

LATROBE CITY COUNCIL

MINUTES FOR THE ORDINARY COUNCIL

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

CM441

PRESENT:

Councillors: Cr Sharon Gibson, Mayor West Ward

Cr Dale Harriman, Deputy East Ward

Mavor

Cr Peter Gibbons West Ward
Cr Sandy Kam 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: John Mitchell Acting Chief Executive Officer

David Elder Acting General Manager Community Liveability

Chris Wightman Acting General Manager Governance

Geoff Hill

Acting General Manager Economic Sustainability

Jamey Mullen

Acting General Manager Organisational Excellence

Damian Blackford

Acting General Manager Recreation, Culture &

Community Infrastructure

Stacey Greenwood Acting Manager Council Operations & Legal Counsel

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

RECOMMENDATION

That the minutes of the Ordinary Council Meeting held on 10 June 2014 and Special Council Meeting held on 23 June 2014 be confirmed.

Moved: Cr White Seconded: Cr Harriman

That the Recommendation be adopted.

CARRIED UNANIMOUSLY

6. PUBLIC QUESTION TIME

Suspension Of Standing Orders

Moved: Cr Kam Seconded: Cr Gibbons

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

CARRIED UNANIMOUSLY

Standing Orders were suspended at 6.03 PM.

Mr Harold Jones addressed Council in relation to Item 14.3 - Warren Terrace Reserve Master Plan.

Mr John Daddo addressed Council in relation to Item 14.3 - Warren Terrace Reserve Master Plan.

Mr Frank Morgan addressed Council in relation to Item 14.3 - Warren Terrace Reserve Master Plan.

Moved: Cr Rossiter Seconded: Cr Gibbons

That Standing Orders be resumed.

CARRIED UNANIMOUSLY

Standing Orders were resumed at 6.21 PM.

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

Council Meeting Date	Item	Resolution/Status	Responsible Officer
Date	Traralgon Activity Centre Plan Key Directions Report	That having considered all submissions received in respect to the Stage 2 Key Directions Report September 2011, Council resolves the following: 1. To defer the endorsement of the Stage 2 Key Directions Report September 2011 until: (a) Council has been presented with the Traralgon Growth Area Review Status: A review of Traralgon Activity Centre Plan project required to be undertaken by officers following adoption of Traralgon Growth Areas Review (b) Council has received information on the results of the Latrobe Valley Bus Review Status: Letter sent 10 August 2010. Response received 24 August 2010 2. That Council writes to the State Government asking them what their commitment to Latrobe City in respect to providing an efficient public transport system and that the response be tabled at a Council Meeting. Status: Letter sent 10 October 2011 No response received 3. That Council proceeds with the Parking Precinct Plan and investigate integrated public parking solutions. Status: Parking Strategy completed September 2013. Planning Scheme Amendment Process commenced 4. That the Communication Strategy be amended to take into consideration that the November/December timelines are inappropriate to concerned stakeholders and that the revised Communication Strategy be presented to Council for approval. Status: Adopted by Council 6 February 2012 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 comprising key stakeholders and to be chaired by the Communication Strategy for the Traralgon Activity Centre Plan Stage 2 Final Reports (Attachment 3). Status: Working Party endorsed by Council, 20 February 2012	

Council Meeting	Item	Resolution/Status	Responsible Officer
Date 5/12/11	Investigation into	That a draft policy be prepared relating to	General Manager
	Mechanisms Restricting	Hubert Osborne Park and be presented to	Planning and
	the sale of Hubert	Council for consideration.	Governance
19/12/11	Osborne Park Traralgon Traralgon Greyhound	That a further report be presented to Council	General Manager
	Racing Club –	following negotiations with the Latrobe Valley	Planning and
		Racing Club, Robert Lont and the Traralgon	Governance
	and Request for Alterations to Lease	Greyhound Club seeking Council approval to the new lease arrangements at Glenview	
		Park.	
3/12/12	Geotechnical	That Council resolve that the	General Manager
	Investigation and Detailed Design	geotechnical investigations and detailed design for the remediation	Recreation, and Community
	Remediation	treatment of landslips meets the	Infrastructure
	Treatments of Landslips	requirements of Section 186 of the	
		Local Government Act 1989 and that the contract must be entered into	
		because of an emergency.	
		2. That Council resolves to enter into a	
		schedule of rates contract with GHD Pty Ltd for the geotechnical	
		investigations and detailed design for	
		the remediation treatment of landslips	
		due to it being an emergency. 3. That a report be presented to a future	
		Council meeting at the completion of	
		the geotechnical investigations and	
		detailed design for the remediation treatment of landslips outlining the	
		actual costs incurred.	
		4. That Council authorise the Chief	
		Executive Officer to advise those	
		residents impacted by landslips of Council's process and timelines for	
		remediating landslips throughout the	
10/00/10	Affordable Housing	municipality.	Conoral Managar
16/02/13	Affordable Housing Project – Our future our	That Council proceeds to publically call for Expressions of Interest as a	General Manager Recreation, and
	place	mechanism to assess the viability	Community
		and interest in developing an	Infrastructure
		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.	
6/05/13	Latrobe City	That the item be deferred pending further	General Manager
	International Relations	discussion by Councillors relating to the	Economic
	Advisory Committee - Amended Terms of	Terms of Reference.	Sustainability
	Reference		

Council Meeting Date	Item	Resolution/Status	Responsible Officer
6/5/14	Former Moe Early Learning Centre	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. Status: Focus Group meetings were held on Tuesday, 22/10/13 and Wednesday, 23/10/13 at the Moe Town Hall. Attendance: Tuesday – 24, Wednesday – 11. Survey available online and in hard copy at Latrobe City Service Centres & Libraries between Monday, 3/2/14 and Friday, 7/3/14. Letter/email sent to 77 community groups in the Moe and District area to promote and encourage participation in the survey. 2. That subject to the community engagement process identifying a community need meeting the funding criteria, that an Expression of Interest for funding from the State Government's <i>Putting Locals First Program</i> be prepared and submitted. Status: Results of community engagement process analysed and Expression of Interest prepared and submitted for funding from the State Government's Putting Locals First Program. Awaiting feedback from Regional Development Victoria. 3. That a further report be presented to Council for consideration outlining the draft design of the former Moe Early Learning Centre based on feedback received during the community engagement process. 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.	General Manager Community Liveability

Council Meeting Date	Item	Resolution/Status	Responsible Officer
	14.3 Hazelwood Pondage Waterway And Caravan Park Lease	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: •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.	General Manager Recreation and Community Infrastructure
	Drainage Investigation At Adam View Court, Tanjil South	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. That Council defer consideration of this item, so that a meeting between the Acting CEO, Mrs Kellie Fraser, the neighbouring property owners and the West Gippsland Catchment Management Authority, can be undertaken to explore the most appropriate options to mitigate the flooding issues.	General Manager Recreation and Community Infrastructure General Manager RCI

NOTICES OF MOTION

8. NOTICES OF MOTION

Nil reports

ITEMS REFERRED BY THE COUNCIL TO THIS MEETING FOR CONSIDERATION

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

Nil reports

CORRESPONDENCE

10. CORRESPONDENCE

10.1 PUBLIC HOLIDAY ACT 1993 - 2014 MELBOURNE CUP PUBLIC HOLIDAY

General Manager

Planning and Governance

For Decision

PURPOSE

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

DECLARATION OF INTEREST

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

STRATEGIC FRAMEWORK

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

Latrobe 2026: The Community Vision for Latrobe Valley

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

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 3: Efficient, effective and accountable governance

Strategic Direction – Planning & Governance

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

Legislation – Public Holidays Act 1993 (the Act)

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

Policy – Public Holiday Policy 11 POL-4

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

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

BACKGROUND

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

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

1998 Moe Cup – full-day public holiday

1999 Moe Cup - half-day public holiday

2000 Moe Cup - half-day public holiday

2000 Traralgon Cup - half-day public holiday

2001 Moe Cup - half-day public holiday

2001 Traralgon Cup – half-day public holiday

2002 Moe Cup - half-day public holiday

2002 Traralgon Cup - half-day public holiday

2003 Moe Cup - half-day public holiday

2003 Traralgon Dual Code Meeting – half-day public holiday

2004 Moe Cup - half-day public holiday

2005 Moe Cup - half-day public holiday

2006 Moe Cup – half-day public holiday

2007 Moe Cup - half-day public holiday

2008 Moe Cup - half-day. public holiday

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

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

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

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

Legislation changes

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

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

Community Consultation

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

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

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

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

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

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

Electoral Caretaker Provisions Policy

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

ISSUES

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

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

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

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

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

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

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

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

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

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

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

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

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

INTERNAL/EXTERNAL CONSULTATION

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

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

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

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

OPTIONS

Council has the following options:

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

CONCLUSION

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

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

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

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

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

Attachments

1. Letters Recieved

2. Declared Public Hoiliday Area for the 2008 Moe Cup.

RECOMMENDATION

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

Moved: Cr Kam Seconded: Cr Rossiter

That the Recommendation be adopted.

For the Motion

Councillor/s Kam, Rossiter, Harriman, White, Middlemiss, O'Callaghan, Sindt, Gibson.

Against the Motion

Councillor Gibbons.

The Mayor confirmed that the Recommendation had been CARRIED.

10.1

Public Holiday Act 1993 - 2014 Melbourne Cup Public Holiday

1	Letters Received	23
2	Declared Public Holiday Area for the 2008 Moe Cup	27



May 21, 2014

Mr. Henry Morrison Latrobe City P.O. Box 264 MORWELL 3840 LATROBE CITY COUNCIL
INFORMATION MANAGEMENT
RECEIVED
2.6 MAY 2014.

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Dear Henry,

RE: Moe Cup Day Thursday 16th October 2014

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

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

Regards,

Mark Hill 2IC/Racing Manager Moe Racing Club

5120 (353 **F**203 5120 1355 **W**5 www.



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

20th May 2014

RE: MOE CUP - HALF DAY PUBLIC HOLIDAY

To whom it may concern,

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

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

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

Kind regards Sue Abbott

g. 655 Dec

Secretary

Committee For Moe



Moe Traders Association

moving towards achievement ABN No. 24365054248 P.O.BOX 406, MOE. VICTORIA, 3825. PHONE 51 272099

PRESIDENT: CHRISTINE WATERHOUSE VICE PRESIDENT: JEFF HITCHENS SECRETARY: SUEBROADEENT TREASURER: ANNE ALEXANDER

22mm MAY 2012

TO WHOM IT MAY CONCERN

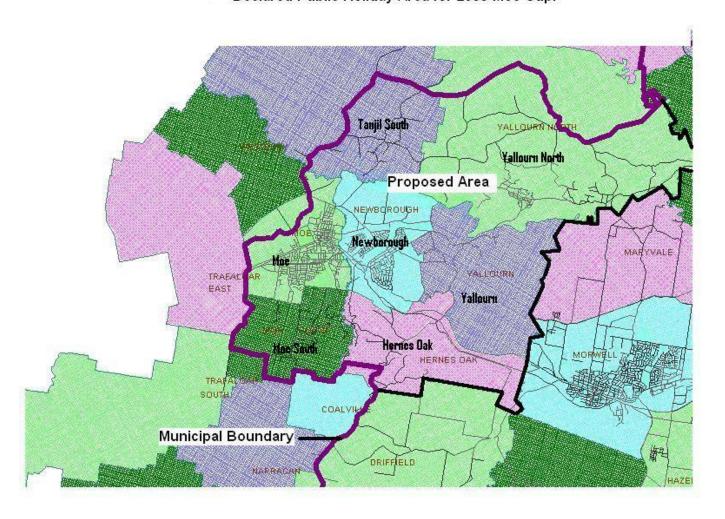
I write this letter in support of the Moe Racing Clubs desire to seek a half day public holiday for Moe Cup day on Thursday 16th October 2014.

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

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

CHRISTINE WATERHOUSE President Moe Traders Association

Declared Public Holiday Area for 2008 Moe Cup.



PRESENTATION OF PETITIONS

11. PRESENTATION OF PETITIONS

Nil reports

CHIEF EXECUTIVE OFFICER

12. CHIEF EXECUTIVE OFFICER

Nil reports

ECONOMIC SUSTAINABILITY

13. ECONOMIC SUSTAINABILITY

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

General Manager

Economic Sustainability

For Decision

PURPOSE

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

DECLARATION OF INTEREST

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

STRATEGIC FRAMEWORK

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

<u>Latrobe 2026: The Community Vision for Latrobe Valley</u> Strategic Objectives - Economy

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

Strategic Objectives - Governance

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

Strategic Objectives – Advocacy and Partnerships

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

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 1: Job creation and economic sustainability

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

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

Theme 4: Advocacy for and consultation with our community

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

Strategic Direction

Theme - 01: Job creation and economic sustainability

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

Theme - 04: Advocacy for and consultation with our community

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

Strategy & Plans

Positioning Latrobe City for a Low Carbon Emissions Future 2010

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

Economic Sustainability Strategy 2011

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

Key Strategic Action

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

BACKGROUND

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

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

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

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

As a result of the resolution the following occurred:

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

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

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

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

It is suggested Council pursue meetings with the following organisations:

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

The Council resolution was to:

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

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

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

ISSUES

The Key Strategic Action time measure states:

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

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

1. AGL Loy Yang, 6 February 2014

Attendees:

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

Overview of site visit:

- 1.1 Meet and greet with:
 - > Anthony Fowler, Group General Manager, Merchant Energy AGL
 - > Doug Jackson, Chief Operating Officer, Merchant Operations AGL
 - Gerald May, Manager Corporate Communications, Merchant Energy AGL
 - > John K Stewart, Head of Generation, Loy Yang
 - > John Kienhuis, Acting Head of Mining, Loy Yang
- 1.2 Welcome by Doug Jackson
- 1.3 Business overview and key challenges by Anthony Fowler and Doug Jackson
- 1.4 Safety overview provided by John K Stewart

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

Discussion topics:

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

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

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

2. Qube Logistics - 8 May 2014

Attendees:

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

Overview of site visit:

- 1.1 Meet and greet with:
 - > Paul Digney, Managing Director, Qube Logistics
 - > Shaun Harris, General Manager Victoria, Qube Logistics
 - > Charles Stott, Business Development Manager, Qube Logistics
 - > Geoff Hartley, Business Manager Victoria, Qube Logistics
- 1.2 Welcome by Paul Digney
- 1.3 Qube Logistic presentation by Charles Stott
- 1.4 Bus tour of Port of Melbourne Qube Logistic operations. Charles Stott presented logistics overview during tour
- 1.5 Informal lunch and discussion

Discussion topics:

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

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

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

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

3. Port of Hastings Development Authority - 23 May 2014

Attendees:

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

Overview of site visit:

- 1.1 Meet and greet with:
 - > Mike Lean, CEO, Port of Hastings Development Authority
 - > Sandra Jerkovic, Executive Manager Community Engagement and Stakeholder Relations, Port of Hastings Development Authority.
- 1.2 Welcome by Cr Harriman
- 1.3 Port of Hastings Development Authority presentation by Mike Lean
- 1.5 Informal afternoon tea and discussion

Discussion topics:

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

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

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

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

Outcome of Key Strategic Direction

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

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

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

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

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

Quantity: A minimum of three meetings will be scheduled.

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

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

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

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

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

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

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

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

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

Details of Community Consultation / Results of Engagement: No external consultation was undertaken in association with this report.

OPTIONS

Council has the following options:

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

CONCLUSION

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

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

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

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

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

Attachments Nil

RECOMMENDATION

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

Moved: Cr Middlemiss Seconded: Cr Harriman

That the Recommendation be adopted.

CARRIED UNANIMOUSLY

RECREATION AND COMMUNITY INFRASTRUCTURE

14. RECREATION AND COMMUNITY INFRASTRUCTURE

14.1 MORWELL RECREATION RESERVE PRECINCT MASTER PLAN

General Manager

Recreation and Community Infrastructure

For Decision

PURPOSE

The purpose of this report is to present the submissions received on the draft Morwell Recreation Reserve Precinct master plan during the community consultation process and seek consideration of the master plan for adoption by Council.

DECLARATION OF INTEREST

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

STRATEGIC FRAMEWORK

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

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives - Recreation

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

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

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

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

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

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

Strategic Directions:

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

Theme 5: Planning for the future

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

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

Strategy & Plans – Recreation

Council has adopted a range of plans and strategies to provide guidance for the improvement of existing and the development of future recreation facilities across the Municipality, these include:

- Recreation and Leisure Strategy 2006
- Morwell Outdoor Recreation Plan 2008
- Public Open Space Strategy 2013

BACKGROUND

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

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

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

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

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

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

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

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

ISSUES

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

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

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

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

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

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

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

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

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

2	John White (Central Gippsland Cricket Association)	Email	1.	The Central Gippsland Cricket Association (CGCA) will need to either retain a space in the Gert Mahoney rooms or in another area provided for office space. This must be large enough to house all of their records and provide meeting space.	1.	CGCA will be engaged throughout the detailed design phase of the proposed multipurpose pavilion to ensure their needs are met. The plan has been amended to include the CGCA in the new pavilion.
3	Travis Switzer – AFL Gippsland	Email/Letter	1.	Items 2,3 & 8 are the top priorities for the reserve.	1.	Noted. These are highlighted as priorities on the implementation plan.
			2.	Netball courts should be moved closer to the pavilion.	2.	Noted. The courts will be relocated in final drawing as it's a recurring theme.
			3.	Spectator areas should be brought into one sheltered spectator area similar to Sale Football/Netball Clubs recent construction.	3.	Noted. The final plan has been amended to show this.
			4.	Fencing of courts should be considered .	4.	Noted. This has been included in the recommendations.
			5.	Play area should be relocated so it can be utilised by reserve users and there will be higher visibility for parents.	5.	Noted. The final plan has been amended to include this as it was a theme picked up by majority of the user groups.
			6.	Consider match standard lighting for netball courts.	6.	Noted. The final plan has been amended to include match standard lighting.
			7.	Item 1 – strong support for synthetic. It will assist in taking pressure off main oval and aligns with AFL Gippsland's plan to bring AFL 9's to the region.	7.	Noted.
			8.	Refurbishment & extension of change rooms & AFL Gippsland office is a key priority is strongly supported. Staff base has grown & better facilities will attract more events/games. Details in submission.	8.	Noted. This is recommendation 4 of the plan and is identified as a high priority in the implementation plan.

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

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

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

	3.	Netball courts should be fenced to keep children/spectators at a safe distance during games	3.	Noted. The final plan has been amended to show a barrier around the netball courts.
	4.	Playground should be relocated closer to netball area.	4.	Noted. The play space has been relocated in the final drawing to the netball/cricket area, creating a more distinct connection between users of the reserves facility and the play provision.
	5.	Concern about traffic flow if Keegan St is shut off, particularly on event days.	5.	Noted. Should Keegan St be closed off an event management plan will be developed as per recommendation 25.
	6.	Loss of parking near Gert Mahoney is a concern and there is concerns that won't be replaced.	6.	Two tier parking has been added into the plan as well as additional parking where the current netball courts are located.
	7.	Not enough toilet facilities provided – major priority.	7.	Public toilets will be incorporated into the Keegan St & Gert Mahoney pavilions as part of the proposed upgrades. The wording in the recommendations of the plan has been updated to reflect this.
	8.	Lighting – major priority.	8.	Noted and this is identified as recommendation 11 of the plan.
	9.	Scoreboard – major priority	9.	Noted. This is a user group/club responsibility.

	10.Kiosk inadequacies need to be addressed as part of this plan.	10. The wording on final plan has been amended to include this. Detailed design will fully engage all user groups to ensure all needs are met.
	11.If current storage sheds near Croquet Club are going to be demolished, they will need to be rebuilt to replace. Larger storage would be preferable if possible.	11.Storage will be incorporated into the Gert Mahoney pavilion and the final plan has been amended to reflect this.

The 8 submissions that have been considered as part of this report have been very positive about the master plan for the Morwell Recreation Reserve Precinct.

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

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

The recommendations in the Morwell Recreation Reserve Precinct master plan Final Report (Attachment 1) will guide the development of the reserve into the future and it has strong synergy with the objectives of the Latrobe City Council Plan 2013 – 2017.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

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

The risk to Council relevant to this report is inadequate public facilities and infrastructure in the municipality and the development of the Morwell Recreation Reserve Precinct master plan is a project that mitigates this risk to Council.

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

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

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

Pre-Draft Master Plan Development

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

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

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

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

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

The community workshop for the Morwell Recreation Reserve Precinct master plan was advertised in the Latrobe Valley Express and the Latrobe City website in order to reach a wide audience. The workshop for the Morwell Recreation Reserve Precinct master plan was attended by 9 community members, made up of representatives from the major user groups and local residents. The workshop proved popular with all stakeholders providing constructive feedback during the session.

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

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

Post-Draft Master Plan Development

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

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

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

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

OPTIONS

Council has the following options available:

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

CONCLUSION

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

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

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

Attachments

Morwell Recreation Reserve Precinct master plan Final Report
 Morwell Rec Reserve Submissions

RECOMMENDATION

- 1. That Council adopts the Morwell Recreation Reserve Precinct master plan.
- 2. That the Mayor writes to those persons who made written submissions to thank them for their consideration and notify them of Council's decision.

Moved: Cr Middlemiss

Seconded: Cr White

That the Recommendation be adopted.

CARRIED UNANIMOUSLY

14.1

Morwell Recreation Reserve Precinct Master Plan

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MORWELL RECREATION
RESERVE PRECINCT MASTER PLAN

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ABOUT THIS DOCUMENT (PART A)

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

Part A - The Master Plan

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

Part B - Research, Consultation and Key Directions Report

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

Morwell Recreation Reserve Precinct Master Plan

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EXECUTIVE SUMMARY

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

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

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

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

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

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

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

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

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

THE PROJECT

BACKGROUND AND CONTEXT

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

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

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

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

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

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

PROJECT OBJECTIVES

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

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

PROJECT OUTCOMES

Additional outcomes of this project were to:

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

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PROJECT STUDY AREA



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

Hierarchy Classification: Regional
Primary Function: Sport
Level Of Use: High

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

- AFL
- Cricket
- Netball
- Croquet
- Oktoberfest

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

PLANNING AND DESIGN GUIDELINES AND DEVELOPMENT PRINCIPLES

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

1. FUTURE FACILITY DEVELOPMENT

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

2. ACCESSIBILITY

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

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3. COMMUNITY INFRASTRUCTURE AND SOCIAL AMENITY

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

4. SPORTS FIELD PROVISION AND SUITABILITY

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

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

5. RESERVE AND FACILITY MANAGEMENT

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



STAKEHOLDER NEEDS

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

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

CONSULTATION METHODS

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

- Meetings and presentations to Latrobe City Council's Project Steering Group
- One workshop with Latrobe City Council's Internal Reference Group
- · Councillor Briefing presentation
- On-site presentations and discussions with key stakeholders
- Individual meetings and interviews with reserve sporting/community user groups
- One community meeting/workshop at Morwell Recreation Reserve
- · Written submissions from local residents
- Two Project Bulletins
- Online and hard copy organisation and general community member/resident reserve user surveys

- Telephone interviews with key government agencies, peak sporting bodies and associations
- Site visit/inspection
- Project management design brief workshop
- Opportunity for stakeholder groups to meet individually with Latrobe City Council officers to discuss Draft Master Plan and supporting Implementation Plan
- Latrobe City Council online 'Have your Say' promotion and encouragement of written submissions from stakeholders on Draft Master Plan
- Final design workshop with Latrobe City Council officers, project consultants and landscape architects





RESERVE HIERARCHY, ROLES, FUNCTIONS AND LEVELS OF USE

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

RESERVE ROLES AND FUNCTIONS

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

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

Description/Primary Function: Open space reserves set aside primarily to accommodate active sports use. This may include indoor sports facilities such as stadiums, as well as outdoor facilities including sports grounds and courts, or a combination of both. Sports reserves may also contain facilities or amenities that support the primary sports use of the reserve.

RESERVE OPEN SPACE HIERARCHY

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

LOCAL: The majority of houses in residential areas should have access to a minimum of 0.5 hectares of public open space within a 500 metre radius

DISTRICT: The majority of houses in residential areas should have access to district level public open space within a 3km radius.

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

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

RESERVE LEVELS OF USE

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

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

MASTER PLAN

MASTER PLAN RECOMMENDATIONS

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

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

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

Recommendations listed are based on a 10 year timeframe.

STAKEHOLDER RESPONSIBILITY

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

IMPLEMENTATION PLAN

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

HIGH:

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

MEDIUM:

Action that contributes to meeting overall Master Plan objectives.

