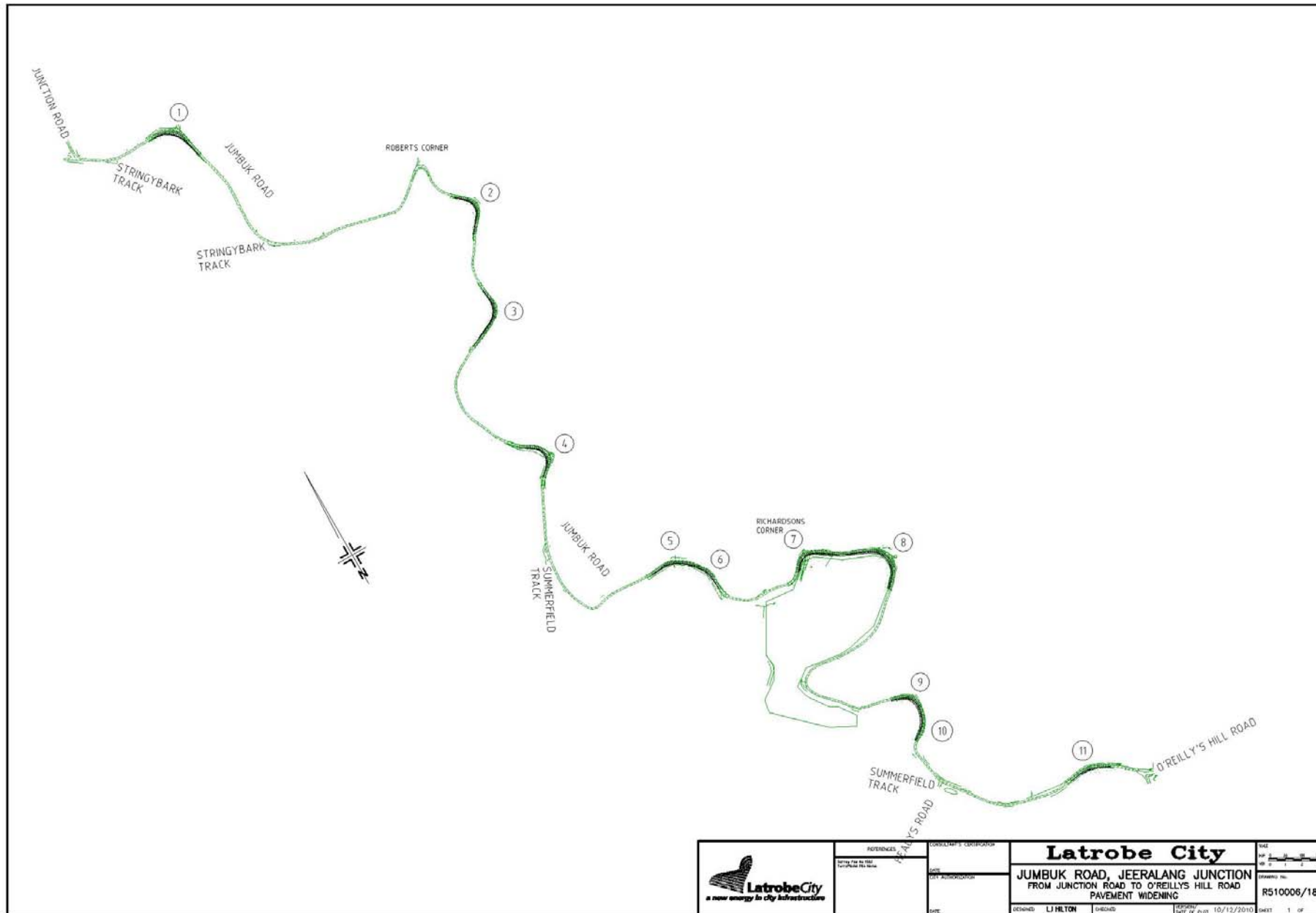
Attachments



1. Jumbuk Road Construction Plan
2. HVP Plantations Planned Harvest Coupes

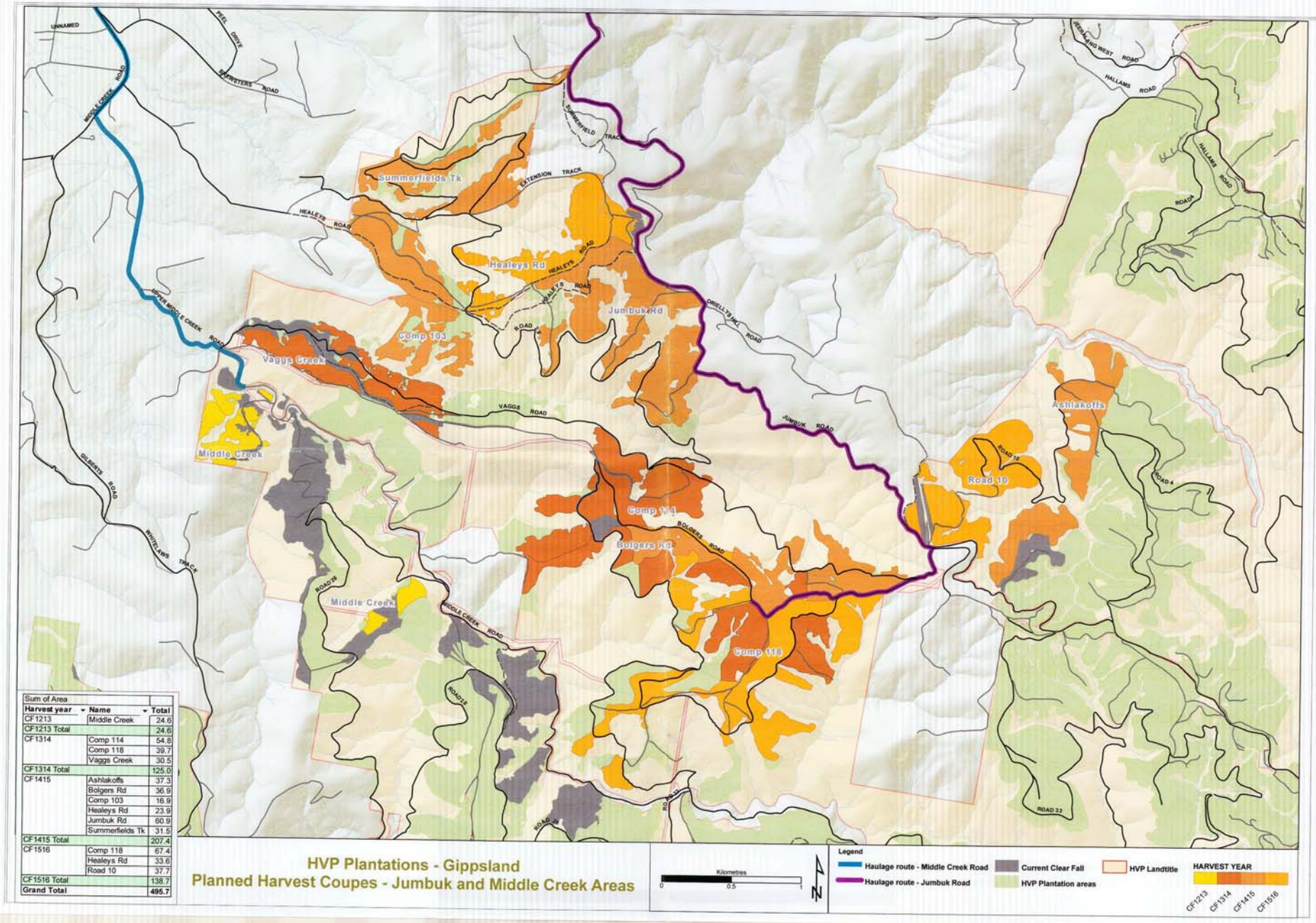
14.1

Jumbuk/Junction Road Timber Traffic

- | | | |
|---|--|-----|
| 1 | Jumbuk Road Construction Plan | 369 |
| 2 | HVP Plantations Planned Harvest Coupes | 371 |



	REFERENCES	CONSULTANT'S CERTIFICATION	
	DATE: _____ CITY AUTHORIZATION: _____ SITE: _____	NAME: _____ DATE: _____	



COMMUNITY LIVEABILITY

15. COMMUNITY LIVEABILITY

15.1 CHURCHILL AND DISTRICT COMMUNITY HUB STRATEGIC PLAN 2014 - 2018

General Manager

Community Liveability

For Decision

PURPOSE

The purpose of this report is to present the draft Churchill and District Community Hub Strategic Plan 2014-2018 to Council for consideration and to seek endorsement of its release for public comment.

EXECUTIVE SUMMARY

A requirement of the Churchill and District Community Hub Advisory Committee, ('the Advisory Committee') Terms of Reference is the development of a four year strategic plan which is to be presented to Council for endorsement.

Following consultation with the community and the 'users' of the Churchill and District Community Hub, ('the Churchill Hub') the Advisory Committee have developed a draft Churchill and District Community Hub Strategic Plan 2014 - 2018 designed to guide the direction and priorities for the Churchill Hub over the next four years.

This Plan will build on the successes achieved since the construction of the Churchill Hub and includes actions designed to further enhance services and community use.

It is recommended that Council endorse the Churchill and District Community Hub Strategic Plan 2014 - 2018

RECOMMENDATION

Council endorse the draft Churchill and District Community Hub Strategic Plan 2014-2018 and,

- 1. Release the Plan for public comment for a period of 6 weeks.**
- 2. A further report be presented to Council at the Ordinary Council meeting 15 December 2014 to consider any submissions to the draft Churchill and District Community Hub Strategic Plan 2014 – 2018.**

Moved: Cr White

Seconded: Cr Middlemiss

That the Recommendation be adopted.

Cr Kam requested an amendment to the motion before Council.

AMENDED MOTION

Council release the draft Churchill and District Community Hub Strategic Plan 2014-2018 and,

- 1. Release the Plan for public comment for a period of 6 weeks.**
- 2. A further report be presented to Council at the Ordinary Council meeting 15 December 2014 to consider any submissions to the draft Churchill and District Community Hub Strategic Plan 2014 – 2018.**

The amended motion was agreed to by the mover and seconder.

Moved: Cr White
Seconded: Cr Middlemiss

That the Motion be adopted.

CARRIED UNANIMOUSLY

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 –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.
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.*

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 1: Job creation and economic sustainability

Theme 2: Affordable and sustainable facilities, services and recreation

Theme 3: Efficient, effective and accountable governance

Theme 4: Advocacy for and consultation with our community

Theme 5: Planning for the future

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

Strategic Direction – Develop and maintain community infrastructure that meets the needs of our community.

BACKGROUND

The 'official' of the Churchill Hub occurred on May 1, 2009, although the facility had been operating as a community hub for some time prior to this date. The underlying concept in developing the Churchill Hub was to provide a venue that brings individual members of the community, groups, organisations and agencies together in an atmosphere of support to systematically address and meet community needs.

The Churchill Hub was initially overseen by Section 86 Committee, which converted to an advisory committee in February 2008, following a recommendation of the Board, and endorsement by Council.

The Churchill Hub Advisory Committee now operates as a Committee of Council in line with the Terms of Reference, (ToR) adopted by Council in July 2012 and is currently chaired by Councillor Darrell White. The ToR indicates the Churchill Hub Advisory Committee shall assist and advise Council on the development of community capacity building by planning effectively for the future of the facility; taking into consideration diverse and changing community needs.

The Churchill Hub, servicing a large area of southern Latrobe City, brings together in one central facility: the Churchill Neighbourhood House; Pooh Corner Childcare Centre; the Churchill Men's shed; the Latrobe City Council Service Centre and Library, Churchill Hub Preschool and Maternal and Child Health service as well as community meeting rooms and kitchen facilities.

KEY POINTS/ISSUES

The Churchill Hub Advisory Committee ToR note that the Advisory Committee shall:

- Prepare for approval by Council a four year strategic plan on the future of the Churchill Hub.

The Churchill Hub Advisory Committee have consulted with community members and users of the Churchill Hub to collaboratively develop the draft Churchill and District Community Hub Strategic Plan 2014-2018.

This four year strategic plan is designed to guide the direction and priorities for the Churchill Hub over the next four years. The plan has identified three main focus areas which are as listed;

- Service Delivery,
- Planning for the Future and
- Community.

Stage 1 planned actions, focus on proactive management of the facility through collection of utilisation data and ensuring best practice for users.

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

Stage 2 focuses on possible expansion of the facility with a key feature of the planned actions an ongoing commitment to explore flexible use spaces in response to the needs identified by the community.

RISK IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management framework.

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

FINANCIAL AND RESOURCES IMPLICATIONS

Endorsement of the strategic plan presents no financial or resource implications.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

The Churchill and District Community Hub Advisory Committee participated in a strategic planning workshop for the Churchill Hub in September 2012.

Details of Community Consultation / Results of Engagement:

The Churchill and District Community, including hub user groups, were surveyed in 2013 to assess if the services currently provided were meeting their needs and expectations and to identify any areas for improvement.

Feedback from the Churchill community survey identified the aspirations for the Churchill and District Community Hub and informed the two stage action plan included in the draft Churchill and District Community Hub Strategic Plan 2014-2018.

OPTIONS

1. Council endorse the draft Churchill and District Community Hub Strategic Plan 2014-2018 to be released for public comment for a period of six weeks.
2. Council endorse the draft Churchill and District Community Hub Strategic Plan 2014-2018 to be released for public comment for a period other than six weeks.
3. Request additional information in relation to the draft Churchill and District Hub Strategic Plan 2014 – 2018 from the Churchill and District Hub Advisory Committee .

CONCLUSION

The actions in the draft plan have been developed with consideration having been given to the feedback from both community and the users.

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

The Churchill Hub Advisory Committee has worked to ensure they have considered this feedback while allowing for further investigation, appropriate business planning and ongoing assessment.

The Churchill and District Community Hub Advisory Committee have prepared the draft Strategic Plan as required at Section four of the Terms of Reference prepared and approved in July 2012. This plan is now presented to Council for endorsement.

SUPPORTING DOCUMENTS

NIL

Attachments

1. Churchill and District Community Hub Advisory Committee Terms of Reference
2. Churchill and District Community Hub Draft Strategic Plan 2014-2018

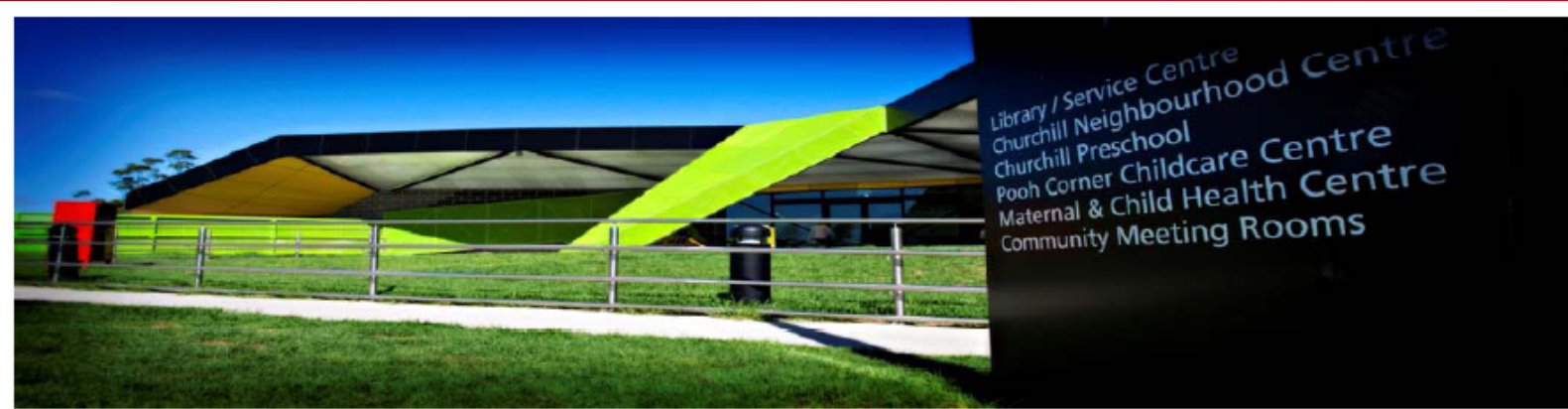
15.1

Churchill and District Community Hub Strategic Plan 2014 - 2018

1	Churchill and District Community Hub Advisory Committee Terms of Reference.....	379
2	Churchill and District Community Hub Draft Strategic Plan 2014-2018.....	389

Churchill & District Community Hub Board

Terms of Reference



LATROBE CITY COUNCIL

**INSTRUMENT OF DELEGATION PURSUANT TO SECTION 86
OF THE LOCAL GOVERNMENT ACT 1989**

Pursuant to and in the exercise of the power conferred by Section 86(3) of the *Local Government Act 1989* (the Act) the Latrobe City Council (Council) hereby delegates to the Churchill and District Intergenerational Community Hub Board (the Board) the powers and functions of Council as set forth in the Schedule hereto and HEREBY DECLARES THAT:-

1. Such delegation shall have force and effect from the 18th day of February 2008 and shall remain in force until such time as Council shall determine by resolution either to vary or revoke the delegation.
2. The powers, duties and functions so specified in the Schedule shall be exercised and performed in accordance with:-
 - (a) any policies of Council that may be adopted from time to time unless specifically exempted in writing by Council;
 - (b) this instrument of delegation and subject to any conditions and limitations specified herein.
3. A register of all decisions shall be maintained to enable a review of those decisions to be made.

THE COMMON SEAL OF THE LATROBE CITY COUNCIL was hereunto affixed pursuant to a resolution of Council dated the 18th day of February 2008 by Mr Paul Buckley, Chief Executive Officer.

.....

Chief Executive Officer

SCHEDULE

CHURCHILL & DISTRICT COMMUNITY HUB BOARD ROLE, COMPOSITION & DELEGATED POWERS, DUTIES AND FUNCTION

1. ROLE

The underlying concept in developing the Churchill and District Community Hub is to provide a venue that brings individual members of the community, groups, organisations and agencies together in an atmosphere of support to systematically address and meet community needs.

By working cooperatively together, all sectors of the community can enhance service delivery, better target resource allocation, plan effectively for the future and make a positive contribution to community capacity building, an essential element in addressing economic and social development at a community level.

The Community Hub will be committed to enhancing understanding between divergent age and socio-economic groups, empowering the community to take an active role in planning, understanding and enhancing their future.

The Board shall promote the development of community capacity building by planning effectively for the future of the facility; taking into consideration diverse and changing community needs.

2. COMPOSITION

- (a) The Board shall consist of between five and seven members, comprising:-
- (i) A Latrobe City Councillor;
 - (ii) The Latrobe City Chief Executive Officer or Delegate;
 - (iii) Individuals possessing skills and experience which will make a material contribution to the management and development of the Hub.
- (b) At a meeting held in November of each year, or at such time as a casual vacancy or absence may arise, the Board shall appoint from the members a:-
- Chair
 - Deputy Chair *

* The position of Deputy Chair shall ordinarily be filled by the Executive Officer or delegate.

The term for the board shall be from 6 March 2012 to 5 March 2015. For reporting purposes the anniversary date will be 1 November of each year.

In November previous to the March for renewal of the Churchill and District Community Hub Board positions, expressions of interest for new Board members shall be advertised thus allowing endorsement of new Board members prior to the end of term of the current Board in March. Council endorsement shall ideally occur in February to allow a smooth transition of positions.

- (c) The Board shall convene a Committee representing Churchill and District Community Hub users and tenants; members of this Committee shall be appointed by each user or tenant in accordance with the provisions contained in each member's constitution or terms of association. No member shall be eligible to represent more than one user or tenant simultaneously. Each committee member may appoint a proxy should the appointed member not be available to attend.
- (d) Upon a member of the Committee resigning, the user or tenant which that member represented shall provide the Board with the name of the person filling such a vacancy.
- (e) The Board shall have the power to co-opt members to the Committee who have specialist expertise. The Board will decide the term of office for co-opted members.
- (f) Co-opted members shall not constitute more than fifty percent of the Committee.
- (g) At Council's discretion, each Board member who is not a member or Councillor of the Council shall be appointed for a period of three years. All appointments must be approved by Council prior to membership.

3. POWERS

The *Board* shall have the power to:-

- (a) Do such lawful acts, deeds and things as are incidental or conducive to the fulfillment of the Board's function herewith mentioned.
- (b) Develop policies and rules for use of the Churchill and District Community Hub by members of the public and user groups and to enforce any such policies and rules so developed. Such rules and policies will not be inconsistent with any rules or policies of Council.
- (c) Enforce any Council policies and/or Local Laws as they pertain to the management or function of the Churchill and District Community Hub where authorised and/or requested to do so by Council.

- (d) Make the Churchill and District Community Hub available for public use and to make available areas to be used by persons or organisations and enter into user agreements with such persons or organisations for areas made available to them. The Board may delegate this power to the Committee on the condition that the Committee provide the Board with a report at least each quarter setting out the agreements that have been entered into.
- (e) Develop non-operational parts of the Churchill and District Community Hub for compatible purposes with the consent of Council.
- (f) Enter into contracts for the carrying out of any works or undertakings or the purchase of any buildings or equipment required in relation to the operation and development of the Churchill and District Community Hub, which shall be in accordance with the strategic plan and budget approved by Council under Sections 4(a) and 6(e) respectively.
- (g) Recommend to Council the creation of positions and be represented in any selection process for the appointment of staff as may be required to ensure the efficient management and operation of the Churchill and District Community Hub; Council will determine the terms and conditions of any staff appointment/s.
- (h) The Board, in the first twelve months of its final year of appointment, shall review its terms of reference and make any recommendations for change to Council.
- (i) Council reserves to itself the right to issue directions to, or to restrict, the powers of the Board or to prohibit the exercise thereof and to disband the Board at any time and to resume control of the facility, should it be deemed necessary from any cause to do so.
- (j) Should the Board consider that any such direction or restriction of the Board's powers by Council may be detrimental to the role of the Hub, the Board may by notice in writing request that Council review its direction or restriction.

4. DUTIES

The Board shall deal with all matters of management connected with the use of the Churchill and District Community Hub in accordance with the following conditions:

- (a) Prepare for approval by Council a four year strategic plan; no development or decision shall be taken which is inconsistent with the approved plans, without the written consent of Council.
- (b) Submit annual reports to Council detailing its performance of plans and targets specified in the approved budget and business plan, plus any other significant matters which the Board considers should be brought to Council's attention.

- (c) No tenant, user group or organisation shall make any additions or alterations to any building or construction without the previous approval of the Board.
- (d) Permit Council and its officers, servants and agents at all reasonable times during the continuance of this agreement, to enter the facility and examine the conditions thereof, and Council shall upon the discovery of any want/s of reparation caused by misuse or negligence by any person whosoever, cause a notice to be issued to the Board. The Board shall use its best endeavours to ensure that the appropriate users repair and make good within one calendar month after notice, such want/s or reparations as described in the notice.
- (e) Develop policies for advertisements, notices, placards, bills or hoardings to be displayed within the facility and reserves the right to remove or refuse any request, advertisement, notice, placard, bill or hoarding.
- (f) Make recommendations to Council to participate in and undertake any other activities associated with the Churchill and District Community Hub.
- (g) Delegate to the Committee the responsibility for the maintenance, cleanliness, tidiness and safe condition of the buildings, plant and grounds of the Board, and comply with any necessary direction in this regard from Council. The Board must ensure that all maintenance items are reported to Council for action within a reasonable period.
- (h) Undertake an assessment of potential risks to the public and/or Board members apparent at the Churchill and District Community Hub at least once per year and report to Council any risks assessed as unsatisfactory with a recommendation to remove or eliminate the assessed risks.
- (i) Submit to Council on an ongoing basis minutes of meetings and associated reports.
- (j) Require the Committee to report on all delegated responsibilities on a regular basis, and not less than every six months.

5. CONDUCT OF MEETINGS

The Board shall hold and conduct meetings in accordance with the following provisions:-

- (a) The Chair shall preside and in the Chair's temporary absence the Board shall appoint an acting Chair to fulfill the duties of the position.
- (b) The Board shall meet as and when required but at no time will there be a lapse of more than four months between Ordinary meetings.
- (c) The Board may also convene Extraordinary meetings, which may occur whenever the Board thinks fit, to consider urgent items.

- (d) A Quorum for the meeting will comprise a simple majority of the members eligible to attend.
- (e) Board meetings must be open to the public. Meetings will be listed on the Latrobe City website. Minutes of the agenda will be made available on the Latrobe City website fourteen days after the meeting date.
- (f) The Board may resolve that the meeting be closed to members of the public if the meeting is discussing any of the following:
- Personnel matters
 - The personal hardship of any user of the facility
 - Industrial matters
 - Contractual matters
 - Proposed developments
 - Legal advice
 - Matters affecting the security of the property
 - Any other matter which Council or the Board considers would prejudice Council or any person.
- (g) If the Board resolves to close a meeting to members of the public the reason must be recorded in the minutes of the meeting.
- (h) The Secretary of the Board must advise the Board and the public of the dates of forthcoming meetings no less than seven (7) days prior to the meeting except in the case of an Extraordinary General Meeting.
- (i) The Secretary of the Board must arrange for minutes of each meeting of the Board to be kept and must submit the minutes of the Board meeting to the next meeting of the Board for confirmation; if the minutes are confirmed the Chair at the meeting must sign the minutes and certify that they have been confirmed. Minutes and associated papers of all meetings will be submitted to Council.
- (j) If a member of the Board has a direct or indirect pecuniary or personal interest (conflict of interest) in any matter to be considered or discussed at a meeting of the Board, the member of the Board must:-
- (i) If he or she intends to be present at the meeting, disclose the nature of the interest immediately before the consideration or discussion; or
 - (ii) If he or she does not intend to be present at the meeting, disclose the nature of the interest to the Chair of the Board at any time before the meeting is held.

- (iii) The member of the Board may choose to remain in the room during any consideration or discussion of the matter.
 - (iv) The member of the Board may take part in the consideration or discussion but cannot move or second a motion on any question relating to the matter.
- (k) Notwithstanding the provisions above of clause 5(i), the Board may require a member who has a personal or pecuniary interest to absent themselves from any discussion about the matter in which they have the interest. The decision to require the member to be absent shall be a simple majority of the members present and does not include the vote of the person to which the vote applies.
- (i) While any vote is taken on the matter the member of the Board must:-
 - (a) leave the room and notify the Chair of Board that he or she is doing so;
and
 - (b) remain outside the room and any gallery or other area in view or hearing of the room.
 - (ii) After the result on the vote the Chair of Board must cause the member of Board to be notified that he or she may return to the room.
 - (iii) If a member of the Board discloses an interest the Secretary of the Board must record the declaration in the minutes of the meeting at which the consideration took place.
 - (iv) A member of the Board who fails to comply with the conditions relating to pecuniary interests is guilty of an offence against the provisions of the *Local Government Act 1989*. Penalty: 100 penalty units.
- (l) All members of the Board who are not Latrobe City Councillors are exempt from being required to submit a primary return or an ordinary return relating to a register of interests.
- (m) Only resolutions which have been properly moved, seconded and which have received a majority of affirmative votes at a properly constituted Board meeting shall be recognised as decisions of the Board.
- (n) In the event that there is an equality of votes for and against a motion, the Chair shall have a casting vote.

6. FINANCE

The Board shall deal with matters of finance in accordance with the following provisions:-

- (a) Council shall maintain on behalf of the Board a bank account and may authorise the Board to set up special accounts as required.
- (b) All monies received by the Board shall be paid promptly into the bank account, with amounts only being drawn from the account on the signature of any two of the officers of the Board, one of whom is a delegated Council officer; no officer may sign a cheque for which the officer is a beneficiary.
- (c) The Board shall keep accounts for the same financial year as Council, i.e. 1 July to 30 June.
- (d) The Board's books of account shall be kept in accordance with the provisions of the *Local Government Act* and Municipal Accounting Regulations.
- (e) The Board shall prepare a budget, prior to a date which shall be advised by Council, each year for the forthcoming year for submission to Council for its approval and if approved for adoption by Council shall monitor the budget throughout the financial year. Each meeting of the Board shall receive an updated written financial report.

The Board shall incur expenditure in the exercise of these powers, duties and functions to an amount not exceeding the total of any income received in any one year without prior consent of Council.

The Board may request material or financial assistance from Council from time to time which may be granted on such terms and conditions as Council sees fit.

The Board may prepare and annually review a scale of charges to be payable by any person or organisation using the facilities of the Churchill and District Intergenerational Community Hub which are not subject to any other lease or service charge.

- (i) The Board shall receive all rentals, license and hiring fees for the use of the facilities and shall be responsible for payment of all accounts and other expenses incurred in the use of those facilities except where this responsibility is held directly by Council, or transferred by Council to another body.
- (c) Council shall be responsible for payment of Special Risk and Public Liability, Public Officer and Directors Professional Indemnity and common asset insurance premiums. Where determined by the Board, individual user groups, tenants and organisations shall insure their own facilities, contents and operations and, if required, have their own Public Liability Insurance which indemnifies Council and the Board.

7. OPERATIONAL RULES

(a) The Board shall not at any time permit any alcoholic liquor to be stored nor at any time shall liquor be sold or offered for sale on the premises, without the appropriate permits being obtained.

8. ADMINISTRATION

Latrobe City Council shall provide for the Committee a Secretariat who shall receive and distribute communications to the Committee, arrange meeting venues and prepare and distribute meeting agendas.

Service Delivery



Mission: A facility promoting the Community to work together

Planning for the future



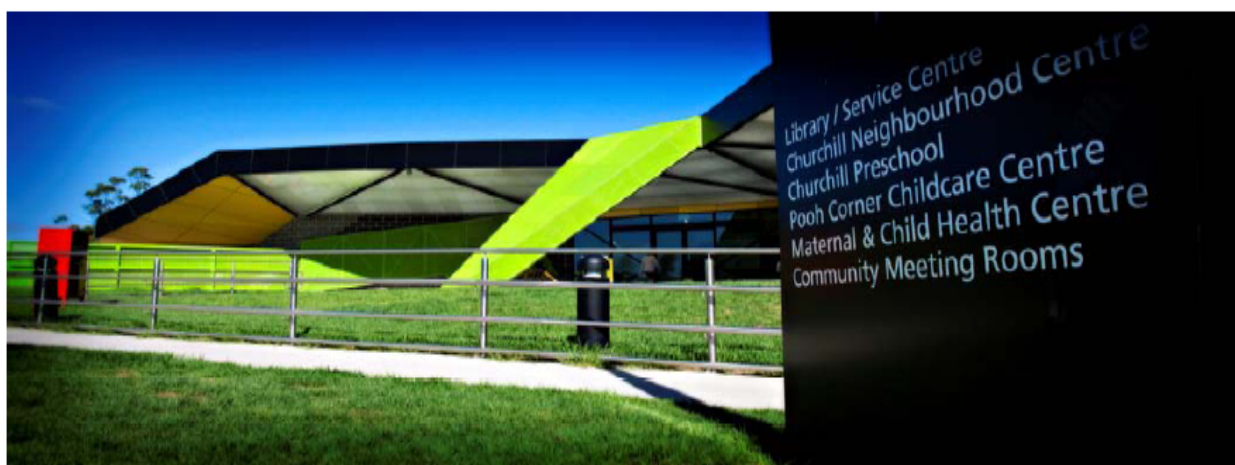
The Churchill and District Community Hub, servicing a large area of southern Latrobe City, brings together in one facility: a Latrobe City Service Centre and Library; Churchill Neighbourhood Centre; Churchill Preschool, Childcare centre, Maternal and Child Health; Men's Shed; studio work rooms; and community meeting rooms.

Community



The HUB aims to provide a venue that:

- Brings individual members of community, groups, organisations and agencies together in an atmosphere of support to address and meet community needs.
- Allows all to work cooperatively together; where the community can enhance service delivery; plan effectively for the future and make a positive contribution to community capacity building.
- Will advocate for programs that empower the community to take an active role in planning, understanding and enhancing their future.
- Promotes the development of community capacity building by planning effectively for the future of the Hub.



Preamble

The Churchill and District Community Hub opened as a community facility on 1 May 2009. The underlying concept in developing the Churchill and District Community Hub was to provide a venue that brings individual members of the community, groups, organisations and agencies together in an atmosphere of support, to systematically address and meet community needs.

The development of the Churchill and District Community Hub was a significant collaboration between many local partners, local, state and federal government departments working together to create an outstanding facility for the community.

Today, the Churchill and District Community Hub is a striking symbol of what can be achieved through the establishment of a shared vision, and the energy that can be harnessed through respect, cooperation and collaborative partnerships.

A key feature of the Churchill and District Community Hub is an engaged community, both during design and construction and subsequent management of the facility through a Board that provides overall policy and strategic direction and an Operating Committee that provides day to day coordination and oversight of the facility.

The board was established as a Committee of Council on 18 February 2008, on 16 July 2012 the Council approved a recommendation for the board to rescind its status as a Committee of Council and become an advisory committee. New terms of reference for the advisory committee were adopted.

These ToR indicate the advisory committee shall assist and advise Council on the development of community capacity building by planning effectively for the future of the facility; taking into consideration diverse and changing community needs.

The Churchill and District Community Hub Advisory Committee includes Rob Whelan, Margaret Guthrie, Alan Scarlett, Mike Answerth and is chaired by South Ward Councillor, Darrell White.

The Advisory Committee participated in a Strategic Planning workshop for the Churchill Hub in September 2012.

User groups and the wider Churchill community were surveyed in 2013 to assess if the current services provided are meeting their needs and expectations and to identify any areas for improvement.

This engagement identified the Advisory Committee's, user groups and wider Churchill community aspirations for the Churchill and District Community Hub and informed the two stage action plan included in the Churchill and District Community Hub Strategic Plan 2014-2018.

Four Year Strategic Plan

The four year strategic plan is a plan that guides the direction and priorities for the Churchill and District Community Hub over the next four years. The plan has been broken down to three main areas; Service Delivery, Planning for the Future and Community. These three areas are heavily integrated, all relying on each other to achieve outcomes from the facility and ultimately the Community.



Service Delivery

Service area: Churchill and outlying towns including; Boolarra, Yinnar, Jeeralang and Hazelwood.

Latrobe City Council provides access to our public libraries; information on council services; records and processes customer requests and payments at the Hub through an integrated service model for residents, visitors and businesses.

The Childcare Centre (Pooh Corner) provides long day care and occasional care for Children aged 6 weeks to 6 years. The friendly staff are holders of either a Diploma or Cert. 3 in Children's Services qualification and provide a stimulating and caring environment for children and their families.

The Churchill Preschool offers a funded kindergarten program for children to attend the year prior to commencing primary school. The Preschool provides children with a program developed by a Qualified Early Education Teacher taking into account the individual needs and interests of each child.

The Churchill Maternal and Child Health Service operate from the Hub 2 days per week. Delivered by a Qualified Maternal and Child Health nurse, the program provides families with a minimum of 10 key visits in the first 5 years of life offering regular checks on the child's health, development and growth, advice on women's health issues and information and advice about a range of parenting issues.

The Churchill Neighbourhood Centre offers affordable adult education and other learning services to the community it serves. Some of the courses provided include;

- adult literacy and numeracy,
- arts & craft,
- creative writing and
- computer lessons.

The Neighbourhood Centre also supports and coordinates the Community Workshop on the lower level of the Churchill Town Hall building. This is the location for the Men's Shed project which provides men with an opportunity to participate in activities to learn new skills enhance current skills and participate within their local community.

There are also meeting spaces and a community kitchen included in the hub which is available for visiting services and the community to use.

Commitments

- To encourage a diverse range of programs to meet the communities needs.
- To play a broader role in integrating services that are not located within the Hub – e.g. Glendonald Preschool; Latrobe Community Health Service – to develop community capacity.
- To continue to deliver the services currently delivered from the Hub.

Actions

- To engage with the community to identify gaps/needs – e.g. Community Survey.
- To invite the Teacher of Glendonald Preschool to participate in the User Group meetings.

Measuring Outcomes and Success

- Programs offered from the Hub reflect the needs identified by the community.
- Programs offered are at full capacity.
- Conduct User Satisfaction Survey and analyse results for positive outcomes.

Planning for the future

The population of Churchill and district was approximately 11,000 in 2011. Population is predicted to increase by approximately 250 people by the year 2018.

A number of new residential developments have occurred in the past 5 years, with other areas flagged for future development. This may have an impact on the predicted population figures and demand for services.

Childcare and Preschool Services

Current participation rates in both the Childcare and Preschool Services are at full capacity so there is no scope to cater for any increased demand from population increase.

Library

Shelf and floor space does not allow for expansion of or other programs.

Churchill Neighbourhood Centre (CNC)

Existing programs require some level of dedicated space, e.g. Computer laboratory, Quilting, Men's Shed. This prevents expansion into other programs within the existing floor space or bookings. The only capacity for expansion is to the upper level of the Town Hall, currently managed by Latrobe City Performing Arts.

Common Meeting Space

The CNC regularly uses common meeting space within the Hub. This presents some constraint for other groups ability to relocate to the Hub or access space on an ad hoc basis.

Maternal & Child Health

This program, offered two days per week, has capacity to expand within existing dedicated space. There is capacity for this consulting room to be used for other like services.

The Hub will have the capacity to service the needs of a broad range of community groups, not just existing users.

Possible Expansion

There is capacity to expand the Hub building eastwards. This would allow growth for either the Pre School and/or Child Care only. Car parking capacity would need to undertake assessment to cope with this expansion in enrolments.

The only capacity for expansion within the Hub for other programs is the upper level of the Town Hall, currently managed by Latrobe City Performing Arts.

This space may provide opportunities for other activities if bookings of the Town Hall and the activities at the Hub could be coordinated.

The booking of spaces could be improved to further meet community needs. A whole of service consultation could occur to ensure the best outcome.



Commitments

- To advocate for government funding to plan for the expansion of the Early Years area of the Hub.
- To ensure all areas of the Hub are utilised to their full potential addressing the needs of the community.
- To ensure the building and Town Hall are efficient in terms of utilisation of space, energy use and operating costs.

Actions

- Survey needs of current users of Town Hall and the Hub and match with possible alternate spaces in Churchill.
- Ascertain if Latrobe City is prepared to re-assign management of the Town Hall from Performing Arts to the Hub. Investigate if the Hub has the capacity to manage the Town Hall. Investigate who could best perform this function e.g. Service Centre staff or Neighbourhood Centre staff.

Measuring outcomes and Success

- Programs have expanded, participation in programs is increasing/at capacity
- Extended hours of operations e.g. weekend activities
- Future Community Surveys indicate fewer 'gaps/needs' in programs offered
- Generating positive results in User Satisfaction Surveys

- Well-promoted within the Churchill and district community

Community

The Churchill community is a diverse community made up of a mix of university students, families, couples and single people. Churchill has a high percentage of single parent families compared to the State average and also a higher percentage of people aged between 20 – 24 years.

The Hub was developed to provide the community with a central 'one stop shop' that would become the 'heart of the town'. Its aim was to provide an integrated range of services to meet the diverse needs of the community. Since its establishment in 2008 Churchill's town centre has changed significantly. The Hub is centrally located between a vibrant commercial centre and leisure and education precincts. The Hub's facilities and services need to adapt to these changing circumstances and meet compliance and best practice standards.

Commitments

- To work with the community to ensure the Hub and/or other agencies meet their needs.

Actions

- Promotion and awareness of Hub services and programs occurs.
- Coordinate programs provided with those of other agencies at other venues and identify best practice/ location.

Measuring outcomes and Success

- Increased patronage of programs offered from Hub



Hub Action Plan Summary

Stage 1

Action	Who	Time frame
Engage with the community to identify gaps/needs (Community Survey)	Hub Advisory Committee	September 2014 September 2016 September 2018
Invite the teacher from Glendonald Park Preschool to participate in user group meetings	LCC Line Management	February 2014
Collect and collate data re: programs offered, capacity and attendance	LCC Line Management & User group members	September 2014
Hub facilities are maintained at a high standard to enable best practice for clients and user groups	LCC Line Management & Hub Advisory Committee	Dec 2014 Ongoing

Stage 2

Action	Who	Time frame
Match needs identified in survey with possible alternate spaces and agencies in Churchill	LCC Line Management & Hub Advisory Committee	December 2014

Survey needs of current users of Town Hall and the Hub and match with possible alternate spaces in Churchill. Ascertain if Latrobe City is prepared to re-assign management of the Town Hall from Performing Arts to the Hub. Investigate which group has the capacity to manage the space.	LCC Line Management & Hub Advisory Committee	December 2014
Explore plans and funding options for future expansion (parking, preschool, childcare, meeting spaces)	LCC Line Management & Hub Advisory Committee	October 2014 October 2015 October 2017
Promote awareness of Hub services and programs (via user groups & Council media)	LCC Line Management & Hub Advisory Committee	Ongoing

CORPORATE SERVICES

16. CORPORATE SERVICES

16.1 LATROBE CITY COUNCIL ANNUAL REPORT 2013/14

General Manager

Corporate Services

For Information

PURPOSE

The purpose of this report is to present the Latrobe City Council Annual Report 2013/14 in accordance with Section 134 of the *Local Government Act 1989*.

EXECUTIVE SUMMARY

The *Local Government Act 1989* requires Latrobe City Council to submit the Annual Report, including the audited financial, standard and performance statements, to the Minister for Local Government within three months of the end of the financial year. Accordingly a copy of Latrobe City Council's Annual Report 2013/14 was sent to the Minister on 24 September 2014.

In accordance with the *Local Government Act 1989* and the *Local Government (Financial and Reporting) Regulations 2004*, Council is required to consider the Annual Report at a meeting of Council within one month after providing the Annual Report to the Minister. Council is also required to give fourteen days' notice of the meeting and make copies of the Annual Report available for public inspection.

In accordance with the above mentioned legislative requirements, an advertisement was published in the Latrobe Valley Express on Monday, 29 September 2014, advising that the 2013/14 Annual Report is available for public inspection from the Latrobe City Council website, Service Centres and Libraries; and that the 2013/14 Annual Report will be considered at the Ordinary Meeting of Council to be held Monday 13 October 2014.

A copy of Latrobe City Council's Annual Report 2013/14, as presented to the Minister for Local Government, is attached (Attachment 1) and has previously been provided to Councillors as a hard copy.

RECOMMENDATION

That Council notes the Latrobe City Council Annual Report 2013/14 in accordance with Section 134 of the *Local Government Act 1989*.

ALTERNATE MOTION

1. That Council notes the Latrobe City Council Annual Report 2013/14 in accordance with Section 134 of the Local Government Act 1989
2. That Council ask the CEO to review the Annual Report and provide an amendment advice to the Minister where appropriate.
3. That subsequent advice be provided to Councillors detailing a summary of the actions instituted pursuant to items 1 and 2 above.

Moved: Cr O'Callaghan

Seconded: Cr Kam

That the Motion be adopted.

CARRIED UNANIMOUSLY

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 - 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 and Objectives

Theme 3: Efficient, effective and accountable governance

To achieve the highest standards of financial probity and meet all statutory obligations.

To provide open, transparent and accountable governance.

Strategic Direction –

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

Regularly report Council decisions and performance to the community.

Increase community awareness and satisfaction with Council's services and facilities.

Continuously improve financial management and reporting.

Legislation –

Local Government Act 1989 – section 131, 132, 133, 134.

Local Government (Finance and Reporting) Regulations 2004

In particular, Section 134 of the Local Government Act 1989, states that:

(1) A Council must consider the annual report at a meeting of the Council.

(2) The meeting-

(a) must be held as soon as practicable but within the time required by the regulations, after the Council has sent the annual report to the Minister;

(b) must be advertised at least 14 days before the meeting is held in a public notice that states-

(i) that the annual report will be discussed at the meeting; and

(ii) the place from which copies of the annual report can be obtained before the meeting;

(c) must be kept open to the public while the annual report is discussed.

BACKGROUND

Latrobe City Council's Annual Report provides a detailed summary of Council's delivery of annual actions, service provision and performance indicators in accordance with the 5 themes of the *Council Plan 2013-2017*.

The content and structure of the Annual Report has been prepared in accordance with best practice guidelines provided by the Municipal Association of Victoria (MAV) and legislative reporting requirements specific to Victorian Local Government.

The Annual Report also provides a financial snapshot supported by a comprehensive account of Council's financial performance including audited financial, standard and performance statements.

As part of Council's commitment to environmental best practice and to avoid increased printing costs, a limited number of Annual Reports have again been professionally printed this year. Hard copies are available for

ORDINARY COUNCIL MEETING MINUTES 13 OCTOBER 2014 (CM448)

inspection at all Latrobe City Council service centres and libraries and are available electronically from Council's website.

This year's Annual Report is again being supported by a LINK article and Annual Report postcard which provides key highlights from the full document and directs the community members to where they can view the full report either in hard copy or electronic format.

KEY POINTS/ISSUES

In accordance with the *Local Government Act 1989* and the *Local Government (Financial and Reporting) Regulations 2004*, Council is required to consider the Annual Report at a meeting of Council within one month after providing the Annual Report to the Minister.

Council is also required to give fourteen days notice of the meeting and make copies of the Annual Report available for public inspection.

RISK IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management framework.

FINANCIAL AND RESOURCES IMPLICATIONS

There are no financial implications as a result of Council's consideration of this report.

INTERNAL/EXTERNAL CONSULTATION

The acting Chief Executive Officer, acting Executive Team members and Managers of Latrobe City Council have informed and reviewed the content of the Annual Report to ensure its accuracy.

Council's Audit Committee reviewed the financial, standard and performance statements of Latrobe City Council's Annual Report 2013/14 and authorised its content.

The Victorian Auditor General's Office has conducted a comprehensive audit of the financial, standard and performance statements and has issued unqualified reports for all statements.

OPTIONS

There is a statutory requirement for Council to consider the Annual Report within one month of forwarding the report to the Minister for Local Government.

CONCLUSION

Latrobe City Council's 2013/14 Annual Report has been prepared in accordance with the legislative requirements of the *Local Government Act 1989*, and is presented for Council's consideration.

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

The Victorian Auditor General's Office has conducted a comprehensive audit of the financial, standard and performance statements, and issued unqualified reports for all statements. Council's Audit Committee has reviewed and endorsed the financial, standard and performance statements included within the 2013/14 Annual Report.

Latrobe City Council's 2013/14 Annual Report was submitted to the Minister for Local Government on 24 September 2014.

SUPPORTING DOCUMENTS

NIL

Attachments

1. Latrobe City Council 2013/14 Annual Report

16.1

Latrobe City Council Annual Report 2013/14

1	Latrobe City Council 2013/14 Annual Report	407
----------	---	------------



ANNUAL REPORT

2013/14

1.0 OVERVIEW



1.1

HAZELWOOD MINE FIRE

Supporting our community in response and recovery

On 9 February 2014, bushfires impacted the municipality affecting rural properties, major roads and highways. Latrobe City Council worked with other agencies to operate two Relief Centres to ensure affected residents had access to information and accommodation if needed. Many of the people who used this service were not local to Latrobe City but were impacted due to road closures.

When fire broke out in the disused northern batter of the Hazelwood open cut coal mine, the resulting coal smoke impacted Morwell and surrounding towns. The following six weeks became a daily challenge for the community, businesses and the agencies and volunteers who were called to respond to what unfolded as an unprecedented event.

Latrobe City Council was tasked with supporting state government and other agencies in both relief and recovery operations. There were also many operational decisions that needed to be taken to ensure the continuation of council service delivery despite the challenges.

The health of our most vulnerable residents – including those who receive Home and Community Care – and children's services were an immediate priority. Staff undertook daily visits to these residents and they received more frequent house cleaning during the 45 day period that smoke impacted the community.

Latrobe City Council continues to assist the community in recovery. We also await the findings and recommendations of the Mine Fire Inquiry which are due to be handed to State Parliament at the end of August. There are always learning opportunities from these events and we, as an organisation, continue to put those learnings into practice for the betterment of provision of services to the community.

Image credits (top to bottom): Hazelwood Mine fire, relief staff.

1.2

PERFORMANCE SNAPSHOT 2013/14

This snapshot summarises our annual performance in relation to the implementation of the five themes of the Council Plan 2013-2017, providing highlights, challenges and a look at what's planned for 2014/15.



MAJOR ACHIEVEMENTS/HIGHLIGHTS

A 30% increase in employment at Latrobe Regional Airport.

Helped secure the retention of the newly merged entity Safetech Tieman Solutions (STS) headquarters in Moe.

Continued to advocate with state and federal governments for research and development of innovative uses of brown coal resources to be located in Latrobe City.

Assisted local wood and paper industries to expand by taking steps towards a Wood Encouragement Policy and seeking support from the Australian Minister for Agriculture for the establishment of research facilities in Latrobe City.

Received the Wurreker Award for recognition of Latrobe City Council's contribution to growing success in Aboriginal employment, education and training.

Collaborated with Gippsland municipalities to increase tourism to the region.

Provided 174 Community Grants to local community groups.

Completed a needs assessment for the Moe Tennis Centre to determine the future requirements for the facility.

Upgraded local playgrounds and equipment across nine sites.

Developed the Latrobe City Municipal Public Health and Wellbeing Plan.

Adopted the Traralgon Outdoor Recreation Plan.

Adopted the Morwell Recreation Reserve Municipal Plan.

Hosted the Taizhou, China student delegation to Latrobe City.

Opening of the award winning Australian garden in our sister city, Taizhou, China.

CHALLENGES

Due to the bush fires affecting the municipality, the 2014 Gippsland Major Projects and Opportunities Summit was cancelled.

Latrobe City experienced a 5.26% decline in the number of residents employed.

The review of the "Positive Ageing Plan 2009-2012" was delayed and will be completed in 2014/15.

Use of the Hazelwood Traffic School decreased as a result of the Hazelwood Mine Fire.

Visitor attendance at Latrobe Performing Arts and Venues was reduced from 150,000 in 2012/13 to just over 100,000 in 2013/14 due to the Hazelwood Mine Fire.

LOOKING TO THE FUTURE

Complete the review of the 2009 Latrobe Regional Airport Master Plan.

Complete the \$6.24 million Latrobe Regional Airport capital works program.

Continue to advocate for the creation of a local heavy industry park.

Host the Association of Tennis Professionals (ATP) Challenger tournaments in October.

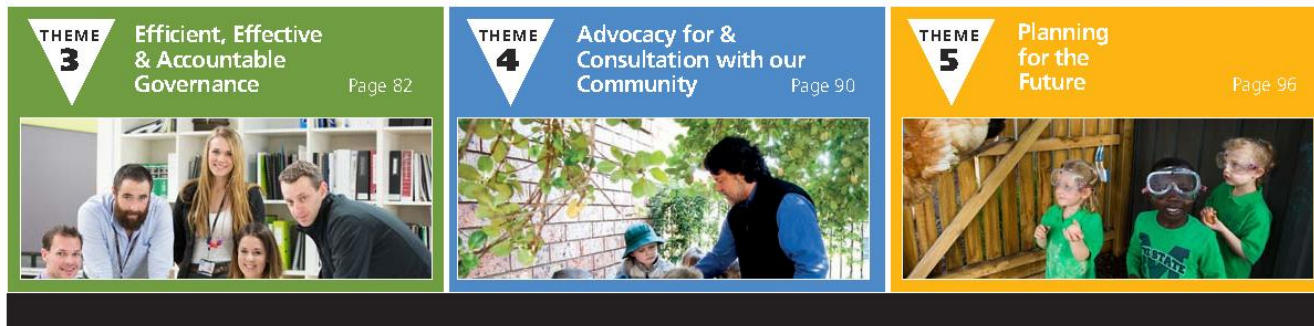
Deliver the 2013-2017 Arts Strategy and Action Plan during 2014/15.

Progress Council's decision in respect to the delivery of the Gippsland Regional Aquatics Centre in Traralgon.

Deliver Year 4 actions of the Latrobe City Council Playground Improvement Implementation Plan.

Deliver the 2014/15 Capital Works program.

Image credits (left to right): Churchill town Centre, Latrobe Leisure COIA fitness class, Latrobe City Council employees, Rail trail walk, Children at the Traralgon Early Learning Centre.



Reviewed Latrobe City Council's Procurement Policy to maximise the proportion of goods and services purchased locally.

Reviewed the Asset Management Strategy to ensure future year's asset management meets best practice.

Reviewed Latrobe City Council's 10 Year Financial Plan.

Completed the annual review of the Council Plan 2013-17.

Received ISO accreditation for Home and Community Care & Disability Services.

Undertook a program of councillor meetings with peak industry and community bodies to identify jobs growth opportunities for the region.

Continued to lobby state and federal government for transition needs of Latrobe City in accordance with 'Positioning Latrobe City for a Low Carbon Emission Future'.

Delivered the Sister Cities Festival in line with Latrobe City International Relations Plan 2011-2014.

Completed the review of the Community Engagement Plan, which demonstrated the positive foundations which have been established.

Commenced a trial of Public Presentation sessions designed to allow members of the community, organisations and other stakeholders to speak to Councillors on important issues.

Following a review of Council's statutory planning procedures and delegations, the number of land use and development planning permit applications processed under 60 statutory days increased from 33% to 70%.