LOW:

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

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

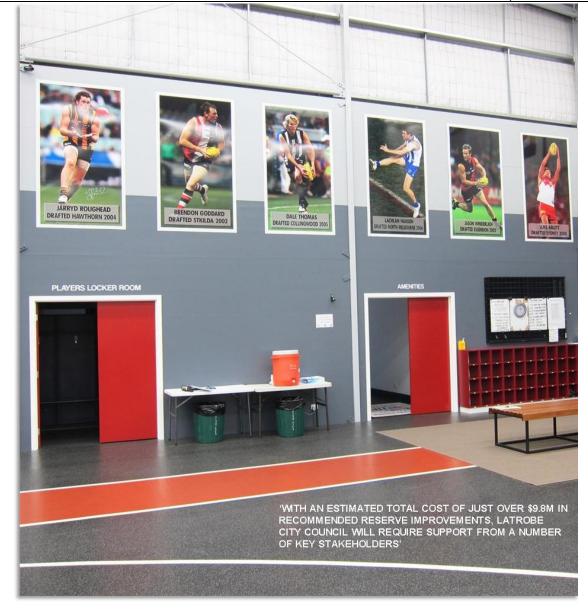
OPINION OF PROBABLE COSTS

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

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

POTENTIAL FUNDING OPPORTUNITIES

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



MORWELL RECREATION RESERVE PRECINCT

RESERVE VISION:

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





RESERVE DESCRIPTION

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

MORWELL RECREATION RESERVE

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

EXISTING MORWELL RECREATION RESERVE INFRASTRUCTURE

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

KEEGAN STREET RESERVE

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

EXISTING KEEGAN STREET RESERVE INFRASTRUCTURE

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

OLD MORWELL CARAVAN PARK

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

ERIC LUBCKE YARRA GUM CONSERVATION RESERVE

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



KEY RESERVE ISSUES/CONSTRAINTS

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

PRIORITY DEVELOPMENT OPPORTUNITIES

- Redevelop old caravan park site into a multi-use community synthetic playing field to be used for a range of sport and community activities
- Construction of a shared (netball/cricket) match day pavilion to replace demolished existing Keegan Street Reserve pavilion
- Extension and refurbishment of existing change facilities and amenities to service both synthetic playing field and Morwell Recreation Reserve
- Relocation and construction of two asphalt netball courts
- Improve drainage and playing surface of Keegan Street Reserve
- Upgrade existing Gert Mahoney pavilion, Morwell Football Netball clubrooms and maintain grandstand in accordance with AFL Preferred Facility Guidelines

- Establish a walking trail/shared pathway network within the Reserve to improve safe pedestrian/bicycle connectivity to facilities and broader surroundings
- Replace redundant residential building located North of Reserve with public picnic area
- Provision of an accessible public playspace to compliment reserve sporting infrastructure, in particular netball courts
- Review site traffic management and car parking requirements and consider a vehicle exclusion zone and sheltered pedestrian plaza between grandstand and football/netball clubrooms
- Promote historical and environmental significance of Eric Lubcke Yarra Gum Conservation Reserve through improved reserve access and the provision on interpretive signage at entry points





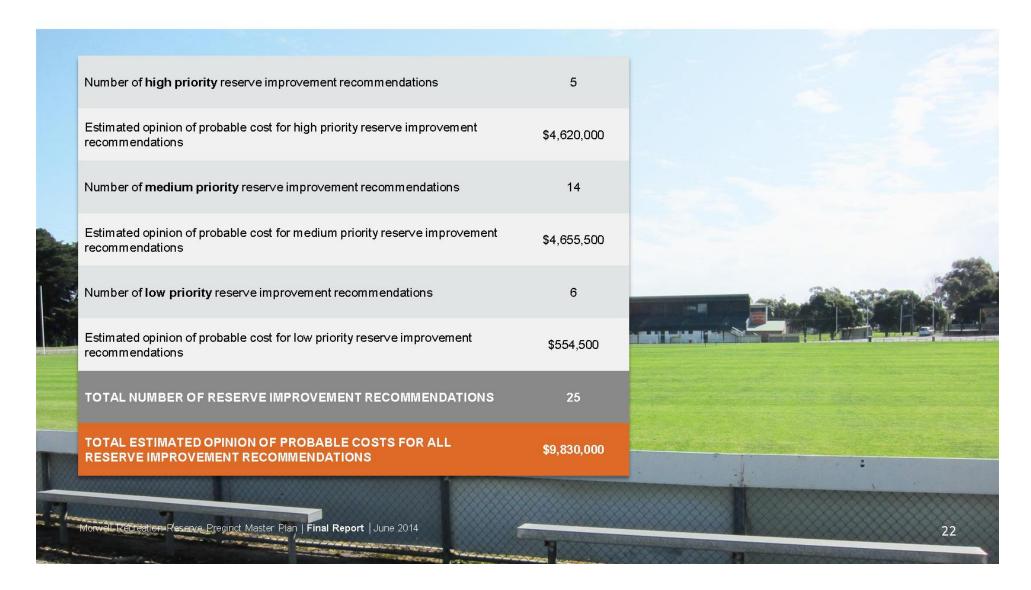
Priority	Morwell Recreation Reserve Precinct Master Plan Recommendations	Developm ent Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
High	Redevelop old caravan park site into a multi-use community synthetic playing field to be used for a range of sport and community activities and to also accommodate overflow from main oval. Synthetic field to be lit in accordance with Australian Standards for training (50 lut) and provide alternate line marking to accommodate programs such as the AFL 9's competition.	Facility Development (1.2, 1.4, 1.6), Accessibility (2.1, 2.3), Community Infrastructure and Social Amenity (3.1, 3.4, 3.5), Sports Field Provision and Suitability (4.1, 4.2, 4.3, 4.6, 4.11)	Council	\$1.2M	AFL Victoria Gippsland Commission Gippsland Power (TAC) DTPLI (Community Facility Funding Program – Majors)
High	2. Construction of a shared (netball/cricket) match day pavilion to the area South of existing netball court and warm up area that services both Keegan Street Reserve (Morwell Cricket Club) and the netball courts. Pavilion to include office accommodation for Central Gippsland Cricket Association and public accessible toilets. Pavilion development will require closure of Keegan Street Reserve entry point and access road beyond residential property boundary. Provide additional car parking accessible via Keegan Street to service new multi-purpose pavilion.	Facility Development (1.1, 1.2, 1.3, 1.4, 1.8), Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$1.6M	DTPLI (Community Facility Funding Program — Majors) Cricket Australia
Medium	 Demolish existing cricket club pavilion (Keegan Street Reserve) and return area to activated open space including additional tree planting and the establishment of a connecting Reserve perimeter shared pathway. Pavilion to remain functional during new multi-purpose pavilion development to minimise disruption of Morwell Cricket Club operations. 	Facility Development (1.1, 1.2, 1.3, 1.4, 1.6), Accessibility (2.1, 2.2, 2.4, 2.5, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.4, 3.5, 3.8)	Council	\$75,000	Council
High	4. Extension and refurbishment of existing change facilities and amenities to service both synthetic playing field and Morwell Recreation Reserve. Change room facilities and amenities to be in accordance with AFL Preferred Facility Guidelines and Universal and Healthy by Design®Principles. Refurbishment to include public accessible toilets to replace existing non compliant stand alone toilet block facilities.	Facility Development (1.2, 1.3, 1.4, 1.6), Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$600,000	AFL Victoria Gippsland Commission Gippsland Power (TAC) DTPLI (Community Facility Funding Program – Majors
Medium	5. Extension and refurbishment of existing Gippsland Power offices to accommodate AFL Victoria Regional Administration Centre and Netball Victoria staff.	Facility Development (1.2, 1.4), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$100,000	AFL Victoria Gippsland Commission
Medium	Upgrade existing Gert Mahoney Pavilion, Morwell Football/Netball clubrooms, kiosk and maintain grandstand in accordance with Universal Design Principles and AFL Preferred Facility Guidelines. Upgrade to include additional storage provision as a result of Morwell Croquet court extension and subsequent loss of standalone storage facilities.	Facility Development (1.2, 1.3, 1.4), Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$1.2M	Council
Low	7. At the end of their useful life, demolish and relocate existing cricket nets on Keegan Street Oval to South East corner of the oval to provide safe pathway connection around the oval and remove overlap of cricket net infrastructure with playing field. Consider alternative cricket net location North East of the oval should South East location be deemed too isolated from other Reserve infrastructure.	Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.4, 3.5), Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.7)	Club	\$100,000	Cricket Victoria/Cricket Australia Morwell Cricket Club
High	8. Relocation of existing netball court and provision of additional asphalt netball court to open space North of proposed shared cricket/netball pavilion. Location of existing netball court to be converted into additional Reserve car parking, accessible via Travers Street. Both netball courts to be lit in accordance with netball training and match play standards (200 lux). Netball courts to include low level fencing and be equipped with electronic scoreboards. All netball court redevelopment works to be in accordance with Netball Victoria's Netball Court Planning Guide.	Facility Development (1.4, 1.5), Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6)	Council/Club	\$1.1M	DTPLI (Country Football Netball Funding Scheme)
Low	Extend croquet court playing area to the Westby 15m to allow Morwell Croquet Club to establish a third court and expand their playing field capacity and ability to host tournaments.	Facility Development (1.5, 1.6), Accessibility (2.1, 2.2, 2.3, 2.4), Community Infrastructure and Social Amenity (3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.3, 4.6)	Club	\$60,000	Morwell Croquet Club

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

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

RESERVE IMPROVEMENTS COST SUMMARY





Karen Tsebelis

From:

rsc46177

Sent:

Wednesday, 16 April 2014 7:53 PM

To: Cc: Kat Marshall Melzer Dieter:

Subject:

Morwell Recreational Reserve Plan

Good evening Kat How are you?

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

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

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

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

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

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

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

Regards Giselle Scorse Club Astoria President

Karen Tsebelis

From:

John White

Sent:

Thursday, 27 March 2014 10:58 AM

To:

Kat Marshall

Subject:

RE: Morwell Recreation Reserve Master Plan

Follow Up Flag: Flag Status:

Follow up Flagged

Hi Kate

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

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

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

Look forward to further news on the redevelopment

John White **CGCA Presdent**

From: Kat Marshall [mailto:Kat.Marshall@latrobe.vic.gov.au]

Sent: Wednesday, 26 March 2014 2:38 PM

To: Central Gippsland Cricket

Subject: FW: Morwell Recreation Reserve Master Plan

Hi John,

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

http://www.latrobe.vic.gov.au/Get Involved/Have Your Say/Latrobe City Council Recreation Plans

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

Hopefully hear from you soon @

Regards

escrive Flan and we have set aside Tuesday 18-Eriday 21 March, Sannayn to gather Illaran Marsh

Recreation & Open Space Development Officer Latrobe City Council

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



May 2, 2014

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

Dear Mr McPherson,

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

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

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

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

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

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

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

AFL GIPPSLAND

Morwell Recreation Reserve | Morwell | VIC 3840

PO Box 853 | Traralgon | Victoria 3844



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

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

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

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

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

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

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

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

Yours sincerely

Travis Switzer Region General Manager AFL Gippsland

AFL GIPPSLAND

Morwell Recreation Reserve | Morwell | VIC 3840

PO Box 853 | Traralgon | Victoria 3844

MORWELL CRICKET CLUB INC

(INC NO - A 10769P)



C.G.C.A. FIRST GRADE PREMIERS 1948/49,55/56,57/58,60/61,61/62,72/73,73/74,75/76,80/81,84/85,87/88,92/93,94/95 98/99,2002/03 C.G.C.A. SECOND GRADE PREMIERS 1956/57,58/59,59/60,60/61,65/66,66/67,71/72,72/73,76/77,78/79,84/85,88/89,91/92 C.G.C.A. THIRD GRADE PREMIERS 1953/54,57/58,58/59,72/73,76/77,80/81,82/83,85/86,97/98 C.G.C.A. FOURTH GRADE PREMIERS 1998/99

C.G.C.A. UNDER 17 PREMIERS 2005/06 C.G.C.A. UNDER 16 PREMIERS

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

C.G.C.A. UNDER 15 PREMIERS 2011/12 C.G.C.A. UNDER 14 PREMIERS

C.G.C.A. GINDER AT 1996/97,2001/02 C.G.C.A. CLUB CHAMPIONS 1957/58,58/59,60/61,61/62,62/63,71/72,72/73,73/74,74/75,75/76,76/77,77/78,78/79

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

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

Secretary Stephen Bilic 97 Hammersmith Cir **TRARALGON 3844** Ph: 0439 337 595

29 April 2014

MORWELL RECREATION RESERVE PRECINCT DRAFT MASTER PLAN MORWELL CRICKET CLUB SUBMISSION

Dear Latrobe City,

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

Our Club

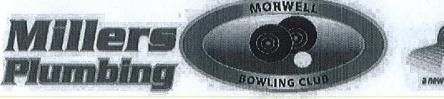
The Morwell Cricket Club was formed in 1885 and has remained throughout that time as an organisation standing for participation and excellence in sport for the community of Morwell. During that time, the Morwell Cricket Club has been a principle user group of the Morwell Recreation Reserve precinct during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

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

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

Email: Morwell@club.cricketvictoria.com.au

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



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

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

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



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

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

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

The Master Plan

Email: Morwell@club.cricketvictoria.com.au

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





Morwell Croquet Club Inc

Travers Street (PO Box 977) Morwell 3840

Inc A-3763 ABN 99056 035 448

President Lorraine Gutcher 5134 4990 Secretary Robert Smallwood 5134 3082

1st May 2014

Latrobe City 141 Commercial Road MORWELL VIC 3840

Attention Kat Marshall

Re Morwell Recreation Reserve Precinct Master Plan

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

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

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

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

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

Yours truly

Robert Smallwood











Acknowledging our Major Sponsors



5 May 2014

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

Dear Kat

Re: Morwell Recreation Reserve Master Plan

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

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

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

- The new playground be relocated to be within practical location of the football, netball
 and cricket playing arenas. We understand this is primarily a community facility however
 given the majority of users will be participants of the sports catered for, the playground
 would be better utilised if relocated centrally to the three playing arenas.
- Consider relocation of the pavilion to ensure both cricket and netball are able to benefit
 equally, it is currently disconnected from the netball courts.
- Include measures to ensure current drainage issue at the netball courts is also resolved.
- Investigate the possibility of upgrading lights from training to game standard (lighting guide attached and accessed via http://old.netballvic.com.au/ uploads/res/22 196792.pdf).
- nttp://old.netballvic.com.ady_uploads/res/22_130/
- Provision of an electronic scoreboard for netball.
- Allow male and female change rooms to accommodate the growing number of male umpires.

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

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

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

Yours sincerely

Judi Buhagiar

Judi Buhagiar Regional Development Manager Netball Victoria

PLAY BELIEVE ACHIEVE

Karen Tsebelis

From:

Wade Presley

Sent:

Monday, 5 May 2014 6:09 PM

To:

Kat Marshall

Cc:

kim_bass@live.com; Team Staffing Solutions; rick mann; Paul Spagnolo

Subject:

FW.

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

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

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

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

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

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

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

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

Lighting - major priority

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

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

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

Wade Presley - President Morwell Football Netball Club

1

14.2 TRARALGON RECREATION RESERVE & SHOWGROUNDS MASTER PLAN

General Manager

Recreation and Community

Infrastructure

For Decision

PURPOSE

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

DECLARATION OF INTEREST

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

STRATEGIC FRAMEWORK

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

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives - Recreation

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

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

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

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

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

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

Strategic Directions:

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

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

Theme 5: Planning for the future

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

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

Strategy & Plans - Recreation

Council has adopted a range of plans and strategies to provide guidance for the improvement of existing and the development of future recreation facilities across the Municipality, these include:

- Recreation and Leisure Strategy 2006
- Traralgon Outdoor Recreation Plan 2006
- Public Open Space Strategy 2013

BACKGROUND

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

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

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

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

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

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

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

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

ISSUES

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

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

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

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

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

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

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

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

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

			Concern about outlook being compromised and devaluing her property. Noted and addressed in the above response.
3	Bridge Club	Meeting minutes/Letter	 Strong support for pavilion as long as it accommodates the Bridge Clubs needs through its design. Noted. Engagement with the Bridge Club would occur during the detailed design phase of the pavilion.
			 2. Investigate locating the pavilion at top of hill out of Flood zone. 2. Whilst it is an option to investigate this, it does not address the issues of user groups and the unsightly buildings at the reserve.
			3. Support for all community type infrastructure (pathways, play facilities).3. Noted. This is addressed in a number of recommendations.
			 4. Supplied detailed list of building requirements. 4. Noted. These will be considered throughout the detailed design. The Bridge Club will also be consulted again at that time to ensure the information is still relevant.
			 5. Support for beautification but this should not impede High St residents views . 5. Noted. Wording in recommendation 28 of the implementation plan does highlight the fact that any vegetation will have tall canopies so not to compete with residential views.
4	Traralgon Football/Netball Club	Email/Letter	Strongly support consolidation of Ag Society buildings. Current condition is an eyesore bringing down the appeal of the entire reserve. Strongly support 1. Noted.
			 2. Support for upgrades to 'craft shed' and the beautification work. 2. Noted. Cladding has already taken place on the Whittakers Rd side of the building. Any further beautification work will be subject to a structural building assessment.
			 3. Gives strongest support to point 3. If Ag Society needs central access for events etc. they can use the office above the change rooms through a formal agreement. 3. This is a reasonable solution to the Agriculture Society's need to be located centrally during equestrian events at the Traralgon Show. The club rooms are larger and not in use at this time of year.

4. 5,6,7,8,9 support		Noted. All of these recommendations are about ensuring community needs are met through passive recreation and beautification works.
losing p if TEDA them the	rly supportive of ublic toilets however S pavilion provides ere should be to accommodate big	The approved TEDAS pavilion design and permit includes publicly accessible toilets.
highest cannot I that exis upgrade	priority. If the move be achieved, suggest sting location gets ed with a playing provided closer	Consideration will be made in the final plans to show the netball courts moved back to the current location. 2 courts will be provided as well as change facilities that meet Netball Victoria's facility guidelines.
	for Old Trafford 7. xpanded/resurfaced	Noted. This is recommendation 16 in the plan.
8. Cricket relocation	•	Noted. Consideration will be given when the final plan has been finalised to place the cricket nets back to their current location.
	is the highest 9. for the club	This is recommendation 18 of the plan and is noted as high priority.
current	fould prefer to keep footprint and extend Not a high priority.	The football club will be fully engaged in the detailed design phase of the change room's upgrade, with a focus being on no net loss of space.
facility u kiosk do	pgrade. Current bes not meet any ons in building codes	.Noted and included in recommendation 20 of the plan.
	oards as a priority. one holds some	Noted. Scoreboards are the responsibility of user groups/clubs.
13.Safety r	netting is a priority. 13	Noted. Safety nets are a responsibility of the user groups/clubs.

			14.Support for any works that will improve the aesthetic appeal of the reserve.	14.Noted. There are a number of recommendations that address beautification of the site.
5	TEDAS Junior Football Club	Email/Letter	Would like to see the TEDAS pavilion place in the right location on the map. The drawing shows it too far away from Old Trafford.	Noted. The final plan when finalised will be amended to reflect the actual location of the building, facing the oval.
6	Traralgon & District Agricultural Society	Letter	1. Leave sheep shed, rural room, pigeon club and the Mens shed where they are. They are structurally sound and the cladding is the only thing that needs replacing. These buildings are on OUR LAND.	1. Noted. A structural assessment of the buildings would need to be undertaken to determine whether the buildings are structurally sound. Extensive consultation has shown that the buildings do not meet all user groups requirements. The buildings are aged and poorly maintained and have a detrimental impact on the aesthetic value particularly of the Traralgon Recreation Reserve.
			2. New roof on craft shed is required. Asphalt out the from should stay as cars drive on it, vehicles park there and the netballers use it as their practice courts Output Description:	2. The final plan when finalised will include some car parking near the craft shed. Any further work to be carried out on the building will be the responsibility of Traralgon & District Agricultural Society and contributions from external funding bodies, such as Council or the State Government will be subject to a structural building assessment. The netball court will not be continued to use for a training court as it is insufficient in quality and disconnected from the rest of the netball area.
			Secretary's office needs to stay where it is. Anywhere else is too far away.	3. Noted. However the football club have offered use of the club rooms for show days which is also centrally located. This is a feasible option and solves the issue of the run down kiosk/secretary office.

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

- Concern about lack of vehicle access to the grassed area along fire track. Required for trailer parking and rolling hoses
- Noted. When the final master plan is completed the plan will be amended so it does not impede on competition activities.
- 3. Request that old netball courts are left so those with mobility issues can easily access the CFA building
- When the final master plan is completed it will show some formalised parking closer to the CFA building to address this concern.
- No support for location of play space. Compromises hose rolling area and ability to hold competitions.
 Suggest it goes where the netball courts are propose to be moved instead.
- 4. Noted and when the final master plan is completed the plan will be amended to reflect this.
- Old Trafford ovals functionality as CFA staging area needs to be maintained.
- Old Trafford will continue to be identified as a staging area for the CFA, as depicted in the plan.
- Support for TEDAS pavilion as long as toilets are publicly accessible.
- 6. TEDAS pavilion and the proposed changes to the clubrooms will incorporate public toilets.
- 7. Netball courts to remain where they are with seats being shifted to Howitt St end or near play group. Do not support new location as this would mean the loss of significant commemorative trees
- Noted, when the final master plan is completed, consideration will be given as to the final location of the netball courts. Seating will be provided in such way that does not compromise spectating.
- Suggestion to pipe drainage swale near mens shed and build up that space for netball facilities.
- 8. The West Gippsland
 Catchment Management
 Authority are undertaking a
 flood study for the Traralgon
 Creek which includes the
 showground precinct.
 WGCMA will determine any
 proposed changes to
 drainage.
- Support for toilet demolition and incorporation into pavilion, as long as there are enough amenities for state championships.
- Noted. User groups will be fully engaged throughout the detailed design process.

			10.No support for any paint work on the fire track.	10.Noted. When the final master plan is completed the Zebra crossings will be removed from the plan. There is less need for them in the final plan with walking tracks being altered.
			11.Would like to see parking stopped on fire track.	11.Noted. However this is unlikely as the area is a road reserve and is utilised for more than one purpose.
			12.Request that any walking tracks are reinforced so it can withstand heavy vehicles over them.	12.Noted. This will be addressed at detailed design stage.
8	Traralgon Pigeon Club	Email/Letter	Support for shared pavilion only if facilities can be kept separate to other user groups. Pigeon dust has potential to cause disharmony amongst other user groups. Would also require a higher roller door and parking close to club.	Noted. All user groups will be fully engaged throughout the detailed design phase to ensure their needs are met. We acknowledge that the Pigeon Club would require their own space.
			Support for all other aspects of the master plan.	2. Noted.
9	Travis Switzer – AFL Gippsland	Email/Letter	Support for construction of TEDAS pavilion but needs to show it closer to oval, facing the oval.	Noted. When the final master plan is completed plan will be amended to reflect the actual location of the building, facing the oval.
			Support for the new location of the netball courts and believe it should be a high priority.	Noted. When the final master plan is completed, consideration will be given as to the final location of the netball courts.
			Strong support for works on Old Trafford oval.	Noted. This is recommendation 16 of the plan.
			Upgraded lighting is a main priority.	4. Noted. This is recommendation 18 and a high priority in the implementation plan.
			Upgraded kiosk facilities is also a high priority.	5. This is recommendation 3 and a high priority in the implementation plan.
			Scoreboard not seen as a high priority.	Noted. Scoreboards are the responsibility of user groups.

			7. Safety nets are strongly supported. 7. Noted. Safety nets are responsibility of user groups.
10	Traralgon Ex- students Cricket Club	Email/Letter	 Support for works on Old Trafford. Leave nets where they are. When the final master plan is completed the nets will be shown in their current location
			2. TEDAS pavilion should be seen as a high priority.2. This is recommendation 14 and a high priority in the implementation plan.
			3. Strong support for lighting upgrades on main oval.3. This is recommendation 18 and a high priority in the implementation plan.
			 4. Livestock should be banned from ground – causes too much damage that is expensive to repair. 4. Noted. However the reserve i multi-purpose and historically the livestock events have been at the space. It is the showgrounds as well.
			5. Concern about lack of car parking.5. Car parking at reserve has been formalised and the capacity is greater in the plan than current provision.
11	Traralgon Mens Shed and Woodworking Inc	Letter (hand delivered)	 Strong support for better governance of the site. A more equitable management system for user groups at the site is identified as a high priority in the implementation plan under the Reserve & Facility Management heading.
			2. Support for shared use pavilion on the basis that it accommodates all of the Mens shed needs.2. Noted. All user groups will be fully engaged throughout the detailed design phase.
			 3. Suggestions for improved parking on Howitt St (see submission). 3. Outside the scope of the master plan however will be passed onto Latrobe City Council's Infrastructure Designment
			 4. Security improvements are welcomed. 4. Noted and addressed with recommendation 10. A new pavilion will also address security concerns through smart design.
			 5. Any shared facilities need an Memorandum of Understanding administered by LCC. 5. A more equitable management system for user groups at the site is identified as a high priority in the implementation plan under the Reserve & Facility Management heading.

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

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

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

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

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

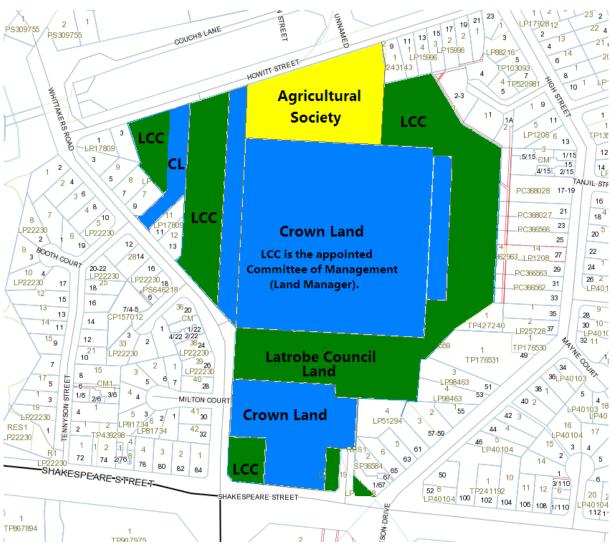
A long and thorough meeting took place, identifying the current issues being experienced by the group, possible opportunities for the future and the group's priorities. Indications of discussions at this meeting are documented on page 44 of the Research, Consultation and Key Directions Report and feedback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

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

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

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

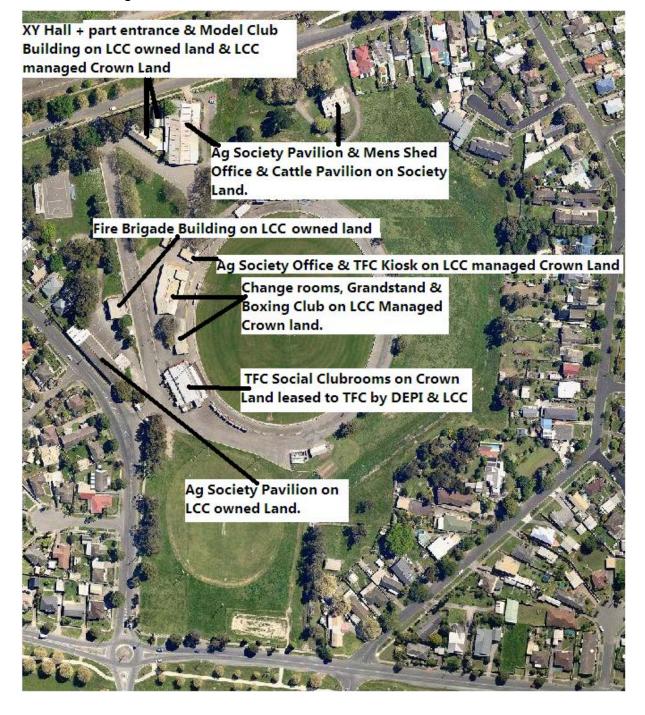
- Latrobe City Council
- Crown Land (Managed by Latrobe City Council as the Committee of Management)
- Traralgon & District Agricultural Society

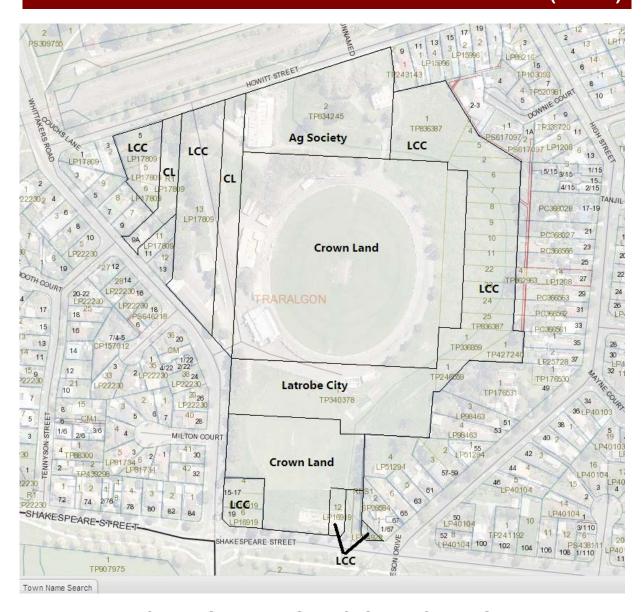


Further to the complicated land tenure, there is also a complicated tenure arrangement with buildings distributed throughout the site, which are owned by different entities on other entities land. These include the examples hereunder:

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

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





FINANCIAL, RISK AND RESOURCES IMPLICATIONS

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

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

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

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

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

Pre-Draft Master Plan Development

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

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

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

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

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

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

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

Post-Draft Master Plan Development

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

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

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

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

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

OPTIONS

Council has the following options available:

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

CONCLUSION

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

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

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

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

Attachments

Draft Traralgon Recreation Reserve & Showgrounds master plan
 Draft Traralgon Recreation Reserve & Showgrounds Implementation Plan
 Tgon Rec Reserve Master Plan Submissions

RECOMMENDATION

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

Moved: Cr Kam Seconded: Cr Harriman

That the Recommendation be adopted.

For the Motion

Councillor/s Gibbons, Kam, Rossiter, Harriman, White, Middlemiss, O'Callaghan, Gibson.

Against the Motion

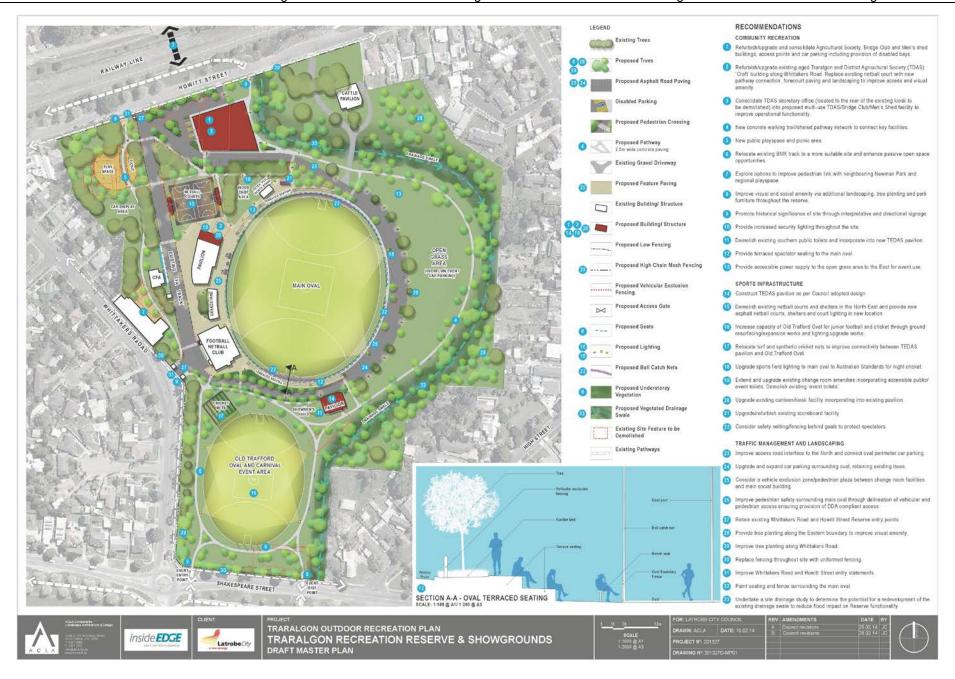
Councillor Sindt.

The Mayor confirmed that the Recommendation had been CARRIED.

14.2

Traralgon Recreation Reserve & Showgrounds Master Plan

1	Draft Traralgon Recreation Reserve & Showgrounds	
	master plan	111
2	Draft Traralgon Recreation Reserve & Showgrounds	
	Implementation Plan	113
3	Tgon Rec Reserve Master Plan Submissions	117



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

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

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

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

Kat Marshall

From:

Lisa Cook

Sent:

Tuesday, 1 April 2014 11:19 AM

To:

Kat Marshall

Subject:

RE: Traralgon Recreation Reserve & Showgrounds Master Plan

Hi Kat,

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

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

Kind regards, Lisa Cook

From: Kat Marshall [mailto:Kat.Marshall@latrobe.vic.gov.au]

Sent: Tuesday, March 25, 2014 7:49 AM

To: Lisa Cook

Subject: RE: Traralgon Recreation Reserve & Showgrounds Master Plan

Hi Lisa,

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

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

Thanks @

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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

Direct: 5128 5409 Mob: 0448 371 103 Fax: (03) 5128 5672

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



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

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

To: Kat Marshall

Subject: RE: Traralgon Recreation Reserve & Showgrounds Master Plan

Hi Kat,

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

Cheers, Lisa

From: Kat Marshall [mailto:Kat.Marshall@latrobe.vic.gov.au]

Sent: Monday, March 03, 2014 4:39 PM

To: Lisa Cook

Subject: RE: Traralgon Recreation Reserve & Showgrounds Master Plan

Hi Lisa,

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

Regards,

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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

Direct: 5128 5409 Mob: 0448 371 103 Fax: (03) 5128 5672

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



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

From: Kat Marshall

Sent: Monday, 3 February 2014 10:02 AM

To: 'Lisa Cook'

Subject: RE: Traralgon Recreation Reserve & Showgrounds Master Plan

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

Thanks,

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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

Kat Marshall

From:

Andrew Caldwell

Sent:

Wednesday, 2 April 2014 2:44 PM

To:

Kat Marshall

Subject:

Re: Traralgon Recreration Reserve & Showgrounds

Yes we are open to ideas

Sent from my iPhone

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

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

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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

Direct: 5128 5409 Mob: 0448 371 103 Fax: (03) 5128 5672

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

<image001.jpg>

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

From: Andrew Caldwell [mailto:andy_caldwell@live.com.au]

Sent: Wednesday, 2 April 2014 1:27 PM

To: Kat Marshall

Subject: Re: Traralgon Recreration Reserve & Showgrounds

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

Sent from my iPhone

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

Hi Andy,

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

What is your view on this?

Regrads,

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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

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

<image001.jpg>

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

From: Kat Marshall

Sent: Thursday, 27 March 2014 12:43 PM

To: 'Andrew Caldwell'

Subject: RE: Traralgon Recreration Reserve & Showgrounds

No worries.

At this stage there is no proposed changes.

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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

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

<image001.jpg>

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

From: Andrew Caldwell

Sent: Thursday, 27 March 2014 12:41 PM

To: Kat Marshall

Subject: Re: Traralgon Recreration Reserve & Showgrounds

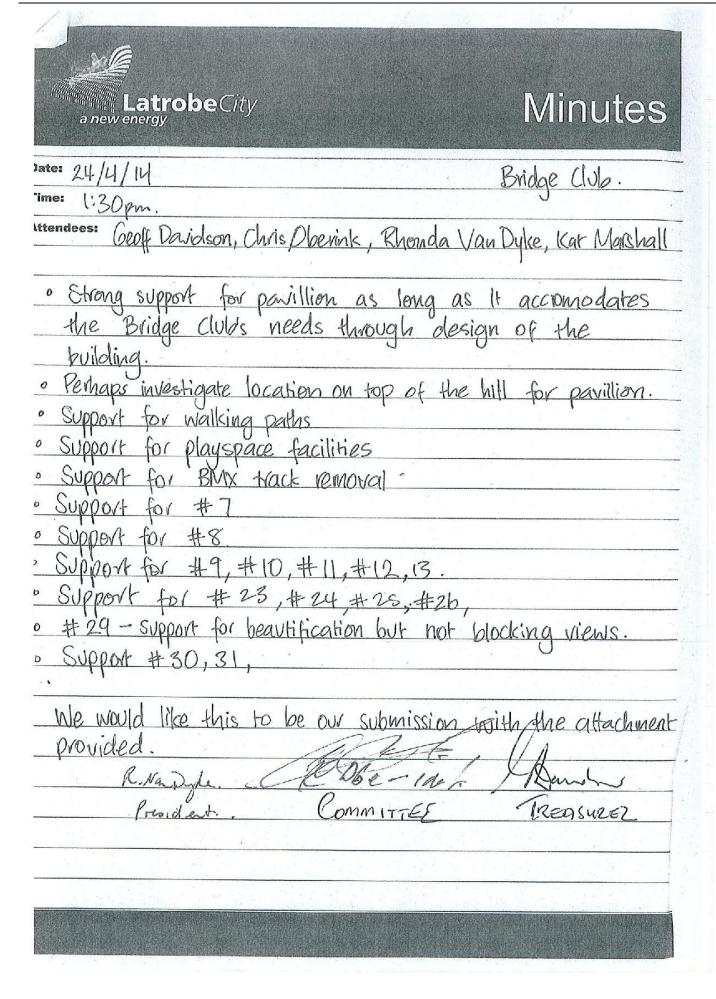
Hi kat, My appointment with you on Tuesday completely slipped my mind, and I'm sorry about that. I guess ill I'm interested in is if there are any changes to the woodchopping arena in these new draft plans. Andy

Sent from my iPhone

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

Yeah that time suits me

Sent from my iPhone



1/ Length of Hall 35 metres inc. 5 metres for kitchen area. Length also needed for CFA winter training, May to October.

2/ Width of Hall 14 metres

3/ Kitchen area part of Hall length 5 metres long X 3 metres wide

4/ Storage room 5 metres long X 4 metres wide. Storage room for hall hirers 4 metres long X 3 Metres wide.(3 hall hirers)

5/ Directors office 4 metres long 4 metres wide.

6/ Female toilets X 3 toilets and vanity basin, mirror, hot and cold water.

7/ Male toilets 2 cubicles and urinal with similar vanity, mirror and H & C water.

8/ 1 disability toilet.

9/ Building must have disability access, with access throughout building

10/ Floor needs carpet in hall, and Directors office, lino, tiles or similar in storage rooms and kitchen.

11/ Power points in hall, spread out on both sides and front , at minimum 3 X doubles on sides and front. Kitchen 4 doubles storage/Directors 2 doubles

12/ Lighting must be 3 double banks across X 5 in hall and a double fluro in storage kichen and storage areas.

13/ Air conditioning reverse cycle in 3 areas of the hall.

14/ Small entry foyer into building carpeted with protection for carpet at front doors.

15/ Built in storage cupboards in kitchen for crockery/cutlery, plus double bowl stainless sink.

16/ Bridge players need absolute quiet for concentration. Cant be subject to noise/dust or any outside distractions

17/ We are aiming at 100 playing members by 2015, currently 70 members. 125 members by 2018.

18/ We currently hire out hall to 4 community groups, Probus Solo, Patchwork & Quilters, Latrobe Community Health and CFA. We would look at offering other needy Community groups on days when hall is not occupied.

19/ Member car parking is a major issue, and must be available within close proximity to the hall. 20/ Our proposed new hall would have to be constructed as a large open space, as we need a minimum of 20 Card tables & 4 chairs for each.

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

Traralgon Football Netball Club Inc

ABN 36 062 858 012

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

Website: Traralgon Football Netball Club - FOX SPORTS PULSE Email:

Facebook address: tfnc@bigpond.com

Social Club: Telephone: (

Facsimile: (



Dear Kat,

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

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

Community Recreation

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

Traralgon Football Netball Club Inc

ABN 36 062 858 012

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

Website: Traralgon Football Netball Club - FOX SPORTS PULSE Email:

Facebook address: tfnc@bigpond.com

Social Club: Telephone: (

Facsimile: (



Sports Infrastructure:

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

Traffic Management and Landscaping

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

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

Traralgon Football Netball Club Inc

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

Website: Traralgon Football Netball Club - FOX SPORTS PULSE

Facebook address: tfnc@bigpond.com

Social Club: Telephone:

Facsimile:



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

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

Andrew Quenault

President



01/05/2014

Attention: Latrobe City Council

Dear Ms Marshall,

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

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

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

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

Regards

TEDAS Junior Football Club associated with TRAC (Traralgon Recreation Activity Centre)

29th April 2014

LATROBE CITY COUNCIL INFORMATION MANAGEMENT

Copy registered in DataWorks | Invoice forwarded to accounts

Transform & District Agricultural Society no. DECENTED 30 APR 2014 P.O. Box 398 Travalgon, 3844.

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

- 1. Leave sheep shed Rural Room, Pigeon club and the Mens shed there.
- * Sheep shed Rural Room and the extension of the sheep shed the Mens shed is structurally sound.
- * New cladding only.
- * Bridge club need peace and Quiet. Can't have animals in Buildings. Reason for sheep shed.
- * These Buildings are on OUR LAND.
- 2. Pavilion Has nearly been recladded all around. A new roof would be great. Asphall to stay - and harmon
- * Cars driving to the kinder was
- Vehicles to the fire shed.
- Practice netball courts.
- 3. Secretaries office News to Blay where It is, hate horse entries between dasses If at Howilt street Side to far from arena and Pavilionallo dans Eguario
- * Points gamed at our show are needed to enter the Royal Melbourne show.
- 5 football club have taken our dog area now net-ball Court .

- 5. The play area on Howilt street end is where we stage our gooks.
- 15. Grassed area is where we hold all our childrens entertament, form animals, trade space and Santa Country Music also, Lovely shellered area, with these, heave this area as is.
- 20. Klosk cannot be Joined to club rooms, Space between Klosk and change rooms, Must be left clear for ambulance, = hattobe city haw = Place or combine Peters pub side by side all happy.
- * Picnic areas only increase the Damage to buildings.
- * Gales should be looked and work and mothers!
- * Security comeras on Crates

 Toilets are required for walking Groups,

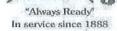
 Caravan travellers pull in to have a meal on

 Make a cuppa and rest.
- the Grounds.

Toilets in Cricket dud, and football dub, are there soing to be open to all events at Grounds Also tourists, and walking Groups, and other passing users.

Secretary





PO Box 135 Traralgon 3844 Telephone Station (03) 5174 2177 ABN 39 255 319 010

1 May 2014

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

Dear Kat

Traralgon Recreation Reserve and Showground Master Plan

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

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

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

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

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

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

RECOMMENDATIONS 1, 2 and 3

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

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

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

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

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

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

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

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

RECOMMENDATION 5

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

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

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

RECOMMENDATIONS 8, 16, 17 and 29

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

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

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

RECOMMENDATION 11

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

RECOMMENDATION 15

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

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

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

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

RECOMMENDATION 19

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

RECOMMENDATION 25

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

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

RECOMMENDATION 26

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

GENERAL

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

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

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

RECREATION RESERVE USERS GROUP

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

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

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

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

Lieutenant Ale Eenjes on

or myself on

Yours faithfully

Peter Lockwood Officer in Charge

Copies to: Operations Manager CFA District 10

Secretary, Combined Gippsland Fire Brigades' Association Secretary – Eastern Districts Fire Brigades' Association

CEO - Volunteer Fire Brigades' Victoria

Cr Sandy Kam, Latrobe City

To Latrobe City,

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

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

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

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

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

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

Recommendation No 2- Supported

Recommendation No 4- Supported

Recommendation No 5- Supported

Recommendation No 6- Supported

Recommendation No 7- Supported

Recommendation No 8- Supported

Recommendation No 9- Supported

Recommendation No 10- Supported

Recommendation No 11- Supported

Recommendation No 12- Supported

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

Recommendation No 24- Supported

Recommendation No 25- Supported

Recommendation No 26- Supported

Recommendation No 27- Supported

Recommendation No 28- Supported

Recommendation No 29- Supported

Recommendation No 30- Supported

Recommendation No 31- Supported

Recommendation No 33- Supported

Kind Regards

Traralgon Racing Pigeon Club.



May 2, 2014

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

Dear Mr McPherson,

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

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

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

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

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

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

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

AFL GIPPSLAND

Morwell Recreation Reserve | Morwell | VIC 3840

PO Box 853 | Traralgon | Victoria 3844



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

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

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

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

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

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

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

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

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

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

Yours sincerely

AFL GIPPSLAND

Morwell Recreation Reserve | Morwell | VIC 3840

PO Box 853 | Traralgon | Victoria 3844



Travis Switzer Region General Manager AFL Gippsland

AFL GIPPSLAND

Morwell Recreation Reserve | Morwell | VIC 3840

PO Box 853 | Traralgon | Victoria 3844

President
Greg Membrey
11 Macdougal Court
Traralgon 3844



Secretary Chris Davis 79 Grey Street Traralgon 3844

30th April 2014

Kat Marshall
Recreation & Open Space Development Officer
Latrobe City Council

Email: kat.marshall@latrobe.vic.gov.au

Dear Kat

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

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

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

2. Pavilion - Area 14

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

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

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

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

Yours faithfully

Chris Davis

Secretary

Ex Students Cricket Club



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

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





5 Howitt Street Traralgon 3844 PO Box 699
Phone: 03 51 74 5924
Fax: 03 51 74 4998
ABN: 64481013407

Email: traralgonmensshed@bigpond.com

TRARALGON MEN'S SHED AND WOODWORKING INC

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

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

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

5 Howitt Street Traralgon 3844 PO Box 699 Phone: 03 51 74 5924 Fax: 03 51 74 4998

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Email: traralgonmensshed@bigpond.com

TRARALGON MEN'S SHED AND WOODWORKING INC

- 12. We note that the parking along Howitt Street could be easily changed to improve access visibility and road safety from the TMWS facility and other gateways from the reserve accessing this street. Car parking should be encouraged and developed on the north of the Howitt Street carriageway adjacent to the railway line with a consequent increase in available parking spaces should angle parking be adopted. Only short term pick up and delivery parking (say15 minutes duration) should be allowed on the south of the carriageway adjacent to the reserve/show grounds. Direct access to Howitt Street from the Men's Shed is vital to proper operation of the facility and must be retained.
- 13. Security improvements would be welcome. TMSW has had several expensive break-ins and thefts which have caused great concern to Shed Members. To this end the provision of walking tracks, improved lighting and other amenity improvements mentioned in the plan from the review, will lead to improved utilisation and thus to improved passive security.
- 14. Provision of modern "All ability" Toilets, Kitchen, Lunch room and Training/Lounging rooms which could be shared by other users of the facility are seen as desirable improvements, so long as cleaning, access and other usage issues are covered in an agreed joint MOU of facility users preferably administered by LCC.

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

Ron Holderness

& Holdres

Chairperson

Traralgon Men's Shed and Woodworking Inc.

Dated: 30 -4-2014,

5 Howitt Street Traralgon 3844 PO Box 699 Phone: 03 51 74 5924 Fax: 03 51 74 4998

ABN: 64481013407

Email: traralgonmensshed@bigpond.com



CMA Application No:

WG-F-2014-0167

Karen Tsebelis Latrobe City Council PO Box 264 Morwell Vic 3840

karen.tsebelis@latrobe.vic.gov.au

Dear Karen,

Application Number (CMA Ref):

WG-F-2014-0167

Property:

Street:

Howitt Street, Traralgon, Victoria 3844

Cadastral:

CA 22A, Parish of Traralgon

Regarding:

Flood Advice - Draft Traralgon Recreation Reserve & Showground

Master Plan

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

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

Zone(s):

Public Park and Recreation Zone (PPRZ)

Overlav(s):

Floodway Overlay (FO) ware socialises reagonal) S.P. meteriadi. Someonoo galis al viti

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

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

ABN 88 062 514 481

Correspondence PO Box 1374, Traralgon VIC 3844

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

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

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

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

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



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

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

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

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

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

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

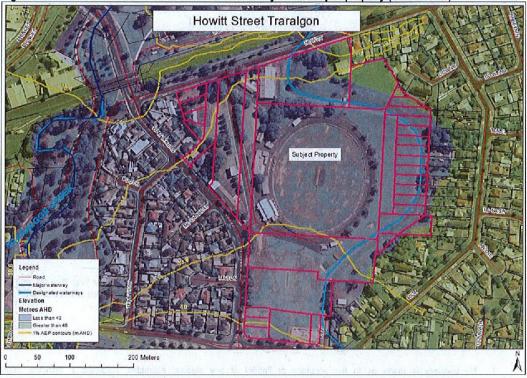


Figure 1: The estimated 1% AEP flood extent in the vicinity of the subject property (shaded blue)

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

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

Should you have any queries, please do not hesitate to contact me on any enquiries please quote WG-F-2014-0167 in your correspondence with us.

To assist the Authority in handling

Yours sincerely,

Linda Tubnor Statutory Planning Coordinator

Cc: Latrobe City Council

The information contained in this correspondence is subject to the disclaimers and definitions attached.

Definitions and Disclaimers

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

Please note that the 1% probability flood is not the probable maximum flood (PMF). There is always a possibility that a flood larger in height and extent than the 1% probability flood may occur in the future.

- AHD as Australian Height Datum is the adopted national height datum that generally relates to height above mean sea level. Elevation is in metres.
- ARI as Average Recurrence Interval is the likelihood of occurrence, expressed in terms of the long-term average number of years, between flood events as large as or larger than the design flood event. For example, floods with a discharge as large as or larger than the 100 year ARI flood will occur on average once every 100 years.
- Nominal Flood Protection Level is the minimum height required to protect a building or its contents, which includes a freeboard above the 1% AEP flood level.
- 7. No warranty is made as to the accuracy or liability of any studies, estimates, calculations, opinions, conclusions, recommendations (which may change without notice) or other information contained in this letter and, to the maximum extent permitted by law, the Authority disclaims all liability and responsibility for any direct or indirect loss or damage which may be suffered by any recipient or other person through relying on anything contained in or omitted from this letter.
- 8. This letter has been prepared for the sole use by the party to whom it is addressed and no responsibility is accepted by the Authority with regard to any third party use of the whole or of any part of its contents. Neither the whole nor any part of this letter or any reference thereto may be included in any document, circular or statement without the Authority's written approval of the form and context in which it would appear.
- The flood information provided represents the best estimates based on currently available information. This information is subject to change as new information becomes available and as further studies are carried out.

Kat Marshall

From:

Kristie West

Sent:

Thursday, 1 May 2014 2:51 PM

To: Subject: Kat Marshall; Karen Tsebelis FW: Rec Plans Submitted

Hello,

Please see the submission details below.

Thanks,

Kristie West

Marketing and Communications Officer Latrobe City Council

mailto: Kristie.West@latrobe.vic.gov.au

Direct: 03 5128 5492 Fax: (03) 5128 5672

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



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

From: cms@seamlesscms.com [mailto:cms@seamlesscms.com]

Sent: Thursday, 1 May 2014 2:49 PM

To: Kristie West

Subject: Rec Plans Submitted

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

First Name

Kerrie

Surname

Ford

Street

25 High Street

Town

Traralgon

Post Code

3844

Email Address

Phone Number

My submission is

Security Purposes

Upload...

No file attached

Kat Marshall

From:

Traralgon Playgroup

Sent:

Tuesday, 6 May 2014 3:19 AM

To:

Kat Marshall

Subject:

Re: Traralgon Recreation Reserve & Showgrounds Master Plan

Good Evening Kat,

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

Our greatest concerns are that,

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

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

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

Kind Regards

Michelle Briede (on behalf of) Traralgon Playgroup Kind regards,

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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

Direct: 5128 5409

Mob: 0448 371 103 0448 371 103

Fax: (03) 5128 5672

Phone: 1300 367 700 1300 367 700 PO Box 264, Morwell 3840



141 Commercial Rd, Morwell 3840

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

From: Kat Marshall

Sent: Tuesday, 25 March 2014 7:36 AM

To: Traralgon Playgroup (traralgonplaygroup@y7mail.com)

Subject: FW: Traralgon Recreation Reserve & Showgrounds Master Plan

Hi Michelle,

Please find the draft master plans attached.

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

Thanks,

Kat Marshall

Recreation & Open Space Development Officer

Latrobe City Council

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

30448 371 103 Mob: 0448 371 103 Fax: (03) 5128 5672

Phone: 1300 367 700 31300 367 700 PO Box 264, Morwell 3840 141 Commercial Rd, Morwell 3840



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

From: Kat Marshall

Sent: Monday, 24 March 2014 1:53 PM

To: 'Traralgon Playgroup'

Subject: RE: Traralgon Recreation Reserve & Showgrounds Master Plan

Hi Michelle,



5 May 2014

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

Dear Kat

Re: Traralgon Recreation Reserve Master Plan

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

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

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

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

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

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

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

Yours sincerely

Judi Buhagiar

Judi Buhagiar Regional Development Manager Netball Victoria

PLAY BELIEVE ACHIEVE

14.3 WARREN TERRACE RESERVE MASTER PLAN

General Manager

Recreation and Community Infrastructure

For Decision

PURPOSE

The purpose of this report is to present the submissions received on the draft Warren Terrace Reserve master plan during the community consultation process and seek consideration of the master plan for adoption by Council.

DECLARATION OF INTEREST

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

STRATEGIC FRAMEWORK

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

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives - Recreation

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

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

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

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

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

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

Strategic Directions:

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

Theme 5: Planning for the future

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

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

Strategy & Plans - Recreation

Council has adopted a range of plans and strategies to provide guidance for the improvement of existing and the development of future recreation facilities across the Municipality, these include:

- Recreation and Leisure Strategy 2006
- Southern Towns Outdoor Recreation Plan 2009
- Public Open Space Strategy 2013

BACKGROUND

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

Inside Edge Consultants were appointed in August 2013 to complete this master plan and the process began on 25 September 2013 when Inside Edge Consultants and Council officers conducted a Councillor consultation

session to gain feedback on the Warren Terrace Reserve master plan and to discuss the process moving forward.