Completed and adopted the Traralgon Growth Areas Review.

Planted 8330 native plants and trees to offset emissions from Council's fleet.

Completed and adopted the 2014-2019 Latrobe City Natural Environment Sustainability Strategy.

Approved five Development Plans creating 2,476 new residential lots across the municipality.

Installed solar hot water systems across four sites at Moe/Newborough Leisure Centre, Lake Narracan and Hazelwood caravan parks.

Contributed to the development of the Waterhole Creek Waterway Management Plan in partnership with the West Gippsland Catchment Management Authority.

To allow additional opportunities for engagement and contributions from key stakeholders, the review of Local Law No. 3 has been delayed and will be completed in 2014/15.

Three of Latrobe City Council's seven identified Key Strategic Activities were not achieved during the year.

Latrobe City Council was tasked with supporting state government and other agencies to support the relief and recovery operations in response to the Hazelwood mine fire event.

The review of Council's Municipal Strategic Statement and the Latrobe Planning Scheme was delayed due to staff vacancies and competing project priorities.

Implement changes to reporting and performance measures in line with the new Local Government Performance Reporting Framework.

Implement the organisational restructure to support greater efficiencies and service improvements.

Finalise the Cultural and Linguistic Diversity Action Plan review.

Work with the community to develop solutions for healthy living and physical activity.

Develop and implement Latrobe City Council's Community Engagement Strategy.

Continue to implement improvements to reduce timeframes for the assessment of land use and development planning permit applications.

Complete the review of Council's Municipal Strategic Statement and the Latrobe Planning Scheme.

The Hazelwood Mine Fire provided challenges for many services and projects we deliver to the community. The need to shift resources towards dealing with this event resulted in delays to some projects and initiatives.



Image credit: Iraralgon Railway Reserve

CONTENTS

Overview

1.1	Hazelwood Mine Fire	3
1.2	Performance Snapshot	4
1.3	Welcome	8
1.4	Latrobe City at a Glance	9
1.5	Vision, Mission and Values	10
1.6	Setting Our Direction	11
	<i>The Council Plan</i>	
1.7	Our Facts and Figures	14
	<i>How \$100 of your rates is spent</i>	
1.8	Capital Works Highlights	16
1.9	Events Highlights	20
1.10	Financial Report Overview	26

Our Council

2.1	Mayor's Report	30
2.2	About Council	31
2.3	Our Councillors	32
	<i>Council Meetings & Decisions</i>	
2.4	Our Committees	40

Our Organisation

3.1	Chief Executive Officer's Report	42
3.2	Organisation Structure	44
3.3	Our Employees	46
3.4	Awards & Recognition	50
3.5	Connecting with Our Community	53
3.6	Community Partnership Highlights	54
3.7	Our Volunteers	56
3.8	Connecting with Our Youth	58
3.9	Community Grants	62

Our Performance

4.1	Theme 1	66
	Job Creation & Economic Sustainability	
4.2	Theme 2	72
	Appropriate, Affordable & Sustainable Facilities, Services & Recreation	
4.3	Theme 3	82
	Efficient, Effective & Accountable Governance	
4.4	Theme 4	90
	Advocacy for & Consultation with Our Community	
4.5	Theme 5	96
	Planning for the Future	

Governance

5.1	Organisational Excellence	104
	@ Latrobe	
5.2	Best Value	106
5.3	Audit and Risk	110
5.4	Statutory Information	112
5.5	Information Management	114
5.6	Victorian Local Government	117
	Indicators	

Financial Position

6.1	Financial Report	118
6.2	Financial Index	120
6.3	Financial Statements	121
6.4	Notes to the Financial Statements	125
6.5	Standard Statements	174
6.6	Performance Statement	189

Our References

7.1	Glossary	199
7.2	Index	203
7.3	Feedback Form	205

An electronic copy of this report can be downloaded online at: www.latrobe.vic.gov.au Hard copies can be viewed at Latrobe City Council's service centres and libraries. See back cover for locations. To obtain this information in languages other than English, or in other formats (including audio, electronic, Braille or large print) please contact Latrobe City Council on 1300 367 700.



1.3

WELCOME

Annual Report 2013/14

Latrobe City Council proudly presents our Annual Report for 2013/14. This report provides a comprehensive account of our achievements, challenges, aspirations for the future and commitments to the community. It details our performance against the strategic directions outlined in the Council Plan 2013-2017 and provides an overview of our financial performance. Most importantly, this report demonstrates the breadth and diversity of services delivered to the Latrobe City community.

Why We Have an Annual Report

The Annual Report is a key tool to keeping our community, state and federal governments and peak bodies informed about Council's performance. Along with this, there is a requirement in the *Local Government Act 1989* for all councils to present an Annual Report to the Minister for Local Government by September 30 each year.

Traditional Owners

Latrobe City Council acknowledges that prior to colonial settlement, the Braiakaulung people of the Gunnai / Kurnai clan were the occupiers and traditional owners of the land that is now known as Latrobe City.

Image credits (left to right): Central Moe; inset - Latrobe City Council Early Learning Centre, Latrobe City Libraries employees, Latrobe City Council Early Learning Centre & Latrobe City Meals on Wheels Volunteers.

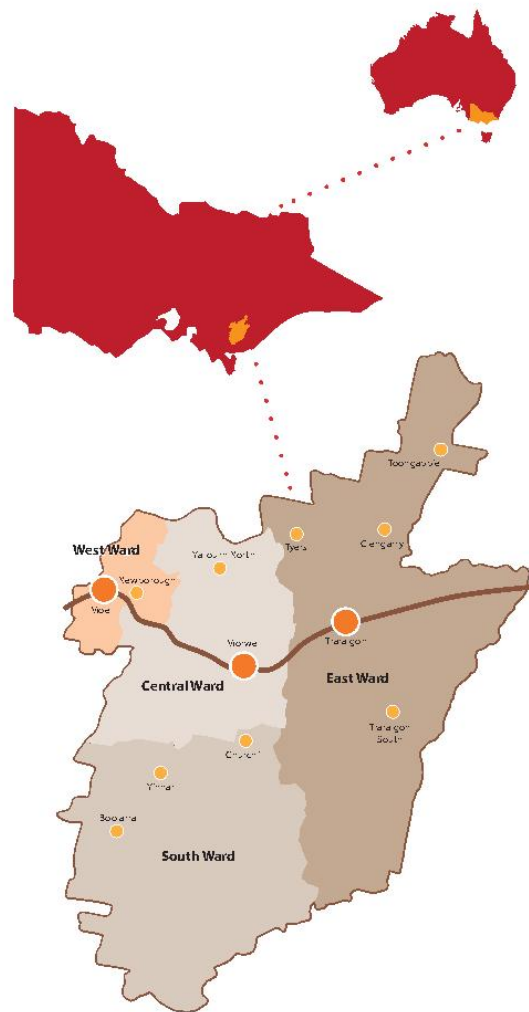


1.4 LATROBE CITY AT A GLANCE

Latrobe City is Victoria's eastern regional city covering 1,422 square kilometres, located 150 kilometres east of Melbourne. Our city is made up of four central towns; Churchill, Moe/ Newborough, Morwell and Traralgon; and seven smaller rural townships of Boolarra, Glengarry, Toongabbie, Tyers, Traralgon South, Yallourn North and Yinnar.

Over the last five years, the population in Latrobe City and the broader Gippsland region has grown steadily. Latrobe City has become a significant service centre for the Gippsland region, particularly in provision of retail, entertainment, education and health services. During 2013/14, 553 (full time equivalent) Council staff provided a range of services and infrastructure to just under 74,000 residents.

The combination of major employers, the city's regional significance, and affordable housing makes Latrobe City a centre of opportunity for both business and residents.



1.5

VISION, MISSION & VALUES

Latrobe City Council is a public statutory body which operates under the legislative requirements of the *Local Government Act 1989*. This Act sets out the role of the Council as an elected body to provide leadership for the good governance of the municipal district and the local community.

The Latrobe 2026 Community Vision

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

Latrobe 2026 was developed in partnership with the community and outlines the community's vision for the future development of the region, building on its strength as one of Victoria's key regional economies and its position as the commercial centre of Gippsland with a focus on education, health and community services and facilities.

Latrobe City Council's Mission

To provide the best possible facilities, services, advocacy and leadership for Latrobe City, one of Victoria's four major regional cities.

Latrobe City Council's Values

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

- Providing affordable people focused community services
- Planning strategically and acting responsibly, in the best interests of the whole community
- Accountability, transparency and honesty
- Listening to and working with the community
- Respect, fairness and equity
- Open to and embracing new opportunities



- 1.0 OVERVIEW
- 2.0 OUR COUNCIL
- 3.0 OUR ORGANISATION
- 4.0 OUR PERFORMANCE
- 5.0 GOVERNANCE
- 6.0 FINANCIAL POSITION
- 7.0 OUR REFERENCES

1.6

SETTING OUR DIRECTION



We use the Community Vision to help us plan



These key documents guide what Council will deliver



We report our progress to Council and the Community



Image credit: Commercial Road, Morwell.

COUNCIL PLAN 2013-2017

In response to the Latrobe 2026 Community Vision, the Council Plan identifies objectives and strategies that will shape the direction and priorities for our community over the next four years. In accordance with the requirements of the *Local Government Act 1989*, Council completed a review of the Council Plan 2013-2017 during May 2014.

Council is committed to strengthening our role as one of Victoria's four major regional cities and Gippsland's commercial centre, and has identified five themes to guide Council's future direction.

COUNCIL PLAN THEMES:

- 01 Job creation and economic sustainability
- 02 Appropriate, affordable and sustainable facilities, services and recreation
- 03 Efficient, effective and accountable governance
- 04 Advocacy for and consultation with our community
- 05 Planning for the future

The Council Plan is supported by the Strategic Resource Plan, which outlines the financial and non-financial resources required to achieve the Council Plan. It is also implemented through the Annual Budget and Action Plan, which outlines the Key Strategic Activities and actions to be undertaken each year to deliver the Council Plan.

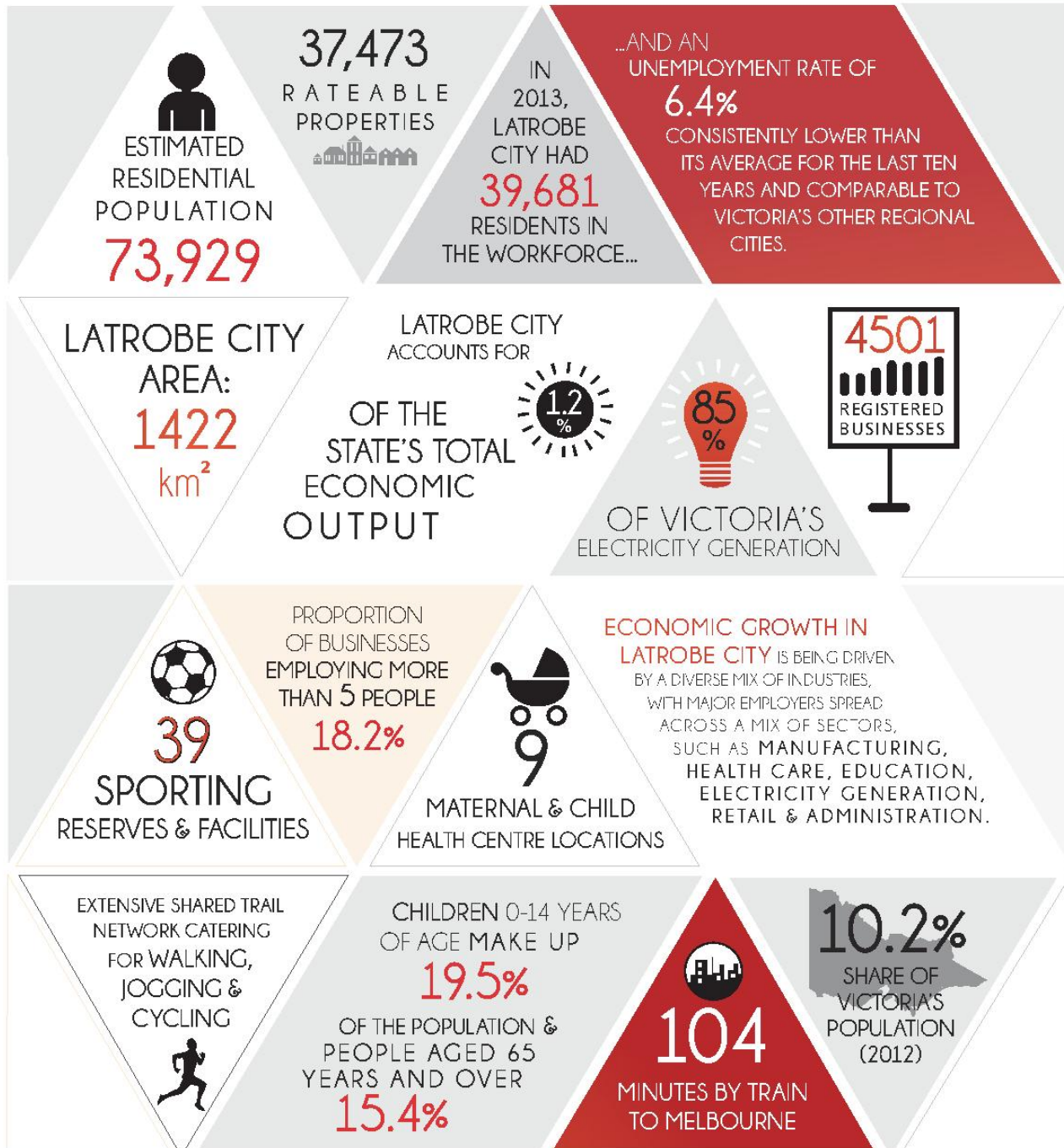


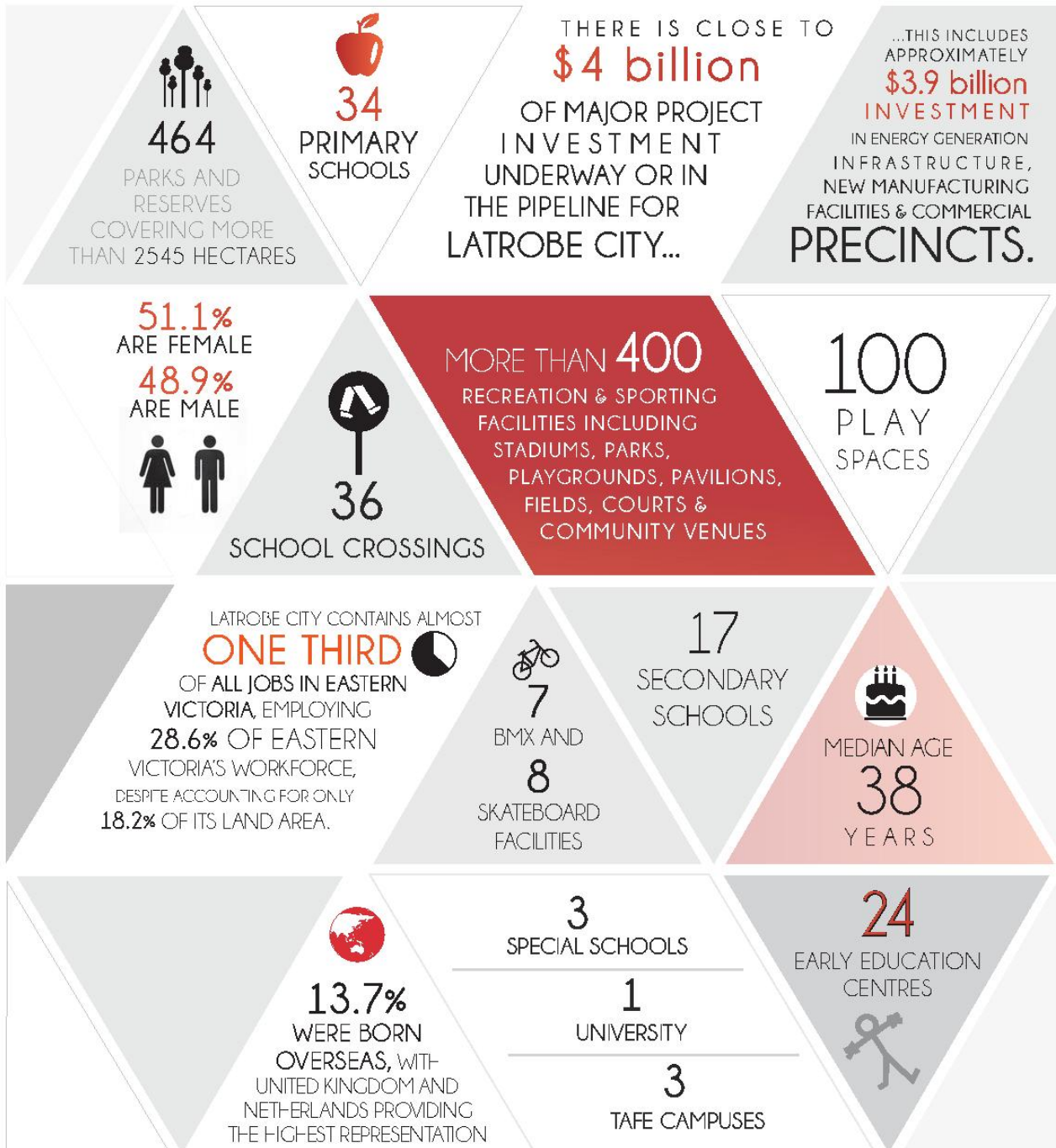
For a copy of the Council Plan 2013-2017, current Strategic Resource Plan, 2014-15 Budget or Annual Action Plan go to: www.latrobe.vic.gov.au or call 1300 367 700.



1.7

OUR FACTS & FIGURES





Sources: Latrobe City Economic & Population Indicators 2014 Review (based on ABS 2011 Census data)
Department of Employment, Small Area Labour Markets Australia



1.8

CAPITAL WORKS HIGHLIGHTS

The Capital Works Program manages the ongoing refurbishment, replacement and upgrade of Latrobe City Council's physical assets (infrastructure and facilities) and the construction of new assets to meet the community's current and future service needs.

The Latrobe City Council Capital Works program delivered 73 completed projects, investing \$24.108m for the 2013/14 financial year.



Moe Olympic Pool Project

2013/14 EXPENDITURE \$2.1M

TOTAL PROJECT COST \$2.7M

The rejuvenated outdoor pool precinct will attract many visitors with its high quality facilities.

The major upgrade included:

- Upgrades to the existing 50 metre and diving pools including a new wet deck style concourse for ease of access and a new springboard for the diving pool.
- New beach entry shallow pool with access for all ages and abilities.
- Children's water play features at the shallow pool including a spin and splash pelican, toddler play turtle, bubblers and elephant water cannon.
- Construction of a new kiosk and entry building, including access for all abilities.
- Renovation of the change rooms to include two fully accessible family change rooms with new fittings and fixtures throughout.
- Construction of a new building to house all new plant and equipment.
- Landscaping of gardens, new furniture, shade sails and fencing.

This project was made possible from funding contributions of \$1.843m through the 'Local Government Infrastructure Program 2011-2015' and the 'Community Facility Funding Program - Better Pools - 2013/14' by the Victorian Government in partnership with Latrobe City Council who contributed \$884k.



Road Reseal Program \$3.7m

Latrobe City Council's road reseal program had a total budget of \$4.5 million. The program took seven months to complete and resulted in the resealing of 168 roads including:

- 315,528 square metres sealed with new spray seal surfacing, and
- 15,135 square metres of asphalt overlays.



Yallourn North Town Hall Redevelopment

2013/14 EXPENDITURE \$288K

TOTAL PROJECT COST \$680K

The delivery of this project has created a modern, multi-use facility to meet the growing needs of the local sporting clubs and broader community.

The redevelopment has delivered:

- A multipurpose change room.
- Umpires facilities.
- A dedicated female change area.
- A new commercial kitchen and servery.
- Undercover spectator area.
- Improved general building access.
- Meeting room.
- Solar power and rainwater tanks have also improved the sustainability of the facility.

These improvements will encourage greater rates of sports and community group participation.

This project was made possible by the \$340,000 contribution from the Victorian Government through the Regional Growth Fund, in partnership with Latrobe City Council, who also contributed \$340,000.



Hourigan Road

2013/14 EXPENDITURE \$698K

TOTAL PROJECT COST \$829K

Hourigan Road, Morwell underwent a complete reconstruction to ensure long term serviceability. The works were completed in two stages, with the second stage delivered during the 2013/14 financial year. The alignment of the road was improved and the road widened to include a dedicated bicycle lane.

Victorian Government funding of \$681,100 was received for the 2013/14 portion of this project under the 'Roads to Recovery Program'.

1.0 OVERVIEW

2.0 OUR COUNCIL

3.0 OUR ORGANISATION

4.0 OUR PERFORMANCE

5.0 GOVERNANCE

6.0 FINANCIAL POSITION

7.0 OUR REFERENCES



Morwell Skate Park

2013/14 EXPENDITURE \$ 407K

TOTAL PROJECT COST \$ 492K

The Morwell Skate Park was completed in late 2013 following an extensive planning and community engagement process, providing a vibrant and well used facility for the skate and BMX community of Morwell and the wider community.

The project included:

- Concrete half pipe, ramps and street course.
- The installation of shelters.
- A barbecue.
- A shared path extending from the skate park, east to the Commercial Road bridge.

The skate park was funded by Latrobe City Council, with a \$70,000 contribution provided by the Victorian Government under the 'Putting Locals First Program'.



Flood Recovery Works

2013/14 EXPENDITURE \$ 3.1M

TOTAL PROJECT COST \$ 3.9M

During March 2011 and June 2012 Latrobe City Council experienced flood events resulting in 18 landslips on 12 different roads across the municipality. The 2013/14 financial year saw the completion of the remediation works using various treatments including:

- The installation of post and panel retaining walls,
- Gabion walls,
- Reinforced earth embankments and slope stabilization, and
- Extensive tree planting.

This project was fully funded through 'Natural Disaster Funding Assistance'.



Latrobe City Small Towns Minor Capital Works Program

The Latrobe City Small Towns Minor Capital Works Program represents an important contribution by Latrobe City Council to infrastructure improvements within the seven small towns of Boolarra, Glengarry, Toongabbie, Traralgon South, Tyers, Yallourn North and Yinnar.

The Program delivers positive outcomes for communities as they identify and deliver on local priority projects.

Projects completed in 2013/14 included:

- Contribution to the purchase of a ride-on mower for Boolarra Memorial Park.
- Contribution towards new safety flooring for the female toilets at the Boolarra Memorial Hall.
- Upgrade to lighting and signage for Boolarra Scout Hall.
- Replacement of fencing for Boolarra Historical Society.
- Crushed rock for track at the Boolarra Old Mill Site.
- Purchase and installation of playground at Toongabbie.
- Yallourn North tennis court resurfacing.
- Installation of seats, benches and amenities for Yinnar Skate Park.

Image credit: Latrobe Says Thanks' event at the Morwell Skate Bowl, Water image, Boolarra Park, 'Latrobe Says Thanks' event.

Additional Capital Works projects completed in 2013/14 included:

Footpath Replacement Program	\$1,119,763
Growing Aerospace Manufacturing at Latrobe Regional Airport	\$991,275
Gravel Road Resheets Program	\$895,806
Churchill Activity Centre Plan Pedestrian Plaza/Access Rd	\$749,466
Landfill Rehabilitation Program	\$737,663
Kerb and Channel Replacement Program	\$490,656
Rural Gravel Road Sealing Program	\$485,572
Hyland Highway Landfill Plant Replacement - Traxcavator	\$428,000
Resurfacing Bituminous Surfaces-Recreation Reserve	\$420,360
Coalville Rd Moe, Moe-Moe South Pedestrian Link Stage 5	\$411,822
Safety Improvement Black Spot - Old Sale Road - Haigh Street Newborough	\$403,456
Transfer Station Upgrades	\$400,597
Moe Rail Precinct Revitalisation - Underground Power Lines	\$396,435
Wright Street Footbridge Design - Traralgon	\$353,288
Community Minor Capital Grants Program	\$351,811
Energy Efficiency Lighting Upgrade - Lighting Latrobe	\$303,939
Latrobe Leisure Maintenance and Upgrade Program	\$399,346
Latrobe Regional Airport Facilities Expansion (Civil Works)	\$211,581
Gaskin Park, Churchill Lighting Upgrade	\$200,095
Latrobe City Sports and Entertainment Stadium - Irrigation System	\$136,000
Traralgon Recreation Reserve & Showgrounds Oval Re-Surfacing	\$130,575
Toongabbie Tennis Resurfacing	\$119,302
Yallourn North Bowling Club Synthetic Green	\$92,544

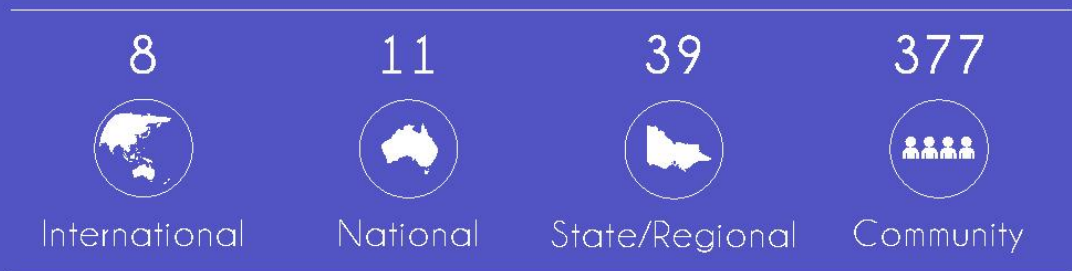
These figures represent the 2013/14 financial year expenditure only.

1.9

EVENTS HIGHLIGHTS

Latrobe City Council takes a proactive approach to fostering local events and staging significant state, national and international events. Events attract visitors to Latrobe City, build economic and social connections, and have the potential to market the City to people outside the municipality, thus strengthening the City's image as a highly desirable place to live, work and play.

EVENTS HELD



ECONOMIC IMPACTS TOTAL*

	Direct	\$4,387,377
	Indirect	\$2,193,668
	Total Economic Impact	\$6,581,006

* The economic impact is calculated based on Tourism Victoria methodology.



MAJOR EVENTS HIGHLIGHTS

ATP Tennis Challenger

26 OCTOBER - 3 NOVEMBER 2013

- Event attracted 32 of the top Australian and International tennis players competing for a US\$50,000 prize.
- The event presented a strong field including nine Australians ranked inside the country's top 20.

ECONOMIC IMPACT*



Direct
\$273,807



Indirect
\$136,903




Total Economic Impact
\$410,711

Trans Tasman Bowls

15 - 20 MARCH 2014

- Traralgon Bowls Club hosted the Trans Tasman Test Bowls Series in March this year.
- The world's top two bowls nations, Australia and New Zealand battled it out in a three day clash.
- Over 1200 people attended the three day event.

ECONOMIC IMPACT*



Direct
\$245,418



Indirect
\$122,709




Total Economic Impact
\$368,127

Basketball Country Victoria under 12 Championships


11 - 13 APRIL 2014

- Latrobe City played host to under 12's basketball teams.
- Boys' and girls' teams played three days of competition against teams from all over the state with games hosted at the Churchill and Traralgon Leisure Centres.
- An estimated 2400 people attended the three day event.

ECONOMIC IMPACT*



Direct
\$1,290,878



Indirect
\$645,439



Total Economic Impact
\$1,936,317

Victorian Masters Softball Championships

7 - 9 JUNE 2014

- Largest event in 10 years with 860 competitors competing over three days.
- Games were hosted at the Traralgon West Sports Complex and Apex Park in Traralgon.

ECONOMIC IMPACT*



Direct
\$700,598



Indirect
\$350,299



Total Economic Impact
\$1,050,897

* The economic impact is calculated based on Tourism Victoria methodology.

Image credit: 'Latrobe Says Thanks' event.



EVENTS CALENDAR JULY 2013 - JUNE 2014

July 2013	5 – 7 July	Latrobe Valley Mixed Triples Bocce Championships
	12 July	Reactivate Latrobe Valley Markets
	20 – 21 July	National Indoor Archery Championships
	20 – 21 July	Gymnastics Victoria Junior Gippsland Championships / State Pennant Regional East Wildcard Event
Aug 2013	1 August	Cycling Australia Lakes Oil Tour of Gippsland - Stage 3
	3 – 4 August	Australasian C & D Sprint Go Kart Championships
	24 – 25 August	Craft Bonanza
Sept 2013	22 August – 28 September	Latrobe Valley Eisteddfod
	2 September – 24 October	Jamie's Ministry of Food
	6 September	Baringa Special School Friendship Games' Soccer Tournament
	7 – 8 September	Traralgon Bridge Club Congress
	15 September	Special Olympics Gippsland Basketball Tournament
	25 September	Leukaemia Foundation Light the Night
	29 September	Relay for Life Community Fun Day
	29 September	Twin City Archery Field Grand Prix
Oct 2013	5 October	Annual Stamp and Coin Fair
	12 – 13 October	Victorian Open Water Swimming Championships
	17 October	Barry Sheene Ride to the Grand Prix
	24 October	Children's Expo
	26 October – 3 November	Traralgon Pro Tour - ATP Challenger
	26 October	Junior Fishing Competition, Churchill
	27 October	Hazelwood Car and Bike Show
Nov 2013	2 November	2013 Junior State Speedway Titles
	8 – 10 November	GDF SUEZ Australian Energy 34th Tyers Art Festival
	8 – 10 November	Traralgon Fire Brigade 125th Anniversary
	9 November	Traralgon Apex Community Bonfire
	9 – 10 November	The Austral-Asia Quest 2013 & Filipino Fiesta 2013
	30 November	Moe Community Bonfire
	30 November – 1 December	Gippsland Antiques & Collectables Fair
	30 November – 1 December	Morwell/Traralgon Kennel Club Inc., All Breeds Championship Dog Show
Dec 2013	7 December	Gippsland Motorcycle Toy Run
	7 December	Premier Cricket Bush Bash
	14 – 19 December	Volleyball Australia Training Camp
	15 December	Traralgon Carols by Candlelight
	21 – 22 December	Duncan's Run Hundred Marathon
	23 December	Traralgon Twilight Christmas Farmers' Market



1.0 OVERVIEW

2.0 OUR COUNCIL

3.0 OUR ORGANISATION

4.0 OUR PERFORMANCE

5.0 GOVERNANCE

6.0 FINANCIAL POSITION

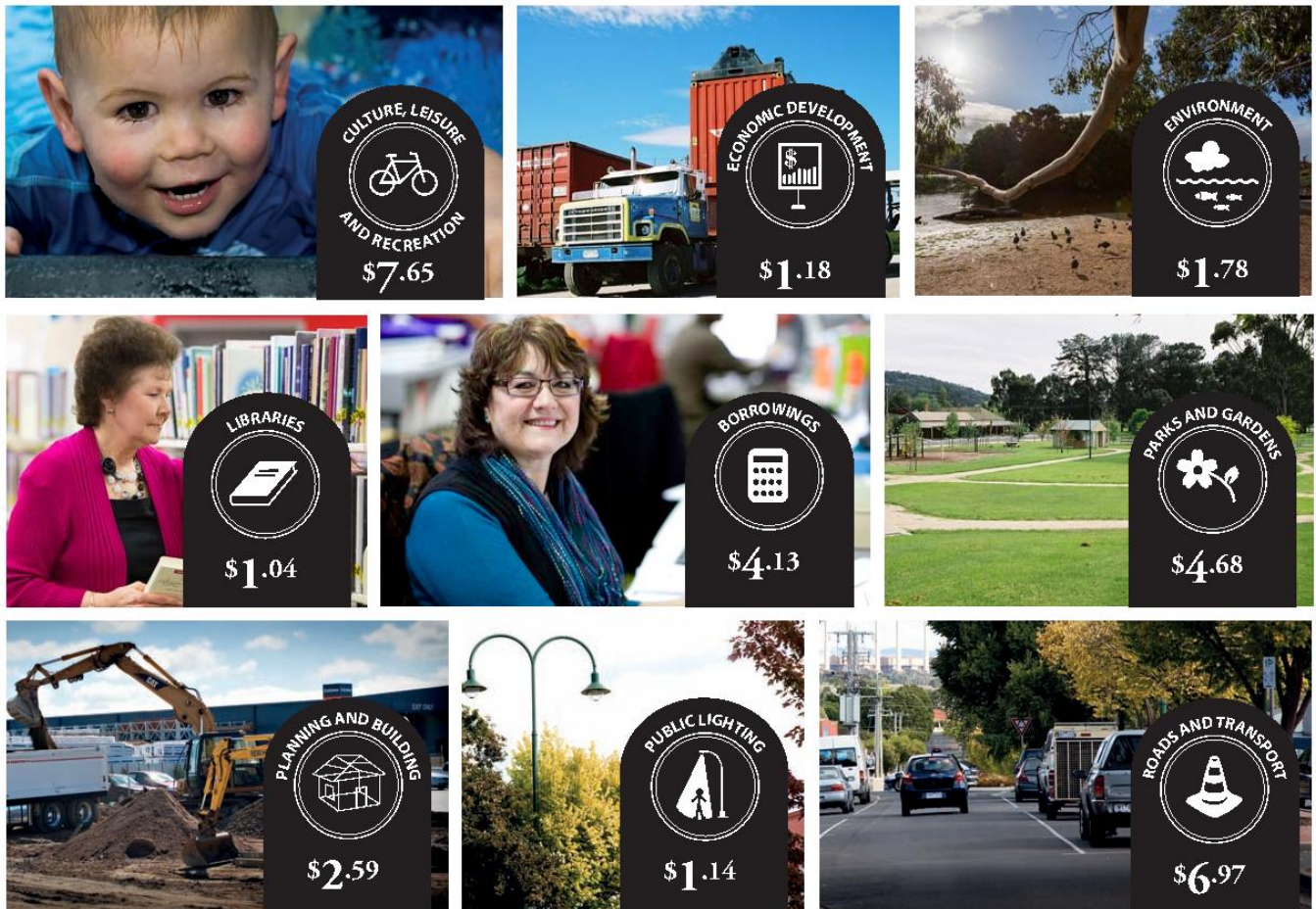
7.0 OUR REFERENCES

Jan 2014	4 – 5 January	Central Gippsland Kennel Club Inc., Championship Shows
	9 – 16 January	Loy Yang Power ITF Junior Tennis Championships
	13 – 16 January	Latrobe City Classic Singles Bowls
	20 January	Latrobe City Classic Pairs Bowls
	26 January	Australia Day Breakfasts (10 locations) and Civic Function
Feb 2014	7 – 9 February	Gippsland Homexpo Leisurefest Roadshow
	8 February	Glengarry and District Pro Rodeo
	16 February	Latrobe City Triathlon Summer Series
Mar 2014	1 March	Boolarra Folk Festival
	2 March	Clean Up Australia Day
	8 – 11 March	Traralgon Amateur Basketball Association Basketball Championships
	15 March	Fiddlehead Festival in Yinnar
	15 – 16 March	Yamaha Off Road Championships
	15 – 20 March	Trans Tasman Bowls Championships
	16 March	Latrobe City Ladies Classic Pairs
	23 March	Red Hot Summer Tour - Harvest 'n' Graze Festival
	27 – 28 March	Latrobe City WIN Network Bank of Melbourne Pro Am Golf
	29 – 30 March	Moe Music Festival
April 2014	30 March	Latrobe City Sister Cities Festival
	4 – 9 April	Moe Yallourn Energy Dance Eisteddfod
	11 – 13 April	Basketball Country Victoria Under 12 Basketball Championships
	13 – 16 April	Victorian Country Regional Croquet Championships
	18 April	REH Cork Club Good Friday Family Fun Day
May 2014	18 – 21 April	Inline Hockey Australasian Club Championships
	1 – 18 May	Valley Arts Festival
June 2014	24 May	Latrobe Valley Victorian Badminton Championships
	7 – 8 June	Darts Victoria Latrobe Classic
	7 – 9 June	State Masters Softball Championships
	15 June	47th Traralgon Marathon Running Festival
	20 June	Re-Activate Winter Festival
	27 June – 5 July	Morwell Festival of Dance
	28 June	VFL Collingwood vs Richmond Game

Image credits: Jaime Oliver's Ministry of Food, Traralgon Pro Tour - AIP Challenge, 'Latrobe Says I thanks' event.

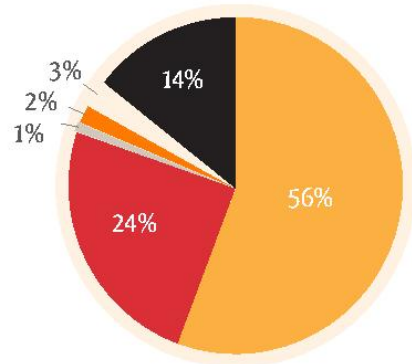
HOW \$100 OF YOUR RATES IS SPENT

This diagram outlines how Latrobe City Council allocates available resources for the provision of over 100 services and programs to the community (note: the figures include overheads but exclude depreciation).



WHERE DOES THE MONEY COME FROM?

- Rates 56%
- Government funding/grants 24%
- Fees and charges 14%
- Other income 3%
- Loan Proceeds 2%
- Interest 1%



1.10

FINANCIAL REPORT OVERVIEW

Overview of Financial Performance

Latrobe City concluded 2013/14 in a strong financial position. All the key financial indicators demonstrate that Council is being managed in a financially prudent and responsible manner. The financial statements have been audited by the Victorian Auditor-General and endorsed by Council's Audit Committee. Council continues to strive to deliver a high level of value for the community.

A key financial challenge for Latrobe City Council into the future is to continue to deliver community services and programs whilst balancing the need to invest in infrastructure to ensure Latrobe City remains a community with high levels of liveability and sustainability.

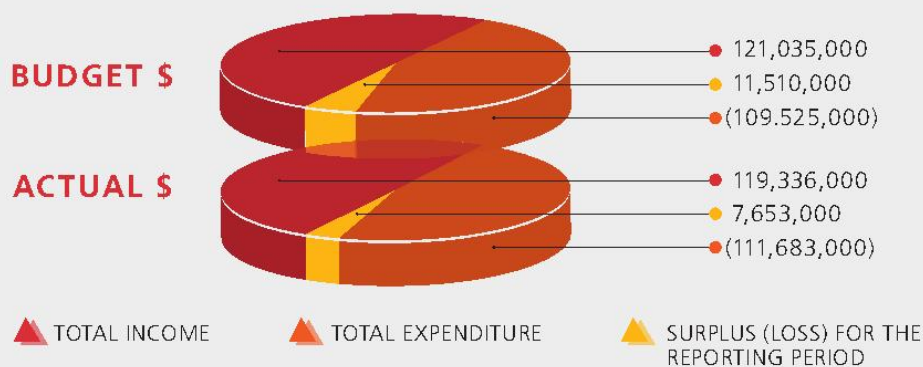
Please refer to pages 121-187 for the 2013/14 Financial and Standard Statements for further information.

OPERATING RESULT

The operating surplus reported in the 2013/14 financial statements is \$7.653 million, which compares with a budgeted surplus of \$11.510 million. It should be noted that the operating budget surplus shown is a result of non cash income (i.e. developer contributed assets) and income generated to fund expenditure items that are not recognised in the Income Statement (i.e capital expenditure and the repayment of borrowings). This unfavourable variance to budget was mainly attributable to;

- Grant funding originally budgeted for the Moe Rail Precinct Revitalisation and other projects which are now expected to be received during the 2014/15 financial year.
- Victoria Grants Commission funding for the 2013/14 financial year that was advanced to Council in the previous financial year, no such advance was made in June 2014.
- Additional operating expenditure associated with the February fires and Mine Fire response which is expected to be recouped through Natural Disaster funding in 2014/15.

\$7.7
MILLION
OPERATING
SURPLUS

SUMMARY OF FINANCIAL PERFORMANCE
FOR YEAR ENDED 30 JUNE 2014

OUR SOURCES OF INCOME

Rates	\$66,355,000
Operating Grants & Contributions	\$20,965,000
User Charges, Fees & Fines	\$16,203,000
Capital Grants & Contributions	\$6,977,000
Developer Contributions	\$4,614,000
Other Income	\$2,655,000
Interest	\$1,566,000

OUR SOURCES OF EXPENSES

Employee Costs	\$50,153,000
Materials & Services	\$32,686,000
Depreciation	\$22,196,000
Other Expenditure	\$5,151,000
Finance Costs	\$1,211,000
Net Loss on disposal of property, infrastructure, plant and equipment	\$533,000
Bad & Doubtful Debts	\$8,000

CASH POSITION

Council had cash holdings of \$42.632 million at 30 June 2014. Total cash holdings included \$9.876 million of restricted assets which include government grants of \$5.336 million, developer contributions for specific development purposes \$2.325 million and trust funds and deposits of \$2.214 million. The remaining \$32.756 million is predominantly associated with carried forward projects, liabilities for employee provisions together with landfill reserves to assist in funding future landfill cell constructions.



\$27.9
MILLION
RECEIVED IN GRANTS
& CONTRIBUTIONS

SUMMARY OF CASH FLOWS FOR YEAR ENDED 30 JUNE 2014

	ACTUAL \$'000	BUDGET \$'000
Cash Flows from Operating Activities	18,263	22,460
Cash Flows from Investing Activities	(7,348)	(40,595)
Cash Flows from Financing Activities	4,054	4,150
Net increase/ (decrease) in cash held	14,970	(13,985)
Cash at the beginning of the financial year	27,663	31,011
Cash at the end of the financial year	42,632	17,026



\$3.7
MILLION
REPAYMENTS MADE TO
BORROWINGS WITHIN THE
FINANCING ACTIVITIES

The budget had assumed that capital works projects, including those carried over from the previous financial year, would be completed in 2013/14. At year end, there were a number of capital projects not completed (due to delays arising from natural disasters, planning and design issues) and multi-year projects that will be expended over future financial years. This resulted in higher cash balances than budgeted. The funding for these projects will be carried across to the 2014/15 financial year.

FINANCIAL POSITION

Council ended the financial year with net assets of \$1.031 million, an increase of \$8.519 million from the previous year.

SUMMARY OF FINANCIAL POSITION AS AT 30 JUNE 2014

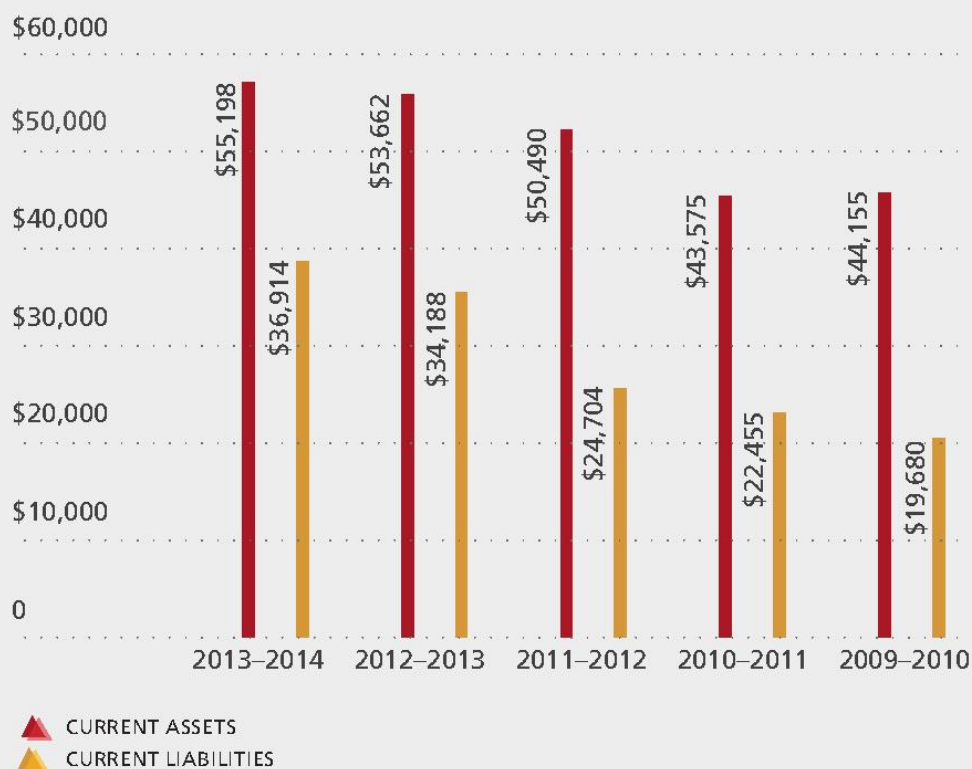
	ACTUAL \$'000	BUDGET \$'000
Total Assets	1,091,492	1,022,550
Total Liabilities	(60,740)	(54,300)
Net Assets	1,030,751	968,250

Net assets at 30 June 2014 were higher than budgeted by \$62.501 million, total assets exceeded the budget by \$68.942 million, which resulted mainly from an increase in cash balances, and asset revaluation movements.

Total Liabilities exceeded the budget by \$6.440 million, as a result of higher than anticipated Trade Payable and delays in landfill rehabilitation works and asset revaluation movements.

FINANCIAL STRENGTH

The Working Capital Ratio assesses Council's ability to meet current commitments and is calculated by measuring current assets against current liabilities. Council's ratio of 1.50:1 is an indicator of a sound financial position, having \$1.50 of current assets for every \$1 of current liabilities. The level of working capital over the past five years shows that Council's ability to meet current commitments has remained strong.



CAPITAL SPENDING

Latrobe City Council's continuing commitment to renewing existing infrastructure is highlighted in the graph below. Capital expenditure during 2013/14 was \$24.108M. A large proportion of this was spent on roads and associated works (69%) and land, buildings and improvements (17%).

\$16.6
MILLION
SPENT ON ROADS,
PATHS, BRIDGES & CARPARKS

SUMMARY OF CAPITAL WORKS
FOR YEAR ENDED 30 JUNE 2014

	ACTUAL \$'000	BUDGET \$'000
Artworks	15	15
Land, Buildings & Improvements	4,002	13,205
Drainage	263	1,361
Plant & Equipment	1,750	2,291
Roads, Paths, Bridges & Carparks	16,602	19,283
Furniture & Equipment	864	800
Playgrounds	584	761
Landfill Cell Construction	27	3,500
Total Capital Works	24,108	41,216

Capital expenditure was \$17.1 million lower than budget mainly due to a number of projects not being completed during the 2013/14 financial year as a result of delays arising from natural disasters and planning and design issues. These incomplete projects will carry forward to the 2014/15 year.



FUTURE IMPACT & CHALLENGES

The Council Plan 2013-2017, supported by the Strategic Resource Plan, is a four year strategic plan targeting allocation of resources to meet the strategic objectives set by Council. A key component of the Strategic Resource Plan is the Long Term Financial Strategy, which expresses the strategic objectives and strategies of the Council Plan in financial terms. The table below depicts key financial information as forecast in Council's Strategic Resource Plan. Latrobe City Council projects a surplus will continue to be achieved over the four years of the Plan which will provide a sustainable level of funding for the renewal and refurbishment of community assets.

	ACTUAL			BUDGET	FORECAST		
	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
Financial Performance							
Rate Income	58,762	62,637	66,355	69,400	72,949	76,676	80,592
Total Income	113,545	115,113	119,336	128,400	124,425	138,187	135,986
Total Expenditure	107,322	105,590	111,683	116,520	117,233	120,117	124,109
Net Results for the year	6,223	9,523	7,653	11,880	7,192	18,070	11,877
Cash Flows							
Surplus from operations	35,479	31,824	18,263	33,263	29,996	40,875	36,936
Capital Expenditure	23,050	24,286	24,108	43,230	29,336	42,182	34,673
Net cash inflow (outflow)	12,423	(60)	14,970	(9,452)	665	(260)	765

2.0 OUR COUNCIL

1.0 OVERVIEW

2.0 OUR COUNCIL

3.0 OUR ORGANISATION

4.0 OUR PERFORMANCE

5.0 GOVERNANCE

6.0 FINANCIAL POSITION

7.0 OUR REFERENCES

2.1

MAYOR'S REPORT



On behalf of my fellow councillors, I am very pleased to present to you the Latrobe City Council Annual Report for 2013/14. The report provides a snapshot of the work Council has undertaken over the past year and highlights many of our achievements.

Over the past year, there have been a number of challenges for Council and our community. One of the most notable has been the impact of bushfires and Hazelwood Mine Fire incident.

As Mayor, I was extremely proud of the way our community pulled together through this difficult period. I firmly believe that through uniting and working together, we not only recover, but create real momentum for how we want to move forward as a community and region.

I am pleased to report that throughout 2013/14, in spite of the challenges presented by the fires, Latrobe City Council once again delivered a wide range of services that touch people of all ages in our community. This array of services included maternal and child health care, early learning and care, aged and disability care, social support, business development, tourism and events, leisure and recreation facilities, library and arts programs, waste management, civil works, infrastructure development and maintenance and a number of significant capital works projects.

Another highlight of 2013/14 was the changes made to the Council Meeting cycle. In April, Council adopted the introduction of a special session for public presentations every three weeks. This dedicated time enables community members to address Council on the matters that interest them, providing another avenue for Council to really listen to and engage with our community. After a six month trial period, we will review the meeting schedule to evaluate the effectiveness of the three weekly cycle.

As I reflect on the past year, I would like to acknowledge the hard work and commitment of Council and of our organisation's many teams who support our strategic direction. I would also like to thank our community for making Latrobe City the place that I love to call home.

Cr Sharon Gibson

*Image credits: Sharon Gibson, Mayor,
Latrobe City Council ward boundaries*

2.2 ABOUT COUNCIL

The role of Council

Latrobe City is made up of up of four wards (Central, East, West, South). Elected on 27 October 2012 for a four year term, Council, consisting of nine councillors, is the formal decision-making body. Council is responsible for setting the organisation's direction and overseeing its performance on behalf of the Latrobe City community. This involves a strategic role in developing the Council Plan, annual budget, long term financial plan, strategies and plans and policy setting.

Management of the day to day operational matters is the role of the Chief Executive Officer, under delegation of the Council in accordance with the *Local Government Act 1989*.



- 1.0 OVERVIEW
- 2.0 OUR COUNCIL
- 3.0 OUR ORGANISATION
- 4.0 OUR PERFORMANCE
- 5.0 GOVERNANCE
- 6.0 FINANCIAL POSITION
- 7.0 OUR REFERENCES



2.3

OUR COUNCILLORS

Central Ward

MORWELL, YALLOURN NORTH & DISTRICT

Cr Graham Middlemiss

PHONE
0417 379 059

EMAIL
Graham.Middlemiss@latrobe.vic.gov.au

Cr Graeme Middlemiss is a Central Ward Councillor and was first elected in 1997 during the first La Trobe Shire Council elections. He has held a position in Council for 17 years and served a term as Mayor from March 2003 to March 2004.



Cr Christine Sindt

PHONE
0499 981 233

EMAIL
Christine.Sindt@latrobe.vic.gov.au

Cr Christine Sindt is a Central Ward Councillor and was first elected in October 2012.



Image credits: Koroit Lake, inset - Latrobe City Council Service Centre, Latrobe City Council Early Learning Centre, Victory Park Iraralgon, Boolarra-Mirboo North Rail Trail, Boolarra.

East Ward

TRARALGON, TRARALGON SOUTH, TYERS, GLENGARRY & DISTRICT

Cr Dale Harriman DEPUTY MAYOR*

PHONE
0419 399 093

EMAIL
Dale.Harriman@latrobe.vic.gov.au

Cr Dale Harriman is an East Ward Councillor, currently serving a second term, and was first elected in August 2011 (following a resignation) and then again in October 2012.



Cr Sandy Kam

PHONE
0427 556 967

EMAIL
Sandy.Kam@latrobe.vic.gov.au

Cr Sandy Kam is an East Ward Councillor, and was first elected in 2007 (following a resignation) and then again in 2008 and 2012. Cr Kam held a term as Mayor from November 2012 to November 2013.



Cr Kellie O'Callaghan

PHONE
0400 696 324

EMAIL
Kellie.O'Callaghan@latrobe.vic.gov.au

Cr Kellie O'Callaghan is an East Ward Councillor, and was first elected in 2008, and then again in October 2012. Cr O'Callaghan held one term as Mayor from December 2009-December 2010.



Cr Michael Rossiter

PHONE
0499 981 242

EMAIL
Michael.Rossiter@latrobe.vic.gov.au

Cr Michael Rossiter is an East Ward Councillor and was first elected in October 2012.



1.0 OVERVIEW

2.0 OUR COUNCIL

3.0 OUR ORGANISATION

4.0 OUR PERFORMANCE

5.0 GOVERNANCE

6.0 FINANCIAL POSITION

7.0 OUR REFERENCES

OUR COUNCILLORS

South Ward

CHURCHILL, BOOLARRA, YINNAR & DISTRICT

Cr Darrell White

PHONE
0417 377 645

EMAIL
Darrell.White@latrobe.vic.gov.au

Cr Darrell White is a South Ward Councillor and was first elected in 1997 during the first La Trobe Shire Council elections. Cr White has held a position in Council for 17 years and has held the position of Mayor for three terms.



West Ward

MOE, NEWBOROUGH & DISTRICT

Cr Peter Gibbons

PHONE
0499 981 266

EMAIL
Peter.Gibbons@latrobe.vic.gov.au

Cr Peter Gibbons is a West Ward Councillor and was first elected in October 2012.



Cr Sharon Gibson MAYOR*

PHONE
0429 338 762

EMAIL
Sharon.Gibson@latrobe.vic.gov.au

Cr Sharon Gibson is a West Ward Councillor, and was first elected in December 2008 and then again in October 2012. Cr Gibson is currently Mayor after serving as Deputy Mayor three times consecutively.



* The Mayor and Deputy Mayor were elected at the Special Council Meeting held on 11 November 2013.





COUNCIL MEETINGS & DECISIONS

Council Meetings are held at the Latrobe City Council Corporate Headquarters in Morwell at 6.00pm every third week. Each Council Meeting includes a public question time as a standard agenda item, designed to encourage community participation in the overall affairs of Council.

Special Council Meetings are held as required and all Special Council Meeting dates are advertised in the Latrobe Valley Express newspaper and detailed on the Latrobe City Council website.

Councillors also meet for an Issues and Discussion Session. At these meetings, Councillors have the opportunity to discuss strategic items in relation to Council business.

Latrobe City Council is currently trialling Public Presentation sessions which are designed to allow members of the community, organisations and other stakeholders to speak to Councillors on important issues.

Council decisions are made by councillors either at an Ordinary Council Meeting or at an appropriately delegated Special Council Meeting. Meetings are open to the public, unless the Council resolves to close the meeting in accordance with guidelines of the *Local Government Act 1989*.

Council Meeting schedule, agendas and minutes are available on the website: www.latrobe.vic.gov.au

COUNCIL MEETING ATTENDANCE BY COUNCILLORS DURING 2013/14:

Councillor	Ordinary Council Meeting	Special Council Meeting
Cr Graeme Middlemiss	20	5
Cr Christine Sindt	17	3
Cr Dale Harriman	20	5
Cr Sandy Kam	17	5
Cr Kellie O'Callaghan	20	4
Cr Michael Rossiter	21	4
Cr Darrell White	21	5
Cr Peter Gibbons	20	5
Cr Sharon Gibson	19	5

During 2013/14, there were 21 Ordinary Council Meetings and 5 Special Council Meetings held.

Councillor Representation on Committees

Councillors are appointed as Council representatives on a range of special interest committees. Latrobe City Council currently has three Special Committees formulated pursuant to Section 86 of the *Local Government Act 1989*. These committees must adhere to the same rules and principles governing the Council itself. Latrobe City Council also has a range of sub-committees pursuant to other legislation and a further range of advisory and community committees and working groups.

For a full list of official councillor appointments on these committees and working groups, as well as associations on which Latrobe City Council is represented, see page 40.

Code of Conduct

Under the *Local Government Act 1989*, all councils within Victoria must ensure that they adopt a Councillor Code of Conduct.

The Code establishes the rules of ethical behaviour, relationships between councillors and staff, and dispute resolution during their term of office. The review of the Code was undertaken during 2013 and the revised Code was adopted by Council on 16 September 2013.

The Code of Conduct provides guidelines on:

- Councillor behaviours
- conflict of interest procedures, and
- dispute resolution procedures.

The Code affirms principles of behaviour requiring that councillors:

- act honestly
- exercise reasonable care and diligence
- use their position properly, and
- not make improper use of information acquired because of their position.

Latrobe City Council's Code of Conduct is available at: www.latrobe.vic.gov.au

Image credit: Latrobe City Council Headquarters

Councillor Remuneration

From July 2013 to 23 December 2013 the Mayoral allowance was \$67,634 and the councillor allowance \$21,859 per annum, plus the equivalent of the superannuation guarantee contribution of 9.25%.

On 24 December 2013, the Department of Transport, Planning and Local Infrastructure (refer circular No.32/2013) advised all Councils that a notice was published in the Government Gazette G52 dated 24 December 2013, providing for a 2.5% adjustment to apply to all Mayoral and Councillor allowances taking effect from 24 December 2013. Under Section 73B (5) of the *Local Government Act 1989*, a Council must increase the Mayoral and councillor allowances by this 2.5% adjustment.

Consequently, from 24 December 2013 the Mayoral and councillor allowances were increased to \$69,324.85 and \$22,405.48 per annum respectively, plus the equivalent of the superannuation guarantee contribution of 9.25%.

In addition to councillor allowances, councillors also receive for Council use a mobile phone, laptop computer, iPad and printer/fax. Councillors may also claim expenses incurred while performing their duty as councillors and utilise office administration and support. The Mayor also receives a vehicle for the duration of his or her term, a dedicated office and support from an assistant.

Council Delegations

The Council's powers under the *Local Government Act 1989* or any other Act may be delegated by an instrument of delegation to a Special Committee of Council, to the Chief Executive Officer or to an individual Council Officer. The Council generally delegates powers, duties and functions to the Chief Executive Officer who is empowered to further delegate some or all of those powers to other officers.

Delegation is a vital element in assisting Council administration to function effectively and efficiently. It is essential that the Council associated committees provide clear policy direction and Council Officers have the ability to make appropriate day-to-day decisions in accordance with that policy.

On 22 October 2013, Council delegated to the Chief Executive Officer a set of powers and duties by exception. This means the Chief Executive Officer is able to do all things on behalf of the Council, except for items listed by the Council. The purpose of this delegation is to allow the Chief Executive Officer the power and discretion to coordinate decisions of an operational nature.

The Chief Executive Officer has delegated many of those powers to individual council officers, to ensure the everyday operation of Latrobe City Council business.

The delegation document provides that only certain officers are allowed to make decisions of a financial nature and the limit of their authority is carefully dictated to ensure prudent financial management. Decisions under delegations are sometimes restricted by limitations imposed by Council or the Chief Executive Officer, including numerous requirements to report back on the decisions that have been made under that delegation. Decisions made under a delegation must always adhere to existing Council policy or directions.

Assembly of Councillors

Any scheduled meeting between five or more councillors and one council staff member, or an Advisory Committee Meeting with one councillor present, is considered an 'Assembly of Councillors' under the *Local Government Act 1989*. A record of each 'Assembly of Councillors' is tabled at an Ordinary Council Meeting.



2.4

OUR COMMITTEES

Council (Special) Committees

Latrobe Regional Airport Board	Cr Middlemiss, <i>Alternative: Cr Kam</i>
The Yallourn North Community Housing Committee	Cr Middlemiss
Mayoral Sponsorship Committee	Mayor, <i>Alternative: Deputy Mayor</i>

Operational (Works) Committees of Council

Callignee and Traralgon South Sporting and Facility User Group Committee	Cr Rossiter
Crinigan Bushland Reserve Committee of Management	Cr Middlemiss
Edward Hunter Heritage Bush Reserve Committee of Management	Cr Gibbons, Cr Gibson
Friends of the Traralgon Railway Reservoir Conservation Reserve Committee	Cr Harriman
Mathison Park Advisory Committee	Cr White
Morwell Centenary Rose Garden Advisory Committee	Cr Sindt <i>Alternative: Cr Middlemiss</i>
Ollerton Avenue Bushland Reserve Committee of Management	Cr Gibbons, Cr Gibson

Advisory Committees

Audit Committee <i>(Pursuant to s.139 of the Local Government Act 1989)</i>	Cr White, Cr Rossiter <i>Alternative: Cr O'Callaghan</i> <i>Attendance By Invitation: All Councillors</i>
Australia Day Advisory Committee	Cr Sindt, Cr White
Braiakaulung Advisory Committee	Cr O'Callaghan, Cr White
Chief Executive Officer Performance Review Committee	Mayor, Cr Gibson, Cr White, Cr Rossiter
Churchill & District Community Hub Advisory Committee	Cr White
City Image Strategy Project Reference Group	Cr Sindt <i>Attendance By Invitation: All Councillors</i>
Coal Land Use Planning Committee	Cr Gibbons, Cr Harriman, Cr Kam, Cr Gibson, Cr Middlemiss
Community Engagement Reference Group	Cr Gibbons, Cr Kam, Cr Rossiter
Disability Reference Committee	Cr O'Callaghan <i>Alternative: Cr Gibson</i>
Early Years Reference Committee	Cr O'Callaghan, Cr Sindt

Jumbuk and Yinnar South Timber Traffic Reference Group	Cr White, Cr Kam
Latrobe City Cultural Diversity Advisory Committee	Cr Gibbons, Cr Kam
Latrobe City Hyland Highway Municipal Landfill Consultative Committee	Cr Harriman, Cr Gibbons
Latrobe City International Relations Committee	Cr Sindt, Cr White, Cr Gibbons
Latrobe Regional Gallery Advisory Committee	Cr Gibbons, Cr White
Latrobe Tourism Advisory Board	Cr Sindt, Cr White
Link Editorial Committee	Mayor, Cr Gibson, Cr Middlemiss
Morwell CBD Safety Group	Cr Sindt, Cr Middlemiss, Cr Kam
Morwell Town Common Development Plan Project Control Group	Cr Sindt, Cr Middlemiss
Municipal Emergency Management Planning Committee <i>(Pursuant to sect. 21 of the Emergency Management Act 1986)</i>	Cr Harriman, Cr Gibson <i>Alternative: Cr Sindt</i>
Oldsmobile Management Committee	Mayor
Positive Ageing Reference Group	Cr O'Callaghan, Cr Kam
Procedural Breaches Advisory Committee	Cr Kam, Cr Gibson, Cr White
Rail Freight Working Group	Cr Middlemiss, Cr Gibbons
Sale of Goods from Council Properties Committee	Cr Kam, Cr Gibson
Social Planning for Wellbeing Committee	Cr Kam
Traralgon Aquatic Facility Working Party	Cr Harriman <i>Attendance By Invitation: All Councillors</i>
Traralgon CBD Safety Committee	Cr Kam, Cr Rossiter
Traralgon East Community Centre Advisory Committee	Cr Rossiter <i>Alternative: Cr O'Callaghan</i>
Traralgon Parking Precinct Plan Working Group	Cr Harriman <i>Attendance By Invitation: All Councillors</i>
Victory Park Precinct Advisory Committee	Cr Kam, Cr Harriman
War Memorials Advisory Committee	Mayor
Warren Terrace Hazelwood North Recreation Reserve Advisory Committee	Cr Kam <i>Alternative: Cr O'Callaghan</i>

User Groups

Latrobe City Lake Narracan User Group Committee	Cr Gibbons, Cr Gibson
Latrobe City Synthetic Sports Field User Group Committee	Cr White
Latrobe Leisure Churchill User Group	Cr White
Latrobe Leisure Moe Newborough User Group	Cr Gibbons, Cr Gibson
Latrobe Leisure Morwell User Group	Cr Sindt, Cr Middlemiss
Latrobe Leisure Traralgon Sports Stadium User Group	Cr Kam, Cr Harriman
Latrobe Regional Motorsport Complex User Group	Cr Gibson (Chair), Cr Middlemiss
Moe Southside Community Precinct User Group Committee	Cr Gibbons, Cr Gibson
Traralgon Recreation Reserve and Showgrounds User Group Committee	Cr Kam
Traralgon West Sporting Complex User Group Committee	Cr Kam



Image credit: Moe Rail Precinct Revitalisation Project concept illustration

External Committees

Alliance of Councils for Rail Freight Development	Cr Middlemiss <i>Alternative: Cr Gibbons</i>
Apprenticeships Group Australia Board	Cr White <i>Alternative: Cr Gibson</i>
Australian Paper Community Environmental Consultative Committee	Cr Middlemiss
Baw Baw Latrobe Local Learning & Employment Network Board	Cr Sindt
Gippsland Local Government Network (GLGN)	Mayor
Gippsland Regional Waste Management Group (GRWMG) Board	Cr Middlemiss <i>Alternative: Cr Gibbons</i>
Gippsland Reserve Committee of Management Inc.	By Invitation: Cr Gibbons <i>Alternative: Cr Gibson</i>
International Power Hazelwood Environmental Review Committee	Cr White
Latrobe Settlement Committee	Cr O'Callaghan, Cr Gibbons
Loy Yang Power Environmental Review Committee	Cr Sindt
Moe Yallourn Rail Trail Committee Inc.	West Ward Councillors: Cr Gibson and Cr Gibbons
Morwell River Neighbourhood Improvement Plan Steering Committee	Cr White
Municipal Association of Victoria (MAV)	Cr Harriman <i>Alternative: Cr Kam</i>
Regional Aboriginal Justice Advisory Committee (RAJAC)	Cr Gibson
Regional Cities Victoria	Mayor
Roadsafe Gippsland Community Road Safety Council	Cr Kam, Cr Gibson
South East Australian Transport Strategy (SEATS)	Cr Middlemiss <i>Alternative: Cr Gibbons</i>
Timber Towns Victoria	Cr Kam
Traralgon Creek Neighbourhood Improvement Plan Steering Committee	Cr Kam
TRU Energy Yallourn Environmental Review Committee	Cr Sindt
Victorian Local Governance Association (VLGA)	Mayor <i>Alternative: Deputy Mayor</i>
West Gippsland Catchment Management Authority – Central Catchment Ecosystem Advisory Group (CCEAG)	Cr Kam <i>Alternative: Cr Gibson</i>

3.0 OUR ORGANISATION

3.1

CHIEF EXECUTIVE OFFICER'S REPORT



Resilience and strength symbolised the 2013/14 year for Latrobe City Council and our community.

In a year notable for both challenges, such as the Morwell mine fire, and achievements, it was an honour to be appointed the acting Chief Executive Officer.

This report highlights the year past which has helped build our capabilities as an organisation and looks into the future to continually deliver quality service for the Latrobe City community.

In March this year, we undertook an organisation structure review which resulted in changes in the organisation structure. The previous five divisions have been restructured into four divisions – Community Liveability, Community Infrastructure and Recreation, Planning and Economic Sustainability and Corporate Services. This new structure will allow us to have further cost efficiencies, better synergies, improvement in Council and CEO support, through the provision of the Policy and Support team, plus have the capability to focus on emergent opportunities and maximise the technical competencies of our staff.

On that note, I am pleased to announce that Council has delivered on its 2013/14 budget and we have completed the 2014/15 budget process that aligns with the Council Plan.

This year, Latrobe City Council made notable achievements on local, state and federal levels. Strategies and plans were developed for the betterment of the community such as the Latrobe City Municipal Public Health and Wellbeing Plan and the 2014-2019 Latrobe City Natural Environment Sustainability Strategy.

Through the delivery of key projects and works via our capital works program, community facilities were assessed, managed, refurbished, replaced and upgraded accordingly to suit our community's needs. Notable projects this year included the Moe Olympic Pool projects, the Yallourn North Town Hall Redevelopment and the Morwell Skate Park.

On the economic front, we continued to advocate to state and federal governments for research and development of innovative uses of brown coal. We are pleased with the announcements of funding for the Advanced Lignite Demonstration Projects by the Victorian Government this year which we hope will contribute towards the establishment of employment and investment opportunities within Latrobe City and will make use of our abundant brown coal resources in a more sustainable way.

In February this year, Council and the community were faced with a major challenge of the bush and mine fires. The emergency incident, which was extended over a 45 day period, was a stressful event. I appreciate the adverse conditions our community and staff had to endure as we continued to live and work in the area. I am exceptionally proud of the service delivery level that the staff provided during that period. Being the only Council area affected by this incident, we greatly appreciated the support provided to us by the state government and its various state agencies who worked collaboratively with our staff in order to serve the community as a whole.

As a key regional city in Victoria, I am pleased with the successes we have achieved this year and look forward to further achievements in the upcoming year. I believe, as an organisation, we are positioned to commence 2014/15 with positive energy supported by the new organisation structure and continue to provide a balanced quality of life for those who choose to work, live and play right here in Latrobe City.



John Mitchell

Image credit: Mr John Mitchell, Acting CEO, Latrobe City Council headquarters



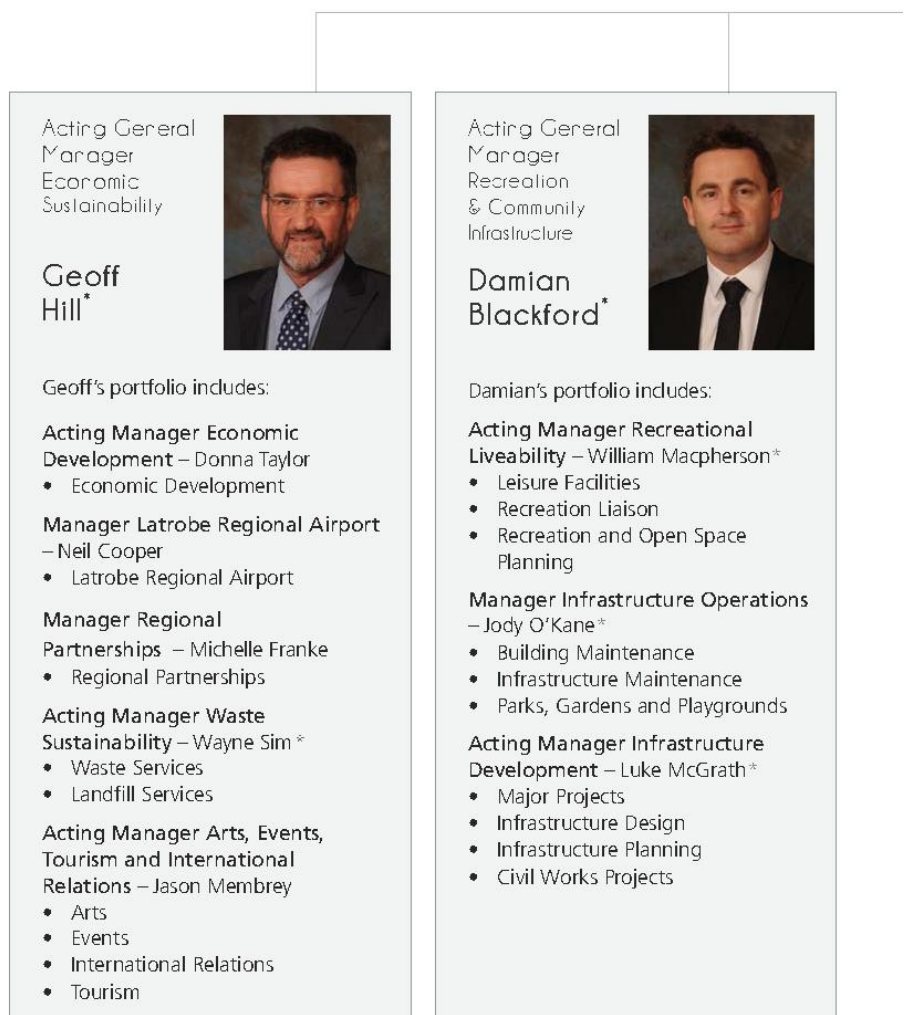


3.2

ORGANISATIONAL STR

Latrobe City Council continually strives to provide an efficient and effective organisational structure which will support the delivery of Latrobe 2026 and the Council Plan to strategically meet the challenges of the future as well as deliver good governance and quality services today. Each division is led by a General Manager, reporting to the Chief Executive Officer.

During the 2013/14 financial year, the Latrobe City Council Executive Team underwent significant changes. As at 30 June 2014 all General Manager's positions were held by acting arrangements.



* Senior Officer in accordance with the Local Government Act 1989

Image credit: Latrobe City Council employees

UCTURE

Acting Chief Executive Officer
John Mitchell*

John's role includes:

- Organisational Management
- Executive Office
- Mayoral and Council Support



Acting General
Manager
Organisational
Excellence

**Jamey
Mullen***



Jamey's portfolio includes:

Manager Corporate Strategy –
Nathan Misiurka

- Corporate Strategy

Manager People and Development
– Mary-Lou Dixon

- Human Resources
- Learning and Development

Manager Information Services –
Steve (Robert) McIlhatton*

- Information Management
- Information Services
- Geographic Information Systems

Manager Risk and Compliance –
Allison Down

- Strategic Risk and Compliance
- Occupational Health and Safety

Acting General
Manager
Community
Liveability

**David
Elder***



David's portfolio includes:

**Manager Community Information
Services - Julie Kyriacou***

- Community Information
- Library Services
- Local Laws

Manager Bushfire and Recovery
(temporary appointment) - Jodie Pitkin*

**Acting Manager Child and Family
Services – Ronda Bruerton***

- Early Learning and Care
- Early Childhood Health and Development

Manager Community Development
– Steve Tong*

- Aboriginal Liaison
- Community Strengthening
- Disability Access and Inclusion
- Emergency Management

**Manager Community Health and
Wellbeing – Helen Taylor***

- Health Services
- Aged and Disability Services
- Social Support

Manager Healthy Communities –
Regina Kalb

- Healthy Communities

As of 30 June 2014, Michael Edgar held the position of General Manager Community Liveability and was absent for a substantial proportion of the 2013/14 financial year due to long service leave.

Acting General
Manager
Planning &
Governance

**Chris
Wightman***



Chris's portfolio includes:

**Acting Manager Council
Operations, Legal Counsel – Stacey
Greenwood***

- Council Operations – Legal Council
- Property and Statutory Services

Manager Finance - Matthew Rogers*

- Property and Rates
- Procurement
- Financial Services
- Payroll

**Acting Manager Community
Relations - Emma Lewis**

- Communications
- Community Engagement

Acting Manager Future Planning -
Gail Gatt*

- Strategic Planning
- Urban Growth

Manager Statutory Planning –
Debbie Tyson*

- Statutory Planning
- Building Services
- Environment Sustainability



3.3

OUR EMPLOYEES

Employee Profile

Latrobe City Council is committed to attracting, developing and retaining employees with a diverse range of qualifications, abilities and a passion for delivering quality services to the community. We value and celebrate the contribution of our people, working together in a spirit of honesty, teamwork and trust. Our priorities are formally described in the Latrobe City 'People Plan'.

As of 30 June 2014, Latrobe City Council employed 1,017 employees, comprising full time, part time and casual employees. The number of equivalent full time positions is 553.



LATROBE CITY STAFFING LEVELS

	2011/12		2012/13		2013/14	
	ACTUAL	FTE	ACTUAL	FTE	ACTUAL	FTE
Full Time	338		401		350	
Part Time	372		354		404	
Casual	223		260		263	
Total Employees	933	518	1015	555	1017	553

WORKFORCE PROFILE

	2011/12	2012/13	2013/14
Female	74%	74%	74%
Male	26%	26%	26%
Senior Officers ¹	1.7%	1.7%	2.1%

¹ In accordance with the Local Government Act 1989

WORKFORCE BY AGE AS AT 30 JUNE 2014

	2011/12	2012/13	2013/14
17-30 year olds	23%	25%	22%
31-50 year olds	41%	43%	42%
51-70 year olds	35%	33%	35%
70 + year olds	1.0%	.9%	1.0%

STAFF TURNOVER RATES

	2011/12	2012/13	2013/14
Turnover rate ²	7.2%	4.7%	12.0%

² Including seasonal and casual staff

Latrobe City Council's turnover of employees for 2013/14 was 12 per cent which was an increase from the previous period. Council carefully reviews feedback from departing employees to identify any issues leading to their departure.

WORKCOVER

The health and safety of employees continues to be a leading priority.

	2011/12	2012/13	2013/14
Standard claims	9	16	13
Minor claims	8	7	5
Claims closed	4	18	8
Total claims received	17	23	18

Latrobe City Council's WorkCover insurance premium for 2013/14 was \$1,188,807 which was an increase of \$261,233 compared with 2012/13.

Equal Employment Opportunity (EEO)

Latrobe City Council is committed to providing a workplace environment free from discrimination, harassment and bullying. All employees, contractors, volunteers and agents are entitled to be treated fairly and equitably on the basis of their abilities and merit. To support a discrimination free workplace, training for leadership staff, frameworks and procedures and a Corporate Induction Program are provided.

Employee Assistance Program

Council understands the importance of providing effective support services to its staff. The Employee Assistance Program is a confidential and professional source of support, accessible to all staff. Counselling and coaching sessions are confidential, short-term and solutions focussed.

Industrial Relations

Latrobe City Council Enterprise Agreement 2012- 2015 was negotiated, submitted and subsequently approved by Fair Work Australia in August 2012 with an expiry date of 30 July 2015. The organisation also works with a consultative committee that meets quarterly to proactively and collaboratively monitor the progress of the agreement.

Learning and Development

We are committed to providing employees with high quality and diverse learning and development opportunities. The skills and knowledge obtained support employees to work effectively and contribute to the organisation's success, providing excellent outcomes for our community.

Employees can undertake internal and external programs as well as study providing a diverse range of opportunities. Programs range from an introduction to leadership through to technical skills development.

Learning and development initiatives support attraction and retention of our workforce.

During 2013/14, Latrobe City's learning and development opportunities for employees included:

- 122 Employees completed internally facilitated leadership programs (compared to 101 in 2012/13)
- 24 Employees completed externally facilitated programs (compared to 18 in 2012/13)
- 14 Employees were supported to undertake tertiary and further education through the Latrobe City Council's Study Assistance Program (compared to 20 in 2012/13)

Careers@Latrobe

A broad range of career options are available at Latrobe City Council. During 2013/14 we recruited for 160 positions. Positions consisted of temporary and permanent roles for casual, part time and full time positions to meet seasonal and peak service delivery requirements.

Current vacancies are advertised on Latrobe City Council's website: www.latrobe.vic.gov.au/Careers and through a variety of other advertising media.

Image credits: Latrobe City Council employees, Latrobe Leisure patron, Latrobe City Council employee and patron.



3.4

AWARDS & RECOGNITION

External Recognition

Latrobe City Council promotes a culture of performance excellence, continuous improvement and innovation resulting in great outcomes for our community. Awards achieved by business units and individual officers during 2013/14 include:



Image credits (left to right, top to bottom): Australian Garden Project in China, Award for Excellence, Latrobe City Council employees Joanne Bruitt and Steve Long, Neil Cooper, Fraser Orr; Latrobe City Council Annual Report 2012/13.

**JOANNE BRUNT***COORDINATOR EMPLOYMENT DEVELOPMENT***Wurreker Award, Local Government Employer – October 2013**

Awarded by the Victorian Aboriginal Education Association Incorporated (VAEAI), for recognition of Latrobe City Council's contribution to growing success in Aboriginal employment, education and training.

The Wurreker award recognises how high quality training can open up new directions for Aboriginal people. This promotion of excellence provides an inspiring example of the potential within our communities and has a real impact on all stakeholders who support the ongoing development of the strategy.

National Awards for Local Government Category Winner, Youth Employment – June 2014

This award was presented for the Steps to the Future Indigenous Employment Program. The award recognises the effectiveness of the Indigenous Employment program in supporting Young Aboriginal and Torres Strait people to gain ongoing employment. The program provides support for trainees through mentoring, work placements and support to employers.

National Awards for Local Government Award for Excellence – June 2014

Awarded in recognition of the Latrobe City Council's highly successful Steps to the Future Indigenous Employment Program that was judged the winner in the Youth Employment category. The Award for Excellence is presented to the initiative judged to be the most outstanding from the six category winners.

**NEIL COOPER***GENERAL MANAGER LATROBE REGIONAL AIRPORT***Award for Individual Excellence – September 2013**

Awarded by the Australian Airports Association for "Contribution to the Airport Industry in willingly providing advice and assistance to other member airports".

**FRASER ORR***BUILDING SURVEYOR INTERN***2013 Holmesglen Outstanding Student Award, Higher Education – March 2013**

Latrobe City Council's Fraser Orr was recognised as a top three finalist in the higher education category for his academic achievements while studying his Graduate Diploma of Building Surveying with Latrobe City Council. The higher education category takes into account all students studying at or above degree level.

Graduate – Regional Building Surveyor Internship Program – April 2014

Fraser Orr was one of five Victorian interns to complete this program sponsored by Regional Development Victoria and the Victorian Building Authority. This two year program was designed to enable rural and regional councils to recruit and educate talented young individuals. In order to fast track their development into competent and capable building surveyors, interns are exposed to various aspects of building control functions.

ARTS, EVENTS, TOURISM & INTERNATIONAL RELATIONS**Single Project - Australian Garden Project – November 2013**

Awarded by Sister Cities Australia National Awards for establishment of the Australian Garden in our sister city Taizhou, China.

The annual award recognised the most outstanding and imaginative project that furthers the development of the local sister cities program within the community.

Youth Project – Youth Sports Exchange Program – November 2013

Awarded by Sister Cities Australia National Awards for a significant youth project which encouraged and stimulated youth participation in the local sister cities program.

CORPORATE STRATEGY DEPARTMENT**Australasian Reporting Awards Local Government Category Bronze Award – June 2014**

Awarded for the *Latrobe City Council Annual Report 2012/13*



Internal Recognition - Excellence Awards

Latrobe City Council recognises that the contribution of employees is vitally important to the success of the organisation. Latrobe City Council has a Frequent Striver Program established to recognise employees who continuously strive for organisational excellence and recognises performance that exceeds expectations over and above position requirements.

During 2013/14, 126 Frequent Striver awards were presented to employees throughout the organisation.

Recognising Years of Service

Latrobe City Council is proud of the commitment and dedication of employees and the contribution they make to local government and the community. In line with the People Plan commitments to Value and Celebrate, the 'Years of Continuous Service Employee Recognition Operational Framework' was implemented during 2013/14 setting out guidelines to formally recognise our loyal employees with substantial continuous years of service with Latrobe City Council.

A number of employees have dedicated significant years of service to the organisation with just under 300 employees recognised in the first ceremony held on 29 August 2013 for their long serving contribution at the completion of 10, 15, 20, 25, 30, 35 and 40 plus years of service with Council.

During 2013/14, 55 employees celebrated notable lengths of service with Latrobe City.



Image credits (left to right, top to bottom): Latrobe City Council's 'I am Latrobe', Latrobe City Council Early Learning Centre and Meals on Wheels volunteers.

H.O.W

The Healthy Organisation Working Group (HOW) focuses on healthy eating, physical activity, mental health and wellbeing and help to stop smoking to assist staff to feel and perform even better at work.

During 2013/14 HOW implemented a range of activities and initiatives for staff including:

A renewed strategic direction

- The updated Healthy Organisation Workgroup Operational Framework and key principles was adopted.
- The renewed strategic direction was launched at a special event, where a HOW themed photobooth was hosted, future HOW activities discussed, a healthy competition launched and a healthy staff breakfast.
- Registered to participate in the Healthy Together Victoria, Achievement Program – Workplaces.
- The 'Workplace Health Check' program, which included 128 employees participating in health checks during 2013/14, was promoted and implemented.

Promotion of physical activity through events such as:

- 'Team Latrobe' running group culminating in participation in a local marathon event.
- Promotion of Premier's Active April, which saw 860 people across the municipality register for the month long event - a significant increase on the 200 from the previous year.
- Involvement in the launch of the sit-stand workstation initiative.
- Support of Cycling Challenge with incentives for participants and healthy catering provided.

Healthy eating initiatives included:

- Provision of healthy food options at the National Tree Planting Day event for staff.
- Masterchef 'Healthy Lunchbox' cooking initiative delivered with demonstration, tastings and recipes provided.

HOW aimed to increase the focus on mental health and wellbeing, through:

- Support of Laughter Workshops held in August 2013.
- Provision of massage to staff at a subsidised rate, to reduce stress and tension and provide reward and recognition to those assisting HOW.



3.5

CONNECTING WITH OUR COMMUNITY

Have your say

Latrobe City Council promotes community consultation activities in a number of ways to ensure our community is well informed and has the opportunity to have a say on the projects and initiatives that interest them. Some of the channels available to inform community members of community engagement activities include:

- 'Have your Say' section of the Latrobe City Council website.
- Community Sounding Board newsletter, available in email and hardcopy (90 members registered in 2013/14).
- Council Noticeboard in Latrobe Valley Express
- Public notices / advertisements in target print media.
- Links on Latrobe City Council social media pages.
- Personal invitation to target audiences.
- Face to face advice.

Latrobe City Council recognises that community members have different preferences for how they provide their feedback. Methods regularly available to support community participation include:

- Online surveys, polls and submissions.
- Hard copy surveys and submissions.
- Telephone surveys and discussions.
- One-on-one meetings with Latrobe City Council officers.
- Meetings with key stakeholders, community groups and individuals.

The methods available for community engagement participation and providing feedback vary dependent on the community engagement strategy adopted for the project/initiative.

During 2013/14 there were 27 'Have your Say' pages on Latrobe City Council's website requesting community participation on a range of strategies, plans, local laws and projects, including:

- Draft 2014-15 Budget (Excluding Fees & Charges) and 2014-18 Strategic Resource Plan.
- Latrobe Planning Scheme Review.
- Draft Latrobe Heritage Strategy.
- Natural Environment Sustainability Strategy for 2014-2019.
- Local Law No. 1 Amendment.
- Churchill West Development Plan.
- Review of Community Engagement Plan.



3.6

COMMUNITY PARTNERSHIP HIGHLIGHTS



Welcoming New Citizens

Welcoming new citizens is one of the highlights on the calendar for the Mayor who attended all six ceremonies (including a special Australia Day ceremony on 26 January 2014) to confer citizenship on the new citizens. The Mayor was joined by local members of state and federal government and Latrobe City Council's Youth Mayor (for 2014), Tearna Schumann, to officially welcome the new citizens before family and friends.

During 2013/14, 203 candidates, including 148 adults and 55 children, received Australian Citizenship. The predominant country of birth was India and Sudan, followed by the Philippines and the United Kingdom.

Citizenship Ceremonies are coordinated by Latrobe City Council on behalf of the Department of Immigration and Citizenship and in liaison with the Australian Electoral Commission.



Fire Prevention Assistance

Latrobe City Council's Municipal Fire Prevention Team and Home and Community Care (HACC) services undertook a unique initiative, identifying and assisting vulnerable community members living in high risk bushfire environments within Latrobe City.

Following the identification of these community members, an inspection of their properties was completed by Council Fire Prevention officers. Thorough inspections of the fire risks were undertaken and appropriate treatment options were recommended.

By utilising available HACC services funding, contractors were then engaged to assist these community members to make their properties safer in the event of being impacted by bushfire.

This initiative is a first for Latrobe City, where Latrobe City Council's Fire Prevention and HACC services worked together to assist vulnerable community members.

Image credits (left to right): above; Latrobe City Council Citizenship Ceremony participants, Sister Cities Festival 2014, Latrobe City Children's Expo, below; Latrobe City Council Citizenship Ceremony participants, Latrobe City landscape, Jaime Oliver's Ministry of Food participants, face painting at the Latrobe City Children's Expo.



Jamie Oliver's Ministry of Food

Jamie's Ministry of Food was an initiative that Healthy Together Latrobe (a partnership between Latrobe City Council and Latrobe Community Health Service) and the Victorian Government supported to help address overweight (34.2%) and obesity (19.7%) levels (source: Victorian Population Health Survey 2008) within Latrobe City. Initiatives such as Jamie's Ministry of Food Mobile Kitchen support our community to develop the skills, knowledge and confidence to prepare and enjoy great tasting, healthy meals.

Jamie's Ministry of Food van rolled into town in September and over the course of its stay, more than 450 people participated in the cooking courses or volunteered their time to help. There were two cycles of cooking courses and the people who attended came from all walks of life. Their main motivation was to learn to cook simple, nutritious meals but everyone who attended took something unique from the experience.

"Providing a program that inspires our participants to get into the kitchen and cook healthy meals from scratch, using fresh ingredients is what our kitchen is all about. Participants walk away from our program with one of life's most important skills – the knowledge and ability to cook, how to shop and how to enjoy food in a way that benefits them and their families."

Emma Hannah, Food Trainer Jamie's Ministry of Food

Latrobe City Children's Expo

The fourth Children's Expo was delivered at Kernot Hall in October 2013.

Latrobe City families and children flocked to the free event for entertainment, fun and information on services and activities that are available to them. The event demonstrated the extensive Early Years network that exists in Latrobe City made up of families, community groups, services, businesses and government bodies. The Children's Expo demonstrated that we share the responsibility of building a better future for children and their families.

Latrobe City Council acknowledges its Children's Expo event partners: Best Start, GippsTAFE, Department of Education and Early Childhood Development, and Children's Week Council of Australia.

3.7

OUR VOLUNTEERS

18 per cent (just under 10,500) of Latrobe City residents reported participating in voluntary work in the latest Australian Bureau of Statistics Census (2011). In addition to benefitting many people, volunteering strengthens our whole community while keeping people active and connected to each other.

High Tea Celebrations for Morwell Meals on Wheels Volunteers

Latrobe City Council held a "Thank you High Tea" for Meals on Wheels volunteers who supported Morwell Meals on Wheels clients throughout the Hazelwood Mine Fire event. Acting General Manager Community Liveability, David Elder, thanked volunteers for their support to clients; for delivering meals and also monitoring client wellbeing while smoke and ash impacted the community.

As part of the celebrations the retirement and birthday of Ada Pigot was recognised – Ada not only turned 90 but had volunteered for Morwell Meals on Wheels for over 30 years, as well as supporting other numerous organisations in the community – Probus, Council of International Women and Central Gippsland Retired Persons Association.

Ada was presented with flowers, a gift and a cake to celebrate the occasion.



Latrobe Says Thanks

The 'Latrobe Says Thanks' event, held in May 2014, was an opportunity for members of the community to thank some of the wonderful Country Fire Authority volunteers involved in the fire-fighting effort during the Hazelwood Mine Fire and see the fire trucks up close.

As well as offering the community a chance of a relaxing afternoon, to browse the stalls, mingle and have some family fun time, it was also an opportunity to reflect on the superb efforts that the fire-fighters put in during the fire season.

The event was supported by GDF Suez, TRFM and Gold 1242, and included a variety of activities, stalls and entertainment along with food and drink. With approximately 1500 people attending, the event held in the Latrobe City Council corporate headquarters car park, included a party atmosphere, street performers, children's activities and food stalls.







3.8

CONNECTING WITH OUR YOUTH

Youth Council

The Latrobe City Youth Council provides an opportunity for local young people to meet regularly and express their views on issues that affect them and their peers. The program aims to increase civic participation by local youth and develop their knowledge of issues that affect young people at federal, state, local government and community levels.

Youth councillors are appointed for a calendar year with a membership of up to 15 positions. The group is drawn from a range of schools, towns and ages to ensure youth councillors are representative of the diverse range of young people that reside in Latrobe City. Youth Council meetings are held fortnightly during school terms.



Image credits (top to bottom): Latrobe Says Thanks event, Latrobe City Youth Council 2014, Latrobe City Youth Council 2014 meeting with skate park users.

2013 YOUTH COUNCIL JUNE 2013 - DECEMBER 2013

Twelve young people were recruited to the 2013 Youth Council Program.

Youth Councillors:

- Samantha Heatherington
- Tearnna Schumann
- Hayden Stephens
- Matthew Bayley
- Marley Kincaid
- Tiffany Russell
- Josie Slater
- Andrew Dacton
- Crystal Bertoli
- Tim Beattie
- Daniel Frost
- Rory Smith

Key achievements included:

- Participation in the 2013 Sister Cities Youth Conference held in Broken Hill, New South Wales, where representatives had the opportunity to share ideas and expand their awareness of youth issues at a national level.
- Remembrance Day services held at the Morwell RSL.
- Re-development of the second version of the Youth Info Card which provides information on local support agencies and services for young people aged 12 to 25 in Latrobe City.
- A visit to Parliament House, Victoria with the opportunity to meet with Russel Northe, MP and other Victorian MP's to debate youth issues.
- UN-Youth Evatt Debating competition.
- Discussion with the Latrobe City Environmental Health Unit about local issues.
- Attended the Clean Coal Victoria presentation at the Premier Function Centre, Traralgon.
- Assisted the Community Development Team at the Community Safety Forum in October 2013.
- Attended the Halogen 10,000 Idea State Youth Conference.

2014 YOUTH COUNCIL JANUARY 2014 - JUNE 2014

Fourteen young people were recruited to the 2014 Youth Council Program.

Youth Councillors:

- Samantha Heatherington
- Tearnna Schumann
- Tim Beattie
- Daniel Frost
- Rory Smith
- Gregory Evans
- Nathan Smith
- Daniel Lithgow
- Natasha Exell
- Brodie Logue
- Kristen Schumann
- Arron Smith
- Luke Smith
- Harmony Nolan

Key achievements included:

- Presenting the young Australian of the year award at the annual Australia Day service held at Kernot Hall, Morwell.
- Youth Council was represented at several ANZAC Day services within the Latrobe area, performing a major role once again with the Morwell RSL.
- Participate in an awareness session hosted by Latrobe Community Health Services on the value of Social Connectedness around Volunteering as part of National Volunteers week.
- The opportunity to interact with several Latrobe City skate park users which allowed in-depth discussions on what is good and what could be improved with our local skate parks.
- Met with representatives from Latrobe Community Health Services to learn about problems and local issues caused by gambling.
- Met with representatives from Latrobe Regional Hospital Mental Health Unit to learn about the issues faced by Latrobe City residents who experience mental health issues.

1.0 OVERVIEW

2.0 OUR COUNCIL

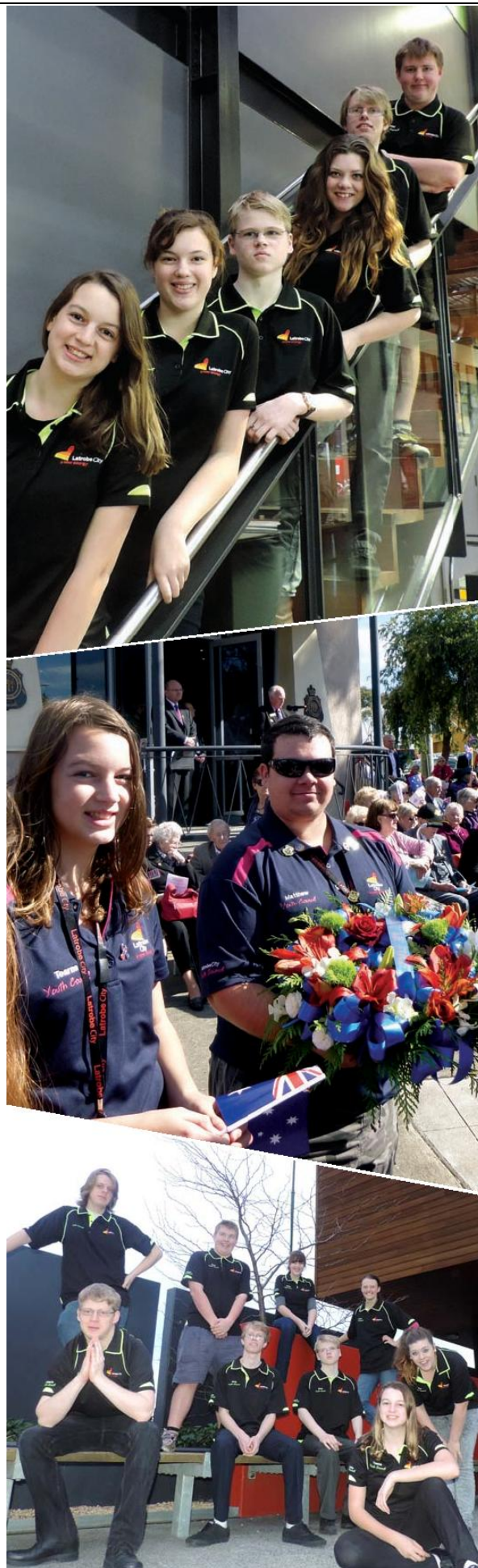
3.0 OUR ORGANISATION

4.0 OUR PERFORMANCE

5.0 GOVERNANCE

6.0 FINANCIAL POSITION

7.0 OUR REFERENCES



Youth Leadership Program

The Latrobe City Youth Leadership Program aims to empower and build the capacity of local young people through a nine-month leadership program. The program covers leadership styles, identifying strengths and personal growth areas, networking with community leaders, investigating career options and making new friends.

Latrobe City Council thanks the following participants for their commitment to the program:

- Riley Smith
- Glen Robinson
- Sharni Bennett
- Tanika Bottomley
- Carly Talbot
- Nathan Smith
- Kristen Schumann
- Gregory Evans
- Daniel Lithgow
- Natasha Exell
- Brodie Logue

Key topics covered included:

- **Diversity within the Community**
Students had the opportunity to learn about differences within the local population, including presentations from Vision Australia and Deaf Access Victoria. Experiences with mental illness were spoken about and a presentation was given about life growing up Koorie.
- **Monash University/Federation University**
The students had the opportunity to experience life at the Gippsland Campus, having the chance to attend several lectures including, Primary Education, Science and Visual Arts.
- **Parliament House**
Students had the opportunity to visit Parliament House, Victoria with a guided tour by local member, Russel Northe, which was followed by an informative discussion around youth issues.
- **Public Speaking**
Students learnt the art of structuring a speech, and were provided with an opportunity to refine their skills and overcome their fears when speaking to a large audience or during interviews.
- **Community Engagement Program**
Students visited a local Early Learning Centre allowing them to interact with some of the younger members of the community. This was followed by an in-depth presentation by the Latrobe City Home and Community Care services.

Image credit: Latrobe City Youth Leadership participants at headquarters and Morwell ANZAC day service

2014 Youth Leadership Program

During 2014 the Youth Leadership Program, which has run for almost twenty years, was reformatted and improved with the focus to engage with local skate park users, something which previously had not been done.

In partnership with YMCA Action Sports and Victorian Skateboarding Association, Latrobe City Council will manage the Latrobe Skate and BMX League (LSBL) facilitated by the Youth Leadership Programs at various skate parks throughout the Latrobe City local government area during 1 January - 31 December 2014.

The new leadership program, named Latrobe City Skatepark Committee, has a clear focus on learning outcomes and measurable objectives and was recruited through various means including; presentations at local secondary schools, various youth service providers, advertisements in the local paper and social media. The most productive recruitment activity was word of mouth around the skate parks.

Several training days were held for program participants in early 2014, with the focus on building the capacity of each individual within the group and encouraging the ability to deliver four skate park events in Latrobe City by December 2014.

Program Purpose:

Unlike other recreation facilities, skate parks and their associated sports do not use club structures or a formal process to engage patrons and the broader community. The purpose of the LSBL is to provide a formal process and build capacity of young people that patronise skate parks within local communities.

This is achieved by:

- Conducting sports specific training including, but not limited to, coaching, officiating and event management.
- Developing skate park "Volunteer Committees" and connecting them through LSBL events.
- Delivering a series of consistent structured events that celebrate the skills and talents of young people and athletes on a local and regional level.

Up to June 2014, Latrobe City has engaged with over 1000 young people who visit and use the various Latrobe City skate parks and has hosted four major skate park events, all of which were extremely well attended by both males and females aged between 6 – 35 years of age:

- Saturday 5 April 2014
- Sunday 27 April 2014
- Friday 30 May 2014 (under lights)
- Saturday 14 June 2014

Youth Sector Activities July 2013 – June 2014

- Hosted the Victorian Regional FreeZA Summit.
- **A key contributor to the continuation of RYAN (Regional Youth Affairs Network) on a quarterly basis.**
- Assisted "BlaK MistiQ" - an indigenous dance program for secondary school-aged females with seeking funding opportunities.
- **Hosted the Annual Gippsland Regional Round of the Evatt Trophy - a Victorian UN-Youth debating competition.**
- Supported Headspace to deliver the FreeZA program.
- **Supported CREATE foundation by attending monthly meetings.**
- Facilitated the monthly (Latrobe Youth Network) LYN meeting.
- **Attended regular (Gippsland Youth Commitment) GYC Transition and Re-engagement meetings.**
- Hosted and assisted the delivery of "Deadly Health Race" - a health awareness program for indigenous secondary school students.
- **Attended monthly Advisory Committee – Gippsland Youth Leadership and Participation Project.**
- Assisted with the Road Safe Bike Challenge.
- **Attended bi-monthly L2P Program Steering Committee Meeting.**
- Participated in the Clean Coal Victoria Consultation.
- **Presented on the role of Local Government to the Commercial Road Primary School, Morwell.**
- Presented on the role of Local Government to the Crinigan Road Primary School, Morwell.
- **Presented on the role of Local Government to the Moe and Newborough Primary Schools.**
- Presented on the role of Local Government at the Gippsland Education Precinct (GEP).
- **Worked with (Baw Baw Latrobe Local Learning and Employment Network) BBLLEN on the various projects.**
- Assisted with KEMPE "Read the Play" program
- **Monthly participation with the "StraightTALK" Program run by The Smith Family.**
- Participated as an active member of the monthly LV Sports and Recreation Network Meeting hosted by Latrobe Community Health Services.
- **Assisted with the Victorian Regional Living Expo.**
- Assisted students to gain work experience hours.
- **Attended the Bass Coast Youth Service Providers Meeting.**
- Attended the Baw Baw Youth Service Providers Meeting.
- **Attended the Wellington Youth Service Providers Meeting.**

1.0 OVERVIEW

2.0 OUR COUNCIL

3.0 OUR ORGANISATION

4.0 OUR PERFORMANCE

5.0 GOVERNANCE

6.0 FINANCIAL POSITION

7.0 OUR REFERENCES



3.9 COMMUNITY GRANTS 2013/14

Latrobe City Council's Community Grants Program assists not-for-profit, largely volunteer, community-based organisations to implement projects and activities which meet identified community priorities that benefit Latrobe City residents by:

- Strengthening community connections
- Developing an accessible and inclusive community
- Encouraging community initiatives that promote self-sufficiency and innovation, and
- Helping to strengthen local participation in the planning and implementation of services.