Following this initial consultation with Councillors, Inside Edge consultants and Council officers consulted with all relevant stakeholders and local residents via letters, emails or phone calls. Stakeholders and residents were also given the option of attending a community workshop or an individual meeting with the consultants and officers.

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

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

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

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

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

ISSUES

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

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

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

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

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

Council officers met personally with the following groups:

- Warren Terrace Reserve Advisory Committee
- Hazelwood North Cricket Club

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

	Stakeholder	Submission	Issues raised	Officer response
	name	type		
1	Warren Terrace Reserve Project Steering Committee	Meeting	Concern about cricket oval not being large enough.	The final plan has been amended to reflect a senior sized oval.
			CFA may not be open to idea of shared facility.	Final plan has been amended to separate the CFA from any community facilities.
			3. Power lines may need to be redirected to support infrastructure underneath or if helicopters or planes want to land on the oval.	3. This is a detail that will be investigated throughout the detailed design phase. As the Warren Terrace Reserve is set aside for recreational purpose, there is currently no requirement for air traffic to be using the site.
			 Support for all community infrastructure such as seating, shelters, paths, gym equipment, play areas. 	Noted and these are all recommendations in the plan.
			Concern over lack of equestrian facilities.	5. Throughout the community consultation process that was undertaken, there was no identified demand for equestrian facilities.
2	John Daddo (Hazelwood resident and Cricket Club representative)	Email	Oval size insufficient. Should be built full size which could accommodate a minimum 5 wicket turf square in the future.	Noted. The master plan has been amended to accommodate a senior sized oval. A turf wicket is not feasible for this location.

			 Hall area should be located so that visitors can watch cricket from the premises. Allowances for spectating to be done from cars. There will be no formal parking provided for spectating from a car, however the design of the space allows for that type of use in an informal manner.
3	David & Krystle Ing – Hazelwood Residents	Email	 Support for the overall project. Seating would be good around the oval. Seating around the oval is addressed in recommendation 7 of the plan. Noted. The detailed design of the pavilion will include a thorough engagement process with community groups to identify their needs for the facility.
5	Corey Thomson – Hazelwood residents Vin Key – Hazelwood resident, steering group member	Phone call	 Support for the overall project. Would like to see the space used as a staging area. Noted. The plan has been amended to include the wording 'possible staging area'. However, the decision to whether a staging area is located at the Warren Terrace Reserve if for decision by Emergency Service Managers. Use as a space for weather training for DSE/BOM/CFA. Noted. The plan has been amended to include the wording 'possible staging area'. However, the decision to whether a staging area is located at the Warren Terrace Reserve if for decision by Emergency Service Managers. Noted. Programming of the space at Warren Terrace Reserve will be determined
6	Cheryl Briggs – Hazelwood resident, Cricket Club president	Email	in the future. 1. Ground should be sized to accommodate senior games as well. 2. Ensuring there is some sheltered spectator seating. 2. The pavilion/community space will be positioned at the site to accommodate spectating. 3. A room for memorabilia etc that is only accessible to the club, happy to share kitchen and hall. 3. Hazelwood Cricket Club and other potential user groups will be engaged at the detailed design phase

			to ensure requirements are identified.
			 4. Some form of change rooms and toilets should be included design will consult with the cricket club ensuring their needs are met.
			5. Lighting would provide a safer environment5. The final plan has been amended to incorporate car park lighting.
			6. General support for the project 6. Noted.
7	Hazelwood Jeeralang	Email/Letter	Support for the project. 1. Noted.
	Community Association		 2. Support for new CFA space and a central community space. 2. Noted. The plan has been amended to separate the two functions following feedback from the CFA.
			 3. Plan does not show how the facility will develop in future with population increase/more CFA equipment. 3. The Warren Terrace Master Plan is a guide for development over the next 5-10 years and it will be reviewed after this period.
			 4. Strong support for community infrastructure. Suggestions for a community notice board and fitness equipment along the trail. 4. Noted. A community notice board can be incorporated into the proposed community building and fitness equipment is identified as recommendation 8 in the plan.
			 5. Seek to understand Council's position in supporting the other recreational facilities at Church Rd (tennis courts) and thinks the plan should cater for other recreational purposes such as basketball. 5. A due diligence report completed by Council identified Warren Terrace as the location to pursue recreation facility in Hazelwood North. Basketball facilities are provided in towns of Churchill and Traralgon and are deemed district and regional facilities that are adequate to cater for the Hazelwood/Jeeralang community. The Church Road facilities are outside the scope of this master
			 6. Sees a good opportunity to facilitate a horse riding fraternity through linked track and trails so there is a safe access route. 6. Noted. Whilst this is outside the scope of the project, this may be addressed in the Tracks, Trails & Pathways Strategy which begins in 14/15 financial year.

The 8 submissions that have been considered as part of this report have been very positive about the master plan for Warren Terrace Reserve and feedback relating to the CFA building, size of oval and pavilion have been incorporated into the final draft master plan.

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

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

The recommendations in the Warren Terrace Reserve master plan will guide the development of the reserve into the future and it has strong synergy with the objectives of the Council Plan 2013 – 2017.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

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

The risk to Council relevant to this report is inadequate public facilities and infrastructure in the municipality and the Warren Terrace Reserve master plan is a project that mitigates this risk to Council.

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

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

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

Pre-Draft Master Plan Development

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

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

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

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

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

Post-Draft Master Plan Development

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

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

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

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

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

OPTIONS

Council has the following options available:

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

CONCLUSION

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

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

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

Attachments

Final Warren Terrace Reserve master plan
 Warren Terrace Reserve Submissions

RECOMMENDATION

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

Moved: Cr White Seconded: Cr Kam

That the Recommendation be adopted.

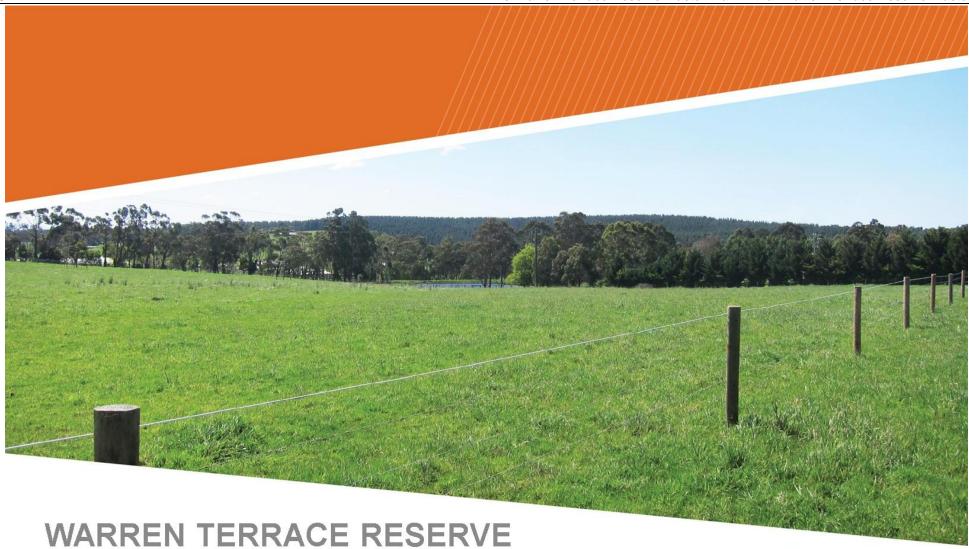
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Warren Terrace Reserve Master Plan

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WARREN TERRACE RESERVE MASTER PLAN

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ABOUT THIS DOCUMENT

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

PART A - THE MASTER PLAN

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

PART B - RESEARCH, CONSULTATION AND KEY DIRECTIONS REPORT

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

Warren Terrace Reserve Master Plan

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The Warren Terrace Reserve Master Plan was prepared by insideEDGE Sport and Leisure Planning (insideEDGE) www.ieslp.com.au (2014) on behalf of Latrobe City Council.

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Warren Terrace Reserve Master Plan | Final Report | June 2014

2

EXECUTIVE SUMMARY

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

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

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

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

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

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

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

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

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

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

THE PROJECT

BACKGROUND AND CONTEXT

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

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

PROJECT OBJECTIVES

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

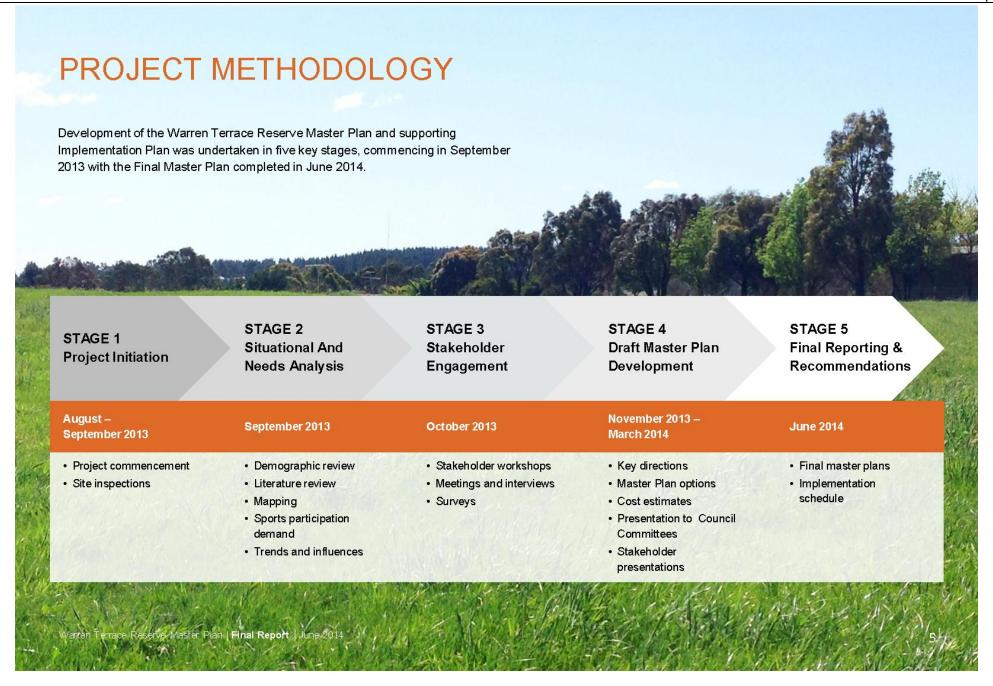
- · Identify current and future recreation reserve development opportunities and services for the Hazelwood North and surrounding communities for the next 10 years.
- Optimise sports facility and open space usage and increase multi-use and efficiency of recreational facilities.
- Provide a prioritised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

PROJECT OUTCOMES

Additional outcomes of this project were to:

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





PROJECT STUDY AREA

WARREN TERRACE RESERVE, HAZELWOOD NORTH

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



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

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

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

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

PLANNING AND DESIGN GUIDELINES AND DEVELOPMENT PRINCIPLES

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

1. FUTURE FACILITY DEVELOPMENT

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

2. ACCESSIBILITY

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

7

3. COMMUNITY INFRASTRUCTURE AND SOCIAL AMENITY

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

4. SPORTS FIELD PROVISION AND SUITABILITY

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

- 4.9 Maintain dedicated playing field areas, ensure they are appropriately sized and dimensioned and maximise their use and flexibility for configuration and usage by additional sports or activities.
- 4.10 Minimise (where not required) Reserve fencing to allow for greater flexibility and shared usage.

5. RESERVE AND FACILITY MANAGEMENT

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



STAKEHOLDER NEEDS

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

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

CONSULTATION METHODS

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

- Meetings and presentations to Latrobe City Council's Project Steering Group
- One workshop with Latrobe City Council's Internal Reference Group
- · Councillor Briefing presentation
- On-site presentations and discussions with key stakeholders
- Individual meetings/interviews with reserve sporting/community user groups
- One community meeting/workshop at the Churchill Community Hub
- · Written submissions from local residents
- Two Project Bulletins
- Online and hard copy organisation and general community member/resident reserve user surveys

Warren Terrace Reserve Master Plan | Final Report | June 2014

- Telephone interviews with key government agencies, peak sporting bodies and associations
- Site visits/inspections of all study area reserves
- Project management design brief workshop
- Opportunity for stakeholder groups to meet individually with Latrobe City Council officers to discuss Draft Master Plan and supporting Implementation Plan
- Latrobe City Council online 'Have your Say' promotion and encouragement of written submissions from stakeholders on individual Draft Plans.
- Final design workshop with Latrobe City Council officers, project consultants and landscape architects.

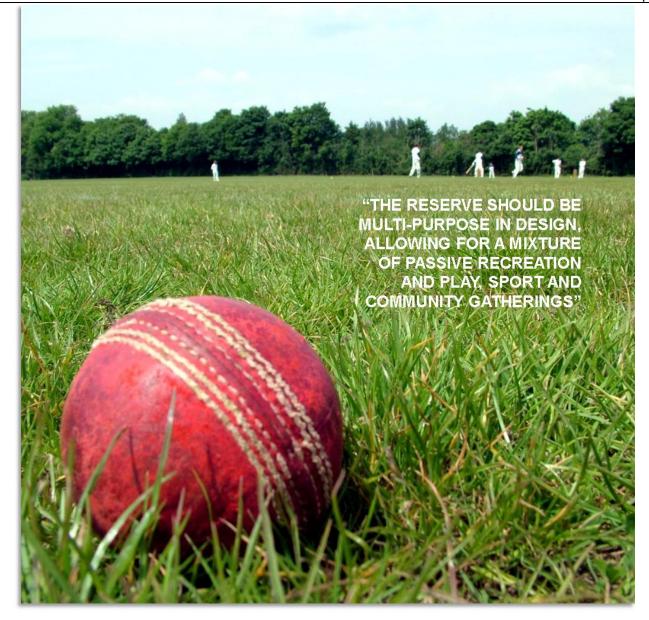
A detailed consultation schedule and key findings is provided in Part B of the Warren Terrace Reserve Master Plan - Design and Review of Latrobe City Council's Recreation Plans: Research, Consultation and Key Directions Report.

9

SUMMARY OF CONSULTATION FINDINGS

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

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







RESERVE DESCRIPTION

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

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

FUTURE POTENTIAL RESERVE USERS

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

VALUED RESERVE CHARACTERISTICS

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

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



KEY RESERVE ISSUES/CONSTRAINTS

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

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

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

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

PRIORITY DEVELOPMENT OPPORTUNITIES

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

MASTER PLAN

MASTER PLAN RECOMMENDATIONS

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

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

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

Recommendations listed are based on a 10 year timeframe.

STAKEHOLDER RESPONSIBILITY

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

IMPLEMENTATION PLAN

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

HIGH:

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

MEDIUM:

Action that contributes to meeting overall Master Plan objectives.

LOW:

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

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

14

OPINION OF PROBABLE COSTS

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

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

POTENTIAL FUNDING OPPORTUNITIES

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



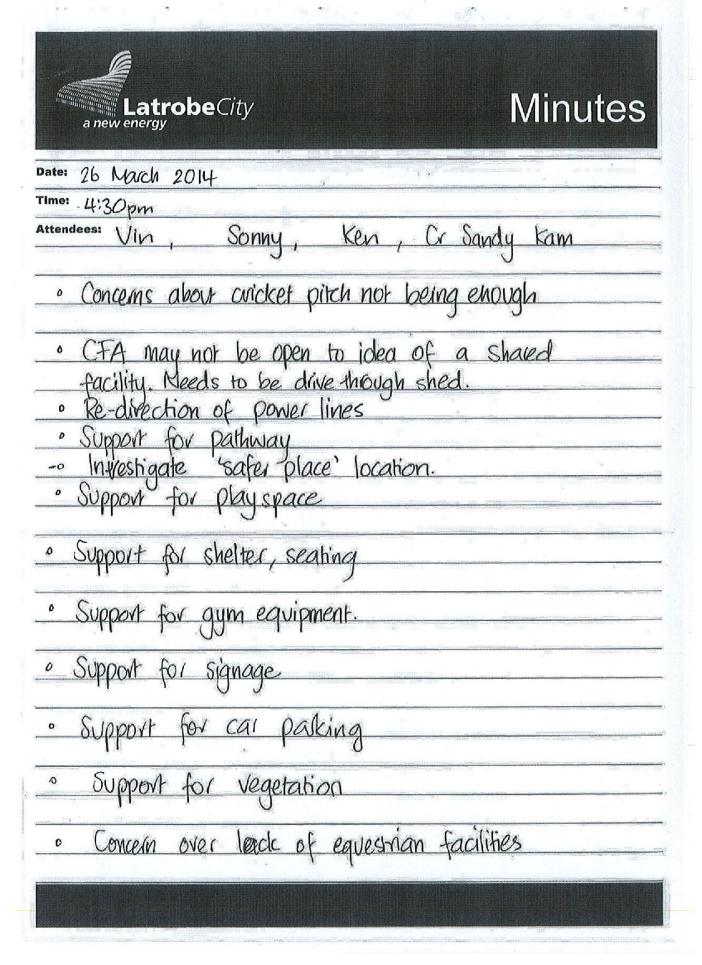


Priority	Warren Terrace Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
Medium	Develop an unfenced cricket oval with synthetic cricket pitch to accommodate both informal community usage and overflow competition cricket matches/training.	Accessibility (2.1, 2.6), Community Infrastructure and Social Amenity (3.1, 3.3, 3.4, 3.5), Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6)	Council	\$600,000	DTPLI (Community Facility Funding Program – Major Facilities)
	Community Recreation				
High	In consultation with the Hazelwood North CFA, construct a new CFA facility to accommodate a relocation from the existing aged and undersized CFA building on Jeeralong WestRoad to WarrenTerrace Reserve.	Facility Development (1.2,1.6)	North Hazelwood CFA	N/A	North Hazelwood∕√ictoria CFA
High	3. Develop a multi-purpose community building that accommodates both sporting club and community group/local community residents. Facility to include a community meeting space/hall, public accessible toilets, shower, small kitchenette and sheltered spectator area/veranda overlooking sporting field. Use of the community meeting space/hall and supporting facilities are to be booked and managed through Latrobe City Council.	Facility Development (1.4, 1.5, 1.6), Accessibility (2.1, 2.3, 2.4, 2.6, 2.8), Community Infrastructure and Social Amenity (3.1, 3.3, 3.4, 3.5)	Council	\$1M	DTPLI (Community Facility Funding Program — Major Facilities)
Medium	 Establish a shared walking/bicycle pathway network within and around the perimeter of Warren Terrace Reserve to provide opportunity for informal recreation activities and improve connectivity and accessibility throughout the site. 	Accessibility (2.1, 22, 25, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$200,000	Council
Medium	 Support informal Reserve recreation opportunities through the construction of a public playspace. Playspace to be made accessible via connecting pathways from Warren Terrace. Playspace area to provide complimentary community infrastructure for both the multi-purpose community building and cricket oval. 	Accessibility (2.1, 2.2, 2.3, 2.6, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$115,000	Council
Medium	Encourage and promote Warren Terrace Reserve as a family friendly/community meeting place via the provision of a sheltered BBQ facility and picnic area. BBQ and picnic facilities to be located in close proximity to public playspace to accommodate community/family gatherings.	Accessibility (2.1, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$68,000	Council
Low	 Provision of a sheltered spectator/community seating/viewing area at rear of multi-purpose building providing sight lines to cricket oval and playspace/picnic areas. 	Accessibility (2.1, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$30,000	Council
Low	Enhance and promote enjoyable spectator experiences via the provision of bench seating around cricket playing field.	Accessibility (2.1, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$14,000	Council
Low	Installation of two fitness stations situated along shared walking/bicycle pathway to create a fitness circuit for casual Reserve users and increase site attraction for informal physical recreation.	Accessibility (2.1, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$23,000	Council
Low	 Improve Reserve entry and community awareness of site through the installation of entry signage in accordance with Council's Signage Guidelines. 	Accessibility (2.6), Community Infrastructure and Social Amenity (3.5)	Council	\$3,500	Council
	Traffic Management and Landscaping				
High	Provision of formalised off road Reserve car parking accessible from Warren Terrace. Car parking to include security lighting.	Accessibility (2.4, 2.6, 2.7)	Council	\$240,000	Council
Medium	12. Increase tree planting throughout Reserve to improve overall amenity, provide shade, create a buffer between neighbouring residential property and minimise impacts of wind on Reserve users/activities.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$49,000	Council
	Reserve and Facility Management				
High	Consider future management and community group/sporting club/organisation hiring (and associated terms of use) of multi-purpose community hall to ensure equitable access for multiple user groups.	Reserve and Facility Management (5.2)	Council	N/A	N/A



RESERVE IMPROVEMENTS COST SUMMARY

Number of high priority reserve improvement recommendations Estimated opinion of probable cost for high priority reserve improvement recommendations Number of medium priority reserve improvement recommendations Estimated opinion of probable cost for medium priority reserve improvement recommendations	4 \$1,240,000 5 \$1,032,000	
Number of medium priority reserve improvement recommendations Estimated opinion of probable cost for medium priority reserve improvement	5	
Estimated opinion of probable cost for medium priority reserve improvement		
	\$1,022,000	
	\$1,032,000	
Number of low priority reserve improvement recommendations	4	
Estimated opinion of probable cost for low priority reserve improvement recommendations	\$70,500	
TOTAL NUMBER OF RESERVE IMPROVEMENT RECOMMENDATIONS	13	
TOTAL ESTIMATED OPINION OF PROBABLE COSTS FOR ALL RESERVE IMPROVEMENT RECOMMENDATIONS (EXCEPT CFA BUILDING)	\$2,342,500	



Karen Tsebelis

From: Sent:

Monday, / April 2014 /:16 PM

To:

Karen Tsebelis

Subject:

Warren Terrace Rec Reserve

Dear Karen

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

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

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

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

Kind regards John Daddo

Karen Tsebelis

From:

David & Krystle Ing

Sent:

Thursday, 1 May 2014 9:13 PM

To:

Kat Marshall

Subject:

Re: Warren Terrace Reserve DRAFT Master Plan

Kat,

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

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

Thanks,

Winnie & Krystle

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

Hey Winny & Krystle,

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

Regards,

Kat Marshall

Recreation & Open Space Development Officer **Latrobe City Council**

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

Direct: 5128 5409 Mob: 0448 371 103 Fax: (03) 5128 5672

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



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

From: Kat Marshall

Sent: Wednesday, 26 March 2014 2:20 PM

To: David & Krystle Ing

Subject: Warren Terrace Reserve DRAFT Master Plan

Hi Krystle & Winny,

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

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

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

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

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

http://www.latrobe.vic.gov.au/Get Involved/Have Your Say/Latrobe City Council Recreation Plans

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

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

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

Karen Tsebelis

From:

Corey Thomsor

Sent:

Thursday, 1 May 2014 8:01 PM

To:

Kat Marshall

Subject:

RE: Warren Terrace Reserve DRAFT Master Plan

Hi Kat

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

Thanks again. Kind regards Corey Thomson

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

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

From: Kat Marshall

Date:01/05/2014 1:27 PM (GMT+10:00)

To: Corey Thomson

Subject: RE: Warren Terrace Reserve DRAFT Master Plan

Hi Corey,

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

Regards.

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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

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



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

From: Kat Marshall

Sent: Wednesday, 26 March 2014 2:24 PM

To: Corey Thomson

Subject: Warren Terrace Reserve DRAFT Master Plan

Hi Corey,

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

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

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http://www.latrobe.vic.gov.au/Get Involved/Have Your Say/Latrobe City Council Recreation Plans

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

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

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

Feel free to give me a call if there's anything you wish to discuss about this @

Karen Tsebelis

From:

Debra Evans

Sent:

Thursday, 27 March 2014 4:42 PM

To: Subject: Kat Marshall Phone Message

Hi Kat

Mr Vin Key called you today to highlight two issues on the Warren Terrace Reserve Master Plan

- 1. CFA staging area for Hazelwood North if threated by fire could include 20-30 CFA trucks parked on this area
- 2. Weather trailer training from BOM that utilises this area to measure scientific weather conditions for DSE /CFA and BOM
- 3. This weather training requires space accessibility to train local community members to maximise this resource

Please call him to discuss the inclusion of these issues in the draft plan which he has highlighted on behalf of other community members as well.

Kind regards

Debra Evans

Community Information Latrobe City Council

mailto: Debra.Evans@latrobe.vic.gov.au Fax: (03) 5128 5672

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



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

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Inc No: A0056634P ABN: 44 822 636 908

SUBMISSION ON DRAFT RECREATION MASTER PLAN FOR WARREN TERRACE RECREATION RESERVE.

- The Hazelwood-Jeeralang Community Association Inc. (HJCA) welcomes the Latrobe City Councils (LCC) work on creating a plan for the Warren Terrance Recreation Reserve. As a community association with interests extending into Hazelwood North, as well as the surrounding areas, we would like to provide the following feedback regarding the draft recreation master plan
- 2. Provision of a new facility for our local CFA organization and its equipment is seen as a vital component of the proposal. Likewise the provision of a shared meeting area with access for the community in a central location in Hazelwood North is seen as a timely improvement, and should help to build community. The plan does not give an indication of how the facility will develop in the future to provide for any future expansion of CFA equipment or growth in community needs.
- 3. The development of attractive walks and parkland for all ability community recreation is strongly supported. The children's playground area, an undercover public access BBQ area, sufficient car parking areas, and provision of all ability toilets as seen as important to the overall amenity and usefulness of a reserve of this nature. Based on our previous experience, a community information board with area map showing items of interest is seen as a desirable add-on to the proposed facilities. Consideration might also be given to the provision of fitness or exercise stations around the walking trails
- 4. The proposed plan seems to provide for several of the recreational pursuits known to the local area including a Junior Cricket Field, but does not indicate any cricket nets, or other sporting recreational areas such a tennis, netball or basketball courts. Does the master plan anticipate future developments in this area? It is noted that a senior cricket club, and tennis courts are associated with the hall and reserve in Church Road, and we seek to understand the proposed life and ongoing support for these facilities by council.