MINOR CAPITAL WORKS

1st Glengarry Scouts - Replace deck on scout camp accommodation building

1st Newborough Scout Group
- Plumbing upgrades

1st Traralgon Scout Group
- Upgrade hall key locking system

1st Yinnar Scout Group - Electrical works

Adrenalin Paintball Club (Vic) Inc.
- Club house refurbishment

Advance Morwell Inc.
- Replacement of missing rose plants in CBD tubs, planting other plants in season

Australian Breastfeeding Association, Latrobe Group - Gazebo shelters

Boolarra Folk Festival Committee - Old Boolarra post office restoration project

Boolarra Memorial Hall Inc.
- Safety floor covering in men's toilets

Boolarra Pony Club Inc.
- Construct equestrian dressage arena

Cameron Street Pre-School
- Large play equipment

Carinya Preschool - Bike track and path

Churchill Bowls Club Inc. - Construct suitable toilet and kitchen facilities and improve access for people with disabilities

Churchill Preschool - Concrete path

Cooinda Hill Inc. - New oven

Cumberland Park Kindergarten
- Playground refurbishment

Eastern Valley Street Rodders Inc.
- Refurbishment of KC Wombat Building Crinigan South Reserve

Falcons 2000 Soccer Club
- Supply of maintenance materials

Flynn Tennis Club
- Veranda replacement on club rooms

Friends of Traralgon Railway Reservoir
- Conservation Reserve - Fencing of reserve in Hickox Street

Gippsland Acoustic Music Club Inc.
- Portable roll and fold staging

Glendonald Park Preschool
- Learning through play equipment

Glengarry Cricket Club - Top dressing of Fred King Oval, Glengarry Recreational Reserve

Glengarry Recreation Reserve Committee of Management - Self-propelled sprinkler

Good Beginnings Australia - Storage shed

Gormandale Cricket Club - New synthetic surfaces for two practice wickets

Hazelwood & Churchill Past Players & Officials Association

- Wireless electronic scoreboard

Hazelwood Cemetery Trust
- New lawn beam

Key Street Preschool Parents Committee
- Grid-connected solar power system

Latrobe Cricket Club
- Perimeter fencing at Maryvale Reserve

Latrobe Orchestra Inc. - Portable public address / amplification equipment

Latrobe Theatre Company - Portable mirrors

Latrobe Valley Hockey Association Inc.
- Hockey facilities - coaches boxes

Latrobe Valley U3A Inc.
- Laptop computer, printer and software

Latrobe Valley Umpires Association
- Lighting upgrade of ground

Latrobe Valley Volleyball
- Electronic timer

Latrobe Valley Water Ski Club
- Refurbishing of ski jump

Lions Club Of Moe Inc.
- Renovation and maintenance of playground

Maryvale Crescent Preschool
- Soft landings for playground

Moe Amateur Swimming Club Inc.
- Banners and a gazebo shelter

Moe And District Netball Association Inc.
- PA system

Moe Cricket Club
- Bollard & safety rail upgrade

Moe Early Learning Centre Preschool
- Spare parts storage unit

Moe Football Netball Club
- Goal post safety netting

Moe Golf Club Inc.
- Painting external of clubhouse

Moe Lions Junior Football Club Inc.
- Behind the goal safety nets at Ted Summerton Reserve

Moe Little Athletics Centre
- Wireless timing gates

Moe Neighbourhood House
- Disability access project

Moe Pony Club Inc.
- Roller doors for new shed

Moe Senior Citizens Inc.
- Air conditioning unit

Monash Soccer Club
- Safe & secure storage with shelter

Morwell Cricket Club
- Change rooms upgrade

Morwell Croquet Club Inc.
- Split system air conditioner

Morwell Football Netball Club
- Social rooms flooring upgrade

Morwell Seniors Club
- Carpet bowling mat

Morwell Tennis Club
- Split system air conditioner

Morwell Town Common Development Plan Project Control Group
- Morwell town common historical sign

Newborough Bulldogs Junior Football Club - Tiered spectator seating

Newborough Football Netball Club
- Spectator shelter

Newborough Urban Fire Brigade
- Lighting equipment

Possums Of Yinnar Playgroup
- Equipment and craft materials

Rotary Club Of Morwell
- Installation of power supply outlets

St John Ambulance Latrobe Combined Division
- Defibrillators for use at community events

St Vincent's Cricket Club
- Synthetic cricket pitch

The Lions Club Of Traralgon Inc.
- LED lighting Loy Yang Latrobe Community Sound Shell

Toongabbie Mechanics Institute Committee Inc. - Rebuild entry ramp

Toongabbie Recreation Reserve Committee Inc.
- Landscaping old butter factory site

Traralgon & District Agricultural Society
- Updating of cladding on the pavilion wall

Traralgon & District Pony Club Inc.
- Ride on mower

Traralgon Baseball Club
- Upgrade batting cages

Traralgon Community Toy Library
- Shelving units

Traralgon Croquet Club Inc.
- New vehicle access gate

Traralgon East Senior Citizens Centre
- Carpet bowls mat

Traralgon Girl Guides - Kitchen upgrade

Traralgon Golf Club
- Clubhouse roofing renovations

Traralgon Olympians Soccer Club
- Portable goals

Traralgon Playgroup
- Painting of building - external

Traralgon Soft Tennis & Walking Group
- Portable PA system with wireless microphone

Traralgon South Hall Committee
- Replacement of stoves in kitchen

Traralgon South User Group
- Solar power system

Traralgon Swimming Club
- New website for Traralgon Swimming Club

Traralgon Tyers United Football & Netball Club Inc. - Tyers Recreation Reserve master plan enhancement project - part 3

Traralgon West Playgroup - Bike shed

Twin City Archers Gippsland Inc.
- Disabled access paths

Tyers Soccer Club - Tyers Recreation Reserve master plan enhancement project - part 3

Tyers Tennis Club - Tyers Recreation Reserve master plan enhancement project - part 3

West Traralgon Scouts - Replace weather boards and painting

Yallourn Association
(Run by Yallourn Old Girls' Association)
- Yallourn reunion banners for photos display

Yallourn Golf Club
- Upgrade watering system

Yallourn Newborough RSL Sub Branch
- Anzac centenary lighting project

Yallourn North Bowling Club
- Upgrade lighting

Yallourn North Cricket Club
- Upgrade of cricket nets

Yallourn North Elderly Citizens Club
- New fridge

Yallourn North Kindergarten
- Outdoor table and bench seats

Yallourn North Playgroup
- Storage shed shelving

Yinnar Bowls & Recreation Club Inc.
- Solar panels

Yinnar Preschool - Play equipment upgrade

Yinnar Recreation Reserve Committee
- Replacement of community BBQ'S

Yinnar Tennis Club
- Tennis net replacement

EVENTS

Art Resource Collective Inc. (Arc Yinnar)
- Fibre/textile art exhibition

Association Of Filipinos
- Australians In Gippsland - The Austral-Asia Quest 2013 & Filipino Fiesta 2013

Boolarra Pony Club Inc.
- Boolarra Pony Club gymkhana

Central Gippsland Kennel Club Inc.
- Central Gippsland Kennel Club Inc. Championship Show

Churchill & District News
- Junior fishing competition

Churchill Neighbourhood Centre Inc.
- Gumleaf Quilters 5th biennial quilt & craft exhibition

Filipino Seniors & Carers Support Group Of Gippsland Inc.
- Multicultural seniors celebration

Fil-Oz Senior Citizens In Gippsland
- Harmony Day/International food festival

Gippsland Australian Muslim Community Inc. - Eid Ul Adha festival

Gippsland Indonesian Australian Association Inc. - 68th anniversary of the Indonesian - independence (1945 - 2013)

Grand Strzelecki Track Inc.
- Duncan Orr Memorial run

Italian Australian Bocce Club
- Latrobe City mixed triples bocce classic championships

Italian Australian Coordinating Committee Of Gippsland
- Ballo Della Repubblica - celebrating Italian National Day

Latrobe Valley Mixed Dart League Inc.
- Darts Victoria Latrobe Classic

Latrobe Valley Philatelic Society Inc.
- Annual stamp and coin fair

Latrobe Valley Veterans Badminton LVBA Inc. - Latrobe Valley Victorian Teams Event

Latrobe Valley Yacht Club Inc.
- Sailing - open day

Moe Bowling Club Inc.
- Latrobe City Classic Pairs and Latrobe City Ladies Classic Pairs

Moe Traders Association
- Moe schools superstar

Morwell/Traralgon Kennel Club Inc.
- All breeds championship dog show

Pistons Car Club
- Hazelwood car and bike show

Polish Community Council Of Victoria
- Latrobe Valley Polish Seniors Club 25th year jamboree & seniors picnic

Traralgon And District Art Society
- Latrobe Valley Art Societies exhibition

Traralgon Fire Brigade
- Traralgon Fire Brigade 125th anniversary

Traralgon Harriers Athletics Club
- 47th Traralgon marathon running festival

Tyers Art Festival - GDF Suez Australian Energy 34th Tyers Art Festival

COMMUNITY DEVELOPMENT

Buddy Bear Volunteer Sewing Group
- Volunteer sewing program

Churchill And District News
- Churchill and District News publication

Gecc-Gippsland Interfaith
- "Talking faith" program

Gippsland Asbestos Related Diseases Support Inc. (GARDS)
- GARDS/ACV asbestos newsletter

Gippsland Ethnic Communities' Council
- Effective communications relating to CALD and religious communities

Gippsland Indonesian Australian Association Inc. - Using music as an expression of cultural harmony

Gippsland Rainbow Collective Incorporated
- Community visibility project 2013/14

Gippsland Sudanese Association
- Ongoing community activities, volunteer support and small events

Interchange Central Gippsland
- Community newsletter

International Women's Group Inc.
- Monthly and annual community activities

Italian Elderly Citizen Group Morwell
- Promotion of Italian culture, social interaction and support for elderly citizens

Latrobe Valley U3A
- Educational courses to meet the needs of retirees in the Latrobe Valley

Latrobe Valley Volleyball
- Spikezone Program

Life Education Gippsland - Mobile learning centre for Latrobe Valley and Gippsland

Make Moe Glow Inc.
- New Moe visitors guide

Moe Ambulance Auxiliary - Gazebo

Morwell Historical Society Inc.
- Purchase of archiving material

Skateboarding Australia
- Skateboarding Australia Hub Program

The Big Boom Bang
- Latrobe Valley Drumming Inc. Program - Latrobe Valley Drumming

Traralgon And District Art Society Incorporated - Printing of brochures

Traralgon Neighbourhood Learning House - Business plan for Latrobe Valley community shed

Yallourn Association
- Virtual Yallourn website

Young Multicultural Voices Of Gippsland Action Group
- Young multicultural voices of Gippsland

1.0 OVERVIEW

2.0 OUR COUNCIL

3.0 OUR ORGANISATION

4.0 OUR PERFORMANCE

5.0 GOVERNANCE

6.0 FINANCIAL POSITION

7.0 OUR REFERENCES

4.0 OUR PERFORMANCE



4.0

OUR PERFORMANCE

Performance against the Latrobe City Council Plan 2013-2017

The Latrobe City Council Plan 2013-2017 identifies five themes and supporting objectives which provide the framework for Strategic Directions and supporting Strategies and Plans defining what actions Latrobe City Council will work to achieve. Performance Indicators have also been included to monitor Latrobe City Council's achievement of the objectives of the Council Plan. This section of the report is divided into the five themes providing a detailed account of our performance.

Council's overall progress for 2013/14:

Number of Annual Actions in 2013/14		61
	Total Annual Actions completed	72%
	Total Annual Actions in progress	8%
	Total Annual Actions not complete	19%
	Total Annual Actions not started	1%

The five themes include:

THEME 1 Job Creation & Economic Sustainability

THEME 2 Appropriate, Affordable & Sustainable Facilities, Services and Recreation

THEME 3 Efficient, Effective & Accountable Governance

THEME 4 Advocacy for & Consultation With Our Community

THEME 5 Planning For The Future

Image credit: Latrobe City Council Local Laws employee.

- 1.0 OVERVIEW
- 2.0 OUR COUNCIL
- 3.0 OUR ORGANISATION
- 4.0 OUR PERFORMANCE
- 5.0 GOVERNANCE
- 6.0 FINANCIAL POSITION
- 7.0 OUR REFERENCES

THEME

1

JOB CREATION & ECONOMIC SUSTAINABILITY

OBJECTIVES

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

STRATEGIC DIRECTION

Provide incentives and work proactively to attract new businesses and industry to locate in Latrobe City.

ACTION

In accordance with the Economic Sustainability Strategy, continue to pursue employment generating opportunities at the Latrobe Regional Airport.

RESULT

During 2013/14 officers worked to attract a number of new businesses to the Latrobe Regional Airport by providing prospectus material detailing the opportunities and facilities that Latrobe Regional Airport has to offer, and making personal contact with a number of aviation related businesses.

Officers have worked closely with Mahindra/GippsAero, the major tenant at Latrobe Regional Airport, to increase their employment capacity. This has been successful with 191 people now employed - a 30% increase over the past year, and extends to include employment and training of apprentices.

STRATEGIC DIRECTION

Work in partnership with business, industry and government to create new jobs and investment in Latrobe City.

ACTION

Commence the review of the 2009 Latrobe Regional Airport Master Plan.

RESULT

Initial consultations with stakeholders have taken place with further consultation scheduled to occur in coming months.



ACTION

In accordance with the Economic Sustainability Strategy, provide assistance to local businesses to grow and expand through referrals, the provision of statistical and site information and relevant funding opportunities.

RESULT

During 2013/14, 507 business development enquiries were received and responded to.

This included:

- 51 new business requests
- 104 on site meetings
- Assistance to 44 businesses in identifying sites and obtaining relevant approvals.



ACTION

Review the Economic Development Assistance Policy.

RESULT

The review of the Economic Development Assistance Policy was completed during the 2013-14 financial year.

Image credit: Latrobe Regional Airport

STRATEGIC DIRECTION

Enhance community and business confidence in the future of the local economy.

ACTION

In accordance with the Economic Sustainability Strategy, present the outcomes of 2014 Gippsland Major Projects and Opportunities Summit to Council.

RESULT

The Gippsland Major Projects and Opportunities Summit was scheduled to be held in February. Unfortunately, during this time, there were significant bushfires affecting the municipality which subsequently, caused many road closures. As a result, the decision to cancel the 2014 Summit was made.



STRATEGIC DIRECTION

Facilitate the creation of an Industrial Park and an Intermodal Freight Terminal in the municipality.

ACTION

In accordance with the Economic Sustainability Strategy, advocate for the creation of an industrial park and the Gippsland Logistics Precinct.

RESULT

A funding application for the development of roads at the Gippsland Heavy Industrial Park has been submitted.

Latrobe City Council liaised with a range of businesses interested in locating on both the Industrial Park and the Gippsland Logistics Precinct.

This initiative will continue in 2014/15 with construction complete in early 2015.



STRATEGIC DIRECTION

Promote research and development for new products and processes to exploit the significant coal resource of the Latrobe Valley.

ACTION

In accordance with 'Positioning Latrobe City for a Low Carbon Emission Future' advocate with state and federal governments for research and development of innovative uses of brown coal resources to be located in Latrobe City.

RESULT

A range of advocacy activities relating to innovative uses of brown coal in Latrobe City were held including consultation between the Latrobe City Council Mayor and the Shadow Minister for Climate Action to discuss low carbon transition actions and Federal Government policy.

ACTION

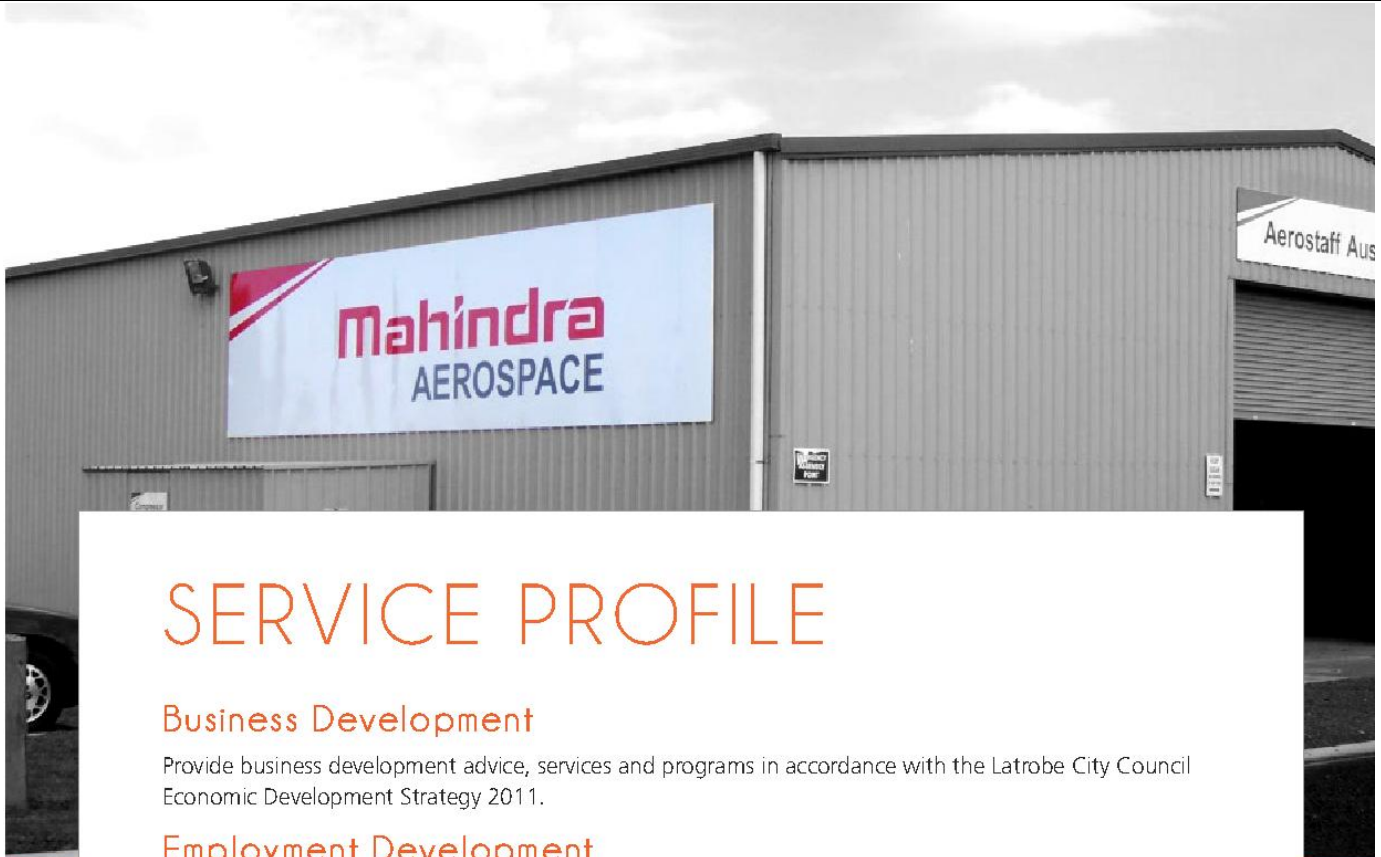
In accordance with the Economic Sustainability Strategy, actively pursue power generation and brown coal opportunities within Latrobe City and provide business development assistance to energy related industry.

RESULT

Consultations were held with supporters of a range of local projects including those who successfully received funding through the Advanced Lignite Demonstration Program. Assistance was provided to project proponents in many and varied areas including:

- Providing assistance with site selection
- Sourcing approvals from relevant agencies
- Providing local contact details





SERVICE PROFILE

Business Development

Provide business development advice, services and programs in accordance with the Latrobe City Council Economic Development Strategy 2011.

Employment Development

Promote, coordinate and provide training and employment opportunities for aboriginal people.

Latrobe Regional Airport

Maintain, develop and operate Latrobe Regional Airport in accordance with Civil Aviation Safety Authority regulations and the Latrobe Regional Airport Masterplan.

Tourism

Implement recommendations from the Tourism Product Audit and Visitor Information Centre Review.

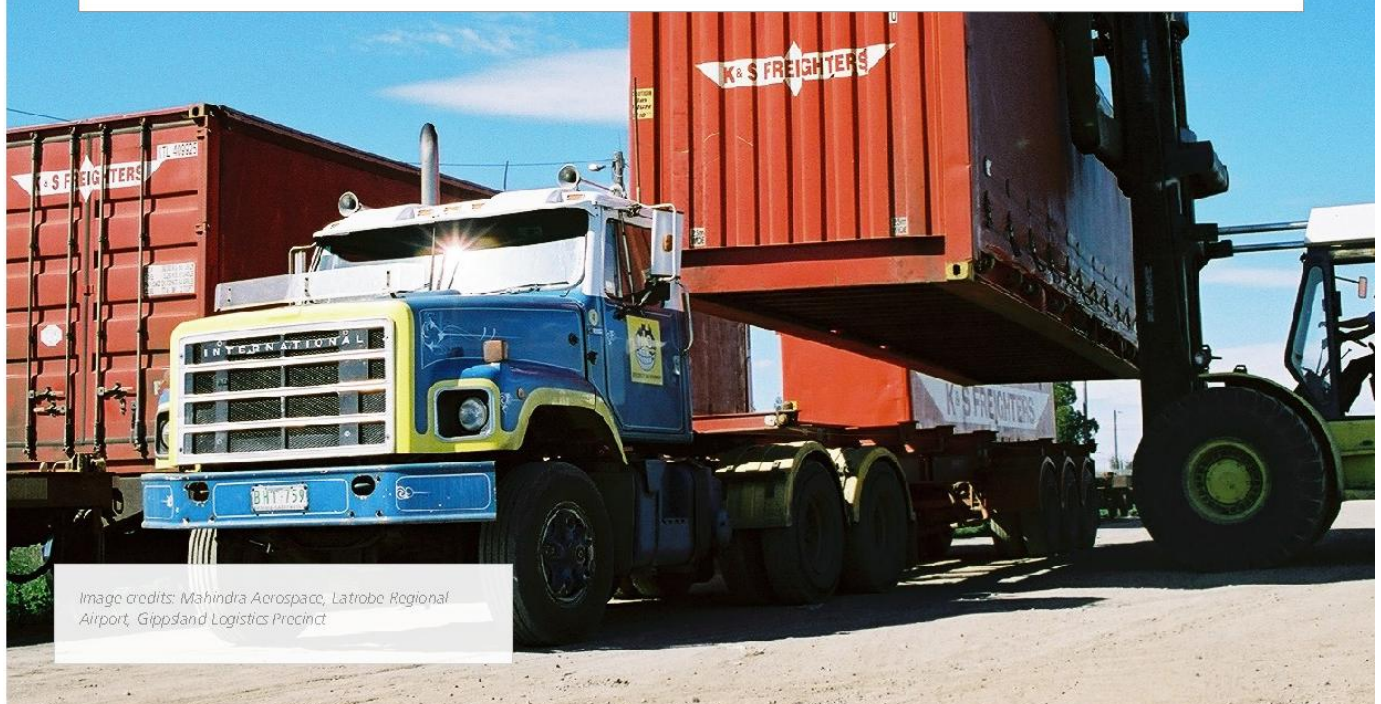


Image credits: Mahindra Aerospace, Latrobe Regional Airport, Gippsland Logistics Precinct



SERVICE PROVISION HIGHLIGHTS FOR 2013/14

- Almost 10,000 people attended the Regional Living Expo held over three days at the Melbourne Convention and Exhibition Centre.
- Responded to 507 business enquiries, an increase from 414 in 2012/13.
- The Latrobe Regional Airport operated in accordance with Civil Aviation Safety Authority regulations.
- Supported the Latrobe City Business Tourism Association to host the People's Choice Awards.
- Supported five funding applications for business expansion, job creation and investment attraction.
- 285 businesses were directly supported by the Economic Development Team.
- Visited 300 businesses in Morwell CBD that were impacted by the Hazelwood Mine Fire and organised a series of workshops to support recovery.

Image credit: Latrobe City Council employees at the Regional Living Expo.

MEASURING OUR PERFORMANCE

2013/14 was the first year that this performance indicator information was collected and therefore, in most cases, will provide the baseline for the establishment for future targets.

PERFORMANCE INDICATOR	2013/14	COMMENTS
Number of Council jobs funded through the federal and state government	133.4	The ratio of grant funds to employee costs is calculated for each program or project which is supported by government grant funding. This figure is based on the adopted 2013/14 Budget.
Number of International, national, state and regional events held in Latrobe City	435	The breakdown of events held during 2013/14 included: <ul style="list-style-type: none"> • International: 8 • National: 11 • State/Regional: 39 • Community: 377
Return on investment from Council's contribution to major events held in Latrobe City	9077%	\$6,581,006 was the total estimated Economic Benefit to Latrobe City From the 2013/14 events that were captured. The cash contribution by Latrobe City Council to these events was \$72,500. Therefore, for every \$1.00 Latrobe City Council spent, the Tourism Victoria methodology suggests the return on investment was \$90.77.
Number and value of business expansion, job creation and investment attraction funding applications supported by Council	5	Five business expansion, job creation and investment attraction funding applications were supported by Latrobe City Council in 2013/14 to the value of \$1.12 million in government funding and total project value of \$9.42 million.
Number of businesses supported through direct contact with Latrobe City Council's Economic Development Department, including factors of attraction, job creation and investment value	285	The Economic Development Team supported 285 businesses including 25 industry groups and associations in the 2013/14 financial year providing assistance for 44 site selections, 144 referrals to other departments, attended 104 meetings with businesses and assisted 51 new business enquiries.
Annual employment growth rate in Latrobe City benchmarked against other regional cities	-5.26	During 2013/14, Latrobe City experienced a 5.26% decline in the number of residents employed both within and outside of Latrobe City. Figures for 2013 were 36,576 compared with 38,607 in 2012. The number of Latrobe City residents employed within the municipality experienced an increase in the Health Care and Social Assistance, Public Administration and Safety, Transport, Postal and Warehousing; and Mining sectors. In comparison, the number of residents employed increased in City of Ballarat by 6.49%, decreased in Greater Bendigo by 3.89% and increased in Greater Geelong by 1.68%. Source: REMPLAN Jobs growth rate report, August 2014.
Number of trainee and apprentice positions available in Latrobe City each year	6,861	The number of trainee and apprentice positions available in Latrobe City for 2012/13 totalled 6,861. The figures for 2013/14 are not available until December 2014.
Mean taxable income of residents benchmarked against other regional cities	\$51,498	Latrobe City experienced an increase in the mean taxable income, from \$47,678 to \$51,498, which represents an increase of 8.1%. In comparison, the mean taxable income in City of Ballarat increased by 5.6%, decreased in Greater Bendigo by 4.8% and increased in Greater Geelong by 5.4%. Source: Australian Bureau of Statistics National Regional Profiles.
Percentage change in employment rates by industry sector	13.30	Employment rates in Latrobe City increased 13.3% with Health Care and Social Assistance, Public Administration and Safety, Transport, Postal and Warehousing and Mining experiencing over 50% increases in employment between 2012 and 2013. Source: Australian Bureau of Statistics.
Number of new business registrations by sector with Latrobe City	623	Approximately 623 new business registrations were recorded in Latrobe City for 2013/14. The largest increases were in Construction (18.3%), Other Services (11.9%), Administrative and Support Services (11.0%) and Professional, Scientific and Technical Services (10.4%). Source: Australian Business Register.

THEME

2

APPROPRIATE, AFFORDABLE & SUSTAINABLE FACILITIES, SERVICES & RECREATION

OBJECTIVES

- To promote and support a healthy, active and connected community.
- To provide facilities and services that are accessible and meet the needs of our diverse community.
- To enhance the visual attractiveness and liveability of Latrobe City.

STRATEGIC DIRECTION

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

ACTION

Progress Council's decision in respect to the provision of Our Future Our Place project for Kingsford Street Reserve Moe, to deliver an affordable housing scheme on the site.

RESULT

The Expression of Interest process to establish developer interest in the project is complete and meetings with interested parties were held and reviewed in August/September 2013. Further engagement with potential development/construction partners was held in January 2014 discussing project agreements with an update provided to Executive Team in June 2014.



ACTION

Implement year three actions and amendments of the Latrobe City Council Playground Improvement Implementation Plan 2011-2016 to enhance social and health outcomes and improve local neighbourhood amenity.

RESULT

Year three actions of the Latrobe City Council Playground Improvement Implementation Plan 2011-2016 have been delivered. Upgrades, including equipment replacements, shade sail repairs and graffiti removal have been completed across a number of locations including:

- Charles Bond Park, Yinnar
- Jeeralang Avenue Reserve, Newborough
- Alfred Drive Reserve, Yinnar
- Randall Crescent Reserve, Moe
- Berg Street Reserve, Morwell



ACTION

Implement actions from the technical audit report for Latrobe Leisure Centres.

RESULT

The actions implemented from the technical audit report during 2013/14 included;

- Latrobe Leisure Moe/Newborough
 - Resurfacing of the Joe Carmody Athletics Track
 - Sauna Heater Replacement
- Latrobe Leisure Morwell
 - Replacement of Hot Water Units
 - Gym Refurbishment
- Latrobe Leisure Traralgon Sports Stadium
 - Re-surfacing of Court 5
 - Refurbished Kiosk/Kitchen/Office Community Group
- Latrobe Leisure Churchill
 - New fencing around the 'Hypo Tanks'



ACTION

Deliver the Annual Capital Works Program.

RESULT

Delivered the Annual Capital Works Program consisting of minor and major capital works projects. 58% of the \$41.2 million in the originally planned program was completed during 2013/14. The main factors in the shortfall of \$17.1 million against the original program was caused by delays associated with the Moe Rail Precinct Revitalisation Project (Government funding constraints) and the introduction of a revised procurement policy which caused delays with procurement activities. Projects not finalised are expected to be completed in 2014/15.

Image credit: Latrobe Leisure patrons

LATROBE CITY COUNCIL ANNUAL REPORT 2013/14 73

1.0 OVERVIEW

2.0 OUR COUNCIL

3.0 OUR ORGANISATION

4.0 OUR PERFORMANCE

5.0 GOVERNANCE

6.0 FINANCIAL POSITION

7.0 OUR REFERENCES

ACTION

Progress Council's decision in respect to the delivery of the Moe Rail Precinct Revitalisation Project.

RESULT

External funding totalling \$10.5m has been secured for this project enabling the proceeding of Stage 1 which includes the Civic Hub Building and Plaza.

Town planning issues have been resolved with required re-zoning that supports the project approved.

Land purchase agreements have been negotiated with the tender for the main construction works completed and construction of the Hub and Plaza are expected to commence in August 2014. This project will continue in 2014/15.



ACTION

Commence development of Drainage Asset Management Plan (DAMP).

RESULT

The development of the Drainage Asset Management Plan commenced following the adoption of the Asset Management Strategy. Collation of inventory data and representation of spatial data into Intramaps (Council's Geographic Information System), has been completed. The forecast delivery date for the Plan is December 2015.



ACTION

Progress Council's decision in respect to the delivery of the Gippsland Regional Aquatics Centre in Traralgon.

RESULT

The concept design has been completed following consultation. Currently, a car parking and traffic study is being undertaken to be included in the schematic design of the facility. A funding submission with Regional Development Australia was unsuccessful and other external funding avenues are being investigated.



ACTION

Review the Traralgon Outdoor Recreation Plan to review existing priorities not yet delivered and to identify new priorities for the plan.

RESULT

Consultants were engaged to review the Recreation Plan and, following Community engagement activities in Sept 2013 and March/April 2014, a final plan was developed and adopted by Council at the Ordinary Council Meeting held 30 June 2014.



ACTION

Complete a needs assessment for the Moe Tennis Centre to determine the future requirements for the facility.

RESULT

After extensive community engagement, an assessment was completed on the future requirements of the Moe Tennis Centre, and endorsed by Council in March 2014.



ACTION

Commence implementation of the Latrobe City Public Open Space Strategy.

RESULT

The Public Open Space Strategy includes 52 recommendations. During 2013/14 work commenced on the following master plans –

- Traralgon Recreation Reserve
- Morwell Recreation Reserve Precinct
- Warren Terrace Reserve

Latrobe City Council has been successful in obtaining a number of external funding approvals for priorities identified in the Public Open Space Strategy.

This project will continue in 2014/15.





ACTION

Kilkenny Close, Traralgon – Drainage Easement Acquisition.

RESULT

Preliminary consultations were held with affected landowners with the proposed extent of the acquisition being reviewed in regard to the discharge of water onto adjoining properties. Legal advice was obtained and the acquisition process has commenced. Once finalised, a revised 'Notice of Intention to Acquire' will be sent to property owners.

This project has experienced delays and is now expected to be delivered in the 2014/15 financial year.

STRATEGIC DIRECTION

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

ACTION

Develop a Latrobe City Council Public Health and Wellbeing Plan in accordance with the Public Health and Wellbeing Act 2008, and present to Council for consideration.

RESULT

The Latrobe City Council Public Health and Wellbeing Plan, which also involved the development of a comprehensive health and wellbeing data profile for the municipality, was adopted by Council on 2 December 2013 and was formally launched on 13 May 2014 by the Mayor and Ms Georgie Crozier, MLC - Parliamentary Secretary for Health. The launch was attended by 83 plan partners, stakeholders and community members including Minister Russell Northe, MP and Danny O'Brien, MP.



ACTION

Maintain the World Health Organisation (WHO) safe community status.

RESULT

The safe community status was maintained in accordance with the World Health Organisation (WHO).

Two highly successful sessions were held providing the community with information about Alcohol and ICE substance abuse as part of a Safety Forum in Community Safety. Data was gathered and evaluated from across the community and an annual report on Safety Activities within Latrobe City was compiled and submitted to the WHO to maintain Safer Communities accreditation.



ACTION

Review the Latrobe City Council Positive Ageing Plan 2009-2012, which encourages active participation by older people in community life, and present to Council for consideration.

RESULT

Community consultations have occurred. Township consultations are scheduled to commence in July 2014.

The completed review is expected to be presented to Council in December 2014. This action is behind schedule due to extended staff vacancies and is now due to be delivered during the 2014/15 financial year.

1.0 OVERVIEW

2.0 OUR COUNCIL

3.0 OUR ORGANISATION

4.0 OUR PERFORMANCE

5.0 GOVERNANCE

6.0 FINANCIAL POSITION

7.0 OUR REFERENCES

STRATEGIC DIRECTION

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

ACTION

Progress Council's decision in respect to the provision of a performing arts and convention centre for Latrobe City to enhance Latrobe City's cultural infrastructure and programs and to attract business tourism to our city.



RESULT

A Feasibility Study, Business Case, Concept Designs and Remplan Economic Modelling Assessment have been completed. To further progress, Latrobe City Council is required to advocate to state and federal Government for funding.

ACTION

Develop a Latrobe City Council 2013-2017 Arts Strategy and Action Plan for Council endorsement.



RESULT

A project brief was prepared and funding application with the state government Putting Locals First Program was received. This project has been delayed until the 2014/15 financial year due to insufficient staff resources and workload priorities. The tender process for consultancy is scheduled to be undertaken during July 2014.

ACTION

Deliver the Community Grants Program to support non-for-profit community focussed groups for projects that will assist in the ongoing development of community facilities and to meet the social, recreational and cultural needs of the Latrobe City community.



RESULT

During 2013-14, Community Groups completed and submitted the required paperwork requesting a grant/s. The submissions were evaluated to ensure compliance was met and as a result, 174 Community Groups received grants including:

- 99 Minor Capital Works
- 23 Community Development
- 26 Events
- 26 Venue Hire

For further information on the Community Grants Program, please refer to page 62.

ACTION

Deliver Year 1 Actions of the Latrobe City Events Strategy and Action Plan 2013-2017 to present an exciting and diverse events calendar that benefits our community, economy and profile of our city.



RESULT

Year 1 Actions of the Latrobe City Events Strategy and Action Plan delivered during 2013-14 included Latrobe City hosting and supporting over 377 events including:

- 8 International events
- 11 National events
- 39 State/Regional events
- 17 Significant community and cultural events

STRATEGIC DIRECTION

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

ACTION

Finalise the detailed design of the Morwell to Traralgon shared pathway feasibility study to improve connectivity between the two towns.

RESULT

An inspection, survey and detailed preliminary design have been completed following community engagement in August 2013 and Council endorsement in December 2013. Currently a detailed assessment of native vegetation offsets is being undertaken which will confirm final costings for the completion of the project. This project will continue in 2014/15.

STRATEGIC DIRECTION

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

ACTION

Develop and deliver initiatives to improve the visual attractiveness of our towns.

RESULT

Advice has been provided to stakeholders on proposed open space developments for Latrobe City including the development or redevelopment of town entries, parks and existing playgrounds. Regional Development Victoria recently announced funding of \$150k for the beautification of the Morwell Central Business District. This project will continue in 2014/15.

STRATEGIC DIRECTION

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

ACTION

Review Council's design guidelines to ensure appropriate access for emergency vehicles on Latrobe City roads.

RESULT

Latrobe City Design Guidelines were reviewed and updated to ensure street widths in new residential developments are able to accommodate emergency vehicles.



ACTION

Complete the development of master plans for Morwell and Traralgon Recreation Reserves.

RESULT

Consultants were engaged to undertake master plans for the Morwell and Traralgon Recreation Reserves and, following community engagement activities in Sept 2013 and March/April 2014, a draft master plan has been developed for both sites. The Morwell Recreation Reserve Precinct Master Plan was adopted by Council at the Ordinary Council Meeting held 30 June 2014, however the Traralgon Recreation Reserve Precinct Master Plan requires further engagement with key stakeholders to gain consensus with the recommendations.

1.0 OVERVIEW

2.0 OUR COUNCIL

3.0 OUR ORGANISATION

4.0 OUR PERFORMANCE

5.0 GOVERNANCE

6.0 FINANCIAL POSITION

7.0 OUR REFERENCES

SERVICE PROFILE

Aged & Disability Services

Deliver Home and Community Care (HACC) program in accordance with Department of Health guidelines and Disability Service Programs in accordance with the Department of Human Services guidelines.

Arts

Deliver the Annual Latrobe Regional Gallery Exhibitions program and deliver Education and Public Participation programs across all arts facilities. Deliver the Annual Performing Arts Performances program. Manage and maintain Halls and Venues across the City.

Civil Works Projects

Deliver civil works projects across Latrobe City in accordance with relevant legislation and guidelines.

Early Childhood Health & Development

Deliver enhanced maternal and child health services in accordance with Council adopted policies.

Early Learning & Care

Deliver early learning, family day care, and preschool services in accordance with Council adopted policies, and work with other providers to improve and integrate support services for all children in the municipality.

Events

Facilitate the attraction of new events and support existing events across Latrobe City and deliver Latrobe City Council's annual Australia Day program as per the 2013-2017 Latrobe City Events Strategy and Action Plan.

Healthy Communities

Work in partnership with the community to address causes of chronic preventable disease by developing local solutions for healthy living, encourage healthy eating and physical activity, and reduce smoking and harmful alcohol use.

Infrastructure Design

Design civil works projects in consultation with the Latrobe City community.

Landfill Services

Operate and maintain the Latrobe City Hyland Highway Municipal Landfill facility in accordance with Environment Protection Authority licence conditions.

Leisure Facilities

Maintain and operate Latrobe City leisure centres, outdoor pools and stadiums together with managing and maintaining the Hazelwood Pondage and Lake Narracan caravan park and day visitor facilities.

Library services

Deliver library services and programs in accordance with the Library Plan 2011-2017.

Major Projects

Deliver major projects from the Annual Capital Works Program.

Parks, Gardens & Playgrounds

Manage and maintain parks and gardens across Latrobe City and maintain and develop playgrounds in accordance with the Latrobe City Council Playground Strategy.

Recreation & Open Space Planning

Provide Recreation and Open Space Planning advice for Latrobe City.

Recreation Liaison

Manage and maintain sporting reserves and work with community groups across Latrobe City.

Social Support

Deliver the Planned Activity Group and Meals on Wheels Programs to eligible clients.



SERVICE PROVISION HIGHLIGHTS FOR 2013/14

- During 2013/14, 832,000 recycling collections and 769,000 green waste collections were completed, diverting 8,500 tonnes of recyclables and 8,400 tonnes of green waste from landfill.
- Recycling of plasterboard commenced at transfer stations to further reduce waste to landfill.
- The number of outdoor pool participants for the 2013/14 season was 22,950.
- 385,310 library items were borrowed by community members.
- Hosted eight international, 11 national, 39 state/regional events, 17 significant community and cultural events and supported over 377 events.
- Over 100 public amenities received a regular cleaning service.
- Over 500 hectares of active and passive reserves and over 90,000 square metres of shrub and garden beds maintained.
- The Latrobe Regional Gallery hosted 39 exhibitions and events including the return of the Tibetan Monks for the 'Footsteps from the Roof of the World Tour 2013' which attracted 1560 patrons during the five day event.
- 723 km of paths within Latrobe City were maintained.
- Delivered more than 33,000 meals on wheels meals to eligible clients.
- Through the 'Swift' Library program, 18,593 items were sourced and loaned to Latrobe City Council library members, an increase from the previous period.
- 242 bookings at the International Power Hazelwood Traffic School.
- Delivered two no charge hard waste drop off weekends, two no charge green waste weekends and provided two hard waste kerbside collection services by resident appointment in December 2013 and May 2014.
- Completed design for landfill capping which received EPA approval.
- Healthy Together Latrobe supported approximately 75% of schools and early childhood services to improve the health and wellbeing outcomes of Latrobe City's children and young people.

Image credit: Railway Park, Boolama

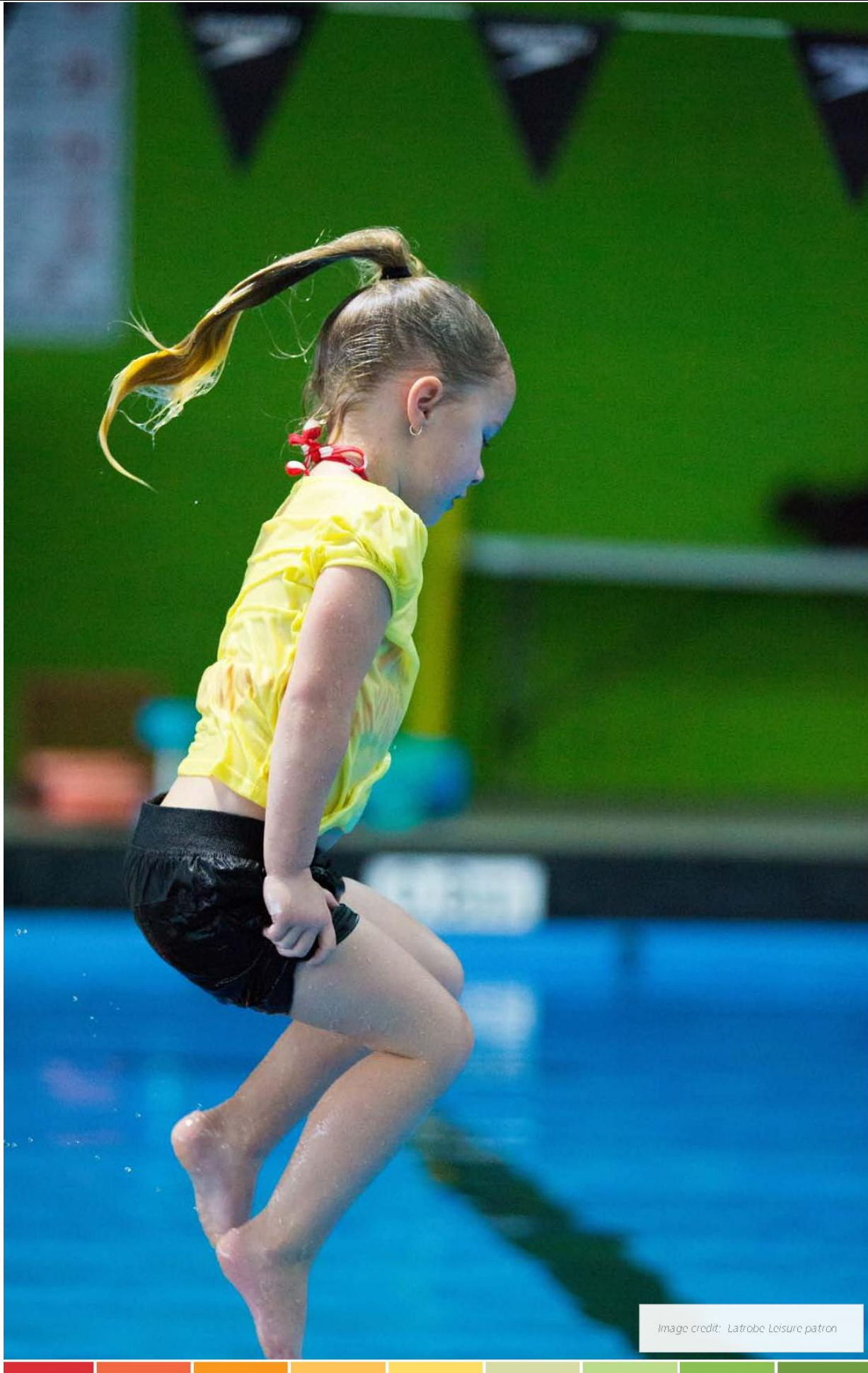


Image credit: Latrobe Leisure patron

MEASURING OUR PERFORMANCE

2013/14 was the first year that this performance indicator information was collected and therefore, in most cases, will provide the baseline for the establishment for future targets.

PERFORMANCE INDICATOR	2013/14	COMMENTS
Opinion of visitors on the cleanliness and attractiveness of Latrobe City	87%	During April – June 2014 Latrobe City Council implemented a postcard survey to gain an insight into visitor perception of the cleanliness and attractiveness of Latrobe City. From the responses provided, 87% rated the city as either good or very good. This year's results will be used as baseline data to inform future trends.
Number of visitors and memberships for Latrobe City Council's leisure facilities, stadiums and reserves annually	431,734	During 2013/14, Latrobe Leisure recorded attendances of 429,934 through the facilities and stadiums and had 1,800 members, which is slightly lower compared with 2012/13.
Number of people who attend Latrobe City Council's performing arts, visual arts and arts education public programs annually	118,138	Attendance for 2013/14 is broken down into the following: <ul style="list-style-type: none"> • Latrobe Regional Gallery (Visitors, Education, Public Programs and Openings) -18,020 • Latrobe Performing Arts and Venues (LPA Shows, Education, Community Engagement, • Community/Commercial shows & Venue Hire) -100,118
Number of requests from the community for rubbish collection received annually	204	During 2013/14 a total of 204 Pathway requests were carried out for dumped rubbish, including 12 asbestos and 6 syringe pick up requests.
Latrobe City Council's mean score for the appearance of public areas in the annual Local Government Community Satisfaction Survey	67	Latrobe City's score remains the same as 2013 which is 2 below the score received in 2012 and trails the regional average of 73.
Number of shared pathways, pedestrian footpaths, bicycle paths and walking trails constructed and maintained annually	723.2km	An additional 34.2 km of pathways were developed and maintained during 2013/14 with the majority of the increase from developer gifted assets in new residential developments.
Number of people participating in volunteering to support Latrobe City Council events and service delivery annually	390	Each year Latrobe City Council works with volunteers across of a range of services including Home and Community Care (HACC), maintaining open space reserves and supporting festivals, expos and sporting events.
Number of visits to Latrobe City Council libraries to access services, activities, education programs annually	230,630	Included in this figure were: <ul style="list-style-type: none"> • 6,710 children attended Storytime, Afterschool program and Library School Holiday Program • 305 children and 150 adults participated in library tours • 90 adults attended author talks • 120 adults attended digital literacy sessions • 155 adults attended educational talks • 53 adults attended the Indigenous Honour Roll launch During this period 385,310 library items were borrowed by members.
Overall customer satisfaction in the annual Latrobe City Council Maternal and Child Health Services Survey	85%	Latrobe City Council's score of 85% has exceeded the target of 80%.
Overall customer satisfaction in the annual Latrobe City Council's Home and Community Care Services Survey	93%	Surveys were sent out to Latrobe City Council's Home and Community Services clients in April and feedback provided was followed up and actioned with responsible officers.
Latrobe City Council's satisfaction rating for recreational facilities in the annual Local Government Community Satisfaction Survey	68%	Latrobe City's score of 68 is a slight increase from 2013 but remains lower than the score of 71 from 2012 and the regional centres average of 72.
Report annual health and wellbeing community indicators as described by the Healthy Together Latrobe Strategic Roadmap	Completed	During 2013/14, the Healthy Together Latrobe initiative has worked to support the community to embrace and drive positive health behaviours where they live, learn, work and play including: <ul style="list-style-type: none"> • Supported approximately 70% of large workplaces within Latrobe City through the Workplace Achievement program. • Supporting 75% of schools and early childhood services through the Schools and Early Childhood Achievement program. • 109 community members participating in Latrobe Parks Walks program. • Supporting the community through the Health Champions initiative.

THEME

3

EFFICIENT, EFFECTIVE & ACCOUNTABLE GOVERNANCE



OBJECTIVES

- To achieve the highest standards of financial probity and meet all statutory obligations.
- To provide open, transparent and accountable governance.
- Work to minimise rate increases for our community.
- Effectively manage Council debt to minimise long term cost.

STRATEGIC DIRECTION

Continuously review our policies and processes to increase efficiency and quality of our facilities and the services we provide.



ACTION

Review Local Law No 3 to ensure protection of Council assets and local amenity during building works and present to Council for consideration.

RESULT

The review of Local Law No 3 is currently underway. The internal review is scheduled to be completed and presented to Council at the Ordinary Council Meeting on 21 July 2014 with a public consultation period to follow. The review will be presented to Council for consideration at the Ordinary Council Meeting in September 2014.

The adjusted Council meeting schedule has caused some delays with the projected timeframes for this project, pushing the completion date into the 2014/15 financial year.



ACTION

Review the Asset Management Strategy to ensure future years asset management meets best practice and present to Council for consideration.

RESULT

A review of the strategy was completed and the Asset Management Strategy 2014-2018 was adopted by Council at the Ordinary Council Meeting held 3 February 2014.



ACTION

Review Latrobe City Council's Internal Audit Program to ensure all statutory obligations are met and the highest standards of governance are met.

RESULT

Delays have been experienced due to contract and resourcing issues. A draft audit plan was presented to the Audit Committee for consideration. Two internal audit projects have been carried out in the current calendar year with draft reports provided.



ACTION

Review the Council Plan 2013-2017, present to Council for consideration and submit to the Minister for Local Government within the legislated timeframe.

RESULT

The annual review of the 2013-2017 Council Plan was undertaken within the legislated timeframe with Council resolving to endorse the Plan at the Ordinary Council Meeting held 19 May 2013 with no amendments.



ACTION

Review Local Law No. 2 which contributes to the peace, order and good governance of Latrobe City and present to Council for consideration.

RESULT

Resourcing issues due to the increased workloads and altered priorities during the Hazelwood Mine Fire has caused a delay to this project. The draft Local Law No. 2 has been prepared for legal review prior to presentation to Council in 2014. This project will continue in 2014/15.

Image credit: Latrobe City Council Headquarters

ACTION

Update Latrobe City Council's telephone system to improve customer service to our community.

RESULT

Latrobe City Council's ageing analogue telephone system was replaced with a new digital system that went live on 28 November 2013. The project involved the installation of new equipment at 13 locations with over 400 handsets replaced, covering the customer contact centre and general staff. The communications infrastructure was also upgraded to increase resilience and communications capacity. Customer service has been greatly improved through efficient call handling and responsiveness to calls from the community and integrates telephone communications with Latrobe City Council's corporate computer systems.



ACTION

Review Latrobe City Council's Procurement Policy to maximise the proportion of local goods and services purchased.

RESULT

Council adopted the Procurement Policy on 7 October 2013 and, following further amendments, on 6 November 2013. Following a further review in January 2014, Council amended the Policy on 25 January 2014. The adopted Procurement Policy is compliant with the *Local Government Act 1989*.



STRATEGIC DIRECTION

Regularly report Council decisions and performance to the community.

ACTION

Participate in and implement the outcomes pertaining to the changed environment for performance reporting.

RESULT

Latrobe City Council participated in a two stage Pilot Program to assist with the development of a Local Government Performance Reporting Framework. Following the pilot, amendments to the Local Government Act were approved in Parliament in April 2014. As a result, Latrobe City Council has integrated the new reporting requirements within our performance reporting application.



STRATEGIC DIRECTION

Increase community awareness and satisfaction with Council's services and facilities.

ACTION

Prepare the Annual Report, submit to the Minister for Local Government and present to Council within the legislated timeframe.

RESULT

The Annual Report 2012/13 was prepared in accordance with the *Local Government Act 1989* and submitted to the Minister for Local Government within the legislated timeframe.

Latrobe City Council received a bronze award for the 2012/13 Annual Report in the 2014 Australasian Reporting Awards.



STRATEGIC DIRECTION

Continuously improve financial management and reporting.

ACTION

Review the 10 Year Financial Plan in order to align with the Council Plan 2013-2017.

RESULT

The review of the Long Term Financial Plan was undertaken in conjunction with the development of the Annual Budget. A number of key changes throughout the budget process resulted in some significant changes to the plan.



ACTION

Facilitate the development of the Annual Budget and present to Council for consideration.

RESULT

A number of key workshops were undertaken with Councillors throughout the process of the development of the budget. Once developed, the draft annual budget was presented to the Audit Committee.

On 19 May 2014, the draft budget documentation was finalised and presented to Council at the Ordinary Council Meeting.

Latrobe City Council then extended an invitation to community organisations and individuals to make a submission in relation the draft 2014/15 Budget.

A review of public submissions was heard on 23 June 2014 at the Special Council Meeting and Council met to adopt the budget on 30 June 2014. The adopted 2014/15 Budget was submitted to the Minister for Local Government within the legislated timeframe.

STRATEGIC DIRECTION

Ensure Latrobe City Council's infrastructure and assets are maintained and managed sustainably.

ACTION

Commence the review of the Building Asset Management Plan by collating building data to ensure a clear, achievable plan for future management of Council owned building assets.

RESULT

Work has commenced on the Building Asset Management Plan with consultations held and Buildings data (125 buildings) imported in MyData Asset Management System.

The importing of asset ownership details and documentation into MyData is underway.

There was some delay in commencing the Building Asset Management Plan review until after the Asset Management Strategy review was completed. The review of the Building Asset Management Plan will continue in 2014/15.

SERVICE PROFILE

Building Maintenance

This unit is to deliver the cyclic maintenance program on Latrobe City Council buildings.

Community Information

Deliver professional customer service at all Latrobe City Council service centres and libraries in accordance with the Customer Service Plan 2012-2016.

Corporate Strategy

Administer corporate planning and reporting of Latrobe City Council.

Council Operations – Legal Council

Administer the operation of Council meetings. Administer legal advice and services for Latrobe City Council.

Financial Services

Administer financial management, advice and service of Latrobe City Council, administer procurement processes for goods and services within Latrobe City Council, administer payroll for Latrobe City Council staff and administer the database of properties within Latrobe City Council, including property valuation and municipal rate collection in accordance with the Rating Strategy.

Health Services

Minimise the incidence of food-borne illness pursuant to the Food Act. Deliver an Immunisation program in accordance with the Public Health and Wellbeing Act.

Infrastructure Maintenance

This unit is to provide maintenance services for Latrobe City's road, drainage, signage, footpath and tree networks and to deliver cleansing services across the municipality, including footpath and street-sweeping, public toilets, bus shelters, barbecues, rotundas and picnic shelters in accordance with specified standards and schedules.

Infrastructure Planning

Provide Traffic Management and Asset Management planning, advice and services for Latrobe City in accordance with statutory and regulatory timeframes.

Information Services

Maintain the Latrobe City Council IT networks infrastructure, assets, purchasing and licences and provide an effective secure environment for storage and disaster recovery. Develop and maintain a Geographical Information System (GIS) for broad use by the organisation. Maintain corporate information and Council documentation and information applications in accordance with regulatory guidelines.

Local Laws

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

Mayoral and Council Support

Provide support services to Councillors of Latrobe City Council and deliver civic functions and events across Latrobe City.

Office of the CEO

Actively participate in the Gippsland Local Government Network.

People and Development

To provide advice, education and support to ensure the success of the organisation through effective leadership, resourcing and people management initiatives. To deliver a variety of learning initiatives and develop the knowledge, skills and confidence of our people.

Property and Statutory

Administer property management, advice and services of Latrobe City Council.

Risk and Compliance

Provide Latrobe City Council with risk management support and advice, coordinate Occupational Health and Safety responsibilities and develop and implement a compliance framework. Administer Freedom of Information requests, Information Privacy requirements; maintain public registers, policies, audit activities and electoral functions for Latrobe City Council.





SERVICE PROVISION HIGHLIGHTS FOR 2013/14

- Latrobe City Council held six citizenship ceremonies where over 200 candidates received Australian Citizenship.
- Processed just under 54,000 pieces of mail and 1503 faxes.
- Implemented the new Geographic Information System, Intramaps to improve mapping services and support.
- 89% of impounded dogs were re-housed or returned to owners, which was a slight increase from the previous year.
- More than 26,000 hours of group based activities (Planned Activity Group) delivered for older adults living in Latrobe City.
- In accordance with the *Public Health and Wellbeing Act*, 169 registered health premises were inspected.
- Councillors completed their review of the Council Plan 2013 - 2017.
- The average waiting period for a call to be answered through the call centre was reduced from 53 seconds to 44 seconds.
- 25,253 hours of Full Cost Home Care were provided to eligible clients as per Department of Health Guidelines.
- Administered financial management, advice and services in accordance with accounting standards.
- Council meetings were administered in line with the *Local Government Act 1989* and *Local Law No. 1*.
- Completed 81 septic tank inspections.

Image credit: Churchill Town Centre

MEASURING OUR PERFORMANCE

2013/14 was the first year that this performance indicator information was collected and therefore, in most cases, will provide the baseline for the establishment for future targets.

PERFORMANCE INDICATOR	2013/14	COMMENTS
Report performance improvements and initiatives to increase efficiency of our services as required by Best Value legislation annually	Completed	Best value achievements in the delivery of services provided by Latrobe City Council are provided within this Annual Report.
Report Council's performance against the Victorian Local Government Indicators annually	Completed	Victorian Local Government Indicators were reported for 2013/14 and provided for inclusion within the Annual Report
Deliver 100% of Key Strategic Activities and Annual Actions annually	72%	Of the seven Key Strategic Activities's for 2013/14, four were completed. 44 Annual Actions were delivered for 2013/14 from a total of 61.
Compare and report our annual Local Government Community Satisfaction Survey results	Completed	Latrobe City's Local Government Community Satisfaction Survey results for 2013/14 were compared and reported on.
Provide financial reports quarterly and annually	4	Three Quarterly Reports and one Annual Financial Report were provided to Council.
Report the number and type of community complaints received and resolved annually, including response timeframes	101	101 complaints were recorded in Latrobe Content Management System (LCMS) for the 2013/14 financial year. All complaints were actioned according to the process outlined in the Citizen Complaints Policy and Procedure.
Percentage of procurement that is awarded to businesses that have a head office in Latrobe City, are owned by a Latrobe City resident or source a high percentage of goods and services from Latrobe City annually	48%	During 2013/14, 48% of contracts awarded were to businesses located within Latrobe City. This percentage was determined by information supplied in tenderer's documents.
Percentage of actions completed in the annual internal Audit Plan	35%	The remainder of the actions are at 80-90% complete and are anticipated to be completed by September 2014.
Percentage of Local Government Community Satisfaction Survey respondents who are satisfied that Council is open about the decisions it makes	Not Available	This information was not captured during 2013/14 Local Government Community Satisfaction survey.

THEME

4

ADVOCACY FOR & CONSULTATION WITH, OUR COMMUNITY



OBJECTIVES

- 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 cities.
- To advocate for and support cooperative relationships between business, industry and the community.
- To ensure effective two-way communication and consultation processes with the community in all that we do.

- 1.0 OVERVIEW
- 2.0 OUR COUNCIL
- 3.0 OUR ORGANISATION
- 4.0 OUR PERFORMANCE
- 5.0 GOVERNANCE
- 6.0 FINANCIAL POSITION
- 7.0 OUR REFERENCES

STRATEGIC DIRECTION

Work with relevant agencies to improve the management and maintenance of all roads and roadsides in Latrobe City.



ACTION

Support the extension of 'Gippsland's Gateways' project through improvements to rail, road and ports. In particular proposed rail access to the Port of Hastings, the establishment of the North East freeway link and construction of West link as an alternative.

RESULT

Officers worked with businesses to increase the volume of freight moving to and from Gippsland via rail and organised a presentation to Councillors and site tour of Port of Hastings during May. A Councillor briefing on the Gippsland Freight Strategy was held on June 16.

STRATEGIC DIRECTION

Advocate for and support our partners to improve air and water quality in Latrobe City.



ACTION

Participate in the development and delivery of the Waterhole Creek Waterway Management Plan, together with the West Gippsland Catchment Management Authority and identified stakeholders.

RESULT

The Waterhole Creek Waterway Management Plan was finalised and signed off by West Gippsland Catchment Management Authority and released on 28 February 2014. Implementation of the plan will continue in 2014/15.

A number of community consultation events were held during the development and consultation period including;

- A successful 'What lives in Waterhole Creek?' event held on 7 December 2013
- Public open house
- Walk and talk along Waterhole Creek

STRATEGIC DIRECTION

Establish a strong image and brand for Latrobe City as one of Victoria's four major regional cities.



ACTION

In accordance with 'Positioning Latrobe City for a Low Carbon Emission Future', pursue opportunities to lobby, advocate and educate state and federal government officers and Ministers on Council's specific transition needs and its status as a major regional city.

RESULT

During 2013/14 officers continued to pursue opportunities to lobby the state and federal government. Letters were prepared on behalf of the Mayor and sent to a number of new federal government ministers including an invitation to visit Latrobe City.

Council delegations to Canberra took place in March and June 2014 to advocate to the federal government on the Emissions Reduction Fund, Advanced Lignite Development Program Fund and Securing our Future priorities.

Image credit: Iraralgon Railway Reserve

ACTION

Implement priority actions from the City Image Strategy to strengthen Latrobe City's profile as Gippsland's Regional City.

RESULT

Action pending due to Council Resolution to defer the City Image Strategy indefinitely to enable a further review by Councillors. A draft 'Terms of Reference' was presented to Councillors at an Information & Discussion Meeting for consideration. Further discussions between Councillors is required before this project can proceed.



STRATEGIC DIRECTION

Review Council's Community Engagement Plan to ensure effective community consultation and engagement in all that we do.

ACTION

Review Latrobe City Council's Community Engagement Plan to establish more effective and focused community consultation procedures.

RESULT

The draft engagement plan was presented to Councillors on 30 September 2013 at the Issues and Discussions meeting.



Community engagement activities were conducted in many forms throughout October 2013 including;

- Business Development e-newsletter
- Social media
- A roving team at the Children's Expo
- Latrobe City Council website
- Internal engagement with Latrobe City Council staff
- A stand at Stockland Traralgon to survey the community

The activities focused on providing community members with an opportunity to reflect on the existing Community Engagement Plan, commitments and approach of Council.

The review of Latrobe City Council's Community Engagement Plan was completed and presented to Council at the Ordinary Council Meeting held 30 June 2014.

STRATEGIC DIRECTION

Strengthen our region by actively leading and encouraging partnerships with other local governments, industry and community agencies.

ACTION

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

RESULT

Council determined the annual schedule of meetings with relevant peak industry and community bodies at the Ordinary Council Meeting held 6 November 2013.

The program of meetings held during 2013/14 included:

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

A report of meetings held between Latrobe City Council and peak industries was noted by Council at the Ordinary Council Meeting held 30 June 2014.



STRATEGIC DIRECTION

Actively encourage and support initiatives that promote social inclusion and diversity within our community.

ACTION

Deliver Year 3 actions from the Latrobe City International Relations Plan 2011-2014 to enhance cultural and economic benefits.

RESULT

Year 3 actions were delivered in line with the Latrobe City International Relations Plan 2011-2014.

The International Relations program plays a proactive role in the delivery of all current International Relations objectives and action. Highlights for the 2013/14 year included;

- Sister Cities Australia National Award recipient
- Sister Cities Festival
- The Mayoral led Music Exchange program to Takasago, Japan and Taizhou, China



ACTION

Lead the development of the Gippsland Low Carbon Economy Transition Plan and support the implementation of the broader Gippsland Regional Plan.

RESULT

A funding submission was made to the Victorian Adaptation & Sustainability Partnerships Grant Scheme on 6 September 2013 on behalf of the Gippsland Local Government Network and Gippsland Regional Plan Group under the "Putting climate adaption plans into action" category.

Consultations were held with Gippsland Regional Plan Low Carbon Strategy Group and a briefing on the Port of Hastings development was provided to South East Australian Transport Strategy Inc. (SEATS).

The funding application for this project was not successful. This initiative will continue to be progressed in 2014/15.



ACTION

Provide regional leadership and facilitate a successful transition for Latrobe City to a low carbon future by delivering 'Positioning Latrobe City for a Low Carbon Emission Future'.

RESULT

At the Ordinary Council Meeting held 28 April 2014, a review of 'Positioning Latrobe City for a Low Carbon Emission Future – Consolidated Progress and Achievements 2014' was presented to Councillors, providing an overview of the successful implementation of the policy over its lifespan.

Following site visits that were organised and attended with both Qube Logistics and the Port of Hastings in May, a report was presented to Council on 30 June 2014.



ACTION

Review the Cultural and Linguistic Diversity Action Plan to assist in building an inclusive, harmonious and engaged community and present to Council for consideration.

RESULT

The Draft Cultural and Linguistic Diversity Action Plan was delayed due to the Hazelwood Mine Fire. A revised Action Plan has been prepared and is to be presented to Council for approval to release for community consultation on 21 July 2014. The adoption of the plan is scheduled to occur by December 2014.



ACTION

Develop and implement the annual Disability Action Plan to focus on equitable access to infrastructure and services provided by Latrobe City Council.

RESULT

The 2013/14 Disability Action Plan was developed and implemented following both internal and external consultation. This initiative will continue in 2014/15.

SERVICE PROFILE

Aboriginal Liaison

Strengthen the relationship between the local Aboriginal community and Latrobe City Council by delivering on the Statement of Commitment.

Communications

Provide communications, marketing and public relations services on behalf of Latrobe City Council.

Community Engagement

Provide community engagement support services to Latrobe City Council.

Community Strengthening

Build community leadership, connectedness, inclusiveness and wellbeing by advocating on behalf of the community, and partnering with them to deliver and facilitate a range of projects, programs, strategies and action plans.

Disability Access and Inclusion

Develop and implement the Rural Access Plan and develop and implement the Disability Action Plan.

Emergency Management

Provide Emergency Management services including preparedness, planning, response and recovery.

International Relations

Deliver International Relations services in accordance with the Latrobe City International Relations Plan.

Regional Partnerships

Provide regional leadership and facilitate a successful transition for Latrobe City to a low carbon future.

SERVICE PROVISION HIGHLIGHTS FOR 2013/14

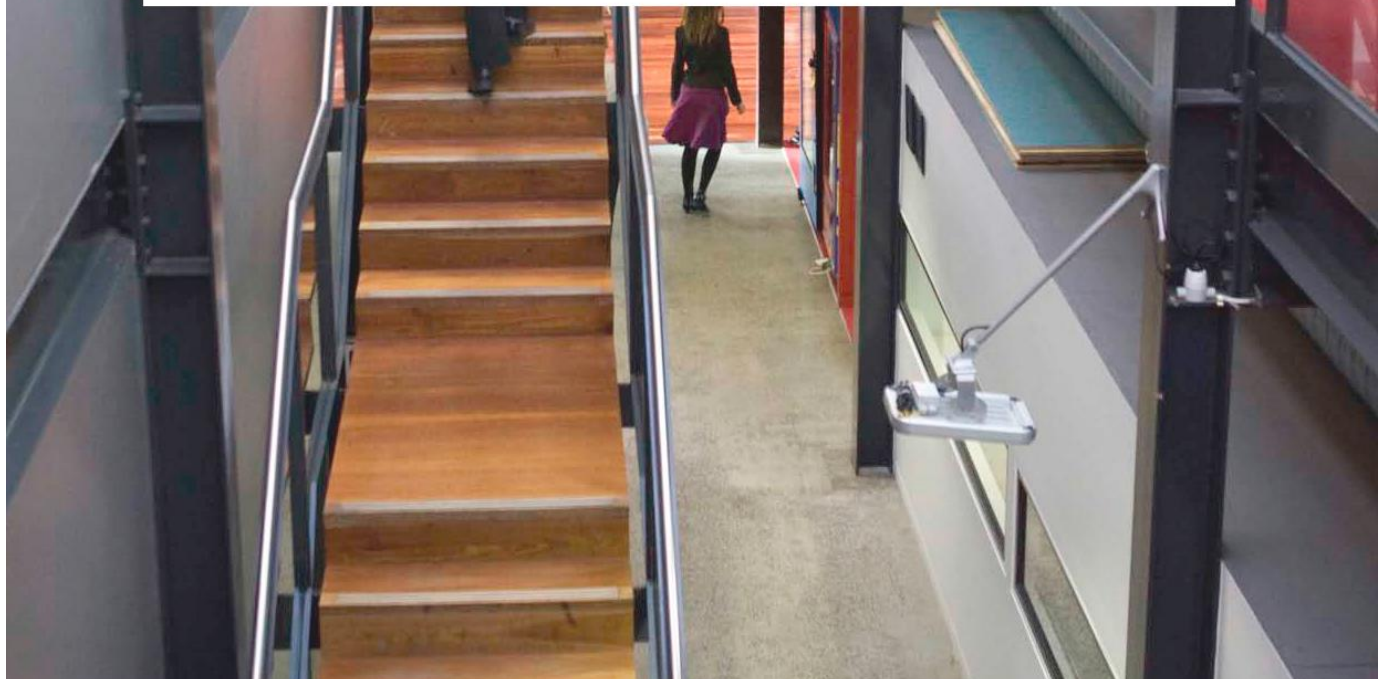
- Latrobe City Council's website included 27 'Have your say' pages during 2013/14, inviting community participation on the development of a range of strategies, plans and projects.
- The 2013/14 Disability Action Plan was developed and implemented.
- Completed the review of the Community Engagement Plan, which demonstrated the positive foundations which have been established.
- Commenced a trial of Public Presentation sessions designed to allow members of the community, organisations and other stakeholders to speak to Councillors on important issues.
- Latrobe City Council was tasked with supporting state government and other agencies to support the relief and recovery operations in response to the Hazelwood Mine Fire.

Image credit: Latrobe City Council Headquarters

MEASURING OUR PERFORMANCE

2013/14 was the first year that this performance indicator information was collected and therefore, in most cases, will provide the baseline for the establishment for future targets.

PERFORMANCE INDICATOR	2013/14	COMMENTS
Number of Latrobe City Council meetings held with state and federal government representatives annually	60	This represents meetings between Councillors and state and federal government Ministers. This figure includes meetings held with Federal Ministers in Canberra during March and June 2014 at which important issues such as climate change policy, energy policy and various funding opportunities were discussed.
Percentage of Community Safety Committee meetings attended by Council representatives annually	100%	11 Community Safety Committee meetings were held during 2013/14 with 17 attendances by Councillors and 28 attendances by Officers
Percentage of Local Environmental Review Committee meetings attended by Council representatives annually	100%	Meetings were held with: <ul style="list-style-type: none"> - Energy Australia (Yallourn) - AGL (Loy Yang A) - GDF Suez (Hazelwood) - Australian Paper
Levels of community satisfaction with Council's overall performance and its relationship with the community as described by the annual Local Government Community Satisfaction Survey	59	Latrobe City's score has increased to 59 from 53 in 2013 and sits equal with the regional average but remains lower than the state average of 61.
Percentage of Local Government Community Satisfaction Survey respondents who are satisfied that Council provides an opportunity to have a say on important local issues	55%	Latrobe City's score of 55 was 5 points higher than the previous year and is now sitting only 1 point behind regional centres.



THEME

5

PLANNING FOR THE FUTURE

OBJECTIVES

- To provide a well-planned, connected and liveable community.
- To provide clear and concise policies and directions in all aspects of planning.
- Advocate for planning changes at the state level to reflect regional needs and aspirations.
- To reduce the time taken to process land use and development planning applications.

- 1.0 OVERVIEW
- 2.0 OUR COUNCIL
- 3.0 OUR ORGANISATION
- 4.0 OUR PERFORMANCE
- 5.0 GOVERNANCE
- 6.0 FINANCIAL POSITION
- 7.0 OUR REFERENCES

STRATEGIC DIRECTION

Provide efficient and effective planning services and decision making to encourage development and new investment opportunities.



ACTION

Undertake improvements to Council's statutory planning procedures and delegations to improve timely processing of planning applications.

RESULT

A Service Improvement Plan was developed and presented to Councillors at the Issues & Discussions session held on 11 November 2013 outlining the proposed improvements and timeline for the delegation process. Changes to delegations were approved by Council at the Ordinary Council Meeting held on 3 March 2014.

Since the approved Service Improvement Plan has been implemented, the percentage of applications being dealt with within 60 statutory days has increased from 33% to 70%.

Initiatives to improve statutory planning procedures will continue in 2014/15.



ACTION

Finalise the Traralgon Car Parking Strategy.

RESULT

The Traralgon Car Parking Strategy aims to identify solutions to assist with balancing supply and demand for car parking in the Traralgon township. The Traralgon Car Parking Strategy has been finalised and makes recommendations including the introduction of a Parking Overlay through a Planning Scheme Amendment which will be implemented during 2014/15 financial year.

STRATEGIC DIRECTION

Plan and coordinate the provision of key services and essential infrastructure to support new growth and developments.



ACTION

Review the Moe/Newborough Structure Plan Review including the Lake Narracan Growth Area Precinct Structure Plan to identify long term growth and development opportunities.

RESULT

The review of the Moe/Newborough Structure Plan and development of Lake Narracan Precinct Structure Plan aims to provide long-term residential and recreational development opportunities. Community engagement was undertaken on a draft Lake Narracan concept plan during November 2013. Council resolved to commence development of a detailed Precinct Structure Plan in March 2014.

This project will continue in the 2014/15 financial year.

Image credit: Hourigan Road, Morwell

1.0. OVERVIEW

ACTION

Finalise the Traralgon Growth Areas Review including the Traralgon West Corridor Precinct Structure Plan to identify long-term growth and development opportunities.

RESULT

The Traralgon Growth Areas Review identifies long-term growth and development opportunities for Traralgon. During the public exhibition period of the draft Traralgon Growth Areas Review documents in 2012, a total of 73 submissions were received which were heard at a Special Council Meeting held in February 2013. Consideration of the issues raised in the submissions resulted in changes to the exhibited draft documents.

The updated Traralgon Growth Areas Review documents were subsequently adopted at the Ordinary Council Meeting on 28 April 2014 where Council also resolved to prepare a Planning Scheme Amendment.

ACTION

Progress appropriate Tyers sewerage/wastewater management system.

RESULT

Latrobe City Council continues to liaise with Gippsland Water to undertake an analysis of options for treatment of wastewater within the township of Tyers. All new septic tank installations within Tyers are subjected to Land Capability Assessments and installed in accordance with the EPA 2013 Code of Practice. This initiative will continue in 2014/15 with Latrobe City Council to advocate on behalf of the Tyers community.

STRATEGIC DIRECTION

Review our policy and guidelines for new residential development in particular lot density, unit development, road widths and emergency vehicle access.

ACTION

Develop a Housing Strategy and present to Council for consideration, to support application of new residential zones within the Latrobe Planning Scheme.

RESULT

Council is working with state government to introduce new residential land zones within the Latrobe Planning Scheme.

Draft amendment documentation, including new residential zone maps, were completed with community notification commencing 17 March 2014 for a period of 20 days. The state government appointed Advisory Committee conducted a Panel Hearing in April 2014 to consider all submissions received from the community. Council officers also presented the draft amendment documentation to the Advisory Committee during May 2014. The Advisory Committee's recommendations have since been provided to the Minister for Local Government for consideration.



2.0. OUR COUNCIL

3.0. OUR ORGANISATION

4.0. OUR PERFORMANCE

5.0. GOVERNANCE

6.0. FINANCIAL POSITION

7.0. OUR REFERENCES



STRATEGIC DIRECTION

In consultation with the community, review Council's Municipal Strategic Statement and the Latrobe City Planning Scheme.

ACTION

Review Council's Municipal Strategic Statement and the Latrobe Planning Scheme review to provide a strategic vision for land use planning in Latrobe City.

RESULT

A review of the current policy and key issues has been completed and a Project Implementation Plan and Stakeholder Engagement Strategy has been developed.

A detailed consultation process has taken place including:

- Workshops held with Council staff, Referral Agencies and Councillors as outlined in the Stakeholder Engagement Strategy
- Mail out to development fronts (400)
- Mail out to businesses (3000)
- Council Notice Boards and "Have Your Say" webpage
- Surveys distributed

Feedback from consultation will inform the review which will continue in 2014/15.

STRATEGIC DIRECTION

Work with stakeholders to maintain and enhance the natural environment and biodiversity of Latrobe City and the region.



ACTION

Review the Latrobe City Natural Environment Sustainability Strategy 2008-2013 and present to Council for consideration.

RESULT

Following the review of the 2008-2013 Latrobe City Natural Environment Sustainability Strategy, the consultation draft of the 2014-2019 strategy was developed and approved by Council in February 2014. The draft strategy then went out for public consultation to invite submissions and closed on 19 March 2014. All submissions received were reviewed and amendments were made to the draft strategy. The 2014-2019 Latrobe City Natural Environment Sustainability Strategy was adopted by Council at the Ordinary Council Meeting held 10 June 2014.

SERVICE PROFILE

Building Services

Provide building advice, statutory services and enforcement action in accordance with the Building Act.

Environment Sustainability

Provide environmental planning, advice and services to internal and external stakeholders.

Statutory Planning

Provide statutory planning services, advice and enforcement action in accordance with the Latrobe Planning Scheme and Planning and Environment Act.

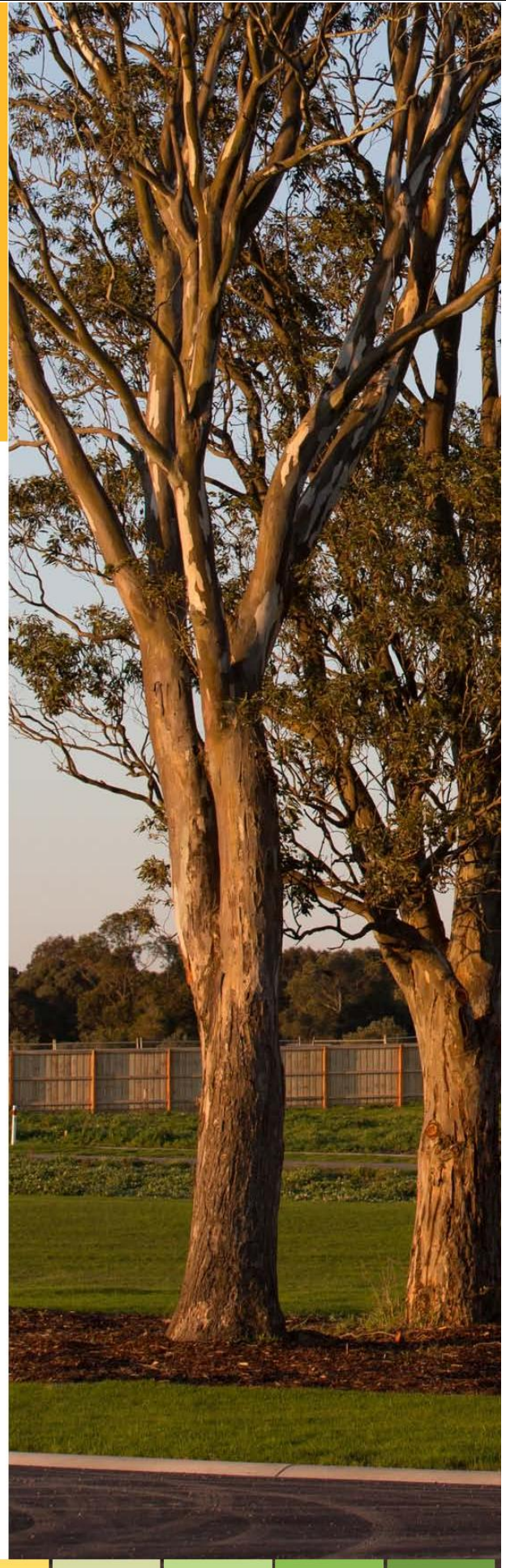
Strategic Planning

Provide strategic planning services and advice in accordance with the Latrobe Planning Scheme and Planning and Environment Act.

Urban Growth

Develop, assess and coordinate the implementation of Development Plans and Development Contribution Plans for growth areas of Latrobe City.

*Image credit: Stockdale Holdings,
Irraralgon*







SERVICE PROVISION HIGHLIGHTS FOR 2013/14

- 1116 building permits were lodged in accordance with the Building Act 1993.
- 126 private pool barrier audits were carried out in accordance with the Building Act 1993.
- 856km of Latrobe City roadsides were assessed and treated for weed infestations.
- 331 land use and development planning permits applications were received for processing.
- The Urban Growth team formally endorsed five Development Plans during 2013/14 that will generate 2476 residential lots across the municipality.
- Assistance and advice was provided to community members and groups in relation to environmental planning and native vegetation related issues.
- 8330 native plants were planted to offset Council vehicle fleet emissions.
- 4 energy efficient solar hot water systems were installed across Latrobe City Council buildings.
- 100 properties were audited for essential safety measure compliance.
- 69 building notices or orders were issued in accordance with the *Building Act 1993*.
- Strategic planning advice was provided in accordance with the *Planning and Environment Act 1987*.

Image credit: Plans for Lake Narracan development

MEASURING OUR PERFORMANCE

2013/14 was the first year that this performance indicator information was collected and therefore, in most cases, will provide the baseline for the establishment for future targets.

PERFORMANCE INDICATOR	2013/14	COMMENTS
Latrobe City Council's mean score for Council planning processes and outcomes in the annual Local Government Community Satisfaction Survey	69	Latrobe City's score of 69 is an increase from 2012/13 but remains lower than the state and regional average of 71.
Number of objections and or complaints received from the community each year in relation to new residential developments and growth areas annually	41	During the 2013/14 financial year Latrobe City Council received a total of 19 objections to strategic planning projects for residential growth and 22 objections in response to residential statutory planning permit applications.
Percentage of planning permit applications by category processed within 60 statutory days annually	65%	On average 65% of planning permit applications were processed within 60 days during the 2013/14 financial year. This increased to 71% in June 2013, representing a 20% increase since September 2013. The majority of planning permit applications were received in the following categories: <ul style="list-style-type: none"> • Subdivision of land (83) • New buildings (60) • Change or extension of use (37) • Single dwellings (35) (NOTE: Annualised results for the 2013/14 financial year have not yet been received from the State Government).
Number of planning permit applications received annually by category	331	331 is the total number of planning permit applications received over 35 categories. This is a slight reduction from 347 in 2012/13.
Annual percentage of Council planning permit decisions upheld by Victorian Civil and Administrative Tribunal where an appeal has been lodged	73%	During 2013/14, 13 planning permit appeals were lodged with the Victorian Civil and Administrative Tribunal (VCAT) of which 73% of Council's decisions were upheld.
Number of community members who have participated in consultation activities undertaken as part of strategic planning projects	6,456	This number represents consultation activities that have occurred across numerous projects.
Number of vacant lot residential property sales in Latrobe City each year	247	This is an increase from 200 during the previous year.

5.0 GOVERNANCE



5.1

ORGANISATIONAL EXCELLENCE @ LATROBE

Organisational Excellence @ Latrobe is the 'internal' strategy which supports our organisation to achieve the Council Plan. It highlights the importance of bringing our mission, values and behaviours to life and continuously striving to improve day-to-day service delivery. Consisting of five themes: Direction, Relationships, Systems, Innovation and People, each theme defines how we demonstrate and achieve organisational excellence.

image credit: Latrobe City Council employees

SETTING OUR DIRECTION

Our direction is shaped by Latrobe 2026, Council Plan, Business Plans and Performance Plans.

How we set our direction in 2013/14:

- Supported the Council Plan 2013-2017 review to achieve the best outcomes for Latrobe City over the next four years.
- The Annual Report 2012/13 was completed in accordance with the *Local Government Act 1989* and received a bronze award from the Australasian Reporting Awards.
- Provided monthly and quarterly reports to Council and senior management on the organisation's progress and performance.
- Completed internal promotion of the Integrated Planning Framework as part of the Business Planning process.

STRENGTHENING OUR RELATIONSHIPS

Strong relationships lead to productive partnerships and improved community engagement.

How we strengthened our relationships during 2013/14:

- Participated in Gippsland Local Government Network and Regional Cities Victoria Meetings.
- Use of social media channels including Facebook and Twitter.
- Numerous community engagement activities were held.
- 27 'Have your say' pages on Latrobe City Council's website during 2013/14, sought input on the development of a range of strategies, plans and projects.
- Regular meetings with authorities and agencies initiated including West Gippsland Catchment Management Authority, VicRoads and Gippsland Water.

SYSTEMS SUPPORT OUR NEEDS

Our systems add value to all that we do.

How systems supported our needs in 2013/14:

- Provided on average 99% IT system availability to the organisation.
- Successful roll-out of the telephony project including the replacement of more than 400 handsets across 13 sites.
- Upgraded our internal reporting system to provide a more efficient, user friendly system for users.
- Implemented Intramaps, the new Geographic Information System.
- Continually monitored network integrity and implemented a backup regime to ensure recoverability of Latrobe City Council data.
- Continued progression to electronic records across the organisation.

INNOVATION: WORKING SMARTER, NOT HARDER

We are open to new ideas, challenge past practices and embrace innovation.

How we embraced innovation during 2013/14:

- Innovative ideas identified by staff through Learning and Development programs are included in internal newsletters on a regular basis.
- Frontline Leadership program participants presented over 22 innovative new project ideas to Council management for consideration.
- Over 120 staff members were identified for outstanding service delivery, innovation or going above and beyond the call of duty.
- Replaced Latrobe City Council's ageing analogue phone system with a new digital system. This also involved upgrading the communications infrastructure to increase resiliency and communications capacity.

VALUING OUR PEOPLE

Our people work together in a spirit of honesty, teamwork and trust.

How we valued our people in 2013/14:

- Regular communication was held with employees via a variety of means including 17 copies of Linkages produced, email, intranet, team meetings and staff briefings.
- Provided 146 Learning and Development program placements, including internal and external programs, which is a slight increase from 2012/13.
- A diverse range of programs and study opportunities are offered, from an introduction to leadership through to technical skills development.
- Latrobe City aims to be an employer of choice, providing a broad range of career options and opportunities, culture of learning and innovation and flexible work/life options.
- The Healthy Organisation Working Group (HOW) delivered a range of initiatives for staff in line with our healthy eating, physical activity, mental health and wellbeing, and help to stop smoking. Refer to page 52 for further information.

1.0 OVERVIEW

2.0 OUR COUNCIL

3.0 OUR ORGANISATION

4.0 OUR PERFORMANCE

5.0 GOVERNANCE

6.0 FINANCIAL POSITION

7.0 OUR REFERENCES

5.2

BEST VALUE

Best Value legislation was introduced by the state government in 1999 with the overall objective of encouraging Local Government to achieve high community satisfaction based on service excellence and continuous improvement.

The *Local Government Act 1989* 208B Best Value Principles incorporates the six Best Value Principles, which require Council to ensure:

- All services provided by a Council must meet the quality and cost standards;
- All services provided by a Council must be responsive to the needs of the community;
- Each service provided by a Council must be accessible to those members of the community for whom the service is intended;
- A Council must achieve continuous improvement in the provision of services for its community;
- A Council must develop a program of regular consultation with its community in relation to the services it provides;
- A Council must report regularly, at least once a year, to its community on its achievements in relation to the Best Value Principles.

BEST VALUE PRINCIPLE	IMPLEMENTATION AT LATROBE CITY COUNCIL
QUALITY AND COST STANDARDS	
The extent to which services are achieving or exceeding relevant key performance indicators for service quality and cost.	Latrobe City Council measures the standard of service through a range of quality and cost measures including industry standards.
RESPONSIVE TO COMMUNITY NEEDS	
The extent to which the community feels that we not only understand what the community is seeking from our services, but also the extent that current services reflect their needs.	During 2013/14, Latrobe City Council sought feedback on its performance from resident and business groups via a variety of methods including customer surveys (refer to page 53 for further information). Survey results help the organisation set targets for continuous improvement in service delivery and provide data to support Best Value principles in our planning, decision-making and actions.
Community needs are established through the analysis of customer requests, community feedback and survey results.	
ACCESSIBLE SERVICES	
The extent to which services are readily accessible to all members of the community.	Latrobe City Council continues to work to ensure our communications, services and facilities are accessible to all members of our community. The Disability Access Plan (DAP) highlights specific actions to be delivered across the organisation each year to improve accessibility.
CONTINUOUS IMPROVEMENT	
The extent to which our work is continuously improved.	Continuous improvement is a core part of our service delivery and is demonstrated throughout the report where comparisons are made to previous years and commented upon.
COMMUNITY CONSULTATION	
Community engagement is any process that involves the public in problem solving or decision making and uses public input to assist with decisions.	Latrobe City Council promotes community engagement activities in a number of ways to ensure our community is well informed about the opportunity to have a say on the projects and initiatives that interest or may affect them.
REPORT REGULARLY TO THE COMMUNITY	
	Reporting regularly to the community is done through a number of avenues including: Advisory Committees, our website, Facebook, Twitter, newsletters, local media and the Annual Report.

Implementing Best Value

Best Value initiatives have been implemented across the organisation involving a broad range of services and activities such as:

MAV STEP PROGRAM - IMPROVEMENT IN ASSET MANAGEMENT

Latrobe City Council continues to be actively involved in the Municipal Association of Victoria (MAV) Step program for improvement in Asset Management. Key improvements achieved include the formation of an Asset Management Working Group, and review of the Asset Management Policy and Asset Management Strategy. The Asset Management Strategy outlines the work program to advance asset management over the period 2014-2018.

LATROBE CITY MUNICIPAL PUBLIC HEALTH AND WELLBEING PLAN 2013 - 2017

Strong leadership and governance provided by internal Council and external stakeholder reference groups, accompanied by extensive community consultation, resulted in a strong Municipal Public Health and Wellbeing Plan (the Plan) with six strategic directions.

This approach embeds the commitment to community health and wellbeing as core business for Latrobe City Council beyond 2017.

Taking a participative approach to engagement, planning and development over a 12 month period culminated in the unanimous adoption of the Plan by Council in December 2013.

The official launch of the Plan took place on 13 May 2014 and was attended by 83 external stakeholders and community members.

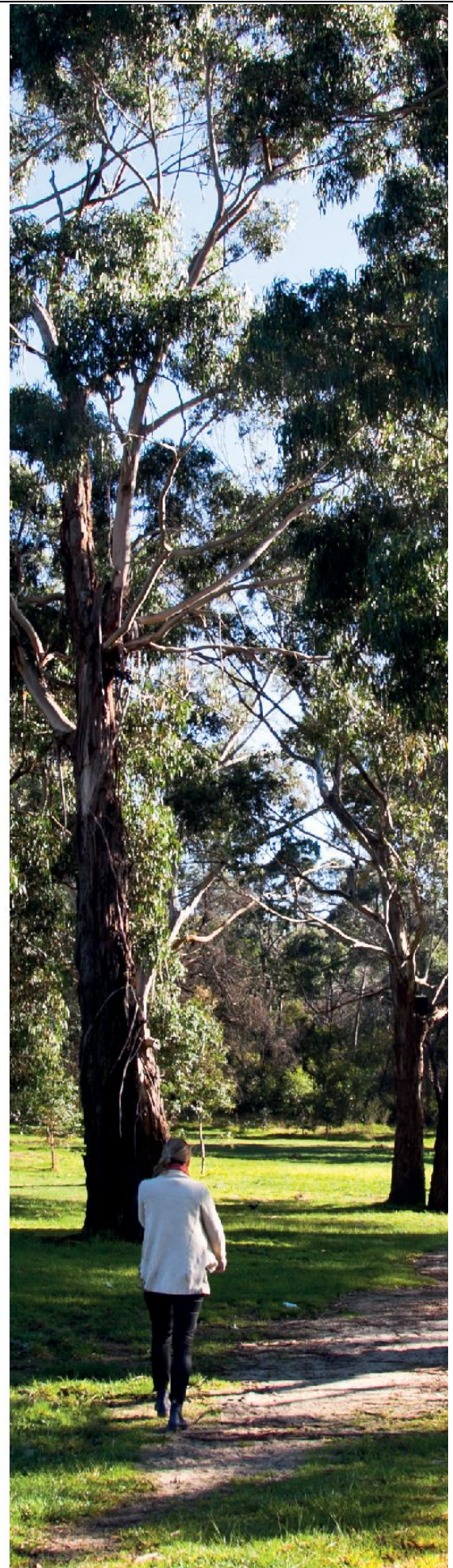
STRENGTHENING THE FOOD SYSTEM IN LATROBE:

The first Latrobe Food Forum was held in December 2013, with 85 representatives attending.

A variety of stakeholders including farmers, schools, businesses, local and state government and community agencies were represented. Members from across the food system discussed how they could contribute and work together to drive identified opportunities locally.

Following the Food Forum, thirty expressions of interest have been received to form a local food coalition to drive this work in Latrobe. This group is now working together to create a collective vision for Latrobe's Food System.

Image credit: Crinigan Road Reserve, Morwell



AGED AND DISABILITY SERVICE QUALITY MANAGEMENT SYSTEMS

During the 2013/14 financial year, Latrobe City Council's Aged and Disability Services were subjected to an independent audit against their International ISO 9001:2008 Quality Management Systems accreditation. Audited against 34 of the 44 standards, Aged and Disability Services were found to be compliant against all standards examined. Client feedback regarding service delivery received during the review was very complimentary.

NATIONAL QUALITY ASSESSMENTS

Early learning and care services received an achieved mark against National Quality Assessments newly implemented rating scale, with many noting an exceptional mark.

BUILDING PERMIT AUDIT PROGRAM

This program audits building permits issued by private building surveyors and includes report and consent applications, and monitoring compliance with enforcement documents issued by private building surveyors. The audit includes a selection of all building permits issued in Latrobe City to ensure the best possible outcomes are achieved for our ratepayers. It supports good building practice, identifies illegal building work and ensures that private building surveyors are held accountable.

FIRE INSPECTION PROGRAM

This season's Fire Inspection Program was divided into two areas: urban and rural/urban fringe. Two teams of officers conducted inspections in each area. The urban division was inspected by the Local Laws team and the rural/urban fringe division was inspected by the Fire Prevention Team. 2013/14 saw the introduction of Toughpad tablets for inspections conducted by the Fire Prevention Team. The Toughpads are fitted with Intramaps Roam (GIS) and GPS which allows officers to electronically tag each property that requires a notice to be issued and what type of notice – rural or urban. This enhanced the program as notes could be added to each property and photos taken, where required. In previous years this process was paper based.

PROJECT MANAGEMENT FRAMEWORK

The development of Latrobe City Council's Project Management Framework was guided by the following objective:

"To increase project management performance by reviewing and establishing a consistent and transparent approach to the way Latrobe City Council governs, plans and manages projects at an organisational level, integrating with existing strategic, business and financial reporting."

Following a trial of the Project Management Framework and tools, the framework was endorsed by Council's Executive team and was subsequently applied to the planning and budgeting of Council's Capital Works program. Extending the application of the framework and further refinement of the project management tools will be ongoing with a commitment to continuous improvement.






















HEALTHY TOGETHER LATROBE (HTL)

Healthy Together Latrobe is a three year initiative involving Latrobe City Council's Healthy Communities Team in Partnership with Latrobe Community Health Service and the Victorian Department of Health. Additionally, a "BE ACTIVE" grant from VicHealth aims to improve people's health within the local community. The focus is on encouraging healthy eating, physical activity, reducing smoking and harmful alcohol use. This is being implemented through the development of partnerships and strengthened community involvement in health and wellbeing.

Image credit: Franklin Street Bridge, Traralgon

QUALITY & COST MEASURE SNAPSHOT:

This Annual Report contains a range of service provision statistics and performance indicators. In addition, a snapshot of Quality and Cost measures are provided here which promote the Best Value principles.

-  96% customer satisfaction with Latrobe City Council's Home and Community Care Services.
-  Customers wait an average of 44 seconds for their call to be answered by Latrobe City Council's Call Centre reduced from 51 seconds during 2012/13.
-  The average cost per candidate to deliver the Latrobe City Citizenship Ceremonies is \$35.15.
-  95% overall customer satisfaction of responses to Infrastructure Maintenance requests.
-  97% customer satisfaction for all early learning & care services.
-  100% overall satisfaction from participants who attended the annual Latrobe City Children's Expo.
-  More than 33,000 meals on wheels meals delivered annually to over 900 eligible clients.
-  92% of families received contact from a Maternal and Child Health nurse following birth notification.
-  28% of Latrobe City's population are members of Council's libraries.
-  203 community members naturalised as part of Latrobe City Council Citizenship ceremonies an increase from 131 in 2012/13.
-  89% of impounded dogs were re-housed or returned to owners.
-  4857 vaccinations administered as part of Latrobe City Council's Immunisation Program in accordance with the *Public Health and Wellbeing Act*.
-  456 hours of professional Learning and Development programs delivered across Latrobe City Council.
-  7500 square metres of garden beds maintained monthly across Latrobe City.
-  242 bookings at the International Power Hazelwood Traffic School.
-  90 Essential Safety Measure building audits carried out in accordance with the *Building Act 1993*.
-  111 participants in school and cultural exchange programs and activities.
-  2361 attendees of Latrobe Performing Arts Education and Community Engagement Programs.
-  1,034,036 page visits on Latrobe City Council's website compared with 208,605 during 2012/13.
-  Participation in the Local Government Community Satisfaction Survey for the 17th time.
-  7 Monthly and 4 Quarterly Performance Reports provided to management and Council.

5.3

AUDIT & RISK

Audit Committee

The Audit Committee's role is to assist Latrobe City Council in the effective conduct of financial reporting, management of risk, maintaining internal controls and facilitating ethical development.

The Committee met four times during the year and is comprised of two independent external members: Mr Ron Gowland and Mrs Chris Trotman, and two Councillors: Cr Darrell White and Cr Michael Rossiter, with Cr Kellie O'Callaghan as alternative. The Chief Executive Officer, General Manager Planning and Governance, Manager Finance and Manager Risk and Compliance also attend Audit Committee meetings.

During the year, the Committee dealt with a range of activities including:

- Internal Audit Program
- 2014/15 Budget
- 2013/14 Financial Statements
- Risk management
- Outstanding debtors' review
- Quarterly financial and performance reports, and mid-year review
- Monthly performance reporting
- Strategic risk reporting

Internal Audit Program

Latrobe City Council has recently engaged the services of Pitcher Partners Consulting Pty Ltd to provide its internal audit services. A three year internal audit program will be established to review a range of internal functions of Latrobe City Council commencing with Purchasing Card audit.

Insurance Audits

Latrobe City Council participates in an insurance scheme that is specific to Victorian Local Government. The scheme carries out audits of Council's risk management on a bi-annual basis. These are used for benchmarking of Local Government authorities across Victoria.

An audit of Latrobe City Council's public liability risk management was undertaken in February 2013, and a score of 82%, an increase from 73% at last review, was achieved.

Insurance

Latrobe City Council has a responsibility to ensure that the nature and extent of our insurance cover is adequate.

Latrobe City Council participates in an insurance

scheme that is specific to Victorian Local Government. The scheme carries out review and audit of Latrobe City Council's risk management. These are used for benchmarking of Local Government authorities across Victoria. An audit of Latrobe City Council's property risk management was undertaken in June 2014, and a score of 88% was achieved, an increase from 75% at last review.

Latrobe City Council has insurance policies covering:

- public liability
- industrial special risk (i.e. property and art work) and business interruption
- public/products liability
- Councillors' and officers' liability
- motor vehicles
- engineering risks
- machinery and computer breakdown
- hangar keeper's liability, and
- personal accident/corporate travel

These insurances are reviewed annually and adjusted accordingly, having consideration for the various associated risks, past history and the benefit of expert advice.

Latrobe City Council liaises regularly with its insurers regarding changes in legislation, court decisions and industry best practice. Latrobe City Council manages public and property liability claims based on the framework and advice of its insurers.

Regular contact is made with the insurers to discuss claims and/or risk mitigation activities.

Risk Management

The Risk Management Plan 2011-2014 sets out Latrobe City Council's commitment to risk management and is aligned to the risk management standard, AS/ISO 31000. It is applicable to the management of all risks facing the organisation including: financial, reputation, Occupational Health and Safety (OHS), personnel, environmental, and legislative.

Actions and initiatives were implemented during 2013/14 including:

- Reviewed and improved frameworks, procedures and tools for staff
- Considered strategic and organisational risk registers as part of organisational business planning
- Continued to embed risk management, with the improved consideration of risk across organisational processes including Latrobe City Council reports and business cases

- Continued involvement in risk networks and forums
- Review of insurance policies and participation in insurance audits
- Continued the comprehensive review of council's Business Continuity Plan to ensure Latrobe City Council is in the best position to respond to a business disruption
- Handled insurance claims and renewals, including council's property, motor vehicle, public liability and professional indemnity
- Processing of public liability claims, including receipt of 148 reports/approaches, resulting in 33 claims, with 9 of those accepted or paid out
- Planning underway to review the Risk Management Plan

Occupational Health, Safety & Wellbeing

HAZARD INCIDENT & REPORTING

2013/14 saw the continuing trend of a higher number of near misses reported. This reflects organisational messaging to encourage such reporting rather than necessarily indicating a higher number of near misses. The Hazelwood Mine Fire resulted in 56 smoke related incidents being reported which added to the fairly standard number of incident reports arising from normal operations. There were three WorkSafe notifiable incidents in 2013 – 2014.

HAZARD INCIDENT & REPORTING	2011/12	2012/13	2013/14	% CHANGE
Lost time injuries	16	16	20	25%
Medical Treatment injuries	11	14	15	7%
Non Lost Time injuries	33	48	36	-25%
Near Miss Reports	7	35	32	-8%
Reports Only (incidents without injuries and hazard reports)	28	31	46	48%
Notifiable Incident	6	0	3	300%

OHS Highlights

- WorkSafe week activities during October 2013.
- Finalised onsite Work Health Checks bringing the total number of employees participating to 521 since the start of the program.
- Purchase of stand-up workstations.
- Two new Health and Safety Representatives elected and nine re-appointed for a further three-year term.
- Emergency warden training conducted.
- Occupational Health and Safety Management System Audit undertaken.
- WorkSafe issued three (3) Improvement Notices which were actioned within the required timeframe.

Image credit: Latrobe City Council employees, Churchill town Centre



5.4

STATUTORY INFORMATION

Documents for public inspection

Under legislation, certain information held within Latrobe City Council is available for viewing by the public during normal office hours, by prior arrangement at Latrobe City Council's Corporate Headquarters, 141 Commercial Road, Morwell.

Summarised below is a list of documents that are available for public inspection in accordance with Section 11 of the *Local Government (General) Regulations 2004*. In accordance with Section 222 of the *Local Government Act 1989*, inspection of these documents can be arranged by contacting Latrobe City Council on 1300 367 700.

- Details of current allowances fixed for the Mayor and Councillors under Section 74 of the *Local Government Act 1989*.
- Details of senior officers' total salary packages for the current financial year and the previous financial year.
- Details of overseas or interstate travel taken in an official capacity by Councillors or council officers in the previous 12 months (with the exception of interstate travel by land for less than three days).
- Names of council officers who were required to submit a return of interest during the financial year and the dates the returns were submitted.
- Names of Councillors who submitted a return of interest during the financial year and the dates the returns were submitted.
- Agendas and minutes for Ordinary and Special Council Meetings held in the previous 12 months kept under Section 93 of the Act, except where such minutes relate to parts of meetings which have been closed to members of the public under Section 89 of the *Local Government Act 1989*.
- A list of special committees established by Latrobe City Council and the purpose for which each committee was established.
- A list of all special committees established by Latrobe City Council which were abolished or ceased to function during the financial year.
- Minutes of special committees established under Section 86 of the *Local Government Act 1989* and held in the previous 12 months, except if the minutes relate to parts of meetings which have been closed to members of the public under section 89 of the Act.

- A register of delegations made pursuant to the Act.
- Submissions received during the previous 12 months in accordance with the process outlined in Section 223 of the Act.
- Agreements to establish regional libraries under Section 196 of the *Local Government Act 1989*.
- Details of property, finance and operating leases involving land, buildings, plant, computer equipment or vehicles entered into by the Council as lessor or lessee.
- Register of authorised officers appointed under section 224 of the *Local Government Act 1989*.
- A list of donations and grants made by Latrobe City Council during the financial year.
- Organisations of which Latrobe City Council was a member during the financial year.
- Contracts valued at \$100,000 or more that Latrobe City Council entered into during the financial year without first engaging in a competitive process and that are not contracts referred to in section 186[5] of the *Local Government Act 1989*.

Other documentation and registers available to the public include:

- The Councillor Reimbursement Policy (known as *Provision of Resources and Support to Councillors Policy 11POL-5*)
- The *Councillor Code of Conduct*
- Records of Assembly of Councillors
- Register of Interests
- Local Laws 1, 2 and 3
- The Council Plan
- The Strategic Resource Plan
- The Annual Budget
- The Annual Report including the Auditor's Report
- All adopted Council Policies

A number of these documents are also available on Latrobe City Council's website.

Image credits: Latrobe Regional Gallery; Storytime, Library and Service Centre Traralgon, Meals on Wheels Volunteer; Power Works..





5.5

INFORMATION MANAGEMENT

Freedom of Information

Where documents are not available for public inspection or available on Latrobe City Council's website, then access to them may be sought pursuant to the *Freedom of Information Act 1982* (FOI Act). The FOI Act grants the public the right to seek access to all Latrobe City Council documents. This general right of access is limited by a number of exceptions and exemptions, which have been prescribed to protect public interests and the private and business affairs of people about whom Latrobe City Council holds information. The FOI Act has four main principles:

- Local Governments are required to publish information about the documents they hold, particularly those which affect members of the public in their dealings with Council.
- Each person has a legally enforceable right to access information, limited only by exemptions necessary for the protection of the public interest and the private and business affairs of persons from whom information is collected by Latrobe City Council.

- People may request inaccurate, incomplete, out of date or misleading information in their personal records be amended.
- People may appeal against a decision not to give access to information or not amend a personal record.

Latrobe City Council received 18 requests to access information under the Freedom of Information legislation during the 2013/14 financial year. This is five less than the previous year. Freedom of Information requests must be made in writing and accompanied by a \$25.70 application fee. A total of nine requests were made under the hardship provisions of the Act and no fee was charged. Requests for access to information should be addressed to:

Freedom of Information Officer
Latrobe City Council
PO Box 264
MORWELL VIC 3840

In accordance with the *Freedom of Information Act 1982*, Latrobe City Council must decide if this information will be provided within 45 days. Of the 18 requests received, all were processed within the statutory timeframe.

Information Privacy

Latrobe City Council is obliged to ensure the personal privacy of all residents and ratepayers in accordance with the *Information Privacy Act 2001*. Latrobe City Council will only collect, use or disclose personal information where it is necessary to perform Latrobe City Council functions or where required by law.

Latrobe City Council has adopted a Privacy Policy which can be obtained upon request.

During the 2013/14 financial year, there was one complaint referred to the Privacy Commissioner, the Privacy Commissioner referring the applicant back to Latrobe City Council to deal with issues.

Charter of Human Rights and Responsibilities

The *Charter of Human Rights and Responsibilities Act 2006* ('Charter') came into force in 2008 and contains 20 fundamental rights that reflect the four basic principles of freedom, respect, equality and dignity. The Charter introduces standards to ensure that human rights are considered when making laws and decisions and when providing services.

The rights are:

FREEDOM

- Freedom from forced work
- Freedom of movement
- Freedom of thought, conscience, religion and belief
- Freedom of expression
- Right to peaceful assembly and freedom of association
- Right to property
- Right to liberty and security of person
- Right to a fair hearing
- Rights in criminal proceedings
- Right not to be tried and punished more than once
- Protection from retrospective criminal laws

RESPECT

- Right to life
- Protection of families and children
- Cultural rights, including the recognition of the distinct cultural rights of the Aboriginal people of Victoria

EQUALITY

- Recognition of equality before the law
- Entitlement to participate in public life (including voting)

DIGNITY

- Protection from torture and cruel, inhumane or degrading treatment
- Protection of privacy and reputation
- Humane treatment when deprived of liberty
- Appropriate treatment of children in the criminal process.

Latrobe City Council policies have been adopted following proper consideration of all the rights contained within the *Charter of Human Rights and Responsibilities Act 2006*.

During 2013/14, Latrobe City Council received no complaints in relation to Human Rights.

FURTHER READING:

www.humanrightscommission.vic.gov.au

www.justice.vic.gov.au

Protected Disclosures

The *Protected Disclosures Act 2012* (the Act) has replaced the *Whistleblowers' Protection Act 2001* in Victoria. The Act encourages and facilitates disclosures of wrongful acts by protecting those who disclose wrongful acts.