PO Box 409 Churchill Victoria 3842

5. It would seem to be opportune to facilitate an area for the horse riding fraternity, bike riders and bush walking enthusiasts at the Warren Terrace reserve and to link this reserve to the Jeeralang North Tracks and Trails and Jeeralang North Hall and Reserve by a designated safe access route, to be shown on the community notice board and map (as noted under 3 above).

We thank you for the opportunity of being able to comment, and provide some suggestions on the draft master plan, and look forward to the development of the area for the benefit of the community.

Yours Faithfully

Garry L. Mauger

Garry M

Chairperson
Hazelwood-Jeeralang Community Association

PO Box 409 Churchill Victoria 3842

Karen Tsebelis

From:

Cheryl Briggs

Sent:

Friday, 2 May 2014 2:45 PM

To:

Kat Marshall

Subject:

RE: Warren Terrace Reserve DRAFT Master Plan

Follow Up Flag: Flag Status:

Follow up Flagged

Hi Kat,

Thanks for your time today.

Some points that I would liked looked at:

The ground: To be able to accommodate Senior games as we are a Senior and Junior Club and it would be detrimental to limit the use of a ground and its facilities. It is currently 60 m to boundary, the Northern Reserve ground (which is our current home ground) from North to South is 164 m and one boundary 66 m and the other 67 m. This accommodates Senior games comfortably. The length of the ground is not stated in draft if it is close to this, the size would not need to be increased by much.

Making sure that there is some under cover area (I know you have stated stands and seating but not as a high priority) for watching the activities on the ground, as it doesn't look like you can park your car around ground.

A room (similar to the Tigers junior football at Northern Reserve) that is only accessible to Hazelwood North Cricket Club for storage and Memorabilia from the club to display safely and securely. Happy to share Kitchen and Hall as we do currently at the Hazelwood North Hall and Northern Reserve. Obviously we would need some sort of change rooms/toilets if these are shared that's ok.

Also lighting would be great to provide a safer environment.

What is pictured looks great and wonderful multipurpose activities.

Hopefully we can see the project come to fruition soon.

Cheers

Cheryl

Cheryl Briggs

Learn to Swim Supervisor Latrobe City Council

mailto: Cheryl.Briggs@latrobe.vic.gov.au Direct: 03 5120 3803 Fax: (03) 5120 3887

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



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

From: Kat Marshall

Sent: Thursday, 1 May 2014 13:27

To: Cheryl Briggs

Subject: RE: Warren Terrace Reserve DRAFT Master Plan

Hi Cheryl,

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

Regards,

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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

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



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

From: Kat Marshall

Sent: Wednesday, 26 March 2014 2:21 PM

To: Cheryl Briggs

Subject: Warren Terrace Reserve DRAFT Master Plan

Hi Cheryl,

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

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

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- Churchill, Churchill Hub, Phillip Parade Churchill

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

http://www.latrobe.vic.gov.au/Get Involved/Have Your Say/Latrobe City Council Recreation Plans

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

Warren Terrace Proposal

District 10 CFA Operations & the Hazelwood North Fire Brigade have reviewed the Warren Terrace Reserve Draft master Plan & wish to make the following submission in response.

The master plan shows a joint CFA fire station/Community Hall development, we are not of the belief that this proposal is in the best interest of the CFA, or the local community for the following reasons.

- With the recent increase in population & development in the Hazelwood North area, any new CFA facility will need to cater for different types of situations, this will include additional fire fighting appliances, & possible specialized equipment designed for emergencies which may occur within the nearby open cut mines, the potential increase in activity could become dangerous to community groups using the hall, this would certainly be a concern during night time if there was a function at the hall during an emergency call out, 24/7 access to the fire station would be required at all times.
- A new CFA building would need to be able to operate as a control point as required, this
 could also impact other community groups who may be using the hall.
- Separate entry/exit points would be required for the safety of both CFA & community members.
- Brigade activities & training may impact on community groups using the hall.

CFA Requirements

CFA are keen to be part of the Warren Terrace Reserve development, our preferred concept would be as follows,

- Approx. 2000M/2 site, either side of the proposed community hall, as per mark up on the attached draft plan.
- New CFA 3 bay fire station with 3 engine bays, training room & offices, as per attached generic plan.
- Standalone site with separate car parking & driveways, this will ensure the safety of all
 reserve users

It is imperative that CFA have full unhindered access to the fire station at all times of the day and night. Whilst we understand that Callignee have a similar setup, the Hazelwood North area is quite different and in this case, not one size fits all. The activity in emergency responses in Hazelwood are quite significant more than that of Callignee.

We strongly urge that the amended plans be adopted so that a separate standalone facility is possible for the local brigade.

Daryll Hunter
Operations Manager
District 10 – Gippsland Region

14.4 REVIEW OF THE TRARALGON OUTDOOR RECREATION PLAN

General Manager

Recreation and Community Infrastructure

For Decision

PURPOSE

The purpose of this report is to present the submissions received on the Review of the draft Traralgon Outdoor Recreation plan during the community consultation process and seek consideration of the plan for adoption by Council.

DECLARATION OF INTEREST

The Centre Leader – Latrobe Leisure Churchill declared an indirect interest under section 78B of the *Local Government Act 1989*.

The Learn to Swim Supervisor – Latrobe Leisure Churchill declared an indirect interest under section 78B of the *Local Government Act 1989*.

STRATEGIC FRAMEWORK

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

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives - Recreation

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

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

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

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

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

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

Strategic Directions:

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

Theme 5: Planning for the future

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

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

Strategy & Plans - Recreation

Council has adopted a range of plans and strategies to provide guidance for the improvement of existing and the development of future recreation facilities across the Municipality, these include:

- Recreation and Leisure Strategy 2006
- Traralgon Outdoor Recreation Plan 2006
- Tennis Facilities Plan 2009
- Soccer Facilities Plan 2009
- Public Open Space Strategy 2013

BACKGROUND

The review of the Traralgon Outdoor Recreation Plan was identified for completion as part of the 2013/14 Latrobe City Council business planning process. The previous plan was undertaken in 2007 and many of the

identified priorities and recommendations have either been achieved or are no longer relevant.

The objective of the review process was to establish clear direction for the future planning, provision, enhancement and improvements of active recreation reserves at the following Traralgon reserves:

- Agnes Brereton Reserve
- Apex Park
- Bradman Reserve
- Catterick Crescent Reserve
- Duncan Cameron Reserve
- Eric Taylor Reserve
- Harold Preston Reserve (Traralgon Olympians/Traralgon City Soccer Club/Traralgon Little Athletics/Traralgon Table Tennis)
- Harold Preston Reserve (Traralgon Tennis Association)
- Kevin Lythgo Reserve
- Maskrey Reserve
- Traralgon West Sporting Complex

Although the Traralgon Recreation Reserve & Showgrounds was included in the original Traralgon Outdoor Recreation Plan, a separate a detailed master planning process for this reserve is occurring consecutively with this review and a separate report will be presented to Council outlining the opportunities for this reserve.

The review of the Traralgon Outdoor Recreation Plan commenced in August 2013 with Inside Edge Consultants appointed to complete this master plan and three other Latrobe City Council recreation master plans.

Inside Edge Consultants and Council officers conducted a Councillor consultation session on 25 September 2013 to gain feedback on the review of the Traralgon Outdoor Recreation Plan and to discuss the process moving forward.

Following this initial consultation with Councillors, Inside Edge consultants and Council officers consulted with all relevant external stakeholders via letters, emails or phone calls. All stakeholders were also given the option of attending a community meeting/workshop or meeting with consultants and officers in an individual meeting.

In order to reach a wider audience, community meetings/workshops for the review of the Traralgon Outdoor Recreation Plan were offered and advertised in the Latrobe Valley Express and the Latrobe City Council website. This process attracted a total of 17 participants, representing sporting clubs, community clubs and local residents.

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

The below table indicates the stakeholders that were engaged and the method used:

Stakeholder	Method of Consultation
Traralgon Little Athletics	Community meeting/workshop
Traralgon City Soccer Club	Community meeting/workshop
North Gippsland Junior	Community meeting/workshop
Football League	
Traralgon Small Bore Rifle	Community meeting/workshop
Club	
Pax Hill Tennis Club	Community meeting/workshop
Traralgon Baseball Club	Individual meeting with Council
	Officers & consultants
Cumberland Park Junior	Community meeting/workshop
Football Club	
Traralgon Basketball	Community meeting/workshop
Imperials Cricket Club	Community meeting/workshop
Traralgon Olympians	Community meeting/workshop
Soccer Club	
Gormandale Cricket Club	Individual meeting with Council
	Officers & consultants
Traralgon Rovers Cricket	Community meeting/workshop
Club	
Traralgon Schools	Email
Traralgon Table Tennis	Community meeting/workshop
Association	
Local Residents	Latrobe Valley Express & website

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

The draft review of the Traralgon Outdoor Recreation Plan (Attachment 1) including the Research, Consultation and Key Directions Report was developed and presented to Council on 24 March 2014 whereby Council resolved the following:

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

ISSUES

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

Following the public exhibition period for the plan, a total of 16 submissions (Attachment 2) were received. These submissions, the issues raised and the officer response are detailed in the table below:

	Stakeholder	Submission	Issues raised	Officer response
	name	type	NEGERI/E	
	1. AGNES	BRERETON F		
1.	Judi Buhagiar (Netball Victoria)	Meeting minutes	General support for the plan – particularly play space, improved pathway & pavilion upgrades.	Noted. This is identified in recommendations of the implementation plan and is noted as a high priority.
	2. APEX P	ARK		
1.	Brad Miller (Pax Hill Junior Football Club)	Email	Strong support for upgrade to pavilion and amenities.	Noted. This is identified in recommendation 1 of the implementation plan and is noted as a high priority.
			Support for car park upgrade and would like to see the inclusion of lighting for safety reasons.	2. The car park is recommendation 7 of the master plan and is of a medium priority. Lights have been included in the plan.
	2 PRADM	IAN DECEDVE	Strong support for proposed lighting of the oval.	Noted. This is recommendation 2 in the plan and is of medium priority.

2. BRADMAN RESERVE

No submissions were received for Bradman Reserve. The workshop held in Traralgon during the initial consultation period in October 2013 saw a general consensus from sporting clubs and community members that they would like to see Bradman Reserve used as a passive recreational space rather than a space with organised sports activities. There is still the option of some sporting clubs utilising the space for training activities if they require an alternative space.

CATTERICK CRESCENT

The Latrobe City Council Public Open Space Strategy identified Catterick Crescent as a reserve that requires an in detailed master plan due to the complexities and number of users of the site. The user groups of the reserve were made aware this at the commencement of the project. The Catterick Crescent

Reserve master plan is scheduled to be undertaken during 2014/15 following a commitment of funding from the State Government and Latrobe City Council. Recommendations identified through the review of the Traralgon Outdoor Recreation Plan will be used to inform the development of the Catterick Crescent Reserve master plan.

1	Translagon Charte	Email	1 Footprint of building peods to 1 The master plan does
	Traralgon Sports Stadium User Group	Elliali	 Footprint of building needs to reflect the actual size of two additional courts with run off areas. The master plan does indicate the size of two courts constructed with run offs in accordance with Australian Basketball Standards.
			 2. Any additional development will need to meet Australian basketball standards. 2. Detailed design will always be done in accordance with required standards and in consultation with all user groups.
			 3. Provision of social amenities/multi-purpose facilities should be included in the master plan. Traralgon Amateur Basketball Association (TABA) are open to sharing the proposed space with Imperials Cricket Club all under one roof line. 3. Noted. The implementation plan has been updated to reflect shared usage opportunities of the pavilion. A detailed design will determine the feasibility of incorporating all facilities under the one roof line.
			 4. Wishes for glass spectating areas and alfresco dining areas. 4. Noted and will be determined at the detailed design phase of the facility upgrades.
			 5. One of the additional courts may be able to be attached to court 5. 5. The plan has acknowledged the need for 2 additional courts. The exact design and location will be determined in the detailed master planning process to be undertaken in 2014/15.
			6. Fencing behind the football goals at the northern end of the oval should be extended to protect path users.6. Plan has been amended to extend the safety barrier.
			 7. Concerns about only having one entry/exit point. 7. Noted. A detailed traffic study will be completed as part of the detailed master plan in 2014/15.
			8. Lighting should be considered for the car park.8. Drawing and implementation plan has been amended to incorporate lighting in the car park.
			9. Investigate water harvesting-there is potential to catch water from the stadium to irrigate the9. Noted and a reference to investigating this has been included in the

			cricket oval.	implementation plan.
			10.Would like to see the two additional courts be reflected as a higher priority in the implementation plan	10.Noted and the priority has been altered to reflect this.
2	Leigh Fabris (Imperials Cricket Club)	Meeting and email	Strong support for the upgrade of the club room facilities. Believes this prevents progress for the club and is the highest priority.	The clubroom facility is identified in recommendation on the plan as a high priority.
			2. Support for new cricket nets however they need to face the oval for safety reasons. It would be good if the nets were located a bit closer to the club rooms as the club have an electric bowling machine.	2. Noted and the master plan has been amended to position the nets on a safer angle. Space doesn't allow for nets to be located next to pavilion however provision for electricity can be investigated as part of the detailed design phase.
			Strong support for the vehicle barrier around the oval.	Noted and is identified in recommendation 13.
			Support for picnic area, play facilities which will benefit both the club and the community.	Noted and identified in recommendation 8.
			5. Support for partial closure of the road and believe that the synthetic wicket would be better placed on the Kosciusko St Primary School oval with an agreement of shared use.	5. Noted and the drawing has been amended, placing the synthetic wicket on the school oval, with consent from the school coming in through their submission.
			Support for tree planting at the site and would like to see more shaded seating for spectators.	6. Noted and the master plan has been amended, incorporating more trees at the proposed seating areas.
3	David Little (Traralgon & District Cricket Association life member)	Meeting & email	Strong support for the improved pavilion project for the cricket club and believes it is the highest priority for the site.	Noted. This is recommendation 1 and is listed as a high priority.
4	Kosciusko Street Primary School	Meeting and email	Concern over traffic flow, congestion and lack of parking with the proposed road closure. Suggestions for additional parking to alleviate this.	Noted. A detailed traffic study will be completed as part of the detailed master plan in 2014/15 to determine the feasibility of the proposed changes.
			2. Suggestion for path from front to rear car park at the stadium be under cover to alleviate possible congestion issues associated with the parking and traffic flow changes.	Noted. This will ultimately be examined in the detailed design phase once the traffic study has been completed determining the feasibility.

3. Strong support for community sport and is happy to enter into a Memorandum of Understanding (MOU) to allow use of the school oval, including placing the synthetic wicket on it.	3. Noted. The drawing has been amended to position the synthetic wicket on the school's oval. This has provided a solution to Imperial Cricket Club's concerns.
---	---

The 16 submissions that have been considered as part of this report have been very positive about the Review of the Traralgon Outdoor Recreation plan.

Council officers met personally with the following club and organisations following release of the draft Traralgon Outdoor Recreation plan during March and April 2014:

- Tennis Australia/Tennis Victoria
- Target Rifle Traralgon
- AFL Gippsland
- Netball Victoria
- Traralgon Sports Stadium User Group (Catterick Crescent Reserve)
- Traralgon Olympians
- David Little
- Pax Hill Tennis Club
- Pax Hill Junior Football Club
- Traralgon & District Cricket Association

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

The development of the Review of the Traralgon Outdoor Recreation Plan has been a positive process, with a substantial level of engagement with user groups and key stakeholders.

The recommendations in the Review of the Traralgon Outdoor Recreation Plan Final Report June 2013 (Attachment 1) will guide the development of the reserve into the future and it has strong synergy with the objectives of the Latrobe City Council Plan 2013 – 2017.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

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

The risk to Council relevant to this report is inadequate public facilities and infrastructure in the municipality and the review of the Traralgon Outdoor Recreation Plan is a project that mitigates this risk to Council.

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

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

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

Pre-Draft Review Development

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

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

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

Stakeholder	Method of Consultation
Traralgon Little Athletics	Community meeting/workshop
Traralgon City Soccer Club	Community meeting/workshop
North Gippsland Junior	Community meeting/workshop
Football League	
Traralgon Small Bore Rifle	Community meeting/workshop
Club	
Pax Hill Tennis Club	Community meeting/workshop
Traralgon Baseball Club	Individual meeting with Council
	Officers & consultants
Cumberland Park Junior	Community meeting/workshop
Football Club	
Traralgon Basketball	Community meeting/workshop
Imperials Cricket Club	Community meeting/workshop
Traralgon Olympians	Community meeting/workshop
Soccer Club	
Gormandale Cricket Club	Individual meeting with Council
	Officers & consultants
Traralgon Rovers Cricket	Community meeting/workshop
Club	
Traralgon Schools	Email
Traralgon Table Tennis	Community meeting/workshop
Association	
Local Residents	Latrobe Valley Express & website

Furthermore, community meetings/workshop for the review of the Traralgon Outdoor Recreation Plan were arranged and advertised in the Latrobe Valley Express and the Latrobe City website in order to reach a wide audience. The community workshop was held in October 2013 and was attended by 17 community members, made up of representatives from the major user groups and local residents. The workshop proved popular with all stakeholders providing constructive feedback during the session.

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

Post-Draft Review Development

Following these initial engagement activities, the draft review of the Traralgon Outdoor Recreation plan was developed and then presented to Council on the 25 March 2014 to seek its release for public exhibition.

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

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

Councillors were invited to attend a workshop with Council officers on 28 May 2014 to discuss the submissions received relating to the draft review of the Traralgon Outdoor Recreation Plan prior to it being presented to Council.

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

OPTIONS

Council has the following options available:

- Adopt the review of the Traralgon Outdoor Recreation plan acknowledging the submissions received.
- 2. Not adopt the review of the Traralgon Outdoor Recreation plan and seek further information.

CONCLUSION

The review of the Traralgon Outdoor Recreation Plan was identified for completion as part of the 2013/14 Latrobe City Council business planning process. The previous plan was undertaken in 2007 and many of the identified priorities and recommendations have either been achieved or are no longer relevant.

The Traralgon Outdoor Recreation Plan provides a clear strategic direction of for the future development and improvement of Traralgon's recreation reserves and Inside Edge Consultants were engaged to undertake the review.

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

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

Attachments

Review of the Traralgon Outdoor Recreation Plan Final Report
 Traralgon Outdoor Rec Plan Submissions

RECOMMENDATION

- 1. That Council adopt the review of the Traralgon Outdoor Recreation plan acknowledging the submissions received.
- 2. That the Mayor writes to those persons who made written submissions to thank them for their feedback and notify them of Council's decision.

Moved: Cr Kam Seconded: Cr Rossiter

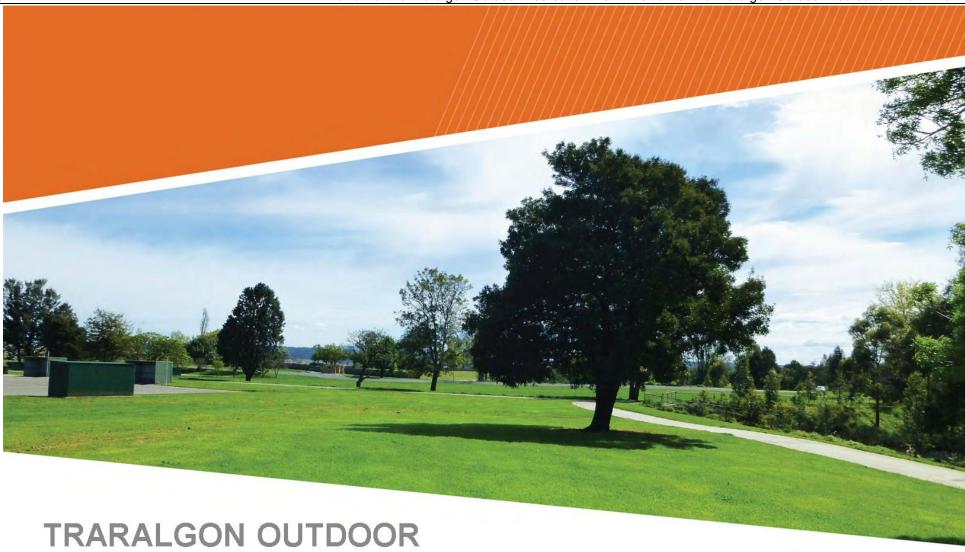
That the Recommendation be adopted.

CARRIED UNANIMOUSLY

14.4

Review of the Traralgon Outdoor Recreation Plan

1	Review of the Traralgon Outdoor Recreation Plan Final		
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ABOUT THIS DOCUMENT (PART A)

The Traralgon Outdoor Recreation Plan is delivered in two parts.

Part A - The Traralgon Outdoor Recreation Plan

Provides a summary of Traralgon Outdoor Recreation Plan and master plan objectives, planning and design principles, stakeholder needs and consultation methods, reserve descriptions, final master plans, supporting recommendations and estimated associated costs.

Part B - Research, Consultation and Key Directions Report

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

Traralgon Outdoor Recreation Plan

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EXECUTIVE SUMMARY

The 2014 Traralgon Outdoor Recreation Plan Review was commissioned by Latrobe City Council in 2013. The Plan has been designed to establish clear direction for the future planning, provision and enhancement of sport and community infrastructure across several of Traralgon's key recreation reserves.

These master plans are aspirational 10 year plans and have been designed to be practical in their implementation, with key priorities and recommendations to be delivered by 2024/25. It is important to note that stakeholder and community demands, priorities and directions change over time, hence suggested reserve improvements are to be used as a guide only and subject to funding availability.

The 2014 Traralgon Outdoor Recreation Plan provides existing condition summaries for the following 11 recreation reserves as well as master plans for each site. Reserves listed in the Traralgon Outdoor Recreation Plan include:

- · Agnes Brereton Reserve
- Apex Park
- Bradman Reserve
- · Catterick Crescent Reserve
- Duncan Cameron Memorial Park
- · Eric Taylor Reserve
- Harold Preston Reserve
- Kevin Lythgo Park
- · Maskrey Reserve
- · Traralgon Tennis Centre
- · Traralgon West Sporting Complex

To ensure individual reserve master plans follow a common theme and are integrated, a number of design guidelines and development principles were adopted by Latrobe City Council. Five key themes that underpin the design guidelines, development principles and eventual reserve improvement recommendations are:

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

The development of the Traralgon Outdoor Recreation Plan has included considerable community and stakeholder consultation to ensure reserve improvement recommendations are reflective of current and future community needs as well as meeting best practice and peak sporting body facility requirements.

Over 30 individual stakeholder groups and the broader Latrobe community contributed to individual reserve master plans, with several common themes emerging from each reserve. Site accessibility, aged and dysfunctional buildings, insufficient provision for informal recreation opportunities (e.g. shared pathways, playgrounds, sheltered seating, BBQ facilities), improved sports field provision/suitability and site management were key improvement areas identified across the majority of sites.

As a result of stakeholder and community input into the future direction and purpose of individual reserves, the vision at the bottom of the page was adopted for all sites listed in the Traralgon Outdoor Recreation Plan.

With a forecasted population of approximately 34,500 in Traralgon by 2031 (32% increase on 2011 population), a coordinated approach to the future planning, development and implementation of recreation services and associated sporting and community infrastructure will be required to ensure the growing community of Traralgon continues to be well serviced. The Traralgon Outdoor Recreation Plan aims to help guide Council and partnering stakeholders in delivering this future provision.

The total estimated opinion of probable cost for all master plan recommendations across all Traralgon Outdoor Recreation Plan reserves is \$22M.

'Multi-use community open spaces that provide a range of opportunities for community participation in both formal and informal sport, recreation and community activities'

THE PROJECT

BACKGROUND AND CONTEXT

To assist with the delivery of key recommendations outlined in Council's Recreation Plan (2006) and Public Open Space Strategy (2013), the Traralgon Outdoor Recreation Plan has been developed to provide clear direction for the future planning, provision and enhancement of sport and community infrastructure across several of Traralgon's key recreation reserves.

Reserves listed in the Traralgon Outdoor Recreation Plan contain a mixture of formal and informal sporting and community infrastructure, all of which have varying levels of provision and condition. They also cater for a wide range of sport and recreation users with a key focus on provision for active sports including Australian Rules football, netball, soccer, cricket and tennis.

Sports facilities and community infrastructure at each reserve have a mixture of land ownership arrangements and are managed by a range of sporting and community organisations. A common theme across all reserves is the 'dated' condition of facilities, with very few meeting current sporting Australian standards or community expectations for contemporary sports or community facilities.

PROJECT OBJECTIVES

The key objectives of the Traralgon Outdoor Recreation Plan are to:

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

PROJECT OUTCOMES

Additional outcomes of this project are to:

- Undertake consultation with key stakeholders to identify recreation needs and aspirations for the Traralgon community.
- Maximise the carrying capacity of key sport and recreation reserves and provide fit for purpose facilities and open spaces that optimise use by the community for both formal and informal activity.
- Identify and recommend a set of infrastructure renewal and development priorities commensurate with Council and club available resources.
- Review the current management arrangements for reserve facilities and provide advice and recommendations to ensure facilities are being managed in a financially sustainable and equitable way.
- Identify key demand and catchment for existing and new recreation infrastructure for user groups and the broader community.
- Identify the types of recreation activities to be accommodated in Transalgon (now and into the future).
- Identify the location and nature of infrastructure to support these activities

4







PROJECT STUDY AREA

The Traralgon Outdoor Recreation Plan study area includes 11 recreation reserves across an approximate 4km radius from the Traralgon Town Centre.

Approximately 35 community groups and sporting clubs regularly occupy the 11 reserves with participation recorded for the following organised sports:

- AFL
- Cricket
- Soccer
- Tennis
- Netball
- Basketball
- Hockey
- Athletics
- · Table tennis
- Baseball
- Touch Football
- Rifle Range



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PLANNING AND DESIGN GUIDELINES AND DEVELOPMENT PRINCIPLES

The following development principles were used to guide the interpretation, consideration and preparation of design options for Traralgon Outdoor Recreation Plan Reserve Master Plans and underpin master plan directions and supporting reserve enhancement recommendations.

1. FUTURE FACILITY DEVELOPMENT

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

2. ACCESSIBILITY

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







STAKEHOLDER NEEDS

In order to develop realistic and practical master plans that respond to current and future usage demands required significant stakeholder consultation.