The Act relates to the behaviours and actions of council officers and Councillors. A person is entitled to make a complaint pursuant to the Act by contacting the Independent Broad-based Anti-corruption Commission (IBAC) on 1300 735 135.

Latrobe City Council supports the aims and objectives of the Act and has implemented the Protected Disclosure Procedure in accordance with the Act.

During the 2013/14 financial year there were no reported Protected Disclosures made to Council.

1.0 OVERVIEW

2.0 OUR COUNCIL

3.0 OUR ORGANISATION

4.0 OUR PERFORMANCE

5.0 GOVERNANCE

6.0 FINANCIAL POSITION

7.0 OUR REFERENCES

Carers Recognition Act 2012

The *Carers Recognition Act 2012* (the Act) came into effect on 1 July 2012 and formally recognises and values the role of carers and the importance of care relationships in the Victorian community. The Act defines a carer as someone who provides care to another person, and includes carers under the age of 18. Carers can provide care for a person who:

- Has a disability
- Has a mental illness
- Has an ongoing medical condition
- Is an older person with care needs

Care relationships also include those situations where a person is being cared for in a foster, kinship or permanent care arrangement.

Within the *Carers Recognition Act 2012* Latrobe City Council is required to report annually on its care measurement obligations under Section 11 of the Act. Latrobe City Council has taken all practicable measures to comply with its responsibilities outlined in the *Carers Recognition Act 2012*. Latrobe City Council has promoted the principles of the Act to people in care relationships who receive Council services; to people in care relationships, and to the wider community by:

- Distributing printed material through relevant Latrobe City Council services;
- Displaying posters at Latrobe City Council community venues;
- Providing links to state government resource materials on Latrobe City Council's website; and
- Providing information to organisations represented in Latrobe City Council/ community networks.

Latrobe City Council has taken all practicable measures to ensure staff, Council agents and volunteers working for Latrobe City Council are informed about the principles and obligations of the Act by including information on the care relationship in:

- Latrobe City Council induction and training programs for staff working in Home and Community Care and disability services.
- Latrobe City Council induction and training programs for staff working in front-line positions with the general community, and
- Induction and training programs for volunteers working directly with the community.

Latrobe City Council has taken all practicable measures to review and modify policies, procedures and supports to include recognition of the carer relationship.

Latrobe City Council's Aged and Disability Services, with funding from the Victorian Department of Health, have continued to provide a Couples' Respite Program. The program's strength is its recognition of care relationships, with 40 couples currently being supported. Couples in a care relationship have had the opportunity to attend musicals in Melbourne, go on holidays together, build reassuring friendships with like couples and hear from informative guest speakers.

Disability Action Plan 2013-14

The aim of the Disability Action Plan is to ensure people with a disability have equitable access to infrastructure and services provided by Latrobe City, in accordance with the *Disability Discrimination Act 1992*.

Each year, Latrobe City Council develops and implements a Disability Action Plan and has a whole of Council approach. The 2013 -2014 Disability Action Plan had eleven actions. Highlights of these actions were:

- Promote to local business the economic advantages of providing access for all abilities via the tourism e-newsletter, Business Connect, and relevant business forums.
- Audit the accessibility of library after hours return bins to allow safe and easy access to all community members.
- Produce Mobility Maps for two towns within Latrobe City per year.

The Latrobe City Disability Reference Committee plays a vital role in overseeing the implementation of the Disability Action Plan to continue transparency and community involvement.

Image credit: Stockdale Holds, Iraraigon

5.6

VICTORIAN LOCAL GOVERNMENT INDICATORS

The Victorian Government requires all Victorian councils to measure and annually report against 11 Victorian Local Government Indicators. These indicators are designed to quantify aspects of expenditure, the cost of service and infrastructure provision, customer satisfaction and governance. As a comparison, figures from the past two years are provided.

CATEGORY	VLGI #	DESCRIPTION	2011/12	2012/13	2013/14
Cost of Governance	1	Average rates and charges per assessment	\$1,582	\$1,683	\$1,778
	2	Average residential rates and charges per assessment	\$1,250	\$1,346	\$1,431
Sustainability	3	Average liabilities per assessment	\$1,642	\$1,651	\$1,630
	4	Operating result per assessment	\$169	\$256	\$205
Services	5	Average operating expenditure per assessment	\$2,911	\$2,839	\$2,985
	6	Community satisfaction rating for the overall performance of Council	61	53	59
Infrastructure	7	Average capital expenditure per assessment	\$625	\$653	\$644
	8	Renewal	103%	96%	107%
	9	Renewal and maintenance	102%	98%	105%
Governance	10	Community satisfaction rating for the Council's advocacy and community representation on key local issues	56	49	56
	11	Community satisfaction rating for the Council's engagement in decision making on key local issues	54	50	55

6.0 FINANCIAL POSITION

6.1

FINANCIAL REPORT

This report shows how Council performed financially during the 2013/2014 financial year. It also provides the overall financial position of Council as at 30 June 2014.

Latrobe City Council presents this Finance Report in accordance with the Australian Accounting Standards, the Local Government Act 1989, the Local Government (Finance and Reporting) Regulations 2004. As the Council is a not-for-profit organisation, some terms used in the private sector are not appropriate for use with these statements.

Introduction

The Finance Report contains the following three sets of statements;

- Financial Statements
- Standard Statements
- Performance Statement

The statements and notes to the accounts are prepared by the Council's Finance Unit, audited by the Victorian Auditor General and examined by the Audit Committee and Council.

Financial Statements

COMPREHENSIVE INCOME STATEMENT

The Comprehensive Income Statement shows:

- Revenue sources by income category;
- Expenses relating to Council operations, not including costs associated with capital purchases, construction and asset renewal. While capital expenditure costs are not shown, asset depreciation and amortisation is included.
- other comprehensive income items (e.g Asset Revaluation Reserve increments/decrements).

The key figure in this statement is the surplus or deficit for the year. A surplus indicates that revenue exceeded expenses.

BALANCE SHEET

The Balance Sheet is a summary of Council's financial position as at the 30 June 2014. It shows what Council owns as assets and what is owed in liabilities. Assets and liabilities are split into current and non-current items. Current items reflect those assets or liabilities that will fall due in the next 12 months. The 'Total Equity' line of this statement indicates the net worth of Council which has been accumulated over many years.

STATEMENT OF CASH FLOWS

The Statement of Cash Flows summarises Council's cash payments and cash receipts for the 2013/2014 financial year indicating the net increase or decrease in cash held by Latrobe City Council. Values in this statement represent 'cash-in-hand' and may vary from the Income Statement and Balance Sheet which are prepared on an accrual basis.

STATEMENT OF CHANGES IN EQUITY

This statement summarises the change in the net worth of Latrobe City Council. The net worth of Council can change as a result of:

- a surplus or deficit recorded in the Income Statement;
- use of money from Council reserves;
- an increase or decrease in the value of non-current assets based on revaluation of assets.

NOTES TO THE FINANCIAL STATEMENTS

These notes provide detailed information to assist understanding of the financial statements including statement preparation procedures, significant Council accounting policies, and many summary figures underlying the values contained within the statements. Notes also provide information and detail that Council wishes to provide but cannot be included within the financial statements. Numbers associated with notes are shown beside the relevant items within the financial statements.

Standard Statements

Latrobe City Council is required to present audited Standard Statements of Income, Balance Sheet, Cash Flows and Capital Works in accordance with the Local Government Act (1989). Each standard statement reports the difference between actual results for the financial year and the adopted Council budget that was established at the start of the financial year. Any major differences between the financial statements and the standard statements are explained within the notes.

These standard statements reflect the Financial Statements with the addition of the capital works statement. The Statement of Capital Works provides details of Council expenditure on creating, purchasing, renewing and upgrading property, infrastructure, plant and equipment by asset category.

Performance Statement

The Performance Statement reports on the performance against the Key Strategic Activities identified in the 2013/2014 adopted Council budget. Section 127 of the Local Government Act 1989 requires identification of key activities that will be pursued in support of the Strategic Objectives.

The Performance Statement reports on the outcome of these performance measures. The reported result is reviewed by the external auditors, with supporting evidence and data scrutinised to ensure accuracy of performance reporting.

Certification Reports

Certification of the Principal Accounting Officer is made by the Latrobe City Council Manager Finance who is responsible for the financial management of Council. The report certifies that in their opinion, the financial statements have met all statutory and professional reporting requirements.

Certification is also required by the Latrobe City Council Chief Executive Officer, and two Councillors on behalf of Council. Their reports certify that in their opinion, the financial statements are fair and not misleading.

Auditor General Report

The Independent Audit Report presents an external professional opinion on the financial statements. The report provides confirmation that the Finance Report has been prepared to comply with relevant legislation and professional standards, and provides a fair representation of Council finances.

6.2

FINANCIAL INDEX

6.3	Financial Statements	119	Note 24 - Trust Funds and Deposits	154	
	Comprehensive Income Statement	121	Note 25 - Reserves	154	
	Balance Sheet	122	Note 26 - Contingent Liabilities and Contingent Assets	154	
	Statement of Changes in Equity	123	Note 27 - Commitments.....	155	
	Statement of Cash Flows	124	Note 28 - Operating Leases.....	156	
6.4	Notes to the Financial Statements ...	125	Note 29 - Events Occurring after Balance Date	156	
	Introduction	125	Note 30 - Superannuation	157	
	Note 1 - Significant Accounting Policies	125	Note 31 - Related Party Transactions.....	159	
	Note 2 - Rates	136	Note 32 - Reconciliation of Cash Flows from Operating Activities to surplus (deficit).....	162	
	Note 3 - Grants	137	Note 33 - Financial Instruments	163	
	Note 4 - User Charges	140	Note 34 - Auditor's Remuneration	168	
	Note 5 - Other Income	140	Note 35 - Income, Expenses and Assets by Function/ Activity.....	169	
	Note 6 - Developer Cash Contributions	140	Note 36 - Financial Ratios	170	
	Note 7 - Developer Contributed Assets.....	141	Note 37 - Capital Expenditure	172	
	Note 8 - Employee Costs	141	6.3	Certification of the Financial Statements	173
	Note 9 - Materials and Services.....	141	6.4	Standard Statements	174
	Note 10 - Bad and Doubtful Debts	141	6.5	Certification of Standard Statements	186
	Note 11 - Depreciation and Amortisation...	141	6.6	Auditor General's Report on Financial and Standard Statements	187
	Note 12 - Finance Costs	142	6.7	Performance Statement	189
	Note 13 - Other Expenditure	142	6.8	Council Approval of the Performance Statement	196
	Note 14 - Cash and Cash Equivalents.....	142	6.9	Auditor General's Report on Performance Statement	197
	Note 15 - Prepayments	142			
	Note 16 - Trade and Other Receivables.....	143			
	Note 17 - Financial Assets.....	143			
	Note 18 - Restricted Assets	144			
	Note 19 - Property, Infrastructure, Plant and Equipment	145			
	Note 20 - Intangible Assets.....	151			
	Note 21 - Trade and Other Payables.....	151			
	Note 22 - Interest-bearing Liabilities	152			
	Note 23 - Provisions	153			

6.3

FINANCIAL STATEMENTS

Comprehensive Income Statement for the year ended 30 June 2014

	NOTE	2014 \$'000s	2013 \$'000s
INCOME			
Rates	2	66,355	62,637
Grants - Operating (recurrent)	3	16,909	21,860
Grants - Operating (non-recurrent)	3	4,056	3,746
Grants - Capital (recurrent)	3	1,175	1,689
Grants - Capital (non-recurrent)	3	5,802	2,749
User Charges	4	16,203	14,759
Other Income	5	4,222	4,479
Developer Cash Contributions	6	36	665
Developer Contributed Assets	7	4,578	2,150
Recognition of Previously Unrecognised Assets	19(a)	-	407
Total Income		119,336	115,141
EXPENSES			
Employee Costs	8	(49,900)	(46,563)
Materials & Services	9	(32,686)	(33,768)
Bad and Doubtful Debts	10	(8)	(4)
Depreciation and Amortisation	11	(22,196)	(20,004)
Finance Costs	12	(1,211)	(1,086)
Other Expenditure	13	(5,151)	(4,164)
Net loss on disposal of property, infrastructure, plant and equipment	19(b)	(533)	(28)
Total Expenses		(111,683)	(105,618)
SURPLUS		7,653	9,523
OTHER COMPREHENSIVE INCOME			
Net Asset Revaluation increment	19(a)/25(a)	866	91,459
Reversal of Impairment losses on Revalued Assets	19(a)/25(a)	-	61
TOTAL COMPREHENSIVE RESULT		8,519	101,043

The above statement should be read with the accompanying notes

1.0 OVERVIEW

2.0 OUR COUNCIL

3.0 OUR ORGANISATION

4.0 OUR PERFORMANCE

5.0 GOVERNANCE

6.0 FINANCIAL POSITION

7.0 OUR REFERENCES

Balance Sheet as at 30 June 2014

	NOTE	2014 \$'000s	2013 \$'000s
CURRENT ASSETS			
Cash and Cash Equivalents	14	42,632	27,663
Prepayments	15	293	207
Trade and Other Receivables	16	8,962	6,293
Financial Assets	17	3,310	19,500
Total Current Assets		55,198	53,662
NON-CURRENT ASSETS			
Trade and Other Receivables	16	17	26
Financial Assets	17	2	2
Property, Infrastructure, Plant and Equipment	19	1,036,036	1,029,689
Intangible Assets	20	239	261
Total Non-Current Assets		1,036,294	1,029,979
TOTAL ASSETS		1,091,492	1,083,641
CURRENT LIABILITIES			
Trade and Other Payables	21	10,942	16,695
Interest-bearing Liabilities	22	10,823	2,959
Provisions	23	12,935	12,492
Trust Funds and Deposits	24	2,214	2,043
Total Current Liabilities		36,914	34,188
NON-CURRENT LIABILITIES			
Interest-bearing Liabilities	22	8,828	11,427
Provisions	23	14,998	15,794
Total Non-Current Liabilities		23,827	27,221
TOTAL LIABILITIES		60,740	61,409
NET ASSETS		1,030,751	1,022,232
EQUITY			
Accumulated Surplus		628,307	620,526
Reserves	25	402,445	401,706
TOTAL EQUITY		1,030,751	1,022,232

The above statement should be read with the accompanying notes

Statement of Changes in Equity for the year ended 30 June 2014

	NOTE	TOTAL	ACCUMULATED SURPLUS	ASSET REVALUATION RESERVE	OTHER RESERVES
		\$'000s	\$'000s	\$'000s	\$'000s
Equity at beginning of year		1,022,232	620,526	399,253	2,453
Surplus for the period		7,653	7,653	-	-
Net Asset Revaluation Increment	25(a)	866	-	866	-
Transfers to Other Reserves	25(b)	-	(36)	-	36
Transfers for Other Reserves	25(b)	-	164	-	(164)
Balance at end of the financial year		1,030,751	628,307	400,119	2,325

The above statement should be read with the accompanying notes

Statement of Changes in Equity for the year ended 30 June 2013

	NOTE	TOTAL	ACCUMULATED SURPLUS	ASSET REVALUATION RESERVE	OTHER RESERVES
		\$'000s	\$'000s	\$'000s	\$'000s
Equity at beginning of year		921,188	611,558	307,732	1,898
Surplus for the period		9,523	9,523	-	-
Net Asset Revaluation Increment	25(a)	91,459	-	91,459	-
Transfers to Other Reserves	25(b)	-	(665)	-	665
Transfers for Other Reserves	25(b)	-	110	-	(110)
Reversal of Impairment losses on Revalued Assets		61	-	61	-
Balance at end of the financial year		1,022,232	620,526	399,253	2,453

The above statement should be read with the accompanying notes

Statement of Cash Flows for the year ended 30 June 2014

	NOTE	2014 \$'000s	2013 \$'000s
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from ratepayers		65,560	62,471
Government Grants (inclusive of GST)		27,793	30,458
Interest received		1,739	1,773
User charges, fines and fees (inclusive of GST)		16,973	15,496
Developer Contributions		36	665
Other Receipts		1,581	4,095
Payments to Employees		(49,289)	(46,008)
Payments to Suppliers (inclusive of GST)		(46,130)	(37,125)
Net Cash provided by Operating Activities	32	18,263	31,824
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for property, infrastructure, plant and equipment		(24,108)	(24,286)
Proceeds from sale of property, infrastructure, plant and equipment	19(b)	570	828
Net movement in Financial Assets		16,190	(5,190)
Net Cash used in Investing Activities		(7,348)	(28,648)
CASH FLOW FROM FINANCING ACTIVITIES			
Finance Costs		(1,211)	(1,086)
Loan Funds		8,970	1,000
Repayment of Borrowings		(3,705)	(3,150)
Net Cash used in Financing Activities		4,054	(3,237)
Net Increase/(Decrease) in Cash and Cash Equivalents		14,970	(60)
Cash and Cash Equivalents at beginning of the Financial Year		27,663	27,723
Cash and Cash Equivalents at the end of the Financial Year	14	42,632	27,663

The above statement should be read with the accompanying notes

6.4

NOTES

TO THE FINANCIAL STATEMENTS

Introduction

The Latrobe City Council was established by an Order of the Governor in Council on 2 December 1994 and is a body corporate. The Council's main office is located at 141 Commercial Road Morwell 3840.

Latrobe City Council's mission is to provide the best possible facilities, services, advocacy and leadership for Latrobe City, one of Victoria's four major regional cities. Our values are:

- Providing affordable people focussed community services;
- Planning strategically and acting responsibly, in the best interests of the whole community;
- Accountability, transparency and honesty;
- Listening to and working with the community;
- Respect, fairness and equity;
- Open to and embracing new opportunities.

These financial statements are general purpose financial statements that consist of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows and notes accompanying these financial statements. The general purpose financial statements comply with Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1989 and the Local Government (Financial and Reporting) Regulations 2004.

NOTE 1 | SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of accounting

This financial report has been prepared on an accrual basis and going concern basis.

These financial statements have been prepared under the historical cost convention, except where specifically stated in notes 1(h).

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

All entities controlled by Council that have material assets or liabilities, such as Special Committees of Management, have been included in this financial report. All transactions between these entities and the Council have been eliminated in full. The Yallourn North Housing Committee is not included in this financial report based on their materiality.

(b) Change in accounting policies

AASB 13 Fair Value Measurements

Council has applied AASB 13 for the first time in the current year. AASB 13 establishes a single source of guidance for fair value measurements. The fair value measurement requirements of AASB 13 apply to both financial instrument items and non-financial instrument items for which other A-IFRS require or permit fair value measurements and disclosures about fair value measurements, except for share-based payment transactions that are within the scope of AASB 2 Share-based Payment, leasing transactions that are within the scope of AASB 17 Leases, and measurements that have some similarities to fair value but not fair value (e.g. net realisable value for the purposes of measuring inventories or value in use for impairment assessment purposes).

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction in the principal (or most advantageous) market at the measurement date under current market conditions. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique. Also, AASB 13 includes extensive disclosure requirements.

NOTE 1 | SIGNIFICANT ACCOUNTING POLICIES (Continued)

(b) Change in accounting policies (continued)

AASB 13 Fair Value Measurements (continued)

AASB 13 requires prospective application from 1 January 2013. In addition, specific transitional provisions were given to entities such that they need not apply the disclosure requirements set out in the Standard in comparative information provided for periods before the initial application of the Standard. In accordance with these transitional provisions, Council has not made any new disclosures required by AASB 13 for the 2013 comparative period (please see note 19).

Other than the additional disclosures, the application of AASB 13 has not had any material impact on the amounts recognised in the financial statements.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within the fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

AASB 119 Employee Benefits

In the current year, Council has applied AASB 119 Employee Benefits (as revised in 2011) and the related consequential amendments for the first time. AASB 119 changes the definition of short-term employee benefits. These were previously benefits that were due to be settled within twelve months after the end of the reporting period in which the employees render the related service, however, short-term employee benefits are now defined as benefits expected to be settled wholly before twelve months after the end of the reporting period in which the employees render the related service. As a result, accrued annual leave balances which were previously classified by Council as short-term benefits no longer meet this definition and are now classified as long-term benefits. This has resulted in a change of measurement for that portion of annual leave provision from an undiscounted to discounted basis.

This change in classification has not materially altered Council's measurement of the annual leave provision.

NOTE 1 | SIGNIFICANT ACCOUNTING POLICIES (Continued)

(c) Revenue Recognition

Rates, grants and contributions

Rates, grants, donations and contributions (including developer contributions), are recognised as revenues when the Council obtains control over the assets comprising these receipts.

Control over assets acquired from rates is obtained at the commencement of the rating year as it is an enforceable debt linked to the rateable property or, where earlier, upon receipt of the rates.

A provision for doubtful debts on rates has not been established as unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold.

Control over granted assets is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured, and are valued at their fair value at the date of transfer.

Income is recognised when the Council obtains control of the contribution or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to the Council and the amount of the contribution can be measured reliably.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were undischarged at balance date, the unused grant or contribution is disclosed in note 3. The note also discloses the amount of unused grant or contribution from prior years that was expended on Council's operations during the current year.

A liability is recognised in respect of revenue that is reciprocal in nature to the extent that the requisite service has not been provided at balance date.

User Fees and Fines

User fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

A provision for doubtful debts is recognised when collection in full is no longer probable.

Sale of property, plant and equipment

The profit or loss on the sale of an asset is determined when control of the asset has irrevocably passed to the buyer.

Rental

Rentals are recognised as revenue when the payment is due, or the payment is received, whichever first occurs.

Interest

Interest is recognised as it is earned.

(d) Trade and other Receivables

Rate Debtors

Rates are carried at amortised cost plus interest and are secured by a charge over the ratepayer's property. A provision for doubtful rate debtors is not required due to the Council's extensive legal powers for recovery, unless the value of the specific property involved is less than the outstanding debt.

Other Debtors

Other debtors represent amounts due to Council for the provision of services, advances and accrued income. The carrying amount of non-rate debtors (including any loans made) has been assessed for recovery at year end and provision made for doubtful debts as deemed necessary. Recoverability of debtors is reviewed on an ongoing basis throughout the course of each financial year and debts which are known to be uncollectable are written off.

NOTE 1 | SIGNIFICANT ACCOUNTING POLICIES (Continued)

- (e) Depreciation and amortisation of property, plant and equipment, infrastructure and intangibles
- Buildings, plant and equipment, infrastructure and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Land, Land Under Roads and Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Artworks are not depreciated.

Straight line depreciation is charged based on the residual useful life as determined each year.

Major Depreciation periods used are listed below and are consistent with the prior year unless otherwise stated:

ASSET CATEGORY	DEPRECIATION/AMORTISATION USEFUL LIFE (YEARS) 2014
Building & Improvements	30 – 50
Furniture & Equipment	5 -10
Plant & Equipment	5
Drainage Works	50 – 70
Roads & Streets	7 – 73
Bridges	75
Playgrounds	11
Landfill Improvements	2 - 31
Intangible Assets - Software	5

Various sub-categories of furniture and equipment, plant and equipment, car parks and roads have different estimated useful lives and therefore attract different depreciation rates.

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the date they are completed and held ready for use.

- (f) Repairs and maintenance
- Routine maintenance, repair costs and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.
- (g) Finance Costs
- Finance costs are recognised as an expense in the period in which they are incurred.

NOTE 1 | SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Recognition and Measurement of Assets

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

Where assets are constructed by Council, cost includes all materials used in construction, any direct labour and an appropriate share of directly attributable variable and fixed overheads.

Capitalisation Thresholds

Capitalisation thresholds for all classes of assets, with the exception of Land, are as shown below which are consistent with prior year unless otherwise stated. Land including Land Under Roads has no capitalisation threshold.

ASSET TYPE	THRESHOLD \$
Property	
Buildings & Improvements	10,000
Plant and Equipment	
Furniture & Equipment	1,000
Plant and Equipment	1,000
Art Works Collection	500
Infrastructure	
Drainage Works	10,000
Roads & Streets	10,000
Bridges	10,000
Playgrounds	5,000
Intangibles	
Software	5,000

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment and office furniture and equipment are measured at fair value, being the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. At balance date, the Council reviewed the carrying value of the individual classes of assets within land and buildings and infrastructure assets to ensure that each asset materially approximates its fair value. Where the carrying value materially differs from the fair value the class of asset is revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use on an asset result in changes to the permissible or practical highest and best use of the asset. More details about the valuation techniques and inputs used in determining the fair value of non-financial physical assets are discussed in Note 19 Property Plant and Equipment.

In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 3 to 5 years. The valuation is performed either by experienced council officers or independent experts.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

NOTE 1 | SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Recognition and Measurement of Assets (continued)

Land under roads

Council recognises land under roads it controls at fair value. A revaluation is undertaken every 2 years.

(i) Cash and Cash Equivalents

For the purposes of the statement of cash flows, cash and cash equivalents include cash on hand, deposits at call and other highly liquid investments with original maturities of three months or less, net of outstanding bank overdrafts.

(j) Financial Assets

Term Deposits

Includes investments with original maturities of greater than three months.

(k) Investment

Investments are recognised and brought to account at their cost. Interest revenues are recognised as they accrue.

(l) Trade and Other Payables

Creditors and other current liabilities are amounts due to external parties for the purchase of goods and services and are recognised as liabilities when the goods and services are received. Creditors are normally paid within 30 days after initial recognition. Interest is not payable on these liabilities.

(m) Deposits and Retentions

Amounts received as tender deposits and retention amounts controlled by Council are included in the financial statements as liabilities until they are returned or forfeited.

(n) Employee Costs

The calculation of employee benefits includes all relevant on-costs and are calculated as follows at reporting date.

Salaries and Wages

Liabilities for wages and salaries are measured as the amount unpaid at balance date. Entitlements include oncosts that are calculated using employee remuneration rates as at balance date.

Long Service Leave

Long Service Leave entitlements payable are assessed at balance date having regard to expected employee remuneration rates on settlement, employment related oncosts and other factors including accumulated years of employment, on settlement, and experience of employee departure per year of service.

Long Service Leave expected to be paid within 12 months is measured at nominal value based on the amount expected to be paid when settled.

Long Service Leave expected to be paid later than one year has been measured at the present value of the estimated future cash outflows to be made for these accrued entitlements. Commonwealth Bond Rates are used for discounting future cash flows.

Annual Leave

Annual leave entitlements are accrued on a pro rata basis in respect of services provided by employees up to balance date.

Annual leave expected to be paid within 12 months is measured at nominal value, including appropriate oncosts, based on the amount expected to be paid when settled. Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to be applied at the time of settlement.

NOTE 1 | SIGNIFICANT ACCOUNTING POLICIES (Continued)

(n) Employee Costs (continued)

Superannuation

The amount charged to the Comprehensive Income Statement in respect of superannuation represents contributions made or due by Latrobe City Council to the relevant superannuation plans in respect to the services of Latrobe City Council's staff (both past and present). Superannuation contributions are made to the plans based on the relevant rules of each plan and any relevant compulsory superannuation requirements that Latrobe City Council is required to comply with.

(o) Leases

All Council's leases are deemed to be "operating leases" as the lessor effectively retains substantially all of the risks and benefits incidental to ownership of the leased items. The related rentals are expensed as incurred. (refer to Note 28)

(p) Allocation between Current and Non-Current

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next twelve months, being the Council's operational cycle or if the Council does not have an unconditional right to defer settlement of a liability for at least 12 months after the reporting date.

(o) Agreements equally proportionately unperformed

The Council does not recognise assets and liabilities arising from agreements that are equally proportionately unperformed in the balance sheet. Such agreements are recognised on an 'as incurred' basis.

(r) Web site costs

Costs in relation to websites are charged as an expense in the period in which they are incurred.

(s) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the balance sheet are shown inclusive of GST.

Cash flows are presented in the statement of cash flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

(t) Impairment of Assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

(u) Rounding

Unless otherwise stated, amounts in the financial report have been rounded to the nearest thousand dollars. Figures in the financial statements may not equate due to rounding.

NOTE 1 | SIGNIFICANT ACCOUNTING POLICIES (Continued)

- (v) **Non-Current Assets Classified as Held for Sale**
A non-current asset held for sale is measured at the lower of its carrying amount and fair value less costs to sell and are not subject to depreciation. Non current assets are treated as current and classified as held for sale if their carrying amount will be recovered through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the asset's sale is expected to be completed within 12 months from the date of classification.
- (w) **Contingent assets and contingent liabilities and commitments**
Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed by way of a note and, if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.
Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value by way of note and presented inclusive of the GST payable.
- (x) **Provisions**
Provisions are recognised when Council has a present legal or constructive obligation as a result of past events, where it is probable (more likely than not) that an outflow of resources will be required to settle the obligation and the amount can be reliably measured.
- (y) **Landfill Improvements Provision**
Under legislation Council is obligated to rehabilitate landfill sites to a particular standard. Current engineering projections indicate that all current landfill sites will cease operation in 2027/28. The forecast for life of the landfill site is based on current estimates of remaining capacity and the forecast rate of infill. The provision for landfill rehabilitation has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to restore the site to a suitable standard. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

NOTE 1 | SIGNIFICANT ACCOUNTING POLICIES (Continued)

(z) Pending Accounting Standards

The following Australian Accounting Standards have been issued or amended and are applicable to the Council but are not yet effective.

They have not been adopted in preparation of the financial statements at reporting date

PRONOUNCEMENT	SUMMARY	APPLICATION DATE	IMPACT ON COUNCIL
AASB 9 Financial Instruments	<p>AASB 9 standard is one of a series of amendments that are expected to eventually completely replace AASB 139. During 2010-11, the standard will be expanded to include new rules on measurement of financial liabilities and hedge accounting. Currently the existing provisions of AASB 139 will continue to apply in these areas.</p> <p>AASB 9 simplifies the classifications of financial assets into those to be carried at amortised cost and those to be carried at fair value – the 'available for sale' and 'held-to-maturity' categories no longer exists. AASB 9 also simplifies requirements for embedded derivatives and removes the tainting rules associated with held-to-maturity assets.</p> <p>The new categories of financial assets are:</p> <ul style="list-style-type: none"> • Amortised cost – those assets with 'basic' loan features'. • Fair value through other comprehensive income - this treatment is optional for equity instruments not held for trading (this choice is made at initial recognition and is irrevocable). • Fair Value through profit and Loss - everything that does not fall into the above two categories. <p>The following changes also apply:</p> <ul style="list-style-type: none"> • Investments in unquoted equity instruments must be measured at fair value. However, cost may be the appropriate measure of fair value where there is insufficient more recent information available to determine a fair value. • There is no longer any requirement to consider whether 'significant or prolonged' decline in the value of financial assets has occurred. The only impairment testing will be on those assets held at amortised cost, and all impairments will be eligible for reversal. <p>Similarly, all movements in the fair value of a financial asset now go to the income statement, or, for equity instruments not held for trading, other comprehensive income. There is no longer any requirement to book decrements through the income statement, and increments through equity.</p>	1 July 2015	<p>The impact is not likely to be extensive in the local government sector. Although it will vary considerably between entities. While the rules are less complex than those of AASB 139, the option to show equity instruments at cost has been largely removed, which is likely to lead to greater volatility within the income statement. However it may also lead to an improved financial position for some entities.</p> <p>This will also create a requirement to measure some instruments annually that has not previously existed.</p>

NOTE 1 | SIGNIFICANT ACCOUNTING POLICIES (Continued)

(z) Pending Accounting Standards (continued)

PRONOUNCEMENT	SUMMARY	APPLICATION DATE	IMPACT ON COUNCIL
AASB 10 Consolidated Financial Statements	<p>This Standard forms the basis for determining which entities should be consolidated into an entity's financial statements. AASB 10 defines 'control' as requiring exposure or rights to variable returns and the ability to affect those returns through power over an investee, which may broaden the concept of control for public sector entities.</p> <p>The AASB has issued an exposure draft ED 238 Consolidated Financial Statements – Australian Implementation Guidance for Not-for-Profit Entities that explains and illustrates how the principles in the Standard apply from the perspective of not-for-profit entities in the private and public sectors.</p>	1 July 2014	The AASB have finalised deliberations on ED 238 and any modifications made to AASB 10 for not-for-profit entities, Council will need to re-assess the nature of its relationships with other entities, including those that are currently not consolidated.
AASB 11 Joint Arrangements	<p>This Standard deals with the concept of joint control, and sets out a new principles-based approach for determining the type of joint arrangement that exists and the corresponding accounting treatment. The new categories of joint arrangements under AASB 11 are more aligned to the actual rights and obligations of the parties to the arrangement.</p>	1 July 2014	The AASB have finalised deliberations and any modifications made to AASB 11 for not-for-profit entities, Council will need to assess the nature of arrangements with other entities in determining whether a joint arrangement exists in light of AASB 11.
AASB 12 Disclosure of Interests in Other Entities	<p>This Standard requires disclosure of information that enables users of financial statements to evaluate the nature of, and risks associated with, interests in other entities and the effects of those interests on the financial statements. This Standard replaces the disclosure requirements in AASB 127 Separate Financial Statements and AASB 131 Interests in Joint Ventures.</p> <p>The exposure draft ED 238 proposes to add some implementation guidance to AASB 12, explaining and illustrating the definition of a 'structured entity' from a not-for-profit perspective.</p>	1 July 2014	Impacts on the level and nature of the disclosures will be assessed based on the eventual implications arising from AASB 10, AASB 11 and AASB 128 Investments in Associates and Joint Ventures.

NOTE 1 | SIGNIFICANT ACCOUNTING POLICIES (Continued)

(z) Pending Accounting Standards (continued)

PRONOUNCEMENT	SUMMARY	APPLICATION DATE	IMPACT ON COUNCIL
AASB 127 Separate Financial Statements	This revised Standard prescribes the accounting and disclosure requirements for investments in subsidiaries, joint ventures and associates when an entity prepares separate financial statements.	1 July 2014	The impact of this standard will need to be assessed in line with the final deliberations by the AASB on the application of this standard to not for profit entities.
AASB 128 Investments in Associates and Joint Ventures	This revised Standard sets out the requirements for the application of the equity method when accounting for investments in associates and joint ventures.	1 July 2014	The impact of this standard will need to be assessed in line with the final deliberations by the AASB on the application of this standard to not for profit entities.
AASB 1053 Application of Tiers of Australian Accounting Standards and AASB 2010-2 Amendments to Australian Accounts Standard arising from Reduced Disclosure Requirements	These standards set out the tiers of financial reporting and the reduced disclosure framework.	1 July 2014	Council has yet to determine the impact of this standard,

NOTE 2 | RATES

Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is the value of its land and all its improvements.

This valuation base was used to calculate general rates, excluding valuations for power generation companies and Australian Paper Maryvale Ltd:

The valuation base used to calculate general rates for 2013/14 was \$9,909,313,000 (2012/13 was \$9,801,839,000).

The applicable rates in the CIV dollar were:

	2014	2013
	\$	\$
General	0.00442245	0.00421418
Farm	0.00331684	0.00316063
Recreation Land	NA	0.00163615

This derived rate revenues of:

	\$'000s	\$'000s
Residential	33,632	31,754
Commercial/Industrial	6,608	6,253
Farm	2,761	2,627
Recreation Land	(2)	34
Rating Agreements/Payments in lieu of rates	8,765	8,549
Municipal Charge	4,444	4,227
Garbage Charge	9,555	8,658
EPA Victoria Landfill Levy	592	535
Total Rates	66,355	62,637

The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2014, and the valuation will be first applied in the rating year commencing 1 July 2014.

The date of the previous general revaluation of land for rating purposes within the municipal district was 1 January 2012, and the valuation first applied to the rating year commencing 1 July 2012.

	2014	2013
	\$'000s	\$'000s
NOTE 3 GRANTS		
Grants were received in respect of the following:		
Summary of Grants		
Federally funded grants	5,627	3,101
State funded grants	22,176	26,893
Others	140	50
Total	27,942	30,044
Recurrent		
Victorian Grants Commission – General Purpose	4,327	8,635
Aged and Disability	4,488	4,126
Preschools	3,660	3,361
Victorian Grants Commission – Local Roads	1,258	2,304
Commonwealth Government - Roads to Recovery Program	1,175	1,689
Family and Children Programs	918	898
Libraries	494	490
Maternal and Child Health	482	468
Employment Facilitation Programs	407	744
Enhanced Home Visiting Program	222	209
Arts Programs	145	145
Family Day Care	127	158
Rural Access Program	109	104
School Crossing Supervision	100	93
Health Programs	99	66
Community Support and Development Programs	31	32
Environment	42	26
Total Recurrent	18,084	23,549
Non-Recurrent		
Natural Disaster Recovery	2,509	294
Latrobe Regional Airport	1,408	1,712
Other Recreation Facilities	1,339	721
Moe Outdoor Pool	1,243	-
Moe Rail Precinct Revitalisation	924	818
Healthy Communities	850	1,165
Roads, Streets & Bridges	640	-
Federal Blackspot Program (Vic Roads)	485	847
Economic Development	207	216
Community Support and Development Programs	136	453
Fire Service Property Levy	106	39
Environment	25	55
City Planning and Development	21	-
Health Programs	7	-
Other	(42)	34
Employment Facilitation Programs	-	94
City Image Strategy	-	45
Landfill	-	4
Total Non-Recurrent	9,858	6,495

	2014	2013
	\$'000s	\$'000s
NOTE 3 GRANTS (Continued)		
Conditions on Grants		
Grants & Contributions recognised as revenue during the year and were obtained on the condition that they be expended in a specified manner that had not occurred at balance date were:		
Recurrent		
Aged and Disability Programs	568	402
Health Programs	358	217
Family and Children Programs	267	267
Employment Facilitation Programs	165	252
Libraries	72	82
City Planning and Development	6	-
Victorian Grants Commission – General Purpose	-	4,642
Victorian Grants Commission – Local Roads	-	1,211
Community Support and Development Programs	-	34
Arts Programs	-	10
Total Recurrent	1,436	7,118
Non-Recurrent		
Moe Rail Revitalisation Project	997	397
Healthy Communities	692	924
Lighting	342	-
Natural Disaster Recovery	299	66
Roads, Streets and Bridges	214	460
Recreation	137	364
Latrobe Regional Airport	23	-
Community Support and Development Programs	26	64
Economic Development	11	70
Other	1	6
Environment	-	44
Other Infrastructure	-	30
Family and Children Programs	-	29
Fire Service Property Levy	-	29
Total Non-Recurrent	2,753	2,483
Total	4,189	9,601

	2014	2013
	\$'000s	\$'000s
NOTE 3 GRANTS (Continued)		
Grants & Contributions which were recognised as revenue in prior years and were expended during the current year in the manner specified by the grantor were:		
Recurrent		
Victorian Grants Commission – General Purpose	4,642	4,684
Victorian Grants Commission – Local Roads	1,211	1,184
Aged and Disability Programs	388	392
Family and Children Programs	332	582
Employment Facilitation Programs	260	153
Health Programs	211	107
Libraries	63	52
Arts Programs	13	23
Commonwealth Government - Roads to Recovery Program	-	681
Community Support and Development Programs	-	61
City Planning and Development	-	4
Total Recurrent	7,119	7,922
Non-Recurrent		
Natural Disaster Recovery	1,390	2,053
Healthy Communities	846	308
Moe Rail Revitalisation Project	528	887
Moe Outdoor Pool	435	-
Recreation	364	237
Roads, Streets and Bridges	116	-
City Planning and Development	106	7
Community Support and Development Programs	(95)	39
Economic Development	70	74
Environment	44	-
Fire Services Property Levy	29	-
Aged and Disability Programs	30	12
Other	11	8
Health Programs	-	24
Arts Programs	-	22
Family and Children Programs	-	21
Employment Facilitation Programs	-	17
Total Non-Recurrent	4,063	3,709
Total	11,182	11,631
Net Increase/(Decrease) in Restricted Assets Resulting from Grant Revenues for the Year	(6,993)	(2,030)

1.0 OVERVIEW

2.0 OUR COUNCIL

3.0 OUR ORGANISATION

4.0 OUR PERFORMANCE

5.0 GOVERNANCE

6.0 FINANCIAL POSITION

7.0 OUR REFERENCES

	2014	2013
	\$'000s	\$'000s
NOTE 4 USER CHARGES		
Leisure Centres	3,011	2,865
Outdoor Pools	92	76
Child Care / Pre Schools	4,211	3,985
Aged Services	1,982	2,055
Recreation (Halls and Reserves)	383	339
Planning	547	529
Building Services	148	148
Health Services	372	354
Local Laws	943	960
Waste Services	4,054	2,976
Library Services	48	50
Debt Collections Recovery	276	236
Council Election Fines	39	88
Other Fees and Charges	97	98
Total User Charges	16,203	14,759
NOTE 5 OTHER INCOME		
Interest on Rates	331	511
Interest on Investments	1,566	1,778
Sales – Non Capital	130	13
Valuation Fees	15	27
Commissions	42	47
Property Rentals	747	741
Insurance Reimbursements	227	12
Fundraising	25	12
Sponsorship	86	100
Local Contributions	230	489
Donations	18	14
Merchandise Sales	564	591
Other	241	144
Total Other Income	4,222	4,479
NOTE 6 DEVELOPER CASH CONTRIBUTIONS		
Public Open Space	27	79
Drainage Headworks	-	72
Street Trees	9	16
Future Roadworks	-	199
Development Plan	-	299
Total Developer Cash Contributions	36	665

	2014	2013
	\$'000s	\$'000s
NOTE 7 DEVELOPER CONTRIBUTED ASSETS		
Roads	2,534	870
Drains	1,102	176
Footpaths	347	452
Kerb and Channel	540	171
Land	-	467
Land Under Roads	54	14
Total Developer Contributed Assets	4,578	2,150
NOTE 8 EMPLOYEE COSTS		
Salaries and Wages	38,428	35,969
Long Service Leave	934	872
Annual Leave	3,848	3,492
Superannuation	3,904	3,528
Other OnCosts	1,188	1,308
Fringe Benefits Tax and Workcover Levy	1,598	1,394
Total Employee Costs	49,900	46,563
NOTE 9 MATERIALS AND SERVICES		
Contract Payments	14,700	15,129
Plant Hire	994	958
Utilities	3,190	2,888
Building Maintenance	988	1,194
Equipment Maintenance	709	682
IT Consumables/ Communications	1,800	1,779
Family Day Care	1,107	1,323
Consultancy	1,243	1,438
Vehicle Expenses	1,386	1,280
Other Materials	6,569	7,097
Total Materials and Services	32,686	33,768
NOTE 10 BAD AND DOUBTFUL DEBTS		
Other Debtors	8	4
Total Bad and Doubtful Debts	8	4
NOTE 11 DEPRECIATION AND AMORTISATION EXPENSES		
Building and Improvements	3,586	3,668
Furniture and Equipment	737	691
Intangible Assets	80	87
Playground Improvements	91	70
Plant and Equipment	1,649	1,601
Roads, Streets and Bridges	10,331	9,712
Drainage Works	1,493	1,332
Landfill Improvements	4,229	2,842
Total Depreciation Expenses	22,196	20,004

	2014	2013
	\$'000s	\$'000s
NOTE 12 FINANCE COSTS		
Interest on Borrowings	1,211	1,086
Total Finance Costs	1,211	1,086

NOTE 13 OTHER EXPENDITURE		
Auditors Remuneration	101	77
Councillors Allowances	268	264
Operating Lease Rentals	187	163
Grants & Contributions	1,519	1,162
Levies	1,610	1,125
Advertising & Promotion	557	562
Insurances	909	811
Total Other Expenditure	5,151	4,164

NOTE 14 CASH AND CASH EQUIVALENTS		
Cash on Hand	18	19
Cash at Bank	21,064	6,334
Short Term Deposits	21,550	21,310
Total Cash and Cash Equivalents	42,632	27,663

Council's cash and cash equivalents are subject to a number of internal and external restrictions that limit amounts available for discretionary or future use. These include:

Trust funds and deposits (Note 24)	2,214	2,043
Reserve funds allocated for specific future purposes	2,326	2,453
Unexpended Grants (Note 3)	5,336	12,329
Restricted Funds (Note 18)	9,876	16,825
Total Unrestricted Cash and Cash Equivalents	32,756	10,838

NOTE 15 PREPAYMENTS		
Registrations	110	112
Software Maintenance and Support	170	59
Memberships and Subscriptions	2	19
Property Leases	4	3
Other	7	14
Total Prepayments	293	207

	2014	2013
	\$'000s	\$'000s
NOTE 16 TRADE AND OTHER RECEIVABLES		
Current		
Child Care	125	112
Family Day Care	42	53
Home Care / Maintenance / Meals on Wheels	222	214
Rates *	2,906	2,172
Government Grants and Subsidies	3,137	1,104
Accrued Interest	115	288
Staff Advances	14	9
Pre Schools	3	20
Health Registrations	2	-
Advances to Community Groups/ Vendor Term Loans	10	24
Pension Claim	379	365
Latrobe Regional Airport Projects	37	44
Landfill	608	466
Other	462	727
Net GST Receivable	943	748
Provision for Doubtful Debts	(43)	(53)
Total Current	8,962	6,293
Non-Current		
Advances to Community Group/ Vendor Term Loans	17	26
Total Non-Current	17	26
Total Trade and Other Receivables	8,979	6,319

* Rates are payable by four instalments during the year or by lump sum in February. Arrears attract interest, currently at the rate of 10.5% per annum.

NOTE 17 FINANCIAL ASSETS		
Current		
Term Deposits with a maturity term > 90 Days	3,310	19,500
Total Current	3,310	19,500
Non-Current		
MAPS Group Ltd. Shares	2	2
Total Non-Current	2	2
Total Financial Assets	3,312	19,502

	2014	2013
	\$'000s	\$'000s

NOTE 18 | RESTRICTED ASSETS

Cash

Council has cash and cash equivalents (Note 14) that are subject to restrictions as at the reporting date. Council has legislative restrictions in relation to non discretionary reserve and grant funds, together with cash held for trust funds and deposits

Restricted Cash Assets

Street Lighting Reserve (1)	13	13
Off Street Parking Contributions (1)	230	230
Drainage Contributions (1)	586	732
Playground/ Public Open Space Contributions(1)	410	384
Tree Planting Contributions (1)	210	218
Future Roadwork (1)	578	578
Development Contribution Plan (1)	298	298
Trust Funds and Deposits (Note 24)	2,214	2,043
Unexpended Grants & Contributions (Note 3)	5,336	12,329
Total Restricted Cash Assets	9,876	16,825

(1) Funds required to be spent on projects for which contributions have been received.

	2014	2013
	\$'000s	\$'000s
NOTE 19 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT		
Summary		
Property, Plant and Equipment		
At fair value	1,286,137	1,281,656
At Cost	57,891	35,313
Less Accumulated Depreciation	(307,992)	(287,281)
Total Property, Plant and Equipment	1,036,036	1,029,689
Land		
• at independent valuation 2013	201,546	201,546
• at cost	-	-
Total Land	201,546	201,546
Buildings and Improvements		
• at independent valuation 2013	178,844	178,844
• at cost	5,338	-
Less Accumulated Depreciation	(3,586)	-
Total Buildings and Improvements	180,596	178,844
Furniture and Equipment		
• at cost	7,237	6,020
Less Accumulated Depreciation	(4,774)	(4,143)
Total Furniture and Equipment	2,463	1,877
Plant and Equipment		
• at cost	12,717	12,333
Less Accumulated Depreciation	(5,649)	(4,837)
Total Plant and Equipment	7,068	7,496
Drainage Works		
• at Council valuation 2013	153,267	152,177
• at cost	115	-
Less Accumulated Depreciation	(61,671)	(60,188)
Total Drainage Works	91,711	91,989
Land Under Roads		
• at Council valuation 2014	18,030	17,104
Total Land Under Roads	18,030	17,104
Roads, Streets and Bridges		
• at Council valuation 2013	710,769	708,375
• at cost	16,631	-
Less Accumulated Depreciation	(217,294)	(207,413)
Total Roads, Streets and Bridges	510,105	500,962

	2014	2013
	\$'000s	\$'000s
NOTE 19 PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT (Continued)		
Landfill Improvements		
• at Council valuation 2014	18,822	18,751
• at cost	5,102	2,034
	23,924	20,785
Less Accumulated Amortisation	(13,928)	(9,700)
Total Landfill Improvements	9,995	11,086
Playground Improvements		
• at Council valuation 2013	1,963	1,963
• at cost	799	-
	2,762	1,963
Less Accumulated Depreciation	(1,090)	(999)
Total Playground Improvements	1,672	964
Art Collection		
• at Council valuation 2011	2,896	2,896
• at cost	52	37
Total Art Collection	2,948	2,933
Works in Progress – at cost		
• Furniture and Equipment	-	517
• Buildings and Improvements	6,424	6,667
• Roads, Streets and Bridges	3,309	4,432
• Drainage	148	-
• Playgrounds	8	222
• Landfill Improvements	12	3,052
Total Works in Progress	9,901	14,889
Total Property, Plant and Equipment	1,036,036	1,029,689

NOTE 19 | PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT (Continued)

Fair value assessments have been performed at 30 June 2014 for Land, Buildings and Infrastructure. This assessment demonstrated that fair value was materially similar to carrying value, and therefore a full revaluation was not required this year. The next scheduled full revaluation for this purpose will be conducted in 2016/17 for Land and Buildings and 2014/15 for Infrastructure.

Details of the Council's Land, Buildings and Infrastructure and information about the fair value hierarchy as at 30 June 2014 are as follows:

	LEVEL 1	LEVEL 2	LEVEL 3
	\$'000s	\$'000s	\$'000s
Land – Non Specialised	-	87,270	-
Land – Specialised	-	-	114,276
Land Under Roads	-	-	18,030
Landfill Improvements	-	-	8,298
Buildings – Specialised	-	-	175,267
Roads, Street and Bridges	-	-	493,515
Drainage	-	-	91,596
Playground Improvements	-	-	876
Art Collection	-	2,896	-
Total	-	90,166	901,858

No transfers between levels occurred during the year

Valuation Basis**Non-specialised land, non-specialised buildings**

Non-specialised land and non-specialised buildings are valued using the market based direct comparison method. Under this valuation method, the assets are compared to recent comparable sales or sales of comparable assets which are considered to have nominal or no added improvement value.

For non-specialised land and non-specialised buildings, an independent valuation was performed by CJA Lee Property – Valuers and Consultants (Registration number: 61902) to determine the fair value using the market based direct comparison method. Valuation of the assets was determined by analysing comparable sales and allowing for share, size, topography, location and other relevant factors specific to the asset being valued. From the sales analysed, an appropriate rate per square metre has been applied to the subject asset. The effective date of the valuation is 30 June 2013. To the extent that non-specialised land and non-specialised buildings do not contain significant, unobservable adjustments, these assets are classified as Level 2 under the market based direct comparison approach.

Specialised land and specialised buildings

The market based direct comparison method is also used for specialised land although is adjusted to reflect the specialised nature of the assets being valued. For Council specialised buildings, the depreciated replacement cost method is used, adjusting for the associated depreciations. Specialised assets contain significant, unobservable adjustments, therefore these assets are classified as Level 3 fair value measurements.

An adjustment is made to reflect a restriction on the sale or use of an asset by Council. The adjustment is an allowance made to reflect the difference in value between unrestricted assets and those held by the Council which are impacted by external restraints on their use.

An independent valuation of Council's specialised land and specialised buildings was performed by CJA Lee Property – Valuers and Consultants (Registration number: 61902). The valuation was performed using either the market based direct comparison method or depreciated replacement cost, adjusted for restrictions in use. The effective date of the valuation is 30 June 2013.

NOTE 19 | PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT (Continued)

Land Under Roads

All land under roads is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Infrastructure

Infrastructure is valued using the depreciated replacement cost method. This cost represents the replacement cost of the building/component after applying depreciation rates on a useful life basis. Replacement costs relate to costs to replace the property to an "as new" standard. Economic obsolescence has also been factored into the depreciated replacement cost calculation.

Where it has not been possible to examine hidden works such as structural frames and floors, the use of reasonable materials and methods of construction have been assumed bearing in mind the age and nature of the building. The estimated cost of reconstruction including structure services and finishes, also factors in any heritage classifications as applicable. Infrastructure assets contain significant unobservable adjustments, therefore these assets are classified as Level 3.

A valuation of Council's, infrastructure assets was performed by Council's Infrastructure Planning staff. The valuation was performed based on the depreciated replacement cost of the assets. The effective date of the valuation is 30 June 2013.

Art Collection

Art collection has been valued at market value by an independent art valuer as at 30 June 2011. Valuations were carried out by:

- Guy Abrahams – Approved Valuer, Australian Government Cultural Gifts Program
- Lesley Kehoe Galleries

There were no changes in valuation techniques throughout the period to 30 June 2014.

For all assets measured at fair value, the current use is considered the highest and best use.