Key stakeholders consulted in the development of individual reserve master plans included Latrobe City Council staff, community user groups, local sporting clubs, leagues, associations, peak sporting bodies, schools, Government agencies and the local Latrobe community (residents). The following consultation methods were undertaken and have informed development of the Traralgon Outdoor Recreation Plan.

CONSULTATION METHODS

- Meetings and presentations to Latrobe City Council's Project Steering Group
- One workshop with Latrobe City Council's Internal Reference Group
- · Councillor Briefing presentation
- On-site presentations and discussions with key stakeholders
- Individual meetings and interviews with reserve sporting/community user groups
- One community meeting/workshop at Traralgon Civic Centre
- · Written submissions from local residents
- Two Project Bulletins
- Online and hard copy organisation and general community member/resident reserve user surveys
- Telephone interviews with key government agencies, peak sporting bodies and associations

- Site visits/inspections of all study area reserves
- Project management design briefworkshop
- Opportunity for stakeholder groups to meet individually with Latrobe City Council officers to discuss Draft Master Plan and supporting Implementation Plan
- Latrobe City Council online 'Have your Say' promotion and encouragement of written submissions from stakeholders on individual Draft Plans
- Final design workshop with Latrobe City Council officers, project consultants and landscape architects

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

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RESERVE HIERARCHY, ROLES, FUNCTIONS AND LEVELS OF USE

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

RESERVE ROLES AND FUNCTIONS

While not all open space categories listed in Council's Public Open Space Strategy have direct relevance to Traralgon Outdoor Recreation Plan reserves, two categories of particular importance are 'Sport' and 'Parkland –General Use'. These two categories cover the primary function of all reserves listed within the Plan and provide strategic context for individual reserve improvement recommendations.

It should be acknowledged that some reserves service more than one function. For example, sports reserves are often equipped with social infrastructure such as playgrounds, BBQ or picnic facilities and shared pathways. These facilities are complimentary to the primary function of the reserve however do not change its intended purpose.

Definitions of reserve categories relevant to the Translgon Outdoor Recreation Plan are listed to the right:

SPORT

Description/Primary Function: Open space reserves set aside primarily to accommodate active sports use. This may include indoor sports facilities such as stadiums, as well as outdoor facilities including sports grounds and courts, or a combination of both. Sports reserves may also contain facilities or amenities that support the primary sports use of the reserve.

PARKLAND - GENERAL USE

Description/Primary Function: Open space reserves set aside primarily to accommodate a range of recreational uses by the community. These are not formal sports venues. However, they are likely to include playgrounds, neighbourhood parks and areas offering urban relief, landscape amenity and opportunities for informal physical activity participation. In some instances these sites may be undeveloped pending future enhancement opportunities.



MASTER PLAN

MASTER PLAN RECOMMENDATIONS

The following section provides a set of future directions and recommendations for each of the 11 reserves listed in the Traralgon Outdoor Recreation Plan.

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

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

Recommendations listed are based on a 10 year timeframe.

STAKEHOLDER RESPONSIBILITY

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

IMPLEMENTATION PLAN

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

HIGH:

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

MEDIUM:

Action that contributes to meeting overall Master Plan objectives.

LOW:

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

It should be acknowledged that priorities can change and are based on funding availability.

The presentation of new or unknown opportunities or changes in community demands can also alter priorities.

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OPINION OF PROBABLE COSTS

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

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

POTENTIAL FUNDING OPPORTUNITIES

With an estimated total cost of just over \$XXXXXXXXX in recommended reserve improvements across all Traralgon Outdoor Recreation Plan reserves, Latrobe City Council will require support from a number of key stakeholders. Potential funding opportunities and partners have been included in supporting master plan implementation schedules to assist with the delivery of reserve enhancement recommendations.

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Agnes Brereton Reserve

Hierarchy classification: District

Primary function: Sport/parkland

Level of use: High

RESERVE DESCRIPTION

Agnes Brereton Reserve is a large open space located to the west of the Traralgon Tennis Centre, skate park and creek corridor.

Within walking distance from the Traralgon Town Centre, Agnes Brereton Reserve is recognised in Latrobe City Council's Public Open Space Strategy hierarchy as a District level open space, with its primary function being for sport and general passive parkland usage.

Consisting of 10 recently resurfaced netball courts, a multi-purpose sporting pavilion, one public toilet, two car parks, connecting perimeter pathway and a large open grassed area, Agnes Brereton Reserve provides opportunity for both formal and informal recreation pursuits.

RESERVE USERS

- Traralgon Netball Association
- · Traralgon Hockey Club
- · Traralgon Rovers Hockey Club
- · Traralgon Women's Hockey Club

EXISTING RESERVE INFRASTRUCTURE

- · Sporting pavilion
- Netball courts (10)
- 3 informal grassed hockey fields
- Public toilets
- Car park (2)

VALUED RESERVE CHARACTERISTICS

- Shared pathway (walking/bicycle track)
- Passive open space areas and surrounding landscaping
- Netball courts
- Footbridge connection to neighbouring Translagon Tennis Centre

KEY RESERVE ISSUES/CONSTRAINTS

- Lack of community based amenity such as playground, picnic areas, seating and passive recreational opportunities
- Existing public toilet facilities underutilised, overgrown with vegetation and inappropriately located

PRIORITY DEVELOPMENT OPPORTUNITIES

- Upgrade/refurbish existing sporting pavilion (in consultation with Traralgon Netball Association).
- · Provision of new playspace and picnic area
- Improve steep grade pedestrian reserve access from Anderson Street
- Reconfigure existing access road and car park (off Breed Street)



Priority	Agnes Brereton Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
High	Upgrade existing netball court surfaces and run off areas in accordance with Netball Victoria's Netball Court Planning Guidelines (works currently underway).	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.9)	Council	Project Complete	N/A
High	Refurbish existing pavilion in accordance with <i>Universal and Healthy by Design</i> ® Principles and consultation with Traralgon Netball Association.	Facility Development (1.2, 1.6), Accessibility (2.1, 2.3), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$150,000	Traralgon Netball Association DTPLI (Community Facility Funding Program – Minors)
Low	Demolish existing underutilised public toilet facilities North of Reserve to allow for improved car parking efficiency and incorporate new public toilet facilities into refurbished netball pavilion.	Facility Development (1.1, 1.2, 1.6), Community Infrastructure and Social Amenity (3.1, 3.3, 3.5)	Council	\$8,000	Council
	Community Recreation				
Medium	 Increase informal Reserve recreation opportunities through the provision of a community playspace and sheltered picnic area in open space located in the South-West corner of the open playing field. 	Accessibility (2.1, 2.3), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$155,000	Council
Existing	 Retain existing pathways and footbridge across Traralgon Creek to allow connectivity with neighbouring Traralgon Tennis Facility and Harold Preston Reserve. 	Accessibility (2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4)	Council	N/A	N/A
High	 Improve steep grade pedestrian access from Anderson Street to improve pedestrian safety and general site accessibility. 	Accessibility (2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2)	Council	\$16,500	Council
Low	7. Promote pedestrian access points through Reserve wayfinding signage.	Accessibility (2.6, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.5)	Council	\$7,000	Council
	Traffic Management and Landscaping				
Low	Reconfigure existing access road and car parking (off Breed Street) and replace with extended formalised car park to North of Reserve.	Accessibility (2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$425,000	Council
Medium	 Increase Reserve tree planting to provide wind protection and shade amenity for park users as well as improving overall site aesthetics. 	Community Infrastructure and Social Amenity (3.1, 3.2, 3.5, 3.8)	Council	\$36,000	Council
Medium	 Provision of screen planting along Northern boundary of proposed Reserve car park and abutting private property. 	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$6,500	Council



Apex Park

Hierarchy classification: District

Primary function: Sport

Level of use: High

RESERVE DESCRIPTION

Located approximately 1.5km from Traralgon Town Centre, Apex Park is a single oval reserve used predominantly for junior AFL and cricket training/competition.

Recognised in Council's Public Open Space Strategy as a 'sporting' precinct, Apex Park also provides opportunity for informal recreation pursuits including, walking, jogging, cycling and unstructured play. Its close proximity to neighbouring Traralgon West Sporting Complex provides opportunity for both sites to be used simultaneously for large scale district/regional sporting and community events.

RESERVE USERS

- · Traralgon Junior Football League
- Traralgon District Cricket Association
- Traralgon Central Cricket Club
- · Police Boys FC

EXISTING RESERVE INFRASTRUCTURE

- Sports oval
- Sporting pavilion
- Storage facility
- Cricket nets (2)
- · Coaches boxes/player benches (2)
- Public toilet block
- Car park
- · Synthetic cricket pitch

VALUED RESERVE CHARACTERISTICS

- Close proximity and linkages to neighbouring Traralgon West Sporting Complex
- Ideal size for junior sporting competition/activities
- Well maintained sports field playing surface
- Passive open space utilised for informal community recreation

KEY RESERVE ISSUES/CONSTRAINTS

- Site car parking
- · Aged and inadequate sporting pavilion
- · No sports field lighting provision
- · Underutilised public toilet facility
- Lack of community amenity (e.g. playground)

- Increase capacity of and formalise car park
- Upgrade/refurbish existing sporting pavilion (in particular change rooms and amenities)
- · Sports field lighting
- Improve site accessibility and connectivity via pedestrian pathways
- Provision of increased social amenity (e.g playground, picnic area)
- Enhance visual amenity of reserve through landscaping



Priority	Apex Park Master Plan Recommendations	Developm ent Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
High	 Upgrade/refurbishment of existing sporting pavilion, in particular player change rooms and amenities. Pavilion upgrade to be in accordance with AFL Preferred Facility Guidelines and Universal and Healthy by Design® Principles. Upgrade/refurbishment to include accessible public toilet facilities and replace existing stand alone toilet block located to East of Reserve. 	Facility Development (1.1, 1.2, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$220,000	DTPLI (Country Football Netball Funding Scheme)
Medium	 Upgrade existing Reserve sports field floodlighting in accordance with Australian Standards for AFL training activities (50 lux) to increase Reserve playing capacity and opportunity for increased participation. 	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.8)	Council	\$170,000	DTPLI (Country Football Netball Funding Scheme)
Low	Upgrade/replacement of existing aged coaches box located on West side of Reserve.	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6)	Council	\$14,000	Council
	Community Recreation				
Medium	Improve Reserve accessibility and overall site connectivity via the establishment of a formalised path network.	Accessibility (2.1, 2.2, 2.3, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$355,000	Council
Medium	Increase informal Reserve recreation opportunities through the provision of a playspace, picnic area and bench seating under group of mature trees located to North of Reserve.	Accessibility (2.1, 2.3), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$170,000	Council
Low	Improve Reserve entry and community awareness of site through the installation of entry signage in accordance with Council's Signage Guidelines.	Accessibility (2.6), Community Infrastructure and Social Amenity (3.5)	Council	\$3,500	Council
	Traffic Management and Landscaping				
Medium	7. Improve site car parking and traffic congestion via the resurfacing and formalisation of existing car park with line marking and vehicle directional arrows. Car parking to include security lighting. Explore further opportunities to increase capacity of car park and provision for match day spectator parking.	Accessibility (2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$355,000	Council
High	Widen Gilmour Street/Pentland Court vehicular entry point and provide directional arrows to minimise safety issues.	Accessibility (2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$10,500	Council
Low	Improve visual amenity and natural Reserve shade via the planting of trees to Southern street (Gilmour Street) interface and within car park.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.5, 3.8)	Council	\$23,000	Council
Low	Improve North West Reserve frontage (Gilmour Street) and road interface landscaping to enhance overall site aesthetics and appearance from neighbouring Traralgon West Sporting Complex.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$100,000	Council
	Reserve and Facility Management				
High	In consultation with tenant sporting clubs, develop an equitable Sports Field and Pavilion Fees and Charges policy that reflects annual Reserve and pavilion usage.	Reserve and Facility Management (5.1)	Council/Clubs	N/A	N/A



Bradman Reservve

Hierarchy classification: N/A

Primary function: Parkland/General Use

Level of use: Medium

RESERVE DESCRIPTION

Bordered by a recently developed residential estate, Bradman Reserve comprises of a low grade/informal sporting oval and children's playspace.

Aside from existing playspace and AFL goal posts (located at North West end of reserve), Bradman Reserve boasts no additional infrastructure with its use primarily being unstructured recreation and overflow sports club training.

Surrounding reserve pathways allow easy access by neighbouring residents and excellent connectivity to Agnes Brereton Reserve, the Traralgon Tennis Centre and Harold Preston Reserve (located 1.5km South East of Bradman Reserve).

RESERVE USERS

· General community informal recreation

EXISTING RESERVE INFRASTRUCTURE

- · Informal sports oval
- Playspace
- AFL goal posts (one set)

VALUED RESERVE CHARACTERISTICS

- Existing pathway network
- Access from recently developed residential estate
- Grassed embankment provides ideal spectator viewing area/platform
- Playspace

KEY RESERVE ISSUES/CONSTRAINTS

- Aside from existing playspace, no existing infrastructure or services provided
- Site drainage
- No formal car park (off street car parking only)
- Close proximity to neighbouring residential estate

- Inclusion of shade/shelter and BBQ facilities to complement existing playspace
- Provision of public toilet facility
- Additional tree planting to help screen and buffer residential properties, provide wind protection and shade amenity
- Demolish existing underutilised road stub and cement pathway.



Priority	Bradman Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Community Recreation			1.5	
Existing	Maintain site connectivity and accessibility through the retention of existing path network within and around Reserve to continue activation of open space for informal recreation activities.	Accessibility (2.5, 2.8, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	N/A	N/A
Medium	 Increase informal Reserve recreation opportunities through the provision of supporting shade/shelter and public BBQ facilities in close proximity to existing playspace. Improve surrounding landscaping to promote appeal of new and improved community facilities. 	Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5, 3.8)	Council	\$65,500	Council
Medium	Provision of a public toilet facility to support existing playspace, proposed shade/shelter/BBQ and informal Reserve recreational activities/events.	Community Infrastructure and Social Amenity (3.3, 3.6)	Council	\$115,000	Council
Low	Additional tree planting to screen and buffer residential properties, provide wind protection and shade amenity for park users and spectators.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.5, 3.8)	Council	\$22,000	Council
Low	5. Demolish existing redundant road stud and cement pathway.	Community Infrastructure and Social Amenity (3.5)	Council	\$9,500	Council





Catterick Crescent Reserve

Hierarchy classification: N/A

Primary function: Sport

Level of use: High

RESERVE DESCRIPTION

Located in Traralgon West, approximately 2km from the Town's Centre, Catterick Crescent Reserve is a large sporting precinct offering both indoor and outdoor sporting opportunities.

Positioned between neighbouring Kosciuszko Primary School and surrounding residential properties, Catterick Crescent Reserve has the potential to become one of Traralgon's showpiece multi-purpose reserves. Aged infrastructure and under provision of social amenity limit reserve usage and will need to be addressed during 2014/15 detailed site master planning.

RESERVE USERS

- · Traralgon Central Cricket Club
- · Cumberland Park FC
- · Traralgon Junior Football League
- Traralgon District Cricket Association

EXISTING RESERVE INFRASTRUCTURE

- · Sporting pavilion and oval
- Indoor stadium (5 courts)
- Cricket net facilities (4)
- Synthetic cricket pitch
- · Turf cricket table
- Car park (2)

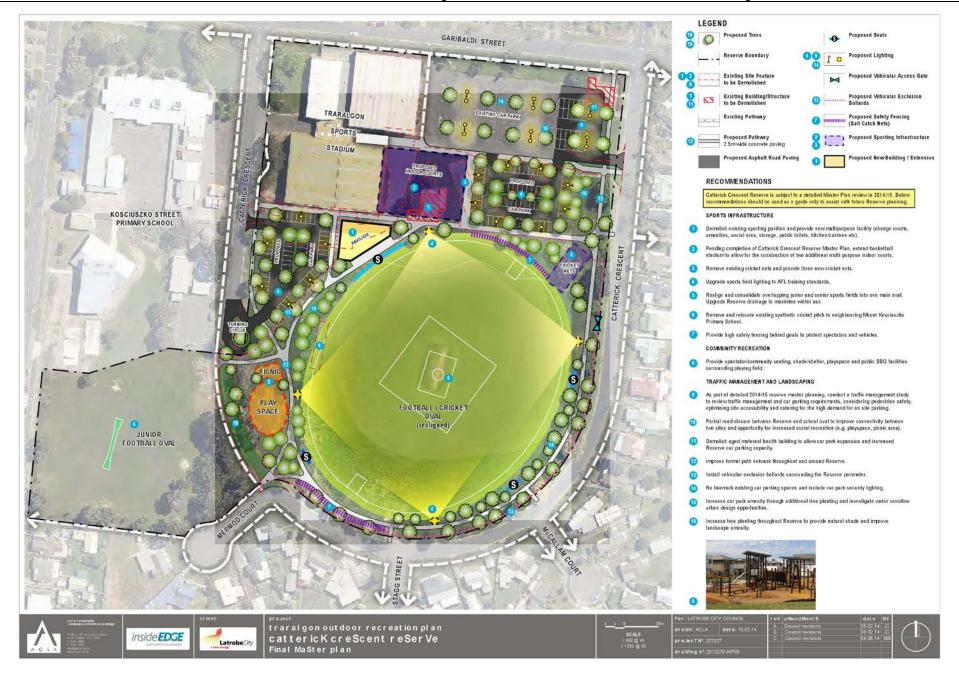
VALUED RESERVE CHARACTERISTICS

- · Large multi-purpose open space
- Site accessibility
- Connection with neighbouring indoor stadium
- Proximity to neighbouring primary school
- Recently developed cricket net facilities
- · Reserve visibility and safety

KEY RESERVE ISSUES/CONSTRAINTS

- · Sporting field drainage
- No sports field lighting
- Inadequate site layout (not conducive to optimal usage)
- Aged and dysfunctional sporting pavilion and supporting amenities
- · Car parking/traffic congestion by multiple site users
- Little social amenity provision (e.g. shade, seating, playspace)

- Demolish dysfunctional sporting pavilion and provide new multipurpose facility
- Pending completion of Catterick Crescent Reserve
 Master Plan, extend basketball stadium to allow for the
 construction of two additional multi-purpose indoor courts
- Increase social amenity infrastructure throughout reserve (e.g. playground)
- Review site traffic management/car parking requirements and provide additional on-site car parking
- Partial road closure between reserve and school oval to improve overall site connectivity



Priority	Catterick Crescent Reserve Master Plan Recommendations	Developm ent Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
High	1. Demolish existing non-compliant and dysfunctional sporting pavilion and construct a new community multipurpose facility (change rooms, amenities, social area, storage, public toilets, kitchen/canteen etc) in close proximity to indoor stadium to improve linkage between indoor and outdoor facilities, linestigate opportunities for shared usage of this facility between indoor stadium and Reserve user groups. Pavilion upgrade to be in accordance with AFL Preferred Facility Guidelines and Universal and Healthy by Design® Principles.	Facility Development (1.1, 1.2, 1.3, 1.6), Accessibility (2.1, 2.2, 2.8), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$1.5M	DTPLI (CommunityFacility Funding Program – Major Facilities /Country Football Netball Funding Scheme) Cricket Victoria Cricket Australia
High	 Pending 2014/15 Catterick Crescent Reserve Master Plan recommendations, extend existing basketball stadium to allow for the construction of two additional multi-purpose indoor courts to cater for increased participation in indoor ball sports/unstructured recreational activities. 	Facility Development (1.2, 1.5, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3), Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.7)	Council	\$4M	DTPLI (CommunityFacility Funding Program – Major Facilities) Basketball Victoria Basketball Australia
Medium	3. Removal of existing four cricket nets to improve site suitability (minimisation of conflict with other Reserve activities/facilities). Three new cricket nets to be relocated to North East of Reserve with consideration given to extended netting/fencing to furthest East net to prevent errant balls threatening pedestrians/vehicles travelling along Catterick Crescent as well as neighbouring residential properties.	Sports Field Provision and Suitability (4.1, 4.5, 4.6)	Club	\$90,000	Club Cricket Victoria Cricket Australia
Medium	 Upgrade existing Reserve sports field floodlighting in accordance with Australian Standards for AFL training activities (50 lux) to increase Reserve playing capacity and opportunity for increased participation. 	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.8)	Council	\$170,000	DTPLI (Community Facility Funding Program – Minor Facilities / Country Football Netball Funding Scheme)
Medium	 Improve provision for formalised sporting activity though the realignment and consolidation of informal and underutilised 'junior oval' with 'main oval'. Upgrade Reserve drainage to increase carrying capacity of the ground and suitability for organised sporting activity. 	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.7, 4.8, 4.9)	Council	\$550,000	DTPLI (Community Facility Funding Program — Country Football Netball Funding Scheme)
Medium	 Relocate existing synthetic cricket pitch to neighbouring Mt Kosciuszko Primary School sporting oval and develop an MOU between Latrobe City Council and School regarding shared usage and future maintenance works. 	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.7, 4.8, 4.9)	Council / Mt Kosciuszko Primary School	\$30,000	Mt Kosciuszko Primary School Club
Medium	 Provide high safety fencing/netting behind goals at both ends of Reserve to protect passing vehicles and pedestrians as well as neighbouring residential properties South of playing field. 	Sports Field Provision and Suitability $(4.1,4\mathrm{S})$	Club	\$92,000	Club
	Community Recreation				
Medium	8. Increase informal Reserve recreation opportunities through the provision of spectator/community amenity including seating, shade/shelter, playspace and public BBQ facilities surrounding playing field.	Accessibility (2.1, 2.3, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$177,500	Council

Priority	Catterick Crescent Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Traffic Management and Landscaping				
Medium	9. As part of detailed 2014/15 reserve master planning, conduct a traffic management study to review traffic management and car parking requirements giving consideration to pedestrian safety, optimising site accessibility and catering for the high demand for on site parking as a result of neighbouring school pick up/drop off, indoor stadium and Reserve users.	Accessibility (2.2, 2.4, 2.6, 2.7, 2.8), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$670,000	Council
Medium	Partial closure of Catterick Crescent between neighbouring Mt Kosciuszko Primary School oval and main oval to improve connectivity between two sites and opportunity for increased social recreation (e.g. playspace, picnic area).	Accessibility (2.6, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5, 3.8)	Council	\$61,000	Council
Medium	Demolish aged maternal health building (located in North East comer of Reserve) to allow car park expansion and increased Reserve car parking capacity.	Facility Development (1.1), Accessibility (2.2, 2.4, 2.6, 2.7, 2.8), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$250,000	Council
Medium	Improve formal path network throughout and around Reserve/indoor stadium area to improve site connectivity, accessibility and pedestrian movement.	Accessibility (2.1,22,2.5,2.6,2.8,2.9), Community Infrastructure and Social Amenity (3.1,3.2,3.3,3.4,3.5)	Council	\$352,000	Council
Low	Installation of a low vehicular barrier surrounding Reserve perimeter to minimise vehicular entry and reported site vandalism issues.	Accessibility (2.6), Community Infrastructure and Social Amenity (3.3), Sports Field Provision and Suitability (4.6)	Council	\$90,000	Council
Medium	 Re-lining of car parking spaces and inclusion of car park security lighting to improve Reserve parking efficiency and overall site capacity to accommodate high demand for parking from multiple site user groups. 	Accessibility (2.4, 26, 27), Community Infrastructure and Social Amenity (3.3)	Council	\$43,000	Council
Low	15. Increase car park amenity through additional tree planting to provide shade and reduce visual harshness. Investigate options to incorporate water sensitive urban design initiatives into the car park and reduce physical barrier of drainage swale along. Southern edge of car park.	Community Infrastructure and Social Amenity (3.1, 3.5, 3.8)	Council	\$47,000	Council
Low	Increase tree planting throughout Reserve to provide natural shade and improve landscape amenity.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.5, 3.8)	Council	\$30,000	Council
	Reserve and Facility Management				
High	In consultation with tenant sporting clubs, develop an equitable Sports Field and Pavilion Fees and Charges policy that reflects annual Reserve and pavilion usage.	Reserve and Facility Management (5.1)	Council / Clubs	N/A	N/A
Medium	 Explore opportunities to develop closer relationships and linkages with neighbouring indoor stadium and Mt Kosciuszko Primary School facilities. 	Reserve and Facility Management (5.2)	Council / Stadium Management / Mount Kosciuszko Primary School	N/A	N/A
Medium	 Investigate site water harvesting opportunities. Water catchment from indoor stadium may be utilised to irrigate adjacent sporting field. 	Facility Development (1.6)	Council	N/A	N/A



Duncan Cameron Memorial Park

Hierarchy classification: District

Primary function: Sport

Level of use: High

RESERVE DESCRIPTION

Duncan Cameron Park is a relatively small but boutique reserve located just south of the Traralgon Town Centre.

Consisting of one sporting oval, pavilion, cricket nets and playspace, Duncan Cameron Park is considered one of the more premier AFL/cricket facilities in the district. Nestled tightly between the Princes Highway and neighbouring residents, site car parking and reserve development/expansion opportunities are the only limitations of this otherwise ideal sporting/community open space.