Reconciliation of Level 3 Fair Value

	SPECIALISED LAND AND LAND IMPROVEMENTS	SPECIALISED BUILDINGS	LAND UNDER ROADS	INFRASTRUCTURE
	\$'000S	\$'000S	\$'000S	\$'000S
2014				
Opening Balance	114,276	178,844	17,104	603,975
Depreciation	-	(3,577)	-	(13,704)
Impairment Loss	-	-	-	-
Revaluation	-	-	866	-
Acquisitions/ (Disposals)	-	-	60	4,014
Transfers	-	-	-	-
Closing Balance	114,276	175,267	18,030	594,285

NOTE 19 | PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT (Continued)

Description of Significant Unobservable Inputs into Level 3

	VALUATION TECHNIQUE	SIGNIFICANT UNOBSERVABLE INPUTS	RANGE	SENSITIVITY
Specialised Land and Land Improvements (\$114.3 m)	Market based direct comparison approach (refer above)	Extent and impact of restriction of use	Impact of restriction of use is likely to be in the range of +- 10% of value.	Increase or decrease in the extent of restriction would result in a significantly lower or higher fair value.
Specialised Buildings (\$175.3 m)	Depreciated Replacement Cost	Direct cost per square metre Useful life of specialised buildings	\$350 - \$6,462 per square metre. 30-50 years	Increase or decrease in the direct cost per square metre adjustment and/or estimated useful life would result in a significantly lower or higher fair value.
Land Under Roads (\$18.0 m)	Market based direct comparison approach (refer above)	Extent and impact of restriction of use	87%	Increase or decrease in the extent of restriction would result in a significantly lower or higher fair value.
Roads, Streets and Bridges (\$493.515m)	Depreciated Replacement Cost	Cost per unit Useful life of infrastructure	\$3.19 Sealed Surface to \$3,885 bridge super structures per square metre. 7 – 75 years.	Increase or decrease in the cost per unit and/or estimated useful life would result in a significantly lower or higher fair value.
Drainage Works (\$91.596 m)	Depreciated Replacement Cost	Cost per unit Useful life of infrastructure	\$42.18-10,224.10 per metre pipes. Pits & Traps \$1,037.25 to 66,506.15 per item. 50-70 years	Increase or decrease in the cost per unit and/or estimated useful life would result in a significantly lower or higher fair value.
Landfill Improvements (\$8.298 m)	Depreciated Replacement Cost	Cost per unit Useful life of infrastructure	Unit rate per item is influenced by EPA requirements and size of landfill cell. Useful life is based on usage of landfill cell and is currently in the range of 6 - 31 years	Increase or decrease in the cost per unit and/or estimated useful life would result in a significantly lower or higher fair value.
Playground Improvements (\$0.876 m)	Depreciated Replacement Cost	Cost per unit Useful life of infrastructure	\$111 - \$44,400 per item. 11 years	Increase or decrease in the cost per unit and/or estimated useful life would result in a significantly lower or higher fair value.

NOTE 19 (a) PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT

	CARRYING AMOUNT 30/06/2013	WDV FOR ASSETS HELD OVERALL	DEPRECIATION PREVIOUSLY UNRECOGNISED ASSETS	ADDITIONS 2013/14	WDV DISPOSALS	DEPRECIATION EXPENSES	REVALUATION NO. 10/11/13 (DOCUMENT 3)	CARRYING AMOUNT 30/06/2014
					Note 19(a)	Note 11		
	\$'000s	\$'000s	\$'000s	\$'000s	\$'000s	\$'000s	\$'000s	\$'000s
2014								
Land	201,546	-	-	-	-	-	-	201,546
Buildings and Improvements	178,844	-	-	5,338	-	(3,586)	-	180,596
Furniture and Equipment	1,877	-	-	1,323	-	(737)	-	2,463
Plant and Equipment	7,495	-	-	1,750	(529)	(1,649)	-	7,068
Drainage Works	91,989	-	-	1,217	(2)	(1,493)	-	91,711
Land Under Roads	17,104	-	-	60	-	-	866	18,030
Roads, Streets and Bridges	500,963	-	-	20,046	(572)	(10,331)	-	510,105
Landfill Improvements	11,086	-	-	3,138	-	(4,229)	-	9,995
Playground Improvements	964	-	-	799	-	(91)	-	1,672
Art Collection	2,933	-	-	15	-	-	-	2,948
Works in Progress	14,889	-	-	(4,988)	-	-	-	9,901
Total Property, Infrastructure, Plant and Equipment	1,029,689	-	-	28,698	(1,103)	(22,116)	866	1,036,036
2013								
Land	169,192	190	554	519	-	-	31,091	201,546
Buildings and Improvements	176,558	553	(370)	1,791	-	(3,668)	3,980	178,844
Furniture and Equipment	1,874	-	-	704	(10)	(691)	-	1,877
Plant and Equipment	6,436	-	324	3,178	(841)	(1,601)	-	7,495
Drainage Works	83,937	-	-	292	-	(1,332)	9,092	91,989
Land Under Roads	17,090	-	-	14	-	-	-	17,104
Roads, Streets and Bridges	450,062	-	(101)	13,419	-	(9,712)	47,295	500,963
Landfill Improvements	11,893	-	-	2,035	-	(2,842)	-	11,086
Playground Improvements	746	-	-	231	(5)	(70)	63	964
Art Collection	2,908	-	-	24	-	-	-	2,933
Works in Progress	10,704	-	-	4,185	-	-	-	14,889
Total Property, Infrastructure, Plant and Equipment	931,400	743	407	26,392	(856)	(19,916)	91,521	1,029,689

NOTE 19 (b) PROPERTY, INFRASTRUCTURE, PLANT AND EQUIPMENT

	PLANT	FURNITURE AND EQUIPMENT	INFRASTRUCTURE	TOTAL 2014	TOTAL 2013
	\$'000s	\$'000s	\$'000s	\$'000s	\$'000s
Proceeds of Sales	569	1		570	828
Sales Expenses	-	-	-	-	-
Net Proceeds	569	1	-	570	828
Book Values	(529)	-	(574)	(1,103)	(856)
Gain/(Loss) on Disposals	40	1	(574)	(533)	(28)

NOTE 20 INTANGIBLE ASSETS

	Software
	\$'000s
Gross Carrying Amount	
Balance at 1 July 2012	788
Additions 2012/13	44
Balance at 30 June 2013	832
Additions 2013/14	58
Balance at 30 June 2014	890
Accumulated Amortisation and Impairment	
Balance at 1 July 2012	(483)
Amortisation Expense 2012/13	(87)
Balance at 30 June 2013	(571)
Amortisation Expense 2013/14	(80)
Balance at 30 June 2014	(650)
Net Book Value at 30 June 2013	261
Net Book Value at 30 June 2014	239

	2014	2013
	\$'000s	\$'000s

NOTE 21 TRADE AND OTHER PAYABLES

Current		
Payables	8,844	14,927
Accrued Salaries and Wages	2,097	1,766
Accrued Loan Interest	1	2
Total Trade and Other Payables	10,942	16,695

	2014	2013
	\$'000s	\$'000s
NOTE 22 INTEREST-BEARING LIABILITIES		
Current		
Borrowings – Secured	10,823	2,959
Total Current	10,823	2,959
Non-Current		
Borrowings – Secured	8,828	11,427
Total Non-Current	8,828	11,427
Total Interest-Bearing Liabilities	19,651	14,386
All borrowings are secured over Council's Rate Revenue.		
The maturity profile for Council's borrowing is:		
Within 12 months	10,823	2,959
Later than 1 year but not later than 5 years	7,485	8,711
After 5 years	1,343	2,716
	19,651	14,386

NOTE 23 PROVISIONS

	ANNUAL LEAVE	LONG SERVICE LEAVE	LANDFILL IMPROVEMENTS	TOTAL
	\$'000s	\$'000s	\$'000s	\$'000s
2014				
Balance at beginning of the financial year	3,707	8,164	16,415	28,285
Additional provisions	3,805	742	-	4,547
Amounts Used	(3,587)	(807)	(738)	(5,131)
Increase in the discounted amount arising because of time and the effect of any change in the discount rate	5	156	71	232
Balance at the end of the financial year	3,930	8,256	15,748	27,933

2013				
Balance at beginning of the financial year	3,563	7,896	16,589	28,048
Additional provisions	3,504	1,463	193	5,160
Amounts Used	(3,360)	(632)	(367)	(4,359)
Increase in the discounted amount arising because of time and the effect of any change in the discount rate	-	(563)	-	(563)
Balance at the end of the financial year	3,707	8,164	16,415	28,286

	2014	2013
	\$'000s	\$'000s
Current Provisions expected to be settled within 12 months		
Annual Leave	3,650	3,707
Long Service Leave	1,882	1,903
Landfill Rehabilitation	2,119	2,027
	7,651	7,637
Current Provisions expected to be settled after 12 months		
Annual Leave	280	-
Long Service Leave	5,003	4,855
	5,283	4,855
Total Current Provisions	12,935	12,492
Non-Current Provisions		
Long Service Leave	1,370	1,406
Landfill Rehabilitation	13,628	14,388
Total Non-Current Provisions	14,998	15,794

The following assumptions were adopted in measuring the present value of employee benefits

Weighted average increase in employee costs	4.44%	4.50%
Weighted average discount rates	3.06%	3.24%
Weighted average settlement period	12	12

	2014	2013
	\$'000s	\$'000s
NOTE 24 TRUST FUNDS AND DEPOSITS		
Contracts and Sundry Deposits	2,214	2,043
Total Trust Funds and Deposits	2,214	2,043

NOTE 25 | RESERVES

(a) Asset Revaluation Reserve	BALANCE AT BEGINNING OF REPORTING PERIOD		INCREMENT/ (DECREMENT)		BALANCE AT END OF REPORTING PERIOD	
	2014 \$'000s	2013 \$'000s	2014 \$'000s	2013 \$'000s	2014 \$'000s	2013 \$'000s
Land	160,054	128,963	-	31,091	160,054	160,054
Buildings and Improvements	89,547	85,567	-	3,980	89,547	89,547
Land Under Roads	6,319	6,319	866	-	7,185	6,319
Plant and Equipment	14	14	-	-	14	14
Roads, Streets and Bridges	96,285	48,990	-	47,295	96,285	96,285
Drainage	46,244	37,152	-	9,092	46,244	46,244
Playgrounds	63	-	-	63	63	63
Artworks	727	727	-	-	727	727
Total	399,253	307,732	866	91,521	400,119	399,253

(b) Other Reserves	2014	2013
	\$'000s	\$'000s
Developer Contributions		
Balance at beginning of reporting period	2,453	1,898
Transfer from accumulated surplus	(164)	(110)
Transfer to accumulated surplus	36	665
Balance at end of reporting period	2,326	2,453
Total Reserves	402,445	401,706

The development contribution reserve is maintained to account for funds held by the Council for specific development purposes. Such purposes include off street parking, drainage, playgrounds and public open spaces and tree planting development.

NOTE 26 | CONTINGENT LIABILITIES AND CONTINGENT ASSETS

Contingent Liabilities

Council has been served with an unquantified claim under the Water Act 1989 in relation to the Morwell Land Movement. Council will be defending this claim in the Victorian Civil and Administrative Tribunal and the Supreme Court in the 2014-2015 financial year and as this matter is yet to be finalised, and as the financial outcomes are unable to be reliably estimated, no allowance for these contingencies has been made in the financial report.

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme to ensure that the liabilities of the fund are covered by the assets of the fund. As a result of the increased volatility in financial markets the likelihood of making such contributions in future periods has increased. At this point in time it is not known if additional contributions will be required, their timing or potential amount.

NOTE 26 | CONTINGENT LIABILITIES AND CONTINGENT ASSETS (Continued)

Contingent Liabilities (continued)

Council has varying obligations for the rehabilitation of five former landfill sites, estimated costs associated with undertaking these works have been included in the balance sheet provisions, however there is still some uncertainty around the Environmental Protection Agency (EPA) requirements, which could lead to additional costs that cannot currently be reliably measured.

Contingent Assets

Construction of infrastructure assets by developers in the course of creating new subdivisions results in the infrastructure assets being vested in Council when Council issues a Statement of Compliance. These assets are brought to account as revenue and capitalised.

At reporting date, developers had commenced construction of assets that will eventually be transferred to Council contingent upon Council issuing a Statement of Compliance.

Due to the nature of the arrangements in place and the assets involved, a contingent asset cannot be reliably measured prior to completion.

NOTE 27 | COMMITMENTS

	NOT LATER THAN 1 YEAR	LATER THAN 1 YEAR AND NOT LATER THAN 2 YEARS	LATER THAN 2 YEARS AND NOT LATER THAN 5 YEARS	LATER THAN 5 YEARS	TOTAL
	\$'000s	\$'000s	\$'000s	\$'000s	\$'000s
2014					
Operating					
Garbage Collection	3,110	3,203	8,447	-	14,760
Transfer Station Operations	1,007	1,037	2,168	-	4,211
Street Sweeping	385	198	-	-	583
Cleaning Services	353	-	-	-	353
Landfill Leachate Treatment	297	306	158	-	760
Meals On Wheels	96	-	-	-	96
Latrobe Regional Airport Master Plan	89	-	-	-	89
Landfill Rehabilitation	94	-	-	-	94
Hazelwood Pondage Caravan Park	65	-	-	-	65
Waste Water Disposal	56	5	-	-	61
Sanitary Disposal Services	53	54	114	-	221
Materials Recovery Facility - Recycling	23	-	-	-	23
	5,628	4,803	10,887	-	21,317
Capital Construction					
Roads, Streets & Bridges	1,033	-	-	-	1,033
Recreation	5	-	-	-	5
	1,038	-	-	-	1,038

NOTE 27 | COMMITMENTS (Continued)

	NOT LATER THAN 1 YEAR	LATER THAN 1 YEAR AND NOT LATER THAN 2 YEARS	LATER THAN 2 YEARS AND NOT LATER THAN 5 YEARS	LATER THAN 5 YEARS	TOTAL
	\$'000s	\$'000s	\$'000s	\$'000s	\$'000s
2013					
Operating					
Garbage Collection	3,097	3,189	10,154	1,795	18,235
Street Sweeping	377	388	200	-	965
Meals on Wheels	347	209	-	-	556
Public Convenience Cleaning	185	-	-	-	185
Website and Intranet Development	52	-	-	-	52
Green Waste Acceptance and Processing	847	872	1,824	-	3,543
Transfer Station Operations	997	1,027	3,269	-	5,293
Materials Recovery Facility - Recycling	54	55	175	-	284
Emergency Management	62	-	-	-	62
	6,016	5,741	15,622	1,795	29,173
Capital Construction					
Roads, Streets and Bridges	2,567	-	-	-	2,567
Recreation	2,429	-	-	-	2,429
Latrobe Regional Airport	285	-	-	-	285
Buildings and Improvements	249	-	-	-	249
Telecommunications Solution Replacement	191	-	-	-	191
	5,721	-	-	-	5,721
				2014	2013
				\$'000s	\$'000s

NOTE 28 | OPERATING LEASES

At the reporting date, the municipality had the following obligations under non-cancellable operating leases. (These obligations are not recognised as liabilities):

Not Later than one year	163	80
Later than one year and not later than five years	403	370
Later than five years	1,401	1,210
	1,967	1,660

NOTE 29 | EVENTS OCCURRING AFTER BALANCE DATE

No matters have occurred after balance date that requires disclosure in the financial report.

NOTE 30 SUPERANNUATION

Latrobe City Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. The defined benefit section provides lump sum benefits based on years of service and final average salary. The defined contribution section receives fixed contributions from Latrobe City Council and the Latrobe City Council's legal or constructive obligation is limited to these contributions.

Obligations for contributions to the Fund are recognised as an expense in Comprehensive Operating Statement when they are made or due.

Accumulation

The Fund's accumulation category, Vision Super Saver receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2014, this was 9.25% required under Superannuation Guarantee legislation). No further liability accrues to the employer as the superannuation benefits accruing to employees are represented by their share of the net assets of the Fund.

Effective from 1 July 2014, the Superannuation Guarantee contribution rate will increase to 9.5%.

Defined Benefit

The Fund's Defined Benefit category is a multi-employer sponsored plan. As the Fund's assets and liabilities are pooled and are not allocated to each employer, the Actuary is unable to allocate benefit liabilities, assets and costs between employers. As provided under Paragraph 32 (b) of AASB 119, Latrobe City Council does not use defined benefit accounting for its defined benefit obligations.

Council makes employer contributions to the defined benefit category of the Fund at rates determined by the Trustee on the advice of the Fund's actuary. Council makes employer contributions to the Funds Defined Benefit category at rates determined by the Fund's Trustee. This rate is currently 9.25% of member's salaries (9.25% in 2012/13).

In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit (the funded resignation or retirement benefit is calculated as the VBI multiplied by the benefit).

Council is also required to make additional contributions to cover the contribution tax payable on the contributions referred to above.

Employees are also required to make member contributions to the Fund. As such, assets accumulate in the Fund to meet member benefits, as defined in the Trust Deed, as they accrue.

Unfunded Superannuation Liability - Funding Calls

The fund is required to comply with the superannuation prudential standards. Under the superannuation prudential standards SPS 160, The Fund is required to target full funding of its vested benefits. There may be circumstances where:

- a fund is in an unsatisfactory financial position at an actuarial investigation (i.e. its vested benefit index (VBI) is less than 100% at the date of the actuarial investigation); or
- a fund's VBI is below the shortfall limit at any time other than the date of the actuarial investigations.

If either of the above occur, the Fund has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. There may be circumstances where the Australian Prudential Authority (APRA) may approve a period longer than three years.

The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%. Since 30 June 2013 the VBI has been in excess of 100%. The 31 March estimated VBI was 104.6%. As this is greater than 100%, the fund is considered to be fully funded with no action required by employers at this stage.

The next full actuarial investigation of the Fund's liability for accrued benefits will be based on the Fund's position as at 30 June 2014. The anticipated completion date of this actuarial investigation is 19 December 2014.

NOTE 30 SUPERANNUATION (Continued)

	2014	2013
	\$'000s	\$'000s
Superannuation Contributions		
Contributions by Latrobe City Council to the above superannuation plans for the financial year ended 30 June 2014 are detailed below:		
Defined Benefit Plans		
Employer contributions paid to Local Authorities Superannuation Fund (Vision Super)	516	476
Employer contributions payable to Local Authorities Superannuation Fund (Vision Super) at reporting date	-	6,975
	516	7,451
Accumulation Funds		
Employer contributions paid to Accumulation Funds	2,924	2,645
Employer contributions payable to Accumulation Funds at reporting date	464	407
	3,388	3,052

The expected contributions to be paid to the defined benefit category of Vision Super for the year ending 30 June 2015 is \$0.550 million.

NOTE 31 | RELATED PARTY TRANSACTIONS

(i) Responsible Persons

Names of persons holding the position of Responsible Person at the Latrobe City Council during the reporting period are:

		From	To
Councillors:	Darrell White	01/07/13	30/06/14
	Graeme Middlemiss	01/07/13	30/06/14
	Sandy Kam	01/07/13	30/06/14
	Kellie O'Callaghan	01/07/13	30/06/14
	Sharon Gibson	01/07/13	30/06/14
	Dale Harriman	01/07/13	30/06/14
	Michael Rossiter	01/07/13	30/06/14
	Christine Sindt	01/07/13	30/06/14
	Peter Gibbons	01/07/13	30/06/14
Chief Executive	Paul Buckley	01/07/13	14/02/14
	John Mitchell (Acting)	24/12/13	30/06/14

(ii) Remuneration of Responsible Persons

The numbers of Responsible Officers, whose total remuneration from Council and any related entities fall within the following bands;

	2014	2013
	\$'000s	\$'000s
Income Range		
<\$20,000	-	5
\$20,000 - \$29,999	7	5
\$30,000 - \$39,999	-	1
\$40,000 - \$49,999	1	-
\$50,000 - \$59,999	-	1
\$60,000 - \$69,999	1	-
\$140,000 - \$149,999	1	-
\$210,000 - \$219,999	1	-
\$300,000 - \$309,999	-	1
Total	11	13
Total Remuneration for the reporting period for Responsible Persons included above, amounted to:	650	571

(iii) Retirement Benefits

No Retirement benefits have been paid by the Council in connection with the retirement of Responsible Persons of the Council. (2012/13: \$Nil)

(iv) Loans

No Loans have been made, guaranteed or secured by the Council to a Responsible Person of the Council during the reporting period. (2012/13: \$Nil)

NOTE 3.1 RELATED PARTY TRANSACTIONS (Continued)

(v)

Other Transactions

During the year, a number of transactions were entered into that require additional disclosures in this note. All transactions listed below occurred under normal commercial terms and conditions.

(a) Apprenticeships Group Australia

Councillor Darrell White is the Director of Apprenticeships Group Australia (AGA). For the year ended 30 June 2014, Council paid AGA \$6,600 in Wage Subsidy payments.

(b) Morwell Bowling Club

Councillor Darrell White is the Director of Morwell Bowling Club. For the year ended 30 June 2014, Council paid Morwell Bowling Club \$7,305.40 for Catering and Room Hire.

(c) Power Works Holdings Ltd

Councillor Darrell White is the Director of Power Works Holdings Ltd. For the year ended 30 June 2014, Council has not made any payments to Power Works Holdings Ltd.

(d) Gippsland Regional Waste Management Group

Councillor Graeme Middlemiss is the Director and Deputy Chair of Gippsland Regional Waste Management Group (GRWVG). For the year ended 30 June 2014, Council has not made any payments to GRWVG.

(e) South Eastern Australian Transport Strategy Inc.

Councillor Graeme Middlemiss is the Secretary and Executive Member of South Eastern Australia Transport Strategy Inc (SEATS). For the year ended 30 June 2014, Council paid SEATS \$6,514.76 for a membership subscription.

(f) Victorian District of Mining and Energy Division of the Construction, Forestry, Mining and Energy Union

Councillor Graeme Middlemiss is the Vice President of Victorian District of Mining and Energy Division of the Construction, Forestry, Mining and Energy Union (CFMEU). For the year ended 30 June 2014, Council has not made any payments to CFMEU.

(g) Gippsland Road Safe

Councillor Sandy Kam is the Secretary, Treasurer and Public Office of Gippsland Road Safe. For the year ended 30 June 2014, Council has not made any payments to Gippsland Road Safe.

(h) Barrier Breakers

Councillor Sandy Kam is the Returning Officer of Barrier Breakers. For the year ended 30 June 2014, Council has not made any payments to Barrier Breakers.

(i) Latrobe New Arrivals Driving Program

Councillor Sandy Kam is the Chair of Latrobe New Arrivals Driving Program (LNADP). For the year ended 30 June 2014, Council has not made any payments to LNADP.

(j) Gippsland Regional Advisory Council for Victorian Multicultural Commission

Councillor Sandy Kam is a member of Gippsland Regional Advisory Council for Victorian Multicultural Commission. For the year ended 30 June 2014, Council has not made any payments to Gippsland Regional Advisory Council for Victorian Multicultural Commission.

(k) Timber Towns Victoria

Councillor Sandy Kam is the Deputy Chair (Vice President) of Timber Towns Victoria. For the year ended 30 June 2014, Council paid Timber Towns Victoria \$3,300 for a membership subscription.

(l) Latrobe Regional Hospital

Councillor Kellie O'Callaghan is the Board Chair of Latrobe Regional Hospital (LRH). For the year ended 30 June 2014, Council paid LRH \$5,625 for Sponsorship for a Gala Ball including 5 x Gala Ball Tickets. Council also reimbursed LRH \$1,096.60 in overpaid fees for council services.

NOTE 31 RELATED PARTY TRANSACTIONS (Continued)

(v) Other Transactions (continued)

(m) Community Advisory Committee, Clean Coal Victoria

Councillor Kellie O'Callaghan is the Chair of Community Advisory Committee, Clean Coal Victoria. For the year ended 30 June 2014, Council has not made any payments to Community Advisory Committee, Clean Coal Victoria.

(n) Gippsland Medicare Local

Councillor Kellie O'Callaghan is the Director of Gippsland Medicare Local. For the year ended 30 June 2014, Council has not made any payments to Gippsland Medicare Local.

(o) St Gabriel's Primary School

Councillor Dale Harriman is on the Board of St Gabriel's Primary School. For the year ended 30 June 2014, Council has paid St Gabriel's Primary School \$126 for Traffic School Hire Refund.

(p) Cool One Refrigeration Pty Ltd

Councillor Michael Rossiter has declared an interest in Cool One Refrigeration Pty Ltd. For the year ended 30 June 2014, Council has not made any payments to Cool One Refrigeration Pty Ltd.

(q) Rotary Club of Traralgon

Councillor Michael Rossiter has declared an interest in the Rotary Club of Traralgon. For the year ended 30 June 2014, Council has not made any payments to Rotary Club of Traralgon.

(r) Sindt Pty Ltd

Councillor Christine Sindt is the Trustee for Sindt Pty Ltd. For the year ended 30 June 2014, Council has not made any payments to Sindt Pty Ltd.

(s) Gibbo River Pty Ltd Mitchell Family Trust

Acting CEO John Mitchell is the Director of Gibbo River Pty Ltd Mitchell Family Trust. For the year ended 30 June 2014, Council has not made any payments to Gibbo River Pty Ltd Mitchell Family Trust.

(t) Sunderman Water Power Ltd

Acting CEO John Mitchell is the Director of Sunderman Water Power Ltd. For the year ended 30 June 2014, Council has not made any payments to Sunderman Water Power Ltd.

(u) Gunai Kurnai Traditional Land Owners Management Board

Acting CEO John Mitchell is the Deputy Chairman of Gunai Kurnai Traditional Land Owners Management Board. For the year ended 30 June 2014, Council has not made any payments to Gunai Kurnai Traditional Land Owners Management Board.

(v) Gippsland Emergency Relief Fund

Acting CEO John Mitchell is the President of Gippsland Emergency Relief Fund (GERF). For the year ended 30 June 2014, Council has not made any payments to GERF.

(w) Gippstafe

Acting CEO John Mitchell was the Chairman of Gippstafe. For the year ended 30 June 2014, Council made payments of \$65,362.63 for training, catering of functions, refunds of overpaid council services and a contribution to a forum.

NOTE 3.1 RELATED PARTY TRANSACTIONS (Continued)

(vi) Senior Officers Remuneration

A Senior Officer other than a Responsible Person, is an officer of Council who has management responsibilities and reports directly to the Chief Executive Officer or whose total annual remuneration exceeds \$133,000 (2012/13 \$130,000).

The number of Senior Officers other than the Responsible Persons, are shown below in their relevant income bands:

	2014	2013
	\$'000s	\$'000s
Income Range		
<\$133,000	-	-
\$130,000 - \$139,999	5	10
\$140,000 - \$149,999	3	3
\$150,000 - \$159,999	2	-
\$170,000 - \$179,999	2	-
\$190,000 - \$199,999	1	-
\$200,000 - \$209,999	-	3
\$210,000 - \$219,999	-	2
\$220,000 - \$229,999	1	-
Total	14	18
Total remuneration for the reporting period for senior officers included above, amounted to:	2,187	2,807

NOTE 3.2 RECONCILIATION OF CASH FLOWS FROM OPERATING ACTIVITIES TO SURPLUS

Surplus for the Period	7,653	9,523
Depreciation and Amortisation	22,195	20,004
Finance Costs	1,211	1,086
Net Loss on disposal of Property, Infrastructure, Plant and Equipment	533	28
Recognition of Previously Unrecognised Assets	-	(407)
Developer Contributions for Contributed Assets	(4,578)	(2,150)
Changes in Assets and Liabilities:		
(Increase)/decrease in Trade and Other Receivables	(2,661)	1,086
Increase/(decrease) in Trade and Other Payables	(5,753)	1,747
(Increase)/decrease in Prepayments	(86)	147
Increase/(decrease) in Provisions	(423)	237
Increase/(decrease) in Contract and Security Deposits	172	523
Net Cash provided by Operating Activities	18,263	31,824

NOTE 33 FINANCIAL INSTRUMENTS

(a) Accounting Policy, Terms and Conditions

RECOGNISED FINANCIAL INSTRUMENT	NOTE	ACCOUNTING POLICY	TERMS AND CONDITIONS
FINANCIAL ASSETS			
Cash and Cash Equivalents	14	<p>Cash on hand and at bank and money market call account are valued at face value.</p> <p>Interest is recognised as it accrues.</p> <p>-Investments and Bills were valued at cost -Investments are held to maximise interest returns of surplus cash. -Interest revenues are recognised as they accrue.</p>	<p>Cash at Bank and At call deposits returned a floating interest rate of 2.40% (3.04% in 2012/13). The interest rate at balance date was 2.39% (2.69% in 2012/13).</p> <p>Funds returned fixed interest rates of between 3.39% (4.15% in 2012/13), and 4.38% (6.05% in 2012/13) net of fees.</p>
Trade and Other Receivables	16	<p>Receivables are carried at nominal amounts due less any provision for doubtful debts. A provision for doubtful debts is recognised when there is objective evidence that an impairment loss has occurred.</p>	<p>General debtors are unsecured and arrears attract an interest rate of 10.5% (10.5% in 2012/13). Credit terms are based on 30 days.</p>
Financial Assets	17	<p>-Investments and Bills were valued at amortised cost using the effective interest method. -Investments are held to maximise interest returns of surplus cash. -Interest revenues are recognised as they accrue.</p>	<p>Funds returned fixed interest rates of between 3.65% (4.20% in 2012/13), and 4.70% (4.70% in 2012/13) net of fees.</p>
FINANCIAL LIABILITIES			
Trade and Other Payables	21	<p>Liabilities are recognised for amounts to be paid in the future for goods and services provided to Council as at balance date whether or not invoices have been received.</p>	<p>General Creditors are unsecured, not subject to interest charges and are normally settled within 30 days of invoice receipt.</p>
Interest Bearing Liabilities	22	<p>-Loans are carried at their principal amounts, which represent the present value of future cash flows associated with servicing the debt. -Interest is accrued over the period it becomes due and is recognised as part of payables</p>	<p>Borrowings are secured by way of mortgage over the general rates of the Council.</p> <p>The weighted average interest rate on borrowings is 5.57% during 2012/13 (7.11% in 2012/13)</p>
Bank Overdraft		<p>Overdrafts are recognised at the principal amount. Interest is charged as an expense as it accrues.</p>	<p>The overdraft is subject to annual review. Council has a \$1M overdraft facility. It is secured by a mortgage over Council's general rates and is repayable on demand.</p> <p>No overdraft was utilised during 2013/14 or 2012/13.</p>

NOTE 33 FINANCIAL INSTRUMENTS (CONTINUED)

(b) Interest Rate Risk

The exposure to interest rate risk and the effective interest rate of financial assets and financial liabilities, both recognised and unrecognised at balance date are as follows:

	FLOATING INTEREST RATE	1 YEAR OR LESS	OVER 1 TO 5 YEARS	MORE THAN 5 YEARS	NON- INTEREST BEARING	TOTAL
	\$'000s	\$'000s	\$'000s	\$'000s	\$'000s	\$'000s
2014						
Financial Assets						
Cash and Cash Equivalents	21,064	21,550	-	-	18	42,632
Financial Assets	-	3,310	-	-	2	3,312
Trade and Other Receivable	-	-	-	-	5,130	5,130
Total Financial Assets	21,064	24,860	-	-	5,150	51,074
Weighted Average Interest Rates	2.39%	3.61%	-	-	-	-
Financial Liabilities						
Trade and Other Payables	-	-	-	-	10,942	10,942
Trust Funds and Deposits	-	-	-	-	2,214	2,214
Interest-Bearing Liabilities	-	10,823	7,485	1,343	-	19,651
Total Financial Liabilities	-	10,823	7,485	1,343	13,156	32,807
Weighted Average Interest Rates	-	4.24%	7.37%	6.34%	-	-
Net Financial Assets (Liabilities)	21,064	14,037	(7,485)	(1,343)	(8,006)	18,267
2013						
Financial Assets						
Cash and Cash Equivalents	6,334	21,310	-	-	19	27,663
Financial Assets	-	19,500	-	-	-	19,500
Trade and Other Receivable	-	-	-	-	3,416	3,416
Total Financial Assets	6,334	40,810	-	-	3,435	50,579
Weighted Average Interest Rates	3.04%	4.32%	-	-	-	-
Financial Liabilities						
Trade and Other Payables	-	-	-	-	16,695	16,695
Trust Funds and Deposits	-	-	-	-	2,043	2,043
Interest-Bearing Liabilities	-	2,959	8,710	2,717	-	14,386
Total Financial Liabilities	-	2,959	8,710	2,717	18,738	33,124
Weighted Average Interest Rates	-	6.89%	7.30%	6.76%	-	-
Net Financial Assets (Liabilities)	6,334	37,851	(8,710)	(2,717)	(15,303)	17,455

NOTE 33 FINANCIAL INSTRUMENTS (Continued)

(c) Net Fair Value

The aggregate net fair value of financial assets and financial liabilities, both recognised and unrecognised at balance date are as follows:

	TOTAL CARRYING AMOUNT AS PER BALANCE SHEET		AGGREGATE NET FAIR VALUE	
	2014 \$'000s	2013 \$'000s	2014 \$'000s	2013 \$'000s
Financial Assets				
Cash and Cash Equivalents	42,632	27,663	42,632	27,663
Financial Assets	3,312	19,500	3,312	19,500
Trade and Other Receivable	5,130	3,416	5,130	3,416
Total Financial Assets	51,074	50,579	51,074	50,579
Financial Liabilities				
Trade and Other Payables	10,942	16,695	10,942	16,695
Trust Funds and Deposits	2,214	2,043	2,214	2,043
Interest-Bearing Liabilities	19,651	14,386	19,651	14,386
Total Financial Liabilities	32,807	33,124	32,807	33,124

(d) Risk and Mitigation

The risks associated with our main financial instruments and our policies for minimising these risks are detailed below.

Market Risk

Market risk is the risk that the fair value or future cash flows of our financial instruments will fluctuate because of changes in market prices. The Council's exposures to market risk are primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk. Components of market risk to which we are exposed are discussed below.

Interest Rate Risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Interest rate risk arises from interest bearing financial assets and liabilities that we use. Non derivative interest bearing assets are predominantly short term liquid assets. Our interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes us to fair value interest rate risk.

Our loan borrowings are sourced from major Australian banks by a tender process. We manage interest rate risk on our net debt portfolio by:

- setting prudential limits on interest repayments as a percentage of rate revenue.

We manage the interest rate exposure on our net debt portfolio by appropriate budgeting strategies.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act 1989*. We manage interest rate risk by adopting an investment policy that ensures:

- conformity with State and Federal regulations and standards,
- adequate safety,
- diversification by credit rating, financial institution and investment product,
- monitoring of return on investment
- benchmarking of returns and comparison with budget.

Maturity will be staggered to provide for interest rate variations and to minimise interest rate risk.

NOTE 33 FINANCIAL INSTRUMENTS (CONTINUED)

Credit Risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause us to make a financial loss. We have exposure to credit risk on all financial assets included in our balance sheet. To help manage this risk:

- we have a policy for establishing credit limits for the entities we deal with;
- we may require collateral where appropriate; and
- we only invest surplus funds with financial institutions which has a recognised credit rating specified in our investment policy.

Trade and other receivables consist of a large number of customers, spread across the consumer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the main debtor is the Victorian Government. Apart from the Victorian Government we do not have any significant credit risk exposure to a single customer or groups of customers. Ongoing credit evaluation is performed on the financial condition of our customers and, where appropriate, an allowance for doubtful debts is raised.

We may also be subject to credit risk for transactions which are not included in the balance sheet, such as when we provide a guarantee for another party. Details of our contingent liabilities are disclosed in note 26.

	2014	2013
	\$'000s	\$'000s
Movement in Provision for Doubtful Debts		
Balance at the beginning of the year	53	66
New Provisions recognised during the year	18	23
Amounts already provided for and written off as uncollectible	(12)	(15)
Amounts provided for but recovered during the year	(16)	(21)
Balance at the end of the year	43	53

Ageing of Trade and Other Receivables

At balance date other debtors representing financial assets were past due but not impaired. These amounts relate to a number of independent customers for whom there is no recent history of default. The ageing of the Councils' Trade and Other Receivables at reporting date was:

Current (not yet overdue)	2,445	2,314
Past due by up to 30 days	2,326	616
Past due between 31 and 60 days	85	100
Past due between 61 and 90 days	48	28
Past due by more than 90 days	226	358
	5,130	3,416

NOTE 33 FINANCIAL INSTRUMENTS (Continued)

Liquidity risk

Liquidity risk includes the risk that, as a result of our operational liquidity requirements:

- we will not have sufficient funds to settle a transaction on the date;
- we will be forced to sell financial assets at a value which is less than what they are worth; or
- we may be unable to settle or recover financial assets at all.

To help reduce these risks we:

- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Councils exposure to liquidity risk is deemed insignificant based on prior periods' data and current assessment of risk.

The table below lists the contractual maturities for Council's Financial Liabilities.

These amounts undiscounted gross payments including both principal and interest amounts.

	6 MONTHS OR LESS	6-12 MONTHS	1-2 YEARS	2-5 YEARS	>5 YEARS	TOTAL AMOUNT	CARRYING AMOUNT
	\$'000s	\$'000s	\$'000s	\$'000s	\$'000s	\$'000s	\$'000s
2014							
Trade and Other Payables	10,942	-	-	-	-	10,942	10,942
Trust Funds and Deposits	2,214	-	-	-	-	2,214	2,214
Interest-Bearing Liabilities	9,933	1,647	2,921	5,918	1,425	21,844	19,651
	23,089	1,647	2,921	5,918	1,425	35,000	32,807
2013							
Trade and Other Payables	16,695	-	-	-	-	16,695	16,695
Trust Funds and Deposits	2,043	-	-	-	-	2,043	2,043
Interest-Bearing Liabilities	2,055	1,832	3,334	7,333	2,941	17,495	14,386
	20,793	1,832	3,334	7,333	2,941	36,233	33,124

(e) Sensitivity Disclosure Analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, the Council believes the following movements are 'reasonably possible' over the next 12 months (Base rates are sourced from the Commonwealth Bank of Australia):

- A parallel shift of +1% and -2% in market interest rates (AUD) from year end rates of 2.50%. (2012/13 2.75%)

The statement below discloses the impact on net operating result and equity for each category of financial instruments held by the Council at year end, if the above movements were to occur.

Based on a market interest rate (AUD) at year end of 2.50% (2012/13 2.75%) a parallel shift of +1% will result in an increase of \$211K (2012/13 \$63K) in operating surplus and equity and accordingly a parallel shift of -2% would have resulted in a decrease of \$422K and (2012/13 \$126K) in operating surplus and equity on those balances subject to floating interest rates.

	2014	2013
	\$'000s	\$'000s
NOTE 34 AUDITOR'S REMUNERATION		
Audit Fee to conduct External Audit – Victorian Auditor-General	59	58
Internal Audit Fees	39	66
	98	124

NOTE 35 | INCOME, EXPENSES AND ASSETS BY FUNCTION/ACTIVITY

	TOTAL	EXECUTIVE OFFICE	ECONOMIC SUSTAINABILITY	ORGANISATIONAL EXCELLENCE	RECREATION AND COMMUNITY INFRASTRUCTURE	COMMUNITY LIVABILITY	PLANNING AND GOVERNANCE	OTHER
	\$'000s	\$'000s	\$'000s	\$'000s	\$'000s	\$'000s	\$'000s	\$'000s
2014								
Income								
Grants	27,942	-	406	3	1,961	13,134	153	12,286
Other	91,394	3	5,027	59	8,883	7,763	919	68,740
Total Income	119,336	3	5,433	62	10,843	20,897	1,072	81,026
Expenses	111,683	1,467	12,223	6,835	23,713	29,208	8,487	29,751
Surplus (deficit) for the year	7,653	(1,465)	(6,789)	(6,773)	(12,869)	(8,311)	(7,414)	51,275
Assets attributed to Function/Activities *	1,091,492	545	47,614	746	883,900	106,172	1,742	50,773
2013								
Income								
Grants	30,044	3	361	1	2,178	12,527	181	14,794
Other	85,069	2	4,020	111	6,945	7,485	1,123	65,382
Total Income	115,113	5	4,381	113	9,123	20,012	1,304	80,175
Expenses	105,590	1,227	11,822	6,743	22,682	26,532	7,855	28,729
Surplus (deficit) for the year	9,523	(1,222)	(7,441)	(6,630)	(13,558)	(6,520)	(6,552)	51,446
Assets attributed to Function/Activities *	1,083,641	463	44,944	944	874,274	108,925	1,764	52,327

*Assets have been attributed to functions/activities based on the control and/or custodianship of specific assets.

NOTE 35 INCOME, EXPENSES AND ASSETS BY FUNCTION/ACTIVITY (Continued)**EXECUTIVE OFFICE**

This division is responsible for the management of council operations and chief executive office functions.

ECONOMIC SUSTAINABILITY

This division is responsible for investment facilitation, tourism and Latrobe Regional Airport activities and natural environment sustainability including the management of waste services.

ORGANISATIONAL EXCELLENCE

This division is responsible for people management and development, corporate strategy and information services.

RECREATION, & COMMUNITY INFRASTRUCTURE

This division is responsible for recreational and cultural activities, infrastructure operations such as the maintenance of buildings, roads, drains and parks and gardens, transit cities and the management of capital projects. It is also responsible for cleansing services such as street and footpath sweeping and cleaning of public conveniences.

COMMUNITY LIVEABILITY

This division is responsible for the provision of family and children services programs including preschool, childcare and maternal and child health. Community Liveability is also responsible for community wellbeing programs including home care, meals on wheels ADASS and environmental health. This division also manages community information services including libraries, service centres and local laws. Community capacity building programs are also part of this division's responsibility.

PLANNING AND GOVERNANCE

This division is responsible for council operations and legal counsel, financial management, community relations, risk management, statutory and strategic planning and building services.

OTHER

Other includes the Victoria Grants Commission general purpose grants and rate revenue together with expenditure that is not attributable to any other division.

NOTE 36 FINANCIAL RATIOS

2014	2014	2013	2013	2012	2012
\$'000s	%	\$'000s	%	\$'000s	%

(i) Debt Servicing Ratio

(to identify the capacity of Council to service its outstanding debt)

Debt Servicing Cost	1,211	= 1.01%	1,086	= 0.94%	1,226	= 1.08%
Total Revenue	119,336		115,113		113,545	

Debt servicing costs refer to the payment of interest on loan borrowings, finance lease, and bank overdraft.

The ratio expresses the amount of interest paid as a percentage of Council's total revenue.

(ii) Debt Commitment Ratio

(to identify a Council's debt redemption strategy)

Debt Servicing & Redemption Costs	4,916	= 7.41%	4,237	= 6.76%	4,069	= 6.92%
Rate Revenue	66,355		62,637		58,762	

The strategy involves the payment of loan principal and interest, finance lease principal and interest.

The ratio expresses the percentage of rate revenue utilised to pay interest and redeem debt principal.

(iii) Revenue Ratio

(to identify a Council's dependence on non-rate income)

Rate Revenue	66,355	= 55.60%	62,637	= 54.41%	58,762	= 51.75%
Total Revenue	119,336		115,113		113,545	

The level of Council's reliance on rate revenue is determined by assessing rate revenue as a proportion of the total revenue of Council.

(iv) Debt Exposure Ratio

(to identify a Council's exposure to debt)

Total Indebtedness	60,740	= 13.59%	61,409	= 13.87%	61,053	= 15.08%
Total Realisable Assets	446,889		442,882		404,902	

For the purpose of the calculation of financial ratios, realisable assets are those assets which can be sold and which are not subject to any restriction on realisation or use.

Any liability represented by a restricted asset (note 19) is excluded from total indebtedness.

The following assets are excluded from total assets when calculating Council's realisable assets:

Land and buildings on Crown land; restricted assets; heritage assets and total infrastructure assets.

The ratio enables assessment of Council's solvency and exposure to debt. Total indebtedness refers to the total liabilities of Council. Total liabilities are compared to total realisable assets which are all Council assets not subject to any restriction and are able to be realised. The ratio expresses the percentage to total liabilities for each dollar of realisable assets.

NOTE 36 FINANCIAL RATIOS (Continued)

2014	2014	2013	2013	2012	2012
\$'000s	%	\$'000s	%	\$'000s	%

(v) Working Capital Ratio

(to assess a Council's ability to meet current commitments)

Current Assets	55,198	=	150%	53,662	=	157%	50,490	=	204%
Current Liabilities	36,914			34,188			24,704		

The ratio expresses the level of current assets the Council has available to meet its current liabilities.

(vi) Adjusted Working Capital Ratio

(to assess a Council's ability to meet current commitments)

Current Assets	55,198	=	175%	53,662	=	183%	50,490	=	268%
Current Liabilities	31,631			29,334			18,816		

The ratio expresses the level of current assets the Council has available to meet its adjusted current liabilities.

Current liabilities have been reduced to reflect the long service leave that is shown as a current liability because Council does not have an unconditional right to defer settlement of the liability for at least twelve months after the reporting date, but is not likely to fall due within 12 months after the end of the period.

	2014	2013
	\$'000s	\$'000s
NOTE 37 CAPITAL EXPENDITURE		
Capital Expenditure Areas		
Roads, Paths, Bridges and Carparks	16,602	13,997
Drainage	263	75
Land, Buildings and Improvements	4,002	4,352
Plant and Equipment	1,750	3,178
Furniture, Equipment and Intangibles	864	1,231
Playgrounds	584	423
Artworks	15	24
Landfill Cell Construction	27	1,006
Total Capital Works	24,108	24,286
Represented by:		
Asset Renewal (a)	18,617	14,260
New Assets (b)	3,510	4,038
Asset Expansion/ Upgrade (c)	1,981	5,988
Total Capital Works	24,108	24,286

Property, Infrastructure, Plant and Equipment and Intangibles

The movement between the previous year and the current year in Property, Infrastructure, Plant and Equipment and Intangibles as shown in the Balance Sheet links to the net of the following items:

Total Capital Works	24,108	24,286
Depreciation and Amortisation	(22,195)	(20,004)
Less Written Down Value of Assets Disposed	(1,103)	(856)
Developer Contributed Assets	4,578	2,150
Landfill Provision Present Value Increase	71	744
Asset Revaluation Reserve	866	91,521
Net Movement in Property, Infrastructure, Plant and Equipment and Intangibles	6,325	98,247

(a) Asset Renewal

Expenditure on an existing asset which returns the service potential or the life of the asset up to that which it had originally. It is periodically required expenditure, relatively large (material) in value compared with the value of the components or sub-components of the asset being renewed. As it reinstates existing service potential, it has no impact on revenue, but may reduce future operating and maintenance expenditure if completed at the optimum time.

(b) New Assets

Expenditure which creates a new asset that provides a new service that did not previously exist. New asset expenditure does not have any element of renewal, expansion or upgrade of existing assets. New capital expenditure may or may not result in additional revenue for council and will result in an additional burden for future operation, maintenance and capital renewal.

(c) Asset Expansion/ Upgrade

Expenditure that extends the capacity of an existing asset to provide benefits, at the same standard as is currently enjoyed by existing beneficiaries, to new users. It is discretionary expenditure which increases future operating and maintenance costs, because it increases council's asset base, but may be associated with additional revenue from the new user group.

Expenditure which enhances an existing asset to provide a higher level of service or that will increase the life of the asset beyond that which it originally had. Asset upgrade expenditure is discretionary and often does not result in additional revenue unless direct user charges apply. It will increase operating and maintenance expenditure in the future because of the increase in the council's asset base.

6.3

CERTIFICATION

of the Financial Statements

In my opinion the accompanying financial statements have been prepared in accordance with the *Local Government Act 1989*, the *Local Government (Finance and Reporting) Regulations 2004*, Australian Accounting Standards and other mandatory professional reporting requirements.

Principal Accounting Officer



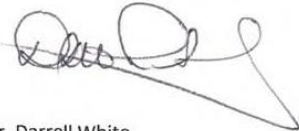
Matthew Rogers, CPA
Dated: 15 September 2014

In our opinion the accompanying financial statements present fairly the financial transactions of the Latrobe City Council for the year ended 30 June 2014 and the financial position of the Council as at the date.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council on 15 September 2014 to certify the financial statements in their final form.

Councillor



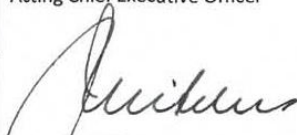
Cr. Darrell White
Dated: 15 September 2014

Councillor



Cr. Michael Rossiter
Dated: 15 September 2014

Acting Chief Executive Officer



John Mitchell
Dated: 15 September 2014

6.4

STANDARD STATEMENTS

6.4.1	Standard Income Statement	120
6.4.2	Standard Balance Sheet	121
6.4.3	Standard Cash Flow Statement	125
6.4.4	Standard Capital Works Statement	174
6.4.5	Basis of Preparation of Standard Statements ...	189



6.4.1 Standard Income Statement

STANDARD INCOME STATEMENT FOR THE YEAR ENDED 30 JUNE 2014

	REF	Actual	Budget	Variances	
		2013/14	2013/14	\$'000s	%
		\$'000s	\$'000s	\$'000s	%
INCOME					
Rates		66,355	66,530	(175)	-
Operating Grants and Contributions	1	20,965	23,504	(2,539)	(11)
Capital Grants and Contributions	2	6,977	11,777	(4,800)	(41)
Interest	3	1,566	1,223	343	28
User Fees and Charges	4	16,203	14,060	2,143	15
Other Income	5	2,655	1,869	786	42
Developer Contributions	6	36	72	(36)	(50)
Developer Contributed Assets	7	4,578	2,000	2,578	129
Total Income		119,336	121,035	(1,699)	(1)
EXPENSES					
Employee Costs	8	(49,900)	(49,696)	(204)	-
Materials and Services	9	(32,686)	(31,995)	(691)	2
Bad and Doubtful Debts	10	(8)	(18)	10	(57)
Finance Costs		(1,211)	(1,337)	126	(9)
Other Expenditure	11	(5,151)	(4,378)	(773)	18
Depreciation and Amortisation		(22,195)	(22,100)	(95)	-
Net loss on disposal of Property, Infrastructure, Plant and Equipment	12	(533)	-	(533)	100
Total Expenses		(111,683)	(109,525)	(2,158)	2
SURPLUS / (DEFICIT) FOR THE YEAR		7,653	11,510	(3,857)	(34)
OTHER COMPREHENSIVE INCOME					
Other	13	866	19,130	(18,264)	(95)
Total Comprehensive Income for the Year		8,519	30,639	(22,120)	(72)

STANDARD INCOME STATEMENT

Variance Explanation Report

REF	ITEM	COMMENTARY
1	Operating Grants and Contributions	Outcome: Unfavourable \$2.539 million or 11% The unfavourable variance is mainly as a result of Victoria Grants Commission funding for the 2013/14 financial year that was advanced to Council in the previous financial year, no such advance was made in June 2014.
2	Capital Grants and Contributions	Outcome: Unfavourable \$4.800 million or 41% The unfavourable variance is mainly a result of funding originally budgeted for the Moe Rail Precinct Revitalisation and other projects which are now expected to be received during the 2014/2015 financial year.
3	Interest	Outcome: Favourable \$0.343 million or 28% Additional interest income was achieved mainly due to greater than expected cash holdings as a result of the receipt of additional program and project funding in advance of the timing of expenditure and some delays in capital works projects.
4	User Fees and Charges	Outcome: Favourable \$2.143 million or 15% The additional income is primarily due to greater than expected commercial & industrial waste received at Council's Landfill facility. Other favourable variances were received for child care and subdivision supervision fees.
5	Other Income	Outcome: Favourable \$0.786 million or 42% The additional income relates to an insurance claim refund for Moe Tennis Complex together with greater than budgeted interest on outstanding rates and charges.
6	Developer Contributions	Outcome: Unfavourable \$0.036 million or 50% Cash contributions from developers were lower than expected mainly due to the timing of these contributions being difficult to predict.
7	Developer Contributed Assets	Outcome: Favourable \$2.578 million or 129% Infrastructure asset contributions from developers were higher than expected mainly due to the timing of these contributions being difficult to predict.
8	Employee Costs	Outcome: Unfavourable \$0.204 million or 0% The additional expenditure was mainly a result of higher than expected parental leave, workcover premium, recruitment costs and overtime associated with the February fires.
9	Materials and Services	Outcome: Unfavourable \$0.691 million or 2% The additional expenditure was mainly a result of additional costs associated with the February Fires and mine fire response which is expected to be recouped through Natural Disaster funding in 2014/2015.

STANDARD INCOME STATEMENT (Continued)

Variance Explanation Report

REF	ITEM	COMMENTARY
10	Bad and Doubtful Debts	Outcome: Favourable \$0.010 million or 57% The favourable result is primarily due to a doubtful debt recognised in the previous financial year that was subsequently received in full in the 2013/14 financial year.
11	Other Expenditure	Outcome: Unfavourable \$0.773 million or 18% The additional expenditure is mainly due to higher than expected Environmental Protection Agency (EPA) levies as a result of the higher than expected commercial and industrial waste received at Council's landfill facility. These levies are recouped through user fees and charges.
12	Net loss on disposal of Property, Infrastructure, Plant and Equipment	Outcome: Unfavourable \$0.533 million or 100% During the financial year a review of Council's Infrastructure assets identified some duplications and assets which were no longer controlled by Council and were subsequently disposed.
13	Other Comprehensive Income	Outcome: Unfavourable \$18.264 million or 95% An anticipated revaluation of Council's infrastructure assets was unable to be completed during the financial year meaning that only the Land Under Roads asset class was revalued. Reference to inflation factors suggested that any indexation increments would be immaterial.