RESERVE USERS

- Traralgon Junior Football League
- · Southside Junior Football Club
- Traralgon District Cricket Association
- · Traralgon Rovers Cricket Club

EXISTING RESERVE INFRASTRUCTURE

- · Sporting pavilion and oval
- Storage shed
- Cricket nets (3)
- Turf table (cricket)
- · Sports field floodlighting (2)
- · Coaches box/player benches (2)
- Playspace

VALUED RESERVE CHARACTERISTICS

- Oval size ideal for junior competition/activities
- Turftable (cricket)
- Central location and easy access for players and spectators
- Elevated spectator area located in front of residential properties
- · Visual appearance of reserve

KEY RESERVE ISSUES/CONSTRAINTS

- Inadequate oval drainage and unevenness in playing surface and turf cricket table
- Existing sporting pavilion is undersized, particularly player change rooms and amenities
- · Aged and deteriorated cricket net training facilities
- · Lack of on-site/nearby car parking
- · Proximity to neighbouring residents
- · Lack of shade/shelter

- Extend and upgrade sporting pavilion
- Resurface playing field to address current unevenness, drainage issues and re-level turf wicket table
- · Two additional sports field floodlights
- Installation of protective netting to improve safety for pedestrians/spectators/residents
- Provision of angled car parking along Francis Street.
 Provide on-site angled car parking to the east side of oval
- Inclusion of DDA compliant access to sheltered spectator viewing area

DUNCAN
CAMERON PARK
MASTER PLAN
CONCEPT AND
IMPLEMENTATION
PLAN





Priority	Duncan Cameron Memorial Park Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
High	Upgrade/refurbishment of existing sporting pavilion, in particular player change rooms and amenities. Pavilion upgrade to be in accordance with AFL Preferred Facility Guidelines and Universal and Healthy by Design® Principles. Upgrade/refurbishment to include accessible public toilet facilities.	Facility Development (1.2, 1.6), Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$200,000	DTPLI (Country Football Netball Funding Program)
High	Resurface Reserve playing field to remedy current unevenness/drainage issues and increase playing field carrying capacity. Surface redevelopment works to include re-levelling of turf wicket table.	Sports Field Provision and Suitability (4.1, 4.2, 4.6, 4.8)	Council / Club	\$450,000	Council
Medium	Installation of two additional sports field floodlights to East side of Reserve in accordance with Australian Standards for AFL training activities (50 lux) to increase Reserve playing capacity and opportunity for increased participation.	Accessibility (2.1, 2.6), Community Infrastructure and Social Amenity (3.1, 3.3, 3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.6, 4.8)	Council	\$85,000	DTPLI (Country Football Netball Funding Program / Minor Facilities)
Medium	Upgrade existing deteriorated cricket net training facilities in their existing location. A minimum of three cricket nets required.	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6)	Club	\$30,000	Club Cricket Victoria
High	 Installation of safety netting/fencing to designated points around Reserve perimeter to improve pedestrian/spectator safety and minimise risk of residential property and/or vehicle damage. 	Sports Field Provision and Suitability (4.1, 4.5)	Council / Club	\$71,000	Council / Club
Low	Demolish existing aged storage facility located at North end of Reserve and reconstruct to East of existing sporting pavilion. New storage facility to double up as a spectator viewing platform with sheltered roof and hand railing.	Facility Development (1.1, 1.2, 1.6), Sports Field Provision and Suitability (4.1)	Council / Club	\$40,000	Council / Club
	Community Recreation				
Medium	Increase informal Reserve recreation opportunities through the upgrade of existing playspace area and accessibility including the provision of seating and improved landscaping surrounds.	Accessibility (2.1, 2.3), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$140,000	Council
Medium	Enhance and promote enjoyable spectator experiences via the provision of additional shading, seating and landscaping to open space area East of Reserve.	Community Infrastructure and Social Amenity (3.1,3.2,3.3,3.4,3.5)	Council	\$7,000	Council
Low	Improve Reserve entry and community awareness of site through the installation of entry signage in accordance with Council's Signage Guidelines.	Accessibility (2.6), Community Infrastructure and Social Amenity (3.5)	Council	\$10,500	Council
	Traffic Management and Landscaping				
Existing	Maintain site connectivity, accessibility and activation of open space through the retention of existing pathway network along Bank and Francis Streets.	Accessibility (2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4)	Council	N/A	N/A
Existing	Retain existing pathway access to Reserve from Francis and Hickox Streets and provide additional pathway connection around East side of oval.	Accessibility (2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4)	Council	N/A	N/A

Priority	Duncan Cameron Memorial Park Master Plan Recommendations	Developm ent Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
Medium	Investigate angled parking opportunities along Francis Street to accommodate increased site car parking, in particular match day spectator parking.	Accessibility (2.2,2.4,2.6,2.7), Community Infrastructure and Social Amenity (3.3,3.4)	Council	\$38,000	Council
Low	Provision of additional vehicle entry/exit point to Reserve off Hickox Street. Site access off Hickox street to extend to Eastern boundary of oval and be complimented by a single line of car parking. Additional car parking to improve overall site capacity and provide additional sheltered spectator viewing opportunities.	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$130,000	Council
High	 Ensure recently developed/extended sheltered spectator viewing area is DDA (Disability Discrimination Act) compliant and accessible for all abilities. 	Facility Development (1.5), Accessibility (2.2, 2.3, 2.5), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	N/A	N/A
Low	Increase Reserve tree planting to improve overall site aesthetics and natural shade provision.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.5, 3.8)	Council	\$22,000	Council





Eric Taylor Reserve

Hierarchy classification: N/A

Primary function: Sport

Level of use: High

RESERVE DESCRIPTION

Despite its prominent location (positioned off Shakespeare Street, approximately 200m from the Showgrounds), Eric Taylor Reserve is an unassuming site consisting of two asphalt public tennis courts, a 25m rifle range and small clubhouse. At the rear of the tennis courts, rifle range and clubhouse can be found picturesque parkland inclusive of a shared pathway and boardwalk overlooking the Traralgon Creek.

Used primarily by annual tenants the Small Bore Rifle Club and seasonal occupants the Pax Hill Tennis Club, Eric Taylor Reserve can also be spotted hosting local primary school tennis activities and general community users.

Both tennis facilities and supporting clubhouse are aged, with future refurbishment or upgrade required to enable continued usage by tenants and the wider community.

RESERVE USERS

- · Pax Hill Tennis Club
- · Small Bore Rifle Club

EXISTING RESERVE INFRASTRUCTURE

- Small shared use pavilion
- Asphalt tennis courts (2)
- 25m rifle range

VALUED RESERVE CHARACTERISTICS

- · Public/social accessibility
- Location (exposure and visibility from Shakespeare Street)
- Surround pathway network and connectivity throughout the site



KEY RESERVE ISSUES/CONSTRAINTS

- · Lack of reserve entry signage/statement
- Existing car park unsealed and visually unattractive
- Lack of visual amenity and buffer to western residential properties.
- Lack of community based amenity (e.g. picnic areas and seating)
- Aged tennis courts and supporting amenities (fencing, netting etc)
- Existing shared use building creates a physical and visual barrier, impeding views of tennis courts and surrounding pathway network.

PRIORITY DEVELOPMENT OPPORTUNITIES

- Upgrade existing building amenities with priority given to toilet facilities and building security. Toilet facility upgrades to allow public access for informal use of the courts and/or surrounding pathways networks
- Resurface tennis courts to allow for continued provision for overflow tennis competition activities and multi-purpose social use
- Provision of spectator/community seating and shelter surrounding tennis court facilities
- Realign pathway along Shakespeare Street to improve safety and provide additional pathways within the reserve to improve access
- Resurface existing car park and provide designated disabled parking bays in close proximity to clubhouse

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Priority	Eric Taylor Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
Medium	 Upgrade of existing building/pavilion amenities with priority given to accessible toilet provision and improved building security. Any upgrade to toilet facilities should consider public access for informal users of the courts and/or surrounding pathway networks and be in accordance with Universal and Healthy by Design®Principles. 	Facility Development (1.2, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3)	Council	\$50,000	Council
Medium	Resurface existing two tennis courts to allow continued provision for overflow tennis competition activities (Pax Hill Tennis Club) and multi-purpose social use.	Accessibility (2.1), Community Infrastructure and Social Amenity (3.1, 3.3, 3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.6, 4.7, 4.8)	Council	\$20,000	Council
Medium	Upgrade deteriorated tennis court fencing and netting on both courts to enable continued community/social use as well as overflow competition activities.	Community Infrastructure and Social Amenity (3.1, 3.3, 3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.6, 4.8)	Council	\$21,000	Council
	Community Recreation				
Medium	Enhance and promote enjoyable spectator experiences via the provision of spectator/community seating, shelter and picnic area surrounding tennis court facilities.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$36,500	Council
Medium	Improve Reserve car park security and enhance profile of site through installation of security lighting.	Accessibility (2.4), Community Infrastructure and Social Amenity (3.3, 3.5)	Council	\$45,000	Council
Low	Provision of Reserve entry signage (in accordance with Council's Signage Guidelines) on Shakespeare Street to promote facility and public use opportunities.	Accessibility (2.6), Community Infrastructure and Social Amenity (3.5)	Council	\$3,450	Council
Medium	Realign pathway along Shakespeare Street to improve safety and provide additional pathways within the Reserve to improve access.	Accessibility (2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$55,000	Council
	Traffic Management and Landscaping				
Medium	Resurface existing car park and provide designated disabled car parking bays in close proximity to clubhouse.	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$64,000	Council
Existing	Maintain site connectivity and accessibility through the retention of existing path network within and around Reserve to continue activation of open space for informal recreation activities.	Accessibility (2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	N/A	N/A
Low	Improve Reserve entry statement and overall site aesthetics through landscaping of interface between Reserve and Shakespeare Street.	Community Infrastructure and Social Amenity $(3.5,3.8)$	Council	\$32,000	Council
	Reserve and Facility Management				
Medium	Encourage both formal and informal use of tennis court facilities. Through lighting of public tennis courts promote community evening usage of facilities with local community to increase site usage during off peak tennis club allocation times.	Reserve and Facility Management (5.2)	Council	N/A	N/A



Harold Preston Reserve

Hierarchy classification: District

Primary function: Sport

Level of use: High

RESERVE DESCRIPTION

One of three sporting precincts located within 500m of each other (other two being Translgon Tennis Centre and Agnes Brereton Reserve), Harold Preston Reserve is one of Latrobe City Council's premier soccer facilities.

In addition to six natural turf soccer pitches, Harold Preston Reserve is also home to little athletics and table tennis.

Aged building infrastructure, lack of formalised car parking and site flooding are key priority areas requiring future development and/or remediation.

RESERVE USERS

- Traralgon City Soccer Club
- · Traralgon Olympians Soccer Club
- Traralgon Little Athletics
- Traralgon Table Tennis Association

EXISTING RESERVE INFRASTRUCTURE

- · Soccer pitches (6)
- Grass athletics track
- Long jump track
- Two sporting pavilions and supporting amenities
- Indoor table tennis facility
- Car park (2)
- · Coaches/player benches
- Storage shed

VALUED RESERVE CHARACTERISTICS

- Close proximity to Traralgon Town Centre
- Large multi-purpose open space that provides opportunity for both formal and informal community recreation
- · Athletics track and supporting facilities
- Multiple sporting opportunities at one central location

KEY RESERVE ISSUES/CONSTRAINTS

- Playing field/s drainage/irrigation and general site flooding
- Structural integrity of aged and dysfunctional buildings/amenities
- Insufficient site car parking and directional traffic signage, particularly for match day/community events/athletics carnivals.
- Lack of social community infrastructure, in particular sheltered spectator viewing areas, seating and pathway connections.

PRIORITY DEVELOPMENT OPPORTUNITIES

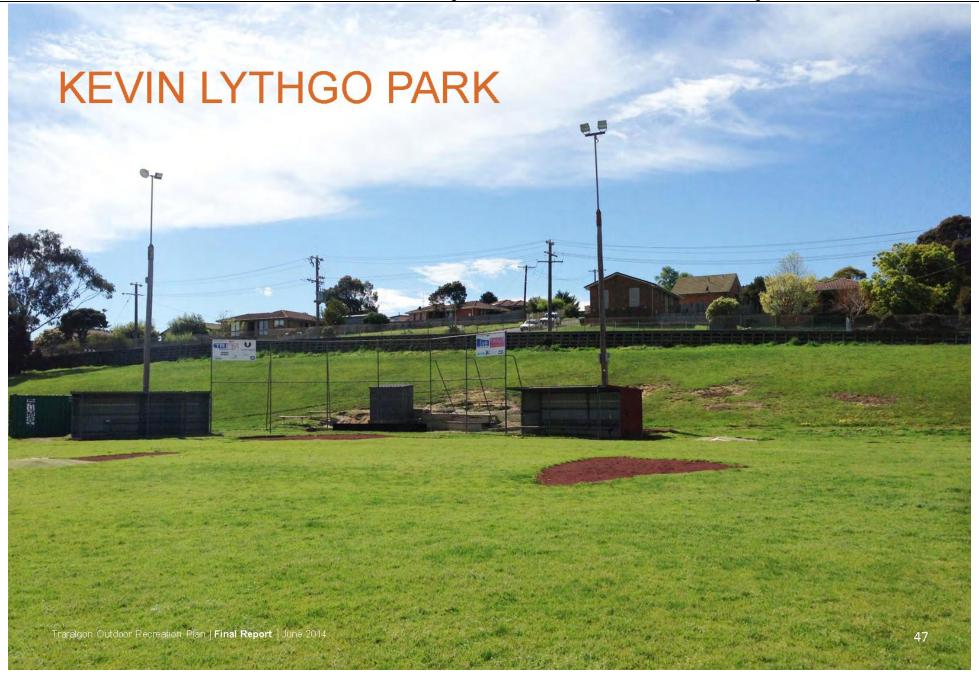
- Upgrade and consolidation of existing Traralgon City Soccer Club buildings and extension of Traralgon Olympians Soccer Club pavilion
- Internal upgrade/refurbishment of existing Traralgon Table Tennis building
- Improve condition of playing field surfaces, in particular drainage/irrigation issues
- Increased community infrastructure (e.g. sheltered spectator viewing area/seating/shared pathways)
- Formalise existing site car parking, address traffic management issues and increase car park provision

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Priority	Harold Preston Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
High	Upgrade and consolidate existing Traralgon City Soccer Club buildings in accordance with Football Federation Victoria facility preferred standards and Universal and Healthy by Design®Principles to provide better access and interface with playing fields (#3 and #5). Proposed building footprint would be North of existing building that houses canteen (in place of existing car park).	Facility Development (1.1, 1.2, 1.3, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$1M	DTPLI (Community Facility Funding Program – Major Facilities / Soccer Facilities)
High	 Upgrade/extension to Traralgon Olympians Soccer Club pavilion change rooms and amenities (project currently underway). Pavilion upgrade to be in accordance with Football Federation Victoria facility preferred standards and Universal and Healthy by Design® Principles. Extension to be developed North of existing pavilion footprint. 	Facility Development (1.2, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	Project completed	N/A
Medium	Upgrade/extension of existing Little Athletics and Traralgon City Soccer Club storage facility to provide a multi-use storage/sheltered spectator viewing area.	Facility Development (1.1, 1.2, 1.3, 1.6), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$40,000	Council
High	 Improve playing field surface and capacity of all six fields, in particular drainage issues. Prioritise individual field drainage works giving consideration to existing and forecasted use of each field and level of competition being played. 	Sports Field Provision and Suitability (4.1, 4.2, 4.6, 4.8)	Council	\$2M (for all six fields)	Council
High	Internal upgrade/refurbishment of existing Traralgon Table Tennis building with priority given to ensuring compliant stadium accessibility, change facilities (and supporting amenities) and floor resurfacing works.	Facility Development (1.1, 1.2, 1.6), Accessibility (2.1, 2.2, 2.3, 2.4,), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$80,000	Council
Low	Construction of match standard sports field floodlighting to soccer pitch #2 to increase Reserve playing capacity and opportunity for increased participation.	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.8)	Council	\$210,000	DTPLI (CommunityFacility Funding Program – Minor Facilities/Soccer Facilities)
	Community Recreation				
Medium	Enhance and promote enjoyable spectator experiences via the provision of spectator/general community shelter/s to isolated soccer pitch #6.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$23,000	Council
Medium	Enhance and promote enjoyable athletics spectator experiences via the provision of spectator/general community shelter/s North of existing long/triple jump tracks.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$35,000	Council
Medium	9. Enhance and promote enjoyable spectator experiences via the provision of central spectator seating and shelter to service soccer pitches#I and #2. Consider temporary seating options throughout site to increase spectator and event seating capacity.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$46,500	Council
Medium	 Provision of safety netting/fencing behind West goals of soccer pitch #2 protect passing vehicles, spectators and pedestrians. 	Sports Field Provision and Suitability (4.1, 4.6, 4.11)	Club	\$46,000	Council
Low	Improve Reserve entry and community awareness of site through the installation of entry signage along Franklin and Davidson Streets and Alfred Close (in accordance with Council's Signage Guidelines).	Accessibility (2.5), Community Infrastructure and Social Amenity (3.5)	Council	\$10 <i>5</i> 00	Council
Medium	Enhance site accessibility and connectivity via the provision of a formalised pathway along Franklin Street.	Accessibility (2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$50,000	Council

Priority	Harold Preston Reserve Master Plan Recommendations	Developm ent Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
Medium	Extend existing pathway along Davidson Street to provide access and improve connectivity to/inclusion of soccer pitch #6 to overall sporting precinct.	Accessibility (2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$57,000	Council
Medium	14. Establish a walking track/bicycle pathway connection along North of Reserve that joins Franklin Street and Afred Close to improve site connectivity, accessibility and linkages between informal and formal Reserve users. Permanent or temporary match day/training signage is recommended along pathway to advise/warn pedestrians/cyclists to take care during ball sport activities.	Accessibility (2.2, 2.5, 2.8, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$230,000	Council
Medium	15. Explore options to increase power supply throughout the site to assist with sporting/community event power requirements.	Community Infrastructure and Social Amenity (3.1, 3.3, 3.6)	Council	N/A	N/A
	Traffic Management and Landscaping				
High	16. Extend and formalise car park to North and West of existing table tennis building (in place of relocated soccer club change rooms/amenities and existing tree line) to increase site car parking capacity for training and match day activities. Car park to include security lighting.	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$433,000	Council
High	 Provision of additional vehicle entry/exit point to Traralgon. City. Soccer Club. car park to improve car park circulation, minimise risk management issues and enable more fluent access to Davidson Street. 	Accessibility (2.2, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$9,000	Council
Medium	18. Extend and formalise car parking surrounding Traralgon Olympians Soccer Club pavilion to increase training and match day car parking efficiency and capacity. Additional car parking to also service neighbouring Traralgon Tennis Facility during tournaments/events. Car parking to include security lighting.	Accessibility (2.2,24,26,27), Community Infrastructure and Social Amenity (3.3)	Council	\$595,000	Council
Medium	 Provision of additional vehicle entry/exit point off Latrobe Crescent and car park to South of soccer pitch #6. Realign soccer pitch #6 in a northward direction to provide additional car parking space. 	Accessibility (2.2, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$225,000	Council
Low	20. Improve aesthetic appeal and uniformity of existing Reserve fencing along Davidson Street.	Community Infrastructure and Social Amenity (3.5)	Council	\$47,000	Council
	Reserve and Facility Management				
High	21. In consultation with tenant sporting clubs, develop an equitable Sports Field and Pavillon Fees and Charges policy that reflects annual Reserve and pavillon usage.	Reserve and Facility Management (5.1)	Council / Clubs	N/A	N/A



Kevin Lythgo Park

Hierarchy classification: N/A

Primary function: Sport

Level of use: High

RESERVE DESCRIPTION

Located adjacent to Flinders Christian Community College (FCCC) off Liddiard Road in Traralgon South, Kevin Lythgo Park is jointly owned and managed by Latrobe City Council and FCCC.

Following recent removal of the synthetic cricket wicket and training nets, Kevin Lythgo Park's primary tenant is the Traralgon Red Sox Baseball Club. Outside of baseball activities, the reserve is frequently used by FCCC during recess, lunch breaks and physical education sessions as well as the wider surrounding community who use the open space for informal recreation and a thoroughfare to Liddiard Road.

RESERVE USERS

- · Traralgon Red Sox Baseball Club
- Flinders Christian Community College

EXISTING RESERVE INFRASTRUCTURE

- Baseball diamond (grass with entecar/clay bases) and pitching mound
- Sporting pavilion
- Spectator wooded bench seating
- Player dugout (2)
- Scorer box
- Sports field floodlighting
- · Warm up pitching/batting cage
- · 2m high perimeter safety fencing
- Car park

VALUED RESERVE CHARACTERISTICS

- Embankment at rear of baseball diamond provides ideal spectator viewing opportunities and is also utilised for pre-season fitness activities
- Linkages with neighbouring FCCC
- Baseball specific facilities including pitching mound, playing diamond and enclosed warm up batting/pitching area

KEY RESERVE ISSUES/CONSTRAINTS

- Inadequate sports field floodlighting
- Minimal social/community infrastructure and amenities (spectator seating, shelter etc)
- Sporting pavilion amenities, in particular player change areas and social rooms are dysfunctional or nonapparent
- Close proximity of neighbouring residential properties create risk management issues
- Irregular playing surface maintenance

PRIORITY DEVELOPMENT OPPORTUNITIES

- Upgrade existing sporting pavilion to improve accessibility and incorporate spectator viewing area.
- · Upgrade sports field floodlighting
- Increase landscaping and tree planting along neighbouring residential properties to provide buffer and improve safety for local residents



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Priority	Kevin Lythgo Park Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
Medium	 Upgrade existing sporting pavilion to improve accessibility and the provision for a 'safe spectator viewing area' overlooking the baseball playing field. Sporting pavilion upgrade to be in accordance with Universal and Healthy by Design® Principles. 	Facility Development (1.2, 1.6), Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$150,000	Council
Medium	Upgrade sports field floodlighting in accordance with Baseball and Softball standards for local baseball club training and match activities (project currently underway).	Accessibility (2.1, 2.6), Community Infrastructure and Social Amenity (3.1, 3.3, 3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.6, 4.8)	Council	Project underway	Project Underway
Medium	 Erect baseball diamond fencing along dead ball lines (first and third base line) to improve spectator and community safety as well as sports field suitability. 	Community Infrastructure and Social Amenity (3.1, 3.3, 3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.6)	Council	\$28,000	Council
Low	 Upgrade existing deteriorated batting cage fencing. Construction of additional enclosed baseball batting cage to run alongside existing. Batting cage to be designed to allow for cricket training activities also to be used by Flinders Christian Community College students. 	Sports Field Provision and Suitability $(4.1,4.2,4.4,4.5,4.6,4.7)$	Club / Flinders Christian Community College	\$25,000	Club / Flinders Christian Community College
Low	5. Construction of baseball pitching 'bullpen' to abut existing and proposed batting cage.	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6)	Club	\$15,000	Club
	Community Recreation				
Medium	 Establish a shared pathway (and entry points) around Reserve perimeter (outside of baseball playing field) to improve pedestrian access and site connectivity between Gathercole Drive and Liddiard Road. 	Accessibility (2.1, 2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$120,000	Council
High	7. Formalise pathway from existing pavilion to baseball infrastructure and playing field to ensure Disability Discrimination Act (DDA) compliance.	Accessibility (2.1, 2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.3, 3.4, 3.5)	Council	\$15 <i>5</i> 00	Council
High	Remove existing damaged and unsafe seating behind baseball diamond. Replace with terraced seating to allow continued spectator viewing opportunities.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$24,000	Council
Low	Improve Reserve entry and community awareness of site through the installation of entry signage in accordance with Council's Signage Guidelines.	Accessibility (2.6), Community Infrastructure and Social Amenity (3.5)	Council	\$3,450	Council

Priority	Kevin Lythgo Park Master Plan Recommendations	Developm ent Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Traffic Management and Landscaping				
Medium	10. Extend, resurface and formalise car park to improve parking efficiency and overall capacity for sporting club/school user groups. Extend car park into underutilised open space area between residential property and existing car park.	Accessibility (2.2, 2.4, 2.5, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$100,000	Council
Medium	11. Formalise and increase site car parking capacity via parallel line marking along Gathercole Drive. Erect warning signage to advise vehicle owners/pedestrians of nearby ball sports and potential for damage to property or injury during training/match days.	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$36,000	Council
High	 Increase landscaping and tree planting along neighbouring residential property line to provide a buffer and improve safety of neighbouring Reserve residents. 	Community Infrastructure and Social Amenity $(3.5,3.8)$	Council	\$75,000	Council
Medium	 Increase tree planting along embankment at rear of baseball diamond to provide spectator/community shade/shelter and a more enjoyable viewing experience. 	Community Infrastructure and Social Amenity (3.1, 3.2, 3.4, 3.5, 3.8)	Council	\$6,500	Council
Medium	Improve landscaping and embankment drainage behind baseball diamond to minimise impacts on playing field surface.	Community Infrastructure and Social Amenity $(3.5,3.8)$	Council	\$22,000	Council
Low	Return existing obsolete cricket net concrete slabs to open space to improve overall site aesthetics and opportunities for passive recreational activities.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$3,000	Council
	Reserve and Facility Management				
Ongoing	16. Continue to work collaboratively with Traralgon Baseball Club and Finders Christian Community College on shared use of Reserve and potential co-funded site improvements. Ensure Joint User Agreement is relevant and reflective of existing Reserve usage.	Reserve and Facility Management (5.2)	Council /Club/ Flinders Christian Community College	N/A	N/A
High	 In consultation with Council's Parks and Gardens Department and Flinders Christian Community College, review existing memorandum of understanding (MOU) with regard to sports field maintenance program and schedule of works. 	Reserve and Facility Management (5.2)	Council/ Club/ Flinders Christian Community College	N/A	N/A
High	 In consultation with local baseball club, develop an equitable Sports Field and Pavilion Fees and Charges policy that reflects annual Reserve and pavilion usage. 	Reserve and Facility Management (5.1)	Council / Club	N/A	N/A



Maskrey Reserve

Hierarchy classification: N/A

Primary function: Sport

Level of use: Medium

RESERVE DESCRIPTION

Maskrey Reserve is a small open space located in a hidden pocket between Barker and Chenhall Crescents in central Traralgon.

Used primarily for tennis competition by the Pax Hill Tennis Club, Maskrey Reserve and associated facilities are also commonly used by local schools, community groups and local residents. Comprising of four asphalt tennis courts, a clubhouse and playspace, Maskrey Reserve compliments the nearby Traralgon Tennis Centre and is recognised in Council's 2008 Tennis Plan as a medium sized competition venue.

Existing tennis court surfaces, fencing, netting and line marking are in moderate to poor condition with future improvement works required to enable continued safe club/public usage.