6.4.2 Standard Balance Sheet

STANDARD BALANCE SHEET AS AT 30 JUNE 2014

	REF	Actual 2013/14	Budget 2013/14	Variances	
		\$'000s	\$'000s	\$'000s	%
CURRENT ASSETS					
Cash and Cash Equivalents and Financial Assets	1	45,942	17,026	28,916	170
Trade and Other Receivables		8,962	9,087	(125)	(1)
Prepayments	2	293	354	(61)	(17)
Total Current Assets		55,198	26,467	28,731	109
NON-CURRENT ASSETS					
Trade and Other Receivables	3	17	10	7	68
Property, Plant, Equipment and Intangibles	4	1,036,275	996,071	40,204	4
Financial Assets		2	2	-	-
Total Non-Current Assets		1,036,294	996,083	40,211	4
TOTAL ASSETS		1,091,492	1,022,550	68,941	7
CURRENT LIABILITIES					
Trade and Other Payables	5	10,942	7,267	3,675	51
Interest-Bearing Liabilities	6	10,823	3,316	7,507	226
Provisions - Employee Benefits		10,815	10,976	(161)	(1)
Provisions - Landfill Improvements	7	2,120	1,500	620	41
Trust Funds and Deposits	8	2,214	1,566	648	41
Total Current Liabilities		36,914	24,625	12,289	50
NON-CURRENT LIABILITIES					
Interest-Bearing Liabilities	9	8,828	16,557	(7,729)	(47)
Provisions - Employee Benefits		1,370	1,538	(168)	(11)
Provisions - Landfill Improvements	10	13,628	11,580	2,048	18
Total Non-Current Liabilities		23,827	29,675	(5,848)	(20)
TOTAL LIABILITIES		60,740	54,300	6,440	12
NET ASSETS		1,030,751	968,250	62,501	6
EQUITY					
Accumulated Surplus	11	628,307	620,939	7,368	1
Asset Revaluation Reserve	12	400,119	345,433	54,686	16
Other Reserves	13	2,325	1,878	447	24
TOTAL EQUITY		1,030,751	968,250	62,501	6

STANDARD BALANCE SHEET

Variance Explanation Report

REF	ITEM	COMMENTARY
1	Cash and Cash Equivalents and Financial Assets	Outcome: Favourable \$28.916 million or 170% Cash and financial assets are higher than budgeted mainly due to the early receipt of government grant funding, together with incomplete capital works at the end of the reporting period.
2	Prepayments	Outcome: Unfavourable \$0.061 million or 17% The level of prepayments lower than expected mainly due to the later than expected receipt of software maintenance invoices for 2014/2015.
3	Trade and Other Receivables – Non current	Outcome: Favourable \$0.007 million or 68% Minor variance showing as large percentage due small budget amount.
4	Property, Plant, Equipment and Intangibles	Outcome: Favourable \$40.204 million or 4% The additional valuation is mainly a result of asset revaluations that were processed at the end of the 2012/13 financial year but after the 2013/14 budget had been prepared.
5	Trade and Other Payables	Outcome: Unfavourable \$3.675 million or 51% The value of supplier invoices received after 30 June for works performed in the 2013/2014 reporting period was higher than anticipated in the budget which allowed for these payments being made prior year end.
6	Interest-Bearing Liabilities	Outcome: Unfavourable \$7.507 million or 226% Council's 2013/14 borrowings have been placed in a short term loan facility pending the first issuance of the Local Government Funding Vehicle. As the short term facility matures in the new financial year the whole amount is required to be treated as current as at balance date.
7	Provisions – Landfill Improvements (Current)	Outcome: Unfavourable \$0.620 million or 41% The current provision is higher than anticipated due to works budgeted for 2013/14 that have not been completed as at the balance date.
8	Trust Funds and Deposits	Outcome: Unfavourable \$0.648 million or 41% The higher than budgeted balance is due to greater than anticipated holdings of security deposits and contract retention amounts at the end of the financial year.
9	Interest-Bearing Liabilities – (Non-current)	Outcome: Favourable \$7.729 million or 41% Council's 2013/14 borrowings have been placed in a short term loan facility pending the first issuance of the Local Government Funding Vehicle. As the short term facility matures in the new financial year the whole amount is required to be treated as current as at balance date. The budget assumed a ten year loan with nine years of principal repayment treated as non-current.

STANDARD BALANCE SHEET (Continued)

Variance Explanation Report

REF	ITEM	COMMENTARY
10	Provisions – Landfill Improvements (Non Current)	Outcome: Unfavourable \$2.048 million or 18% This provision is higher than anticipated as a result of delays in commencing rehabilitation works together with increments in the provision due to inflation and present value calculations.
11	Accumulated Surplus	Outcome: Favourable \$7.368 million or 1% The increased surplus relates mainly to higher than expected opening equity in the 2013/14 financial year partially offset by a lower than expected surplus in the current reporting period. The additional surplus was largely due to government grants and other funds received in advance together with some other project/program expenditures that were delayed to the 2013/14 financial year.
12	Asset Revaluation Reserve	Outcome: Favourable \$54.686 million or 16% The additional balance is mainly a result of asset revaluations that were processed at the end of the 2012/13 financial year but after the 2013/14 budget had been prepared.
13	Other Reserves	Outcome: Favourable \$0.447 million or 24% The additional balance is due to delays in drainage works that were earmarked to be funded from reserve during the reporting period.

6.4.3 Standard Cash Flow Statement

STANDARD CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2014

	REF	ACTUAL	BUDGET	VARIANCES	
		2013/14	2013/14	\$'000s	%
		\$'000s	\$'000s	\$'000s	%
CASH FLOWS FROM OPERATING ACTIVITIES					
<i>Receipts</i>					
Rates and Charges		65,560	65,534	26	-
User Fees and Fines	1	16,973	14,060	2,913	21
Grants	2	27,793	35,209	(7,416)	(21)
Interest	3	1,739	1,223	516	42
Developer Contributions	4	36	72	(36)	(50)
Other Receipts	5	1,581	1,941	(360)	(19)
		113,683	118,039	(4,356)	(4)
<i>Payments</i>					
Employee Costs		(49,289)	(49,112)	(177)	-
Other Payments	6	(46,130)	(46,467)	337	(1)
		(95,419)	(95,579)	160	-
Net Cash Flows from Operating Activities		18,263	22,460	(4,197)	(19)
CASH FLOWS FROM INVESTING ACTIVITIES					
Proceeds from Property, Plant and Equipment		570	621	(51)	(8)
Payments for Property, Plant and Equipment	7	(24,108)	(41,216)	17,108	42
Net movement in Financial Assets	8	16,190	-	16,190	(100)
Net Cash Flows from/(used in) Investing Activities		(7,348)	(40,595)	33,247	(82)
CASH FLOWS FROM FINANCING ACTIVITIES					
Finance Costs		(1,211)	(1,337)	126	9
Proceeds from Borrowings		8,970	8,970	-	-
Repayment of Borrowings		(3,705)	(3,483)	(222)	(6)
Net Cash Flows from/(used in) Financing Activities		4,054	4,150	(96)	-
Net Increase/(Decrease) in Cash and Cash Equivalents		14,970	(13,985)	28,955	207
Cash and Cash Equivalents at Beginning of Financial Year	9	27,663	31,011	(3,348)	(11)
Cash at End of Financial Year		42,632	17,026	25,606	150

STANDARD CASH FLOW STATEMENT

Variance Explanation Report

REF	ITEM	COMMENTARY
1	User Fees and Fines	Outcome: Favourable \$2.913 million or 21% The additional income is primarily due to greater than expected commercial & industrial waste received at Council's Landfill facility. Other favourable variances were received for child care and subdivision supervision fees.
2	Grants	Outcome: Unfavourable \$7.416 million or 21% The unfavourable variance is mainly as a result of Victoria Grants Commission funding for the 2013/14 financial year that was advanced to Council in the previous financial year, no such advance was made in June 2014. The other factor was Capital grants that are now expected to be received in the 2014/2015 reporting period.
3	Interest	Outcome: Favourable \$0.516 million or 42% Additional interest income was achieved mainly due to greater than expected cash holdings as a result of the receipt of additional program and project funding in advance of the timing of expenditure and some delays in capital works projects.
4	Developer Contributions	Outcome: Unfavourable \$0.036 million or 50% Cash contributions from developers were lower than expected mainly due to the timing of these contributions being difficult to predict.
5	Other Receipts	Outcome: Unfavourable \$0.360 million or 19% Cash flow for other receipts is lower than expected mainly due to higher than expected outstanding sundry debtors as at the balance date.
6	Other Payments	Outcome: Favourable \$0.337 million or 1% The lower than anticipated level of payments was mainly due to delayed project and program expenditure which will now be incurred in the 2014/2015 financial year.
7	Payments for Property , Plant and Equipment	Outcome: Favourable \$17.108 million or 42% The lower than anticipated level of payments was mainly due to delayed capital project expenditure which will now be incurred in the 2014/2015 financial year..
8	Net movement in Financial Assets	Outcome: Favourable \$16.190 million or 100% Payments for term deposits with an original maturity of greater than 90 days were treated as Cash and Cash Equivalents in the budget but have been actually classified as Financial Assets as a result of advice from the Victorian Auditor General's Office.
9	Cash and Cash Equivalents at Beginning of Financial Year	Outcome: Unfavourable \$3.348 million or 11% The lower than expected balance at the beginning of the year was mainly due to term deposits with an original maturity of greater than 90 days which were treated as Cash and Cash Equivalents in the budget but have been actually classified as Financial Assets as a result of advice from the Victorian Auditor General's Office. This was largely offset by funding that was advanced to Council in the previous financial year together with capital and operational projects funds which were carried forward to be expended in 2013/14.

6.4.4 Standard Capital Works Statement

STANDARD CAPITAL WORKS STATEMENT FOR THE YEAR ENDED 30 JUNE 2014

REF	Actual 2013/14	Budget 2013/14	Variances		
	\$'000s	\$'000s	\$'000s	%	
CAPITAL WORKS AREAS					
Roads, Paths, Bridges and Carparks	1	16,602	19,283	(2,682)	(14)
Drainage	2	263	1,361	(1,097)	(81)
Land, Buildings and Improvements	3	4,002	13,205	(9,203)	(70)
Plant and Equipment	4	1,750	2,291	(541)	(24)
Furniture, Equipment and Intangibles		864	800	64	8
Playgrounds	5	584	761	(176)	(23)
Artworks		15	15	-	-
Landfill Cell Construction	6	27	3,500	(3,473)	(99)
Total Capital Works		24,108	41,216	(17,108)	(42)
Represented by:					
Asset Renewal		18,617	18,802	(185)	(1)
New Assets	7	3,510	17,615	(14,105)	(80)
Asset Expansion/ Upgrade	8	1,981	4,799	(2,818)	(59)
Total Capital Works		24,108	41,216	(17,108)	(42)

Property, Infrastructure, Plant and Equipment and Intangibles movement reconciliation worksheet

Total Capital Works	24,108	41,216	(17,108)	(42)
Depreciation and Amortisation	(22,195)	(22,100)	(95)	-
Less Written down value of assets sold	(529)	(621)	92	(15)
Developer contributed assets	4,578	2,000	2,578	129
Write-off Previously Recognised Assets	(574)	-	(574)	100
Landfill Provision present value increase	71	-	71	100
Asset Revaluation Reserve	866	19,130	(18,264)	(95)
Net movement in Property, Infrastructure, Plant and Equipment and Intangibles	6,325	39,625	(33,300)	(84)

STANDARD CAPITAL WORKS STATEMENT

Variance Explanation Report

REF	ITEM	COMMENTARY
1	Roads, Paths, Bridges and Carparks	Outcome: Under budget \$2.682 million or 14% The lower than anticipated expenditure is largely due to delays experienced in Churchill Activity Centre Plan works, road rehabilitation projects, rural gravel road sealing program and the timber haulage program. These funds will be carried over to complete these projects in the 2014/2015 financial reporting period.
2	Drainage	Outcome: Under budget \$1.097 million or 81% The variance relates to delays in drainage projects including Moe North West, Crinigan Road and Milburn Court. These funds will be carried over to complete these projects in the 2014/2015 financial reporting period.
3	Land, Buildings and Improvements	Outcome: Under budget \$9.203 million or 70% The variance relates mainly to the Moe Rail Precinct Revitalisation Project stage 1 which was originally budgeted to commence in 2013/14 but due to delays in securing funding will now be commenced in the 2014/2015 financial reporting period. Other major carry forward projects include Hazelwood Pondage wastewater and Latrobe Regional Airport upgrade works.
4	Plant and Equipment	Outcome: Under budget \$0.541 million or 24% Due to a review of Council's Motor Vehicle Framework there was a delay in the fleet replacement program for the year, unspent funds are planned to be carried forward for expenditure in the 2014/2015 financial reporting period.
5	Playgrounds	Outcome: Under budget \$0.176 million or 23% The variance relates mainly to delays in the Morwell Town Common AAA Playground project as a result of later than expected timing of external funding confirmation.
6	Landfill Cell Construction	Outcome: Under budget \$3.473 million or 99% The construction of cell 4 is now expected to commence in the 2014/2015 financial reporting period.
7	New Assets	Outcome: Under budget \$14.105 million or 80% The variance relates mainly to the delays in the Moe Rail Precinct Revitalisation Program, Landfill Cell Construction, Latrobe Regional Airport, Hazelwood Pondage wastewater and Churchill Activity Centre Plan works.
8	Asset Expansion/ Upgrade	Outcome: Under budget \$2.818 million or 59% The variance relates mainly to delays in Rural Gravel Road Sealing Program, Timber Haulage Program, and drainage upgrade works.

6.4.5 Basis of Preparation of Standard Statements

BASIS OF PREPARATION OF STANDARD STATEMENTS

Council is required to prepare and include audited Standard Statements within its Annual Report. Four Statements are required: a Standard Income Statement, a Standard Balance Sheet, a Standard Cash Flow Statement, and a Standard Capital Works Statement, together with explanatory notes.

These statements and supporting notes form a special purpose financial report prepared to meet the requirements of the *Local Government Act 1989* and Local Government (Finance and Reporting) Regulations 2004.

The Standard Statements have been prepared on an accounting basis consistent with those used for the General Purpose Financial Statements and the Budget. The results reported in these statements are consistent with those reported in the General Purpose Financial Statements.

The Standard Statements are not a substitute for the General Purpose Financial Statements, which are included at the beginning of the Financial Statements section of the Annual Report. They have not been prepared in accordance with all Australian Accounting Standards or other authoritative professional pronouncements.

The Standard Statements compare council's financial plan, expressed through its budget, with actual performance. The *Local Government Act 1989* requires explanation of any material variances. The City has adopted a materiality threshold of 10 per cent or \$250,000. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures included in the Statements are those adopted by Council on 5 August 2013. The budget was based on assumptions that were relevant at the time of adoption of the budget. The Council set guidelines and parameters for revenue and expense targets in this budget in order to meet council's business plan and financial performance targets for both the short and long term. The budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The detailed budget can be obtained by contacting council. The Standard Statements must be read with reference to these documents.

6.5

CERTIFICATION

of the Standard Statements

In my opinion the accompanying standard statements have been prepared on accounting bases consistent with the financial statements and in accordance with the *Local Government Act 1989*, the *Local Government (Finance and Reporting) Regulations 2004*.

Principal Accounting Officer



Matthew Rogers, CPA
Dated: 15 September 2014

In our opinion the accompanying standard statements have been prepared on accounting bases consistent with the financial statements and in accordance with the *Local Government Act 1989* and the *Local Government (Finance and Reporting) Regulations 2004*.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the standard statements to be misleading or inaccurate.

We have been authorised by the Council on 15 September 2014 to certify the standard statements in their final form.

Councillor



Cr. Darrell White
Dated: 15 September 2014

Councillor



Cr. Michael Rossiter
Dated: 15 September 2014

Acting Chief Executive Officer



John Mitchell
Dated: 15 September 2014

6.6

AUDITOR GENERAL'S

Report on Financial and Standard Statements

VAGO

Victorian Auditor-General's Office

Level 24, 35 Collins Street
Melbourne VIC 3000
Telephone 61 3 8601 7000
Facsimile 61 3 8601 7010
Email comments@audit.vic.gov.au
Website www.audit.vic.gov.au

INDEPENDENT AUDITOR'S REPORT**To the Councillors, Latrobe City Council***The Financial Report and Standard Statements*

The accompanying financial report for the year ended 30 June 2014 of the Latrobe City Council which comprises comprehensive income statement, balance sheet, statement of changes in equity, statement of cash flows, notes comprising a summary of the significant accounting policies and other explanatory information, and the certification of the financial report has been audited.

The accompanying standard statements for the year ended 30 June 2014 of Latrobe City Council which comprises standard income statement, standard balance sheet, standard cash flow statement, standard capital works statement, the related notes and the certification of standard statement have been audited.

The Councillors' Responsibility for the Financial Report and Standard Statements

The Councillors of the Latrobe City Council are responsible for the preparation and the fair presentation of:

- the financial report in accordance with Australian Accounting Standards, and the financial reporting requirements of the *Local Government Act 1989*
- the standard statements in accordance with the basis of preparation as described in note 1 to the statements and the requirements of the *Local Government Act 1989*.

The Councillors are responsible for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial report and standard statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

As required by the *Audit Act 1994* and the *Local Government Act 1989*, my responsibility is to express an opinion on the financial report and standard statements based on the audit, which has been conducted in accordance with Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit be planned and performed to obtain reasonable assurance about whether the financial report and standard statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report and standard statements. The audit procedures selected depend on judgement, including the assessment of the risks of material misstatement of the financial report and standard statements, whether due to fraud or error. In making those risk assessments, consideration is given to the internal control relevant to the entity's preparation and fair presentation of the financial report and standard statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the Councillors, as well as evaluating the overall presentation of the financial report and standard statements.

Auditing in the Public Interest

Independent Auditor's Report (continued)

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Independence

The Auditor-General's independence is established by the *Constitution Act 1975*. The Auditor-General is not subject to direction by any person about the way in which his powers and responsibilities are to be exercised. In conducting the audit, the Auditor-General, his staff and delegates complied with all applicable independence requirements of the Australian accounting profession.

Opinion

In my opinion:

- (a) the financial report presents fairly, in all material respects, the financial position of the Latrobe City Council as at 30 June 2014 and of its financial performance and its cash flows for the year then ended in accordance with applicable Australian Accounting Standards, and the financial reporting requirements of the *Local Government Act 1989*
- (b) the standard statements present fairly, in all material respects, in accordance with the basis of preparation as described in note 1 to the statements and the requirements of the *Local Government Act 1989*.


Basis of Accounting for Standard Statements

Without modifying my opinion, I draw attention to Note 1 to the standard statements, which describes the basis of accounting. The standard statements are prepared to meet the requirements of the *Local Government Act 1989*. As a result, the standard statements may not be suitable for another purpose.

Matters Relating to the Electronic Publication of the Audited Financial Report and Standard Statements

This auditor's report relates to the financial report and standard statements of the Latrobe City Council for the year ended 30 June 2014 included both in the Latrobe City Council's annual report and on the website. The Councillors of the Latrobe City Council are responsible for the integrity of the Latrobe City Council's website. I have not been engaged to report on the integrity of the Latrobe City Council's website. The auditor's report refers only to the subject matter described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these statements. If users of the financial report and standard statements are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report and standard statements to confirm the information contained in the website version of the financial report and standard statements.

MELBOURNE
17 September 2014


Dr Peter Frost
Acting Auditor-General

6.7

PERFORMANCE STATEMENT

The Performance Statement reports the result of Strategic Activities adopted by Council in its annual budget in accordance with the requirements of the *Local Government Act 1989*.

JOB CREATION AND ECONOMIC SUSTAINABILITY

KEY STRATEGIC ACTIVITY

In accordance with the Economic Sustainability Strategy advocate for the creation of an industrial park and the Gippsland Logistics Precinct.

Achieved - within the 2013/14 financial year, with performance targets met, as outlined below.

PERFORMANCE MEASURE	TARGET	ACTUAL
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. Latrobe City Council allocated \$40,762 within the adopted budget towards the Gippsland Heavy Industry Park and the Gippsland Logistics Precinct, with actual expenditure of \$29,637 incurred.
Time	The Ordinary Council Meeting, at which a report detailing progress and activities during 2013/14 financial year will be presented to Council for consideration, will be no later than 30 June 2014.	Achieved. A report detailing the progress of the Gippsland Heavy Industry Park was presented to the 3 March 2014 Council meeting
Quantity	A report on the progress support of the creation of an industrial park and the Gippsland Logistics Precinct will be presented to Council for consideration.	Achieved. A report detailing the progress of the Gippsland Heavy Industry Park was presented to the 3 March 2014 Council meeting.
Quality	The creation of an industrial park and Gippsland Logistics Precinct are prioritised within Economic Sustainability Strategy 2011 as key Latrobe City Employment Zones.	Achieved. The Gippsland Heavy Industry Park and Gippsland Logistics Precinct are key employment zones within the Economic Sustainability Strategy 2011-2015.

1.0 OVERVIEW

2.0 OUR COUNCIL

3.0 OUR ORGANISATION

4.0 OUR PERFORMANCE

5.0 GOVERNANCE

6.0 FINANCIAL POSITION

7.0 OUR REFERENCES

JOB CREATION & ECONOMIC SUSTAINABILITY

KEY STRATEGIC ACTIVITY

In accordance with the Economic Sustainability Strategy, present the outcomes of 2014 Gippsland Major Projects and Opportunities Summit to Council.

Not Achieved – This event was cancelled due to bushfires and the Morwell Mine fire.

PERFORMANCE MEASURE	TARGET	ACTUAL
Cost	Latrobe City Council's financial contribution during the 2013/14 financial year will be limited to resources allocated within Council's adopted budget.	Not Achieved. As the event was not delivered the budget for the event was not expended.
Time	The Ordinary Council Meeting, at which a report detailing the outcomes of the Summit will be presented to Council for consideration, will be no later than 31 April 2014.	Not Achieved. The planned event has been cancelled due to the Hazelwood Mine fire.
Quantity	At least 80 representatives of business and government will attend the 2014 Gippsland Major Projects and Opportunities Summit.	Not Achieved. 270 invitees indicated an intention to attend the event.
Quality	The 2014 Gippsland Major Projects and Opportunities Summit will present details of five or more identified major investment opportunities within Gippsland.	Not Achieved. The preparation of the Summit was fully complete however due to the impact of the Hazelwood Mine fire the event was cancelled.

APPROPRIATE, AFFORDABLE & SUSTAINABLE FACILITIES, SERVICES & RECREATION

KEY STRATEGIC ACTIVITY

Develop a Latrobe City Council 2013-2017 Arts Strategy and Action Plan for Council endorsement.

Not Achieved - This project is now behind schedule with a tender process for consultancy scheduled to be undertaken during July 2014.

PERFORMANCE MEASURE	TARGET	ACTUAL
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. Putting Locals First Program funding confirmed (\$40K), total budget now \$60K with a \$20K budget allocation from Latrobe City Council. Year to date actuals are \$0.
Time	The Ordinary Council Meeting, at which the 2013-2017 Arts Strategy and supporting action plan is presented to Council for consideration, will be no later than 30 June 2014.	Not Achieved. A project brief has been prepared and funding application with the State Government Putting Local First Program has been received. This project is now behind schedule with a tender process for consultancy scheduled to be undertaken during July 2014. The project has been deferred and will now be delivered during the 2014-2015 financial year. The decision has been made due to insufficient resources and workload priorities.
Quantity	An Arts Strategy which is adopted by Council.	Not Achieved. Funding has been confirmed, project will now be progressed during 2014-2015.
Quality	The creation of an Arts Strategy will guide Council in the future in respect to its provision of Arts based facilities and programs, with a view of increasing participation in the Arts.	Not Achieved. A project brief has been prepared.

APPROPRIATE, AFFORDABLE & SUSTAINABLE FACILITIES, SERVICES & RECREATION

KEY STRATEGIC ACTIVITY

Complete the development of master plans for Morwell and Traralgon Recreation Reserves.

Not Achieved - The Morwell Recreation Reserve Precinct Master plan was adopted by Council on 30/6/2014. A Council report presenting the Traralgon Recreation Reserve & Showgrounds master plan was presented to Council on 30/6/2014 seeking a deferment until further engagement activities have been undertaken.

PERFORMANCE MEASURE	TARGET	ACTUAL
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. Latrobe City Council allocated \$119,800 within the adopted budget towards the master plans for Morwell and Traralgon Recreation Reserves, with actual expenditure of \$117,272 incurred.
Time	The Ordinary Council Meeting, at which the master plan for Morwell and Traralgon Recreation Reserves is presented to Council for consideration, will be no later than 30 June 2014.	Achieved. The Morwell Recreation Reserve Precinct Master Plan and the Traralgon Recreation Reserve & Showgrounds master plan were presented to Council on 30/6/2014.
Quantity	The two master plans will be presented to Council following extensive engagement with the key users and stakeholders of the two reserves, as well as the wider community.	Not Achieved. The Morwell Recreation Reserve Precinct Master plan was adopted by Council on 30/6/2014. A Council report presenting the Traralgon Recreation Reserve & Showgrounds master plan was presented to Council on 30/6/2014 seeking a deferment until further engagement activities have been undertaken.
Quality	Both of the master plans when completed will provide clear direction for the future development of the precincts and be supporting documents for the future pursuit of external funding.	Not Achieved. The Morwell Recreation Reserve Precinct master plan was adopted by Council on 30/6/2014.

EFFICIENT, EFFECTIVE & ACCOUNTABLE GOVERNANCE

KEY STRATEGIC ACTIVITY

Review Council's procurement policy to maximise the proportion of local goods and services purchased.

Achieved - within the 2013/14 financial year, with performance targets met, as outlined below.

PERFORMANCE MEASURE	TARGET	ACTUAL
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. Latrobe City Council's contribution was limited to the cost of internal resources only.
Time	The Ordinary Council Meeting, at which a revised procurement policy is presented to Council for consideration, will be no later than 30 June 2014.	Achieved. The Procurement Policy was adopted by Council on 7 October 2013 and 6 November following further amendments. Another review was undertaken in January 2014 with Council amending the Policy on 28 January 2014.
Quantity	A procurement policy which is adopted by Council.	Achieved. The Procurement Policy was adopted by Council on 7 October 2013 and 6 November following further amendments. Another review was undertaken in January 2014 with Council amending the Policy on 28 January 2014. Policy incorporated weightings consistent with maximising use of local providers.
Quality	The adopted procurement policy will be compliant with the <i>Local Government Act 1989</i> and consistent with the Victorian Local Government Procurement Best Practice Guidelines 2013.	Achieved. The policy is compliant with Local Government Act and best Practice Guidelines.

(Latrobe City Council acknowledges the subjective nature of this measure, but is constrained in its ability to provide an alternative quality measure that is quantifiable within the reporting period).

ADVOCACY FOR & CONSULTATION WITH OUR COMMUNITY

KEY STRATEGIC ACTIVITY

Develop and conduct a program of Councillor Meetings with peak industry and community bodies.

Achieved - within the 2013/14 financial year, with performance targets met, as outlined below.

PERFORMANCE MEASURE	TARGET	ACTUAL
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. Latrobe City Council's contribution was limited to the cost of internal resources only.
Time	The Ordinary Council Meeting, at which a report outlining progress on the program of meetings will be presented to Council of consideration no later than 30 June 2014.	Achieved. A Council Report 'Summary of meetings between Latrobe City Council and Peak Industry Bodies' was considered and noted by Council at its Ordinary Meeting on 30 June 2014.
Quantity	A minimum of three meetings will be scheduled.	Achieved. Three meetings were held between peak industry bodies and Latrobe City Council 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. A summary of meeting discussion is outlined in the Council report 'Summary of meetings between Latrobe City Council and Peak Industry Bodies' which was noted by Council at its Ordinary Meeting on 30 June 2014.

PLANNING FOR THE FUTURE

KEY STRATEGIC ACTIVITY

Undertake improvements to Council's Statutory Planning procedures and delegations to improve timely processing of planning applications.

Achieved - within the 2013/14 financial year, with performance targets met, as outlined below.

PERFORMANCE MEASURE	TARGET	ACTUAL
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. Latrobe City Council's contribution was limited to the cost of internal resources only.
Time	A service improvement plan will be developed and presented to Councillors and implementation commenced by 30 June 2014.	Achieved. A report was presented to Councillors on the 11 November 2013 and the implementation of process improvement, including changes to Delegations which were approved by Council on the 3 March 2014.
Quantity	A service improvement plan will be developed and presented to Councillors and implementation commenced.	Achieved. A service improvement plan was developed and presented to Councillors and the implementation of process improvement, including changes to Delegations have commenced.
Quality	The service improvement plan will be consistent with strategic directions provided in the Council Plan 2013/2017 and the Planning and Environment Act 1987.	Achieved. A recognised core objective of the Council Plan 2013/2017 requires the planning department to reduce time taken to process planning applications. The service improvement plan identified improvement processes, including a change in delegations to achieve this directive, if council fails to make a decision on an application within 60 statutory days, as per Regulation 31 of the Planning and Environment Regulations 2005, the applicant can apply for a review to VCAT. By implementing the outcomes of the Service Improvement Plan, Planning has improved the percentage of decisions made within 60 days from 33% August 2013 to 71% in June 2014, therefore providing efficient and effective outcomes for the community as required under the Council plan and the Act.

(Latrobe City Council acknowledges the subjective nature of this measure, but is constrained in its ability to provide an alternative quality measure that is quantifiable within the reporting period).

6.8

COUNCIL APPROVAL

of the Performance Statement

In our opinion the accompanying performance statement of the Latrobe City Council in respect of the 2013/14 financial year is presented fairly.

At the time of signing we are not aware of any circumstance which would render any particular in the statement to be misleading or inaccurate.

We have been authorised by the Council on 15 September 2014 to certify the performance statement in its final form.

Councillor



Cr Darrell White
Dated: 15 September 2014

Councillor



Cr. Michael Rossiter
Dated: 15 September 2014

Acting Chief Executive Officer



John Mitchell
Dated: 15 September 2014

6.9

AUDITOR GENERAL'S REPORT

on the Performance Statement

VAGO

Victorian Auditor-General's Office

Level 24, 35 Collins Street
Melbourne VIC 3000
Telephone 61 3 8601 7000
Facsimile 61 3 8601 7010
Email comments@audit.vic.gov.au
Website www.audit.vic.gov.au

INDEPENDENT AUDITOR'S REPORT

To the Councillors, Latrobe City Council

The Performance Statement

The accompanying performance statement for the year ended 30 June 2014 of the Latrobe City Council which comprises the statement, the related notes and the Council approval of the performance statement has been audited.

The Councillors' Responsibility for the Performance Statement

The Councillors of the Latrobe City Council are responsible for the preparation and fair presentation of the performance statement in accordance with the *Local Government Act 1989* and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the performance statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

As required by the *Local Government Act 1989*, my responsibility is to express an opinion on the performance statement based on the audit, which has been conducted in accordance with Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit be planned and performed to obtain reasonable assurance about whether the performance statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the performance statement. The audit procedures selected depend on judgement, including the assessment of the risks of material misstatement of the performance statement, whether due to fraud or error. In making those risk assessments, consideration is given to the internal control relevant to the entity's preparation and fair presentation of the performance statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the overall presentation of the performance statement.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Auditing in the Public Interest

Independent Auditor's Report (continued)

Independence

The Auditor-General's independence is established by the *Constitution Act 1975*. The Auditor-General is not subject to direction by any person about the way in which his powers and responsibilities are to be exercised. In conducting the audit, the Auditor-General, his staff and delegates complied with all applicable independence requirements of the Australian accounting profession.


Auditor's Opinion

In my opinion, the performance statement of the Latrobe City Council in respect of the 30 June 2014 financial year presents fairly, in all material respects, in accordance with the *Local Government Act 1989*.

Matters Relating to the Electronic Publication of the Audited Performance Statement

This auditor's report relates to the performance statement of the Latrobe City Council for the year ended 30 June 2014 included both in the Latrobe City Council's annual report and on the website. The Councillors of the Latrobe City Council are responsible for the integrity of the Latrobe City Council's website. I have not been engaged to report on the integrity of the Latrobe City Council's website. The auditor's report refers only to the subject matter described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this statement. If users of the performance statement are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited performance statement to confirm the information contained in the website version of the performance statement.

MELBOURNE
17 September 2014


Dr Peter Frost
Acting Auditor-General

7.0 OUR REFERENCES

7.1

GLOSSARY

Latrobe City Council's adopted strategies and plans are available on Latrobe City Council's website www.latrobe.vic.gov.au/CouncilDocuments

ADVISORY COMMITTEE

Specialist appointees who form a committee that provides advice to Latrobe City Council on matters relating to the delivery of strategies, services and activities.

ADVOCACY

To provide support to a cause or to make public recommendation.

ANNUAL ACTION

A project identified by Council to be implemented during the four year period of the Council Plan.

ANNUAL BUSINESS PLAN

The Annual Business Plan, together with the Annual Budget, is Latrobe City Council's short term planning document. The Annual Business Plan consists of actions which support the delivery of the Council Plan and Organisational Excellence @ Latrobe. The Annual Budget identifies the financial and non-financial resources required to support the Plan.

ANNUAL REPORT

The Annual Report is an annual reporting tool to provide an update to Latrobe City Council stakeholders and the Minister for Local Government on how Latrobe City Council has achieved against the commitments made in the Council Plan and Strategic Resources Plan. In accordance with section 131 of the *Local Government Act 1989*, it includes a report of Latrobe City Council's operations, audited standard and financial statements, performance statement (section 132) and report on the performance statement (section 133).

ASSET

Property that is owned by Latrobe City Council.

BEST VALUE PRINCIPLES

Contained in the *Local Government Act 1989*, the six principles must be observed by all Victorian councils. The principles aim to enable councils to determine the most effective means of providing a service to the community.

BUILDING ACT 1993

The primary purposes of this Victorian Government legislation is to regulate building work and building standards, accreditation of building products and constructions methods and provision of building and occupancy permit systems and dispute resolution mechanisms.

CAPITAL WORKS

Projects undertaken to either renew, upgrade or construct assets owned by Latrobe City Council.

COMMUNITY GRANTS

Latrobe City Council allocates a sum of money for the Community Grants Program as part of its annual budget process. This funding is shared between various non-profit community groups and organisations who apply for grants under a range of categories.

COUNCIL

The collective group of nine Councillors who set the strategic direction for Latrobe City Council, monitor organisational performance, liaise with stakeholders and ensure operational compliance.

COUNCIL PLAN

A rolling plan that contains four-year strategies and indicators of outcomes, together with a Strategic Resources Plan that contribute to achieving the key objectives of the Latrobe community vision.

COUNCILLOR

A member of the community elected in accordance with the *Local Government Act 1989* to represent the residents of a ward within the municipality as a member of Council.

CHARTER OF HUMAN RIGHTS AND RESPONSIBILITIES ACT 2006

Legislation created to protect and promote human rights. It sets out freedoms, rights and responsibilities.

DEVELOPMENT PLAN

A plan that aims to coordinate the layout of new subdivisions and is particularly useful to ensure the integrated development of land where there are several properties in separate ownership. The plan may also provide certainty about the nature and staging of new subdivision developments over a period of time. A development plan can provide direction and coordination of infrastructure networks, public open space and housing types.

DISABILITY ACTION PLAN

A plan developed by Latrobe City Council which ensures the needs of people with a disability are included in all aspects of Latrobe City Council's services and infrastructure.

FEASIBILITY STUDY

The evaluation or analysis of the potential impact of a proposed project.

FREEDOM OF INFORMATION ACT 1982

The purpose of this Act is to give members of the public rights of access to official documents of the Government, the Commonwealth and of its agencies.

GIPPSLAND LOCAL GOVERNMENT NETWORK

An alliance of the six Municipal Councils located in Gippsland. The Mayor and Chief Executive Officer of each council meet regularly, with the primary objective to work collaboratively on a range of issues and projects of mutual interest.

GIPPSLAND LOGISTICS PRECINCT

A Latrobe City Council-owned 64 hectare precinct adjacent to the existing rail line in Morwell to be developed to establish a centre for the efficient and cost effective movement of freight to and from the Gippsland region.

GOVERNANCE

How Council operates as a decision-making body.

INDICATORS

Performance measures that provide a range of economic, environmental and social indicators, identifying the extent to which an objective has been achieved.

INDIGENOUS

Originating in a particular geographic region or environment and native to the area and/or relating to Aboriginal and Torres Strait Islander people.

INFORMATION PRIVACY ACT 2001

The purpose of this Act is to create a scheme for the responsible collection and handling of personal information across the Victorian public sector.

INFRASTRUCTURE

Basic community facilities such as roads, drains, footpaths and public buildings, etc.

LANDFILL

Engineered containment facility licensed by the Environment Protection Authority to accept specific solid waste.

LATROBE 2026: THE COMMUNITY VISION FOR LATROBE CITY

The Community Vision was generated after identifying three broad concepts shared by the Latrobe City community; Sustainability, Liveability and Leadership. A further nine strategic objectives were identified to take Latrobe City forward; Economy, Natural Environment, Built Environment, Our Community, Culture, Recreation, Governance, Advocacy and Partnerships, and Regulation and Accountability. Development of the community vision was facilitated by Latrobe City Council in consultation with many organisations, agencies, groups and individuals. The Latrobe 2026 Community Vision is an important long term strategic document for Latrobe City Council which provides the principal direction to the Council Plan.

LATROBE PLANNING SCHEME

The planning scheme that sets out policies and requirements for the use, development and protection of land located in Latrobe City.

LOCAL GOVERNMENT ACT 1989

This Victorian Government legislation outlines the intention for councils to provide a democratic and efficient system of Local Government in Victoria. It also gives councils the power to meet the needs of their communities, and provides the basis for an accountable system of governance in Victoria.

LOCAL GOVERNMENT COMMUNITY SATISFACTION SURVEY

Undertaken by a consulting group on behalf of the Department of Planning and Community Development. The survey tracks residents' views on Council's performance on nine service areas and four governance measures, showing progress, improvements and areas for improvement.

LOCAL LAWS

Laws under the jurisdiction of Latrobe City Council and enforced by Latrobe City Council employees and/or Victoria Police.

LOCAL PLANNING POLICY FRAMEWORK

The framework provides the strategic basis for land use planning as controlled by the Latrobe Planning Scheme. The framework consists of the Municipal Strategic Statement together with the Local Planning Policy.

MAIN TOWN STRUCTURE PLANS

Plans developed by Latrobe City Council that identify areas where land is earmarked for future residential and industrial expansion in and around Latrobe City's main towns, based on predictions of future population growth for the municipality.

MISSION

The overall corporate philosophy that articulates how the Latrobe community vision will be achieved.

MUNICIPALITY

A geographical area that is delineated for the purpose of Local Government.

ORGANISATIONAL EXCELLENCE STRATEGY

A strategy developed by Latrobe City Council that relates to how the organisation functions internally, and focuses on how Latrobe City Council can improve its performance at organisational, team and individual levels.

PERFORMANCE INDICATOR

Measures used to monitor the performance of Latrobe City Council in achieving the objectives of the Council Plan.

PLAN

Focused and structured detail of action to be undertaken, involving a series of specific steps, to implement the objectives and goals of an overarching strategic direction.

PLANNING AND ENVIRONMENT ACT 1987

This Victorian Government legislation establishes a framework for planning the use, development and protection of land in Victoria in the present and long-term interests of all Victorians.

POLICY

A set of principles intended to influence and provide direction for council decisions, actions, programs and activities.

PUBLIC HEALTH AND WELLBEING ACT 2008

This Victorian Government legislation replaces the previous Health Act 1958. It aims to achieve the highest attainable standard of public health and well-being in Victoria, through the update and modernisation of Victoria's public health framework.

QUARTERLY REPORT

A three monthly report to Councillors on how the organisation is progressing against the commitments made in the Council Plan as well as operational, financial and statutory information.

REGIONAL CITIES VICTORIA

An organisation representing the ten largest provincial centres in Victoria, comprising the municipalities of Ballarat, Bendigo, Geelong, Horsham, Latrobe City, Mildura, Shepparton, Wangaratta, Warrnambool and Wodonga. The Mayor and Chief Executive Officer of each council meet regularly, with the primary objective to expand the population of regional Victoria through promoting business and Government investment and skilled migration to regional centres.

SERVICE

A service identified by Latrobe City Council to be provided to the community during the four year period of the Council Plan.

SISTER CITY

An agreement between two cities in different countries that share cultural contact as a means of promoting cross-cultural awareness and interaction. Latrobe City has sister city affiliations with China and Japan.

STATUTORY BODY

Statutory bodies (or statutory authorities) are organisations established under an Act of the Victorian Parliament or Australian Parliament for a public purpose.

STRATEGIC DIRECTION

Under each strategic objective of the Council Plan are Strategic Directions. Strategic Directions further detail the key areas Latrobe City Council will focus on achieving over the next four years.

STRATEGIC RESOURCES PLAN

A component of the Latrobe City Council Plan prepared in accordance with section 126 of the *Local Government Act 1989*. It identifies the financial and non-financial resources required by Latrobe City Council over the next four years to implement the Council Plan.

STRATEGY

A long term systematic plan of action to achieve defined outcomes in an area of council activity or responsibility. A series of objectives is set out to meet these goals and specific actions are determined to meet these objectives.

STRUCTURE PLANS

A document that provides direction for planning and development of a defined precinct. Structure plans are subject to community consultation and may be incorporated into the Latrobe Planning Scheme.

VALUES

Represent underlying attitudes and beliefs within the organisation that are demonstrated through organisational practices, processes, and behaviours.

VICTORIAN AUDITOR GENERAL'S OFFICE

A public sector audit organisation providing auditing services to the Victorian Parliament and Victorian public sector agencies and authorities.

VISION

A statement of direction that defines the aspirations of Latrobe City Council, and serves to guide all organisational objectives.

WARD

An area of the municipality identified for the purpose of representation. Latrobe City Council has four wards with a total of nine councillors.

7.2

INDEX

SUBJECT / PAGE NUMBER

A

Advisory Committee 38, 40, 41, 61, 98, 106, 199
Assembly of Councillors 38, 112
Audit Committee 26, 40, 83, 85, 110, 118,
Auditor General's Report 187–188, 197–198
Awards & Recognition 50 - 52

B

Best value 89, 106–107, 109, 160, 199

C

Capital Works Highlights 16–19
Carers Recognition 116
Central Ward 9, 31, 32
Certification of the financial report 173
Certification of the standard statements 186
Charter of Human Rights and Responsibilities 115
Chief Executive Officer 31, 38, 40, 42, 44, 110, 119,
 200, 202
Code of Conduct 37, 112
Community Satisfaction Survey Indicator 81, 89, 95,
 103, 109, 201
Contents 7, 120, 174
Council approval of the Performance Statement 196
Council (Special) Committees 40
Council Meetings 7, 36, 58, 86, 88, 95, 112
Council Plan 4, 5, 7, 8, 11, 12, 29, 31, 42, 44, 65, 83, 85,
 88, 104, 112, 199, 200, 201, 202, 205
Councillors 5, 7, 30, 31, 32, 36, 37, 38, 40, 41, 85, 86, 88,
 91, 92, 93, 94, 95, 97, 99, 110, 112, 115, 119, 199, 201,
 202, 205
Councillor Allowance 37

D

Delegation 4, 5, 31, 38, 91, 97, 112
Disability Action Plan 93, 94, 106, 116, 200
Documents for public inspection 112

E

East Ward 9, 31, 33,
Economy 68, 76, 93, 200,
Elected 10, 31, 32, 33, 34, 111, 199,
Employee Profile 46–47
Equal Employment Opportunity 48
Events Highlights 20–23
External Committees 41

F

Feedback form 205–206
Financial Report Overview 26–29
Financial Report 118–195
Freedom of Information 86, 114, 200

G

Glossary 199–202
Governance 104–117

H

Have Your Say 53, 94, 99, 105
Hazard Incident and Reporting 111

I

Industrial Relations 48
Information Privacy 86, 115, 200
Insurance 110–111
Internal Audit Program 83, 110

L

Latrobe 2026 10, 11, 12, 44, 104, 200
Latrobe City at a Glance 9

M

Mayor 7, 30, 33, 34, 40, 41, 54, 68, 75, 91, 112, 200, 202
Mission 10

N

Natural Environment 5, 42, 53, 99, 200

O

Objective 12, 29, 65, 66, 72, 82, 90, 93, 96, 104, 106, 108,
 115, 119, 199, 200, 201, 202
Occupational Health and Safety 45, 86, 110, 111
Organisational Excellence @ Latrobe 104–105, 199
Organisational structure 44–45
Our Community 3, 12, 30, 42, 48, 53, 73, 76, 82, 84, 90,
 93, 106, 194, 200
Our Performance 65–103

P

Performance Indicator 65, 71, 72, 81, 89, 95, 103, 106, 201

Performance Snapshot 4–5

Performance Statement 118, 119, 189

Population 9, 14, 201, 202

Protected Disclosures 115

Q

Quality and Cost Measure 106, 109

R

Recreation 19, 30, 42, 74, 76, 77, 78, 81, 97, 191, 192, 200

Risk Management 86, 110, 111

S

Senior Officer 44, 47, 112, 162

Service Provision 70, 79, 88, 94, 102, 109,

Setting our Direction 7, 11, 104

South Ward 9, 31, 34,

Standard Statements 118, 119, 174–188

Statutory Information 112, 201

U

User Groups 41

V

Values 10, 104, 116, 119, 202

Victorian Local Government Indicators 89, 117

Vision 10

Volunteers 3, 48, 56, 81, 116

W

West Ward 9, 31, 34, 41

Workcover 47

Y

Youth Council 58–59

Youth Leadership Program 60–61



7.3

FEEDBACK FORM

The 2013/14 Annual Report is a statutory reporting tool that documents the achievements in the delivery of the Council Plan and against our Annual Budget for the year.

Your feedback will assist us to identify any areas for improvement, and will ensure next year's Annual Report meets your needs.

Please take a few minutes to complete this form and return it to us by 30 January 2015.

PLEASE RETURN THE COMPLETED REPLY PAID FORM TO:

Manager Corporate Strategy

Latrobe City Council
Reply Paid 264
MORWELL VIC 3840

PLEASE TICK YOUR SELECTED ANSWER

What is your age group? Under 25 25-39 40-59 60+ years

Do you live within the Latrobe City? Yes No

What is your postcode?

Please indicate the main reason for your interest in Latrobe City Council's Annual Report:

Latrobe City resident/ ratepayer Government organisation
 Latrobe City business owner/manager Latrobe City employee
 Private sector organisation Community group/ association
 Other

PLEASE RATE THE USEFULNESS OF EACH SECTION OF LATROBE CITY COUNCIL'S 2013/14 ANNUAL REPORT:

PLEASE TICK YOUR SELECTED ANSWER	USEFUL	NEUTRAL	NOT USEFUL
Performance Snapshot			
Capital Works Highlights			
Events Highlights			
Financial Report Overview			
Councillors/Council Governance			
Committees			
Our Employees			
Community Partnership Highlights			
Our Performance			
Governance			
Statutory Information			
Financial Performance			
Glossary/Index			



PLEASE RATE THE FOLLOWING ASPECTS OF LATROBE CITY COUNCIL'S 2013/14 ANNUAL REPORT OVERALL:

PLEASE TICK YOUR SELECTED ANSWER	GOOD	ADEQUATE	POOR
Overall content			
Conciseness			
Informative			
Design and presentation			

Ease of reading

Do you have any other comments?

THANK YOU FOR TAKING THE TIME TO PROVIDE US WITH YOUR FEEDBACK.

Fold here

Please fold along dotted lines and seal with sticky tape or staples. No stamp required.

Please fold along dotted lines and seal with sticky tape or staples. No stamp required.

Fold here

Delivery Address:
PO Box 264
MORWELL VIC 3840

No stamp required
if posted in Australia



Manager Corporate Strategy
Latrobe City Council
Reply Paid 264
MORWELL VIC 3840



Image credits (top to bottom): Early Learning Centre, Latrobe City Council employee, Sikorsky water bomber.



LATROBE CITY COUNCIL

TELEPHONE	1300 367 700
FACSIMILE	(03) 5128 5672
POST	PO Box 264, Morwell 3840
EMAIL	latrobe@latrobe.vic.gov.au
WEBSITE	www.latrobe.vic.gov.au

LATROBE CITY COUNCIL SERVICE CENTRES & LIBRARIES

MORWELL	Corporate Headquarters 141 Commercial Road, Morwell Morwell Library 63-65 Elgin Street, Morwell
MOE	Moe Service Centre 44 Albert Street, Moe Moe Library 30 Kirk Street, Moe
TRARALGON	Traralgon Service Centre and Library 34-38 Kay Street, Traralgon
CHURCHILL	Churchill Community Hub 9-11 Philip Parade, Churchill

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

Information within this document was correct at time of print and is subject to change without prior notice.



MEETING CLOSED TO THE PUBLIC

17. 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:

17.1 ADOPTION OF MINUTES

Agenda item 17.1 *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)

17.2 CONFIDENTIAL ITEMS

Agenda item 17.2 *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)

17.3 HAZELWOOD PONDAGE WATERWAY AND CARAVAN PARK - PROPOSED LEASE

Agenda item 17.3 *Hazelwood Pondage Waterway and Caravan Park - Proposed Lease* is designated as confidential as it relates to contractual matters (s89 2d)

17.4 TRARALGON AND DISTRICT AGRICULTURAL SOCIETY - CLAIM FOR REIMBURSEMENT OF EXPENSES

Agenda item 17.4 *Traralgon and District Agricultural Society - Claim for reimbursement of expenses* is designated as confidential as it relates to contractual matters (s89 2d)

17.5 REQUEST TO ENTER INTO PROCUREMENT AUSTRALIA AND MAV CONTRACTS FOR TELECOMMUNICATIONS, PRODUCTS AND SERVICES

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

- Agenda item 17.5 **REQUEST TO ENTER INTO PROCUREMENT AUSTRALIA AND MAV CONTRACTS FOR TELECOMMUNICATIONS, PRODUCTS AND SERVICES** is designated as confidential as it relates to contractual matters (s89 2d)
- 17.6 **LCC-180 PROVISION OF URBAN STREET TREE PRUNING**
Agenda item 17.6 **LCC-180 PROVISION OF URBAN STREET TREE PRUNING** is designated as confidential as it relates to contractual matters (s89 2d)
- 17.7 **LCC-203 MAINTENANCE OF LEISURE / AQUATIC PLANT MANAGEMENT SYSTEMS**
Agenda item 17.7 **LCC-203 MAINTENANCE OF LEISURE / AQUATIC PLANT MANAGEMENT SYSTEMS** is designated as confidential as it relates to contractual matters (s89 2d)
- 17.8 **LCC-209 PAVEMENT REHABILITATION OF AIRFIELD ROAD, TRARALGON - STAGE 1**
Agenda item 17.8 **LCC-209 PAVEMENT REHABILITATION OF AIRFIELD ROAD, TRARALGON - STAGE 1** is designated as confidential as it relates to contractual matters (s89 2d)
- 17.9 **LCC-213 ASPHALT OVERLAY OF THE MAIN RUNWAY AND VARIOUS PAVEMENTS AT LATROBE REGIONAL AIRPORT, MORWELL**
Agenda item 17.9 **LCC-213 ASPHALT OVERLAY OF THE MAIN RUNWAY AND VARIOUS PAVEMENTS AT LATROBE REGIONAL AIRPORT, MORWELL** is designated as confidential as it relates to contractual matters (s89 2d)
- 17.10 **LCC-218 FOOTPATH REPLACEMENT PROGRAM 2014/15**
Agenda item 17.10 **LCC-218 FOOTPATH REPLACEMENT PROGRAM 2014/15** is designated as confidential as it relates to contractual matters (s89 2d)
- 17.11 **MEMORIAL, REFLECTION AND RECOGNITION PROJECT NAME PLAQUE REQUEST**
Agenda item 17.11 **Memorial, Reflection and Recognition Project Name Plaque Request** is designated as confidential as it relates to personal hardship of any resident or ratepayer (s89 2b)
- 17.12 **GENERAL TERMS OF REFERENCE FOR COUNCIL ADVISORY COMMITTEES**
Agenda item 17.12 **General Terms of Reference for Council Advisory Committees** 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)

**ORDINARY COUNCIL MEETING MINUTES
13 OCTOBER 2014 (CM448)**

17.13 LANDSLIP AT PIGGERY ROAD, BOOLARRA

Agenda item 17.13 *Landslip at Piggery Road, Boolarra* is designated as confidential as it relates to contractual matters (s89 2d)

Moved: Cr Rossiter
Seconded: Cr Middlemiss

That the Recommendation be adopted.

CARRIED UNANIMOUSLY

The Meeting closed to the public at 8.24 PM.

The meeting was adjourned at 8.24 PM for a tea break.

The meeting resumed at 8.40 PM.