RESERVE USERS

· Pax Hill Tennis Club

EXISTING RESERVE INFRASTRUCTURE

- · Sporting pavilion/clubhouse
- Asphalt tennis courts (4)
- Playspace
- · Informal gravel car park

VALUED RESERVE CHARACTERISTICS

- Accessibility and availability for public use
- Playspace
- Multi-purpose site providing opportunity for structured and informal sporting/recreation opportunity.
- · Community atmosphere



KEY RESERVE ISSUES/CONSTRAINTS

- No tennis court lighting limits participation opportunities and maximisation of facility usage
- Existing tennis court facilities are deteriorated (nets, fencing, surfaces, line marking etc)
- · Lack of social amenities (e.g. seating, shelter, pathways)
- Existing clubhouse amenities, in particular toilets are not accessible for players/members with a disability
- · Lack of reserve signage

PRIORITY DEVELOPMENT OPPORTUNITIES

- Upgrade existing clubhouse with accessible toilets and amenities
- Upgrade surface, drainage and line marking to all tennis courts. Consider multipurpose line marking to increase court usage opportunities
- Investigate the potential installation of court lighting (two north courts), including an assessment of the potential impact on neighbouring residential properties
- Upgrade existing playspace. Ensure playspace is accessible and within sight lines of tennis court facilities
- Resurface and formalise Reserve entry road and car park. Primary parking will remain in Barker Crescent

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Priority	Maskrey Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
Medium	 Upgrade existing clubhouse with accessible toilets and supporting amenities. Clubhouse upgrades to be in accordance with Universal and Healthy by Design® Principles. 	Facility Development (1.2, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3)	Council	\$80,000	Council
High	 Resurfacing, drainage and line marking works to all tennis courts, in particular the South (public courts). Consider multi-purpose line marking to increase court usage opportunities for activities such as 'Hot Shot's or alternate informal recreational activities. Consider roll away tennis nets and portable basketball rings. 	Accessibility (2.1), Community Infrastructure and Social Amenity (3.1, 3.3, 3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.6, 4.7, 4.8)	Council	\$140,000	DTPLI (CommunityFacility Funding Program – Minors) Tennis Australia Court Rebate Scheme
High	Upgrade/replacement of all existing tennis court fencing and netting to ensure continued provision for tenant tennis club as well as community users of public tennis court facilities.	Community Infrastructure and Social Amenity (3.1,3.3,3.4), Sports Field Provision and Suitability (4.1,4.2,4.6,4.8)	Council	\$45,000	Council
Medium	 Provision of lighting to tennis courts (x2) opposite clubhouse (Pax Hill Tennis Club courts) in accordance with Tennis Australia standards for competition to increase facility playing capacity and opportunity for increased participation. 	Accessibility (2.1), Community Infrastructure and Social Amenity (3.1, 3.3, 3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.7, 4.8)	Council	\$80,000	DTPLI (Community Facility Funding Program – Minors) Tennis Australia Court Rebate Scheme
	Community Recreation				
Medium	 Increase the appeal of informal recreation opportunities through upgrading the existing playspace in its current location. Ensure playspace is accessible and within sight lines of tennis court facilities. 	Accessibility (2.1,2.2,2.3,2.6,2.8), Community Infrastructure and Social Amenity (3.1,3.2,3.3,3.4,3.5)	Council	\$86,000	Council
Medium	Provide increased social amenities throughout Reserve including seating/picnic area in open space surrounding existing playspace.	Accessibility (2.1, 2.3, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$50,000	Council
Medium	 Provision of additional spectator seating surrounding tennis court perimeters, taking into consideration the impacts of the sun on spectator viewing and minimisation of player distraction. 	Community Infrastructure and Social Amenity (3.1,3.2,3.3,3.4,3.5)	Council	\$16,000	Council
Medium	Establish a formal pathway network throughout Reserve, improving pedestrian connectivity from Barker Crescent to Chenhall Crescent.	Accessibility (2.1,2.2,2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1,3.2,3.3,3.4,3.5)	Council	\$37,500	Council
Medium	Improve Reserve security via security lighting surrounding tennis clubhouse and adjacent car park.	Accessibility (2.4), Community Infrastructure and Social Amenity (3.3, 3.5)	Council	\$35,000	Council
Low	 Improve Reserve entry and community awareness of site through the installation of entry signage (in accordance with Council's Signage Guidelines) at both Chenall Crescent and Barker Crescent Reserve entry points. 	Accessibility (2.6), Community Infrastructure and Social Amenity (3.5)	Council	\$7,000	Council
	Traffic Management and Landscaping				
Medium	Resurface (asphalt) and formalise existing Chenhall Crescent gravel entry road and car park. Primary Reserve parking to remain off Barker Crescent.	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$73,000	Council

Priority	Maskrey Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
Medium	 Extend existing informal car park West into underutilised open space to increase Reserve car parking capacity; 	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$30,000	Council
Low	Increase tree planting to Eastern and Northern Reserve/residential boundary to improve visual amenity and buffer from neighbouring residential properties.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$55,000	Council
	Reserve and Facility Management				
High	14. Encourage both formal and informal use of tennis court facilities. Through alternate line marking of public tennis courts, promote multi-use of facilities with local community to increase site usage during off peak tennis club allocation times.	Reserve and Facility Management (5.2)	Council	N/A	N/A





Traralgon Tennis Centre

Hierarchy classification: Regional

Primary function: Sport

Level of use: High

RESERVE DESCRIPTION

Within walking distance from the Traralgon CBD, the Traralgon Tennis Centre is the premier tennis facility in the region, consisting of 24 tennis courts that provide a range of tennis programs, services and competition opportunities. The Centre operates on a commercial basis, employs a part-time manager and hosts major events and tournaments.

The Centre also provides for local junior and senior competition, weekday and night competition, junior tournaments, casual hire and lessons / coaching.

RESERVE USERS

- · Traralgon Tennis Association
- Private casual hirers

EXISTING RESERVE INFRASTRUCTURE

- Tennis courts (24)
- Clubhouse/pavilion (includes clubrooms, function area and kiosk)
- Crèche
- Skate park
- Car park

VALUED RESERVE CHARACTERISTICS

- Tennis courts and associated facilities
- · Clubhouse/pavilion
- Surrounding open space used for events (e.g. marquees)
- Capacity to host large tennis/community events

KEY RESERVE ISSUES/CONSTRAINTS

- · Lack of spectator/social amenity
- Undefined car park
- Deteriorated skate park located next to tennis centre detracts from site aesthetics
- · Multiple unlit tennis courts limiting participation opportunities

PRIORITY DEVELOPMENT OPPORTUNITIES

- Pending future design, project funding and approval/project agreement from key stakeholders, reconfiguration and possible second storey extension to existing clubhouse with balcony overlooking proposed new show court
- Provision of a multi-use event space and allowance for temporary seating South of existing clubhouse facility. Event space to be utilised for a variety of community and sporting event activities
- Continue to light any remaining unlit tennis courts (350 lux)
- Improve spectator facilities and experience throughout precinct via the provision of additional seating and shade
- Improve linkages between sporting and community infrastructure at Agnes Brereton Reserve, Traralgon Tennis Centre and Harold Preston Reserve though the establishment of accessible shared pathways
- Resurface and redefine (line mark) existing gravel car park to increase parking capacity of site for large scale events/tournaments



Priority	Traralgon Tennis Centre Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
High	Pending future design, project funding and approval/project agreement from key stakeholders, reconfiguration and possible second storey extension to existing clubhouse with balcony overlooking proposed new show court.	Facility Development (1.2, 1.4, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$450,000	Tennis Australia (Regional Partners Program)
High	 Pending future design, project funding and approval/project agreement from stakeholders, provision of a multi-use event space and allowance for temporary seating South of existing clubhouse facility. Event space to be utilised for a variety of community and sporting event activities. 	Accessibility (2.1), Community Infrastructure and Social Amenity (3.3, 3.4, 3.6) Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6)	Council	\$160,000	Tennis Australia (Regional Partners Program)
Medium	Continue to light any remaining unlit tennis courts (350 lux) and upgrade any non compliant existing court lighting.	Accessibility (2.1, 2.8) Community Infrastructure and Social Amenity (3.3, 3.4) Sports Field Provision and Suitability (4.1, 4.5, 4.6, 4.8)	Council	\$240,000 (\$30,000 per court assumed maximum8 courts)	DTPLI (Community Facility Funding Program – Minors) Tennis Australia Court Rebate Scheme
Medium	Replace aged tennis court perimeter fencing throughout precinct to enable the attachment of event/competition flags, sponsor banners etc.	Sports Field Provision and Suitability (4.3, 4.5, 4.6)	Council	\$210,000	Tennis Australia Court Rebate Scheme
	Community Recreation				
Medium	 Improve spectator facilities and experience throughout precinct via the provision of additional seating and shade in accordance with Council's 2008 Tennis Facilities Plan recommendations. 	Community Infrastructure and Social Amenity $(3.3,3.4)$ Sports Field Provision and Suitability $(4.1,4.5,4.5)$	Council	\$42,000	Tennis Australia Court Rebate Scheme
Medium	Enhance clubhouse aesthetics and sporting/community event functionality via the retrofitting of existing tiered seating.	Accessibility (2.1), Community Infrastructure and Social Amenity (3.3, 3.4, 3.6) Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6)	Council	\$35,000	Council
Medium	Improve linkages between sporting and community infrastructure at Agnes Brereton Reserve, Traralgon Tennis Centre and Harold Preston Reserve though the establishment of accessible shared pathways.	Accessibility (2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4)	Council	\$158,000	Council
Low	Consider the removal/relocation of underutilised skate park at the end of its useful life. Return area to passive open space through revegetation and landscaping works.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$73,000	Council
	Traffic Management and Landscaping				
Medium	Resurface and redefine (line mark) existing gravel car park to increase parking capacity of site for large scale events/tournaments. Car park to include a drop off area and turning circle in close proximity to clubhouse.	Accessibility (2.2, 2.4, 2.5, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$128,000	Council
Low	Enhance amenity and vegetation along existing linear creek pathway to improve overall aesthetics of the site.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$13,000	Council
	Reserve and Facility Management				
High	Investigate the functional and operational viability of major events being hosted at the Traralgon Tennis Centre through a major events feasibility study.	Reserve and Facility Management (5.2)	Council	N/A	N/A



Traralgon West Sporting Complex

Hierarchy classification: District

Primary function: Sport

Level of use: High

RESERVE DESCRIPTION

The Traralgon West Sporting Complex is located on land owned by two neighbouring schools, Traralgon Secondary College and Lavalla Catholic College. Consisting mainly of several sports fields and a recently developed multipurpose pavilion, the Traralgon West Sporting Complex play host to eight regular user groups, with its primary purpose being AFL and cricket. A designated venue for cricket tournaments and community events, the complex is frequently occupied and provides a multitude of recreational opportunities.

RESERVE USERS

- Traralgon Umpires Association
- Traralgon Harriers Athletics Club
- Gormandale Cricket Club
- Traralgon Touch Association
- Traralgon West Cricket Club
- Combined Saints FC
- · West End FC
- Pax Hill FC

EXISTING RESERVE INFRASTRUCTURE

- Sporting ovals (2)
- Synthetic cricket pitch (1), turf cricket pitch (1)
- Cricket nets (5, 3 of which are located in Lavalla Catholic College)
- Multipurpose sporting pavilion (2)
- Sports field floodlighting (Jack Canavan Oval)
- · Storage shed
- · Coaches boxes

VALUED RESERVE CHARACTERISTICS

- · Large multipurpose open space
- Spectator viewing provision and atmosphere
- High quality playing surface condition

KEY RESERVE ISSUES/CONSTRAINTS

- Incomplete central pavilion redevelopment works
- Isolated location and inadequate facilities of cricket pavilion
- · Inefficient and undefined car park
- Lack of shade/seating/shelter and general social amenities
- Drainage along east boundary of Jack Canavan Oval
- · Above capacity usage by tenant and non-tenant user groups

PRIORITY DEVELOPMENT OPPORTUNITIES

- Completion of central pavilion redevelopment works
- Upgrade existing cricket club pavilion with priority given to public toilet facilities, change room and amenities, storage, kitchen/canteen and a sheltered player/spectator viewing area
- Construction of sports field floodlighting on Stoddart Oval for junior AFL football training
- Improve pathway connectivity throughout reserve and linkages with neighbouring Apex Park
- Increase tree planting throughout reserve to provide greater player/spectator shade
- Redevelop existing car park to optimise parking capacity and site traffic management
- Provision of formalised car parking in open space between cricket club pavilion and Grubb Avenue

Transigon Outdoor Recreation Plan | Final Report | June 2014



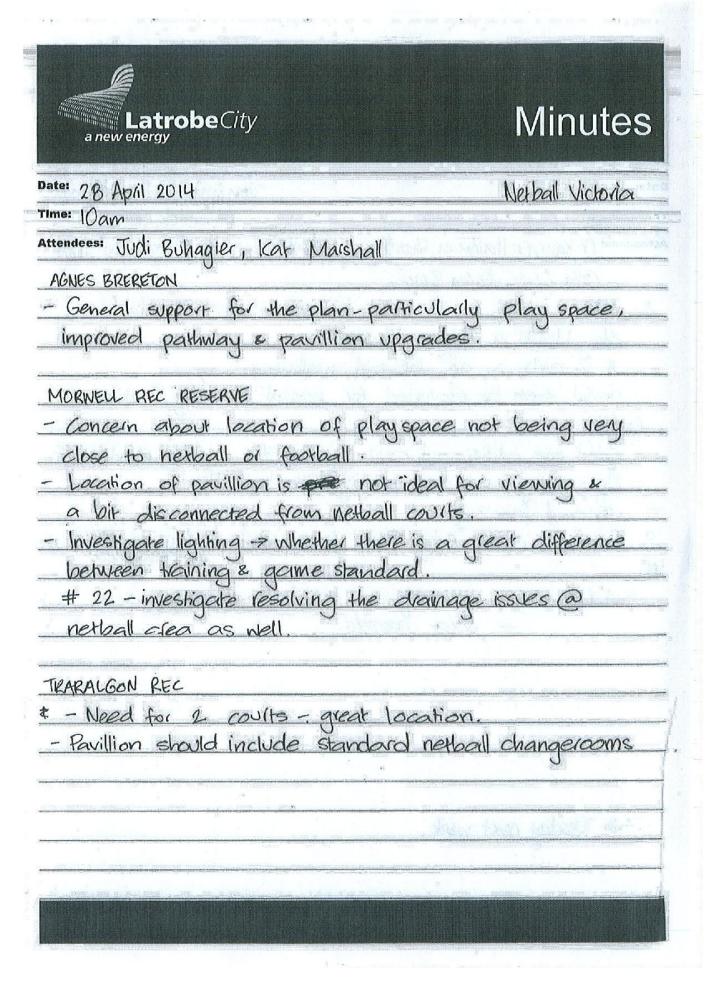
Priority	Traralgon West Sporting Complex Master Plan Recommendations	Developm ent Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
High	Complete central pavilion (located between Stoddart and Jack Canavan Ovals) second storey redevelopment works in accordance with Latrobe City Council adopted designs to increase functionality and multi-use opportunities for sporting club/community user groups.	Facility Development (1.2, 1.3, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	Project Underway	N/A
High	Upgrade/refurbishment/extension of existing cricket club pavilion located in South West corner of Stoddart Oval with priority given to accessible public toilet facilities, change rooms and supporting amenities, storage, kitchen/canteen and a sheltered player/spectator viewing area.	Facility Development (1.1, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$200,000	Council
Medium	Construction of sports field floodlighting on Stoddart Oval for junior AFL football training (50 lux) to increase Reserve playing capacity and opportunity for increased participation. Consideration given to the provision of 200 lux lighting to accommodate night cricket matches and community events.	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.8)	Council	\$170,000	DTPLI (Community Facility Funding Program – Minors / Country Football Netball Funding program)
High	Resurface Jack Canavan Oval including improved drainage along residential fence line of oval (East) to increase carrying capacity of the ground and suitability for organised sporting activity.	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.8)	Council	\$500,000	Council
Low	Enhance and promote enjoyable spectator experiences via the provision of temporary grandstand seating (similar to temporary grandstand seating located at Tranalgon Recreation Reserve and Showgrounds) for football match days and major sporting events (e.g. cricket tournaments) on both Jack Canavan and Stoddart Ovals.	Community Infrastructure and Social Amenity (3.2, 3.3, 3.4, 3.6), Sports Field Provision and Suitability (4.1, 4.5)	Council	\$40,000	Council
Low	Scoreboard provision on Stoddart Oval positioned in close proximity to cricket clubrooms (South West comer of Reserve) to service both football and cricket matches.	Sports Field Provision and Suitability (4.1, 4.5)	Club	\$45,000	Club AFL Victoria Football Infrastructure Program
Low	Provision of moveable cricket sightscreens at both North and South ends of Stoddart Oval to minimise player distraction from vehicles travelling/parking along Douglas Parade and pedestrian movement.	Sports Field Provision and Suitability (4.1, 4.5)	Club	\$4,000	Club
Low	Construct sheltered player/coach benches on Eastern boundary of Stoddart Oval to improve overall site suitability and provision for organised sporting activity. Remove existing aged player/coach benches on Western side of oval.	Sports Field Provision and Suitability (4.1, 4.5, 4.6)	Council	\$14,000	Council
Low	Upgrade/replace player/coach benches (sheltered) to North end of Jack Canavan Oval to service junior AFL matches.	Sports Field Provision and Suitability (4.1, 4.5, 4.6)	Council	\$14,000	Council
	Community Recreation				
Medium	 Increase tree planting between Stoddart Oval, Grubb Avenue and Douglas Parade to provide greater player/spectator shade, wind breaks and improve the overall amenity of the playing field surrounds. 	Community Infrastructure and Social Amenity (3.1, 3.2, 3.4, 3.5, 3.8)	Council	\$14,000	Council
Medium	Increase informal precinct recreation opportunities through the construction of a new public playspace and sheltered picnic facility in open space between central car park and shared storage facility South of central pavilion. Public playspace and supporting picnic facilities will compliment proposed pathway establishment and increase connectivity between ovals and overall precinct.	Accessibility (2.1, 2.3, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$155,paa	Council
Medium	Installation of two 10,000L rain water tanks between proposed playspace area and existing shared storage facility.	Community Infrastructure and Social Amenity (3.3)	Council	\$11,000	Council

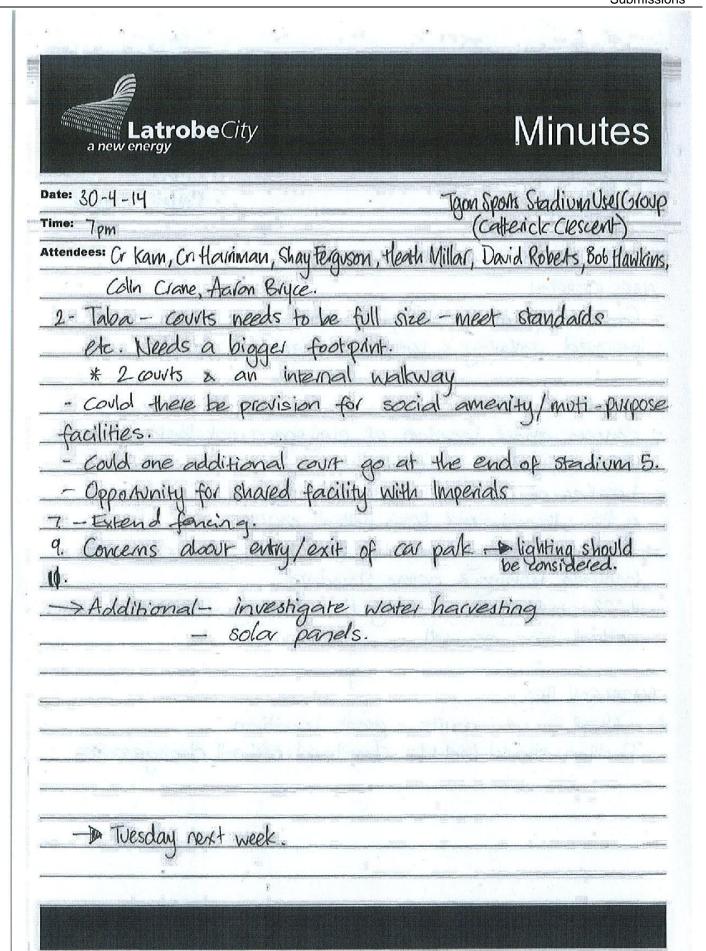
Priority	Traralgon West Sporting Complex Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
Medium	13. Improve formal pathway network throughout and around sporting precinct to improve site connectivity, accessibility and pedestrian movement. Pathway connections to be established with neighbouring Apex Park to develop a closer linkage with this Reserve and allow for combined sporting/community events across the two sites.	Accessibility (2.1, 2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$195,000	Council
Low	 Replace existing Reserve signage positioned at Douglas Parade entry point to enhance first impressions of sporting precinct and improve Reserve/road interface and landscaping. 	Accessibility (2.6), Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$7,000	Council
	Traffic Management and Landscaping				
Medium	 Redevelop existing central car park to optimise car parking capacity and efficiency for match/tournament days and overall site traffic management during peak sporting competition times. 	Accessibility (2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$151,000	Council
Medium	16. Convert underutilised open grass area located in the middle of existing central car park into formalised car parking to increase site capacity for sporting/community events and/or activities.	Accessibility (2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$190,000	Council
Low	17. Provide overflow car parking in open space North of existing car park (along Douglas Parade) to accommodate event/major tournament car parking/traffic congestion.	Accessibility (2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	N/A	N/A
Medium	18. Improve site car parking efficiency via line marking along Eastern boundary of Stoddart Oval. Formalised car parking to also provide spectators with the opportunity to view Stoddart Oval activities from the shelter of their vehicle.	Accessibility (2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$68,000	Council
Medium	 Formalise car parking in open space located at rear of cricket club pavilion (South West corner of Reserve) and Grubb Avenue to service users of cricket pavilion/Stoddart Oval. 	Accessibility (2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$127,000	Council
Low	 Installation of low vehicular barrier to Western perimeter (Grubb Avenue) of Reserve to minimise vehicular access and subsequent open space damage/deterioration. 	Accessibility (2.6), Community Infrastructure and Social Amenity (3.3), Sports Field Provision and Suitability (4.6)	Council	\$43,000	Council
Low	21. Improve shade and general car park amenity throughout site via tree planting and improved landscaping.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$144,000	Council
	Reserve and Facility Management				
High	Encourage shared use of precinct facilities/open space with tenant clubs to optimise Reserve and infrastructure usage levels and enhance co-tenant relationships.	Reserve and Facility Management (5.2)	Council / Clubs	N/A	N/A
High	Due to number of precinct users, coordinate a quarterly user group meeting to discuss site management (e.g. planned works).	Reserve and Facility Management (5.2)	Council / Clubs	N/A	N/A
High	 In consultation with tenant sporting clubs, develop an equitable Sports Field and Pavilion Fees and Charges policy that reflects annual Reserve and pavilion usage. 	Reserve and Facility Management (5.1)	Council / Clubs	N/A	N/A

OPINION OF PROBABLE COST SUMMARY



- 1000 CO 100	NAME OF STREET			
RESERVE	LOW PRIORITY	MEDIUM PRIORITY	HIGH PRIORITY	TOTAL
Agnes Brereton Reser∨e	\$440,000	\$197,500	\$166,500	\$804,000
Apex Park	\$140,500	\$1,050,000	\$230,500	\$1,421,000
Bradman Reserve	\$31,500	\$180,500	\$0	\$212,000
Catterick Crescent Reserve	\$167,000	\$2,485,500	\$5,500,000	\$8,152,500
Duncan Cameron Memorial Park	\$202,500	\$300,000	\$721,000	\$1,223,500
Eric Taylor Reserve	\$35,450	\$291,500	\$0	\$326,950
Harold Preston Reserve	\$267,500	\$1,347,500	\$3,522,000	\$5,137,000
Kevin Lythgo Park	\$46,450	\$462,500	\$114,500	\$623,450
Maskrey Reser∨e	\$62,000	\$487,500	\$185,000	\$734,500
Traralgon Tennis Centre	\$86,000	\$813,000	\$610,000	\$1,509,000
Traralgon West Sporting Complex	\$311,000	\$1,070,000	\$700,000	\$2,081,000
TOTAL	\$1,789,900	\$8,685,500	\$11,749,500	\$22,224,900
Marwell Recreation Reserve Precinct Master Plan	Final Report June 2014			





President: Brad Miller PO Box 2048 Traralgon, 3844.

Ph: 0400 876 325



Secretary: Matt Leak PO Box 2048 Traralgon, 3844

Ph: 0408 276 795 paxhilljfc@hotmail.com

Pax Hill Junior Football Club Inc.

AFFILIATED TRARALGON & DISTRICT JUNIOR FOOTBALL LEAGUE
Established 1964

2nd May 2014

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

Dear Kat,

Traralgon Outdoor Recreation Plan, Apex Park Draft Master Plan

The Pax Hill Junior Football Club appreciates the opportunity to comment on the above plan and would like to commend Latrobe City on the effort to improve the sports and leisure facilities for the community.

Pax Hill Junior Football Club was established in 1964 and uses Apex Park as its home ground for training and matches. The club has a proud history within the Traralgon & District Junior Football League and has formed a strong culture based on participation and family involvement. This season marks the $50^{\rm th}$ anniversary for Pax Hill JFC and there are a number of activities planned to celebrate the milestone.

Disappointingly Pax Hill does not have club rooms to call our own despite our long history. Consequently there is nowhere to store and display club memorabilia, honour boards and trophies or to host club functions. An agreement has been in place in recent years with the Centrals Cricket Club for part time use of their social rooms during the football season for Pax Hill to hold social functions, however the existing room can only accommodate approximately 20 people comfortably which is clearly inadequate for a club with over 80 families.

Recommendation 1

Pax Hill JFC strongly supports the Apex Park development plan proposed by Latrobe City and in addition requests that the upgrade of the sporting pavilion incorporates a designated club room for Pax Hill.

The existing toilet facilities at Apex Park both within the sports pavilion and the external tollet block both barely meet minimum standards for public use and are overdue for an upgrade.

Recommendation 7

The improved car parking facility would be a great benefit for the safety and convenience of the family's using Apex Park. The existing car park quickly reaches capacity on game days and cars are forced to park on the surrounding grassed area's. These area's become very wet during the winter months resulting in damage to the grass surface and/or cars becoming bogged.

Car park lighting is also a significant safety concern at present, particularly during the winter months when it is dark by 5.30pm when training finishes.

Pax Hill supports the proposed improvement to traffic management and car parking facilities and trusts the proposed upgrade would include car park lighting to meet public safety and security standards.

Recommendation 2

The proposed upgrade of the oval lighting would substantially improve the useability of the ground. The existing lights are dull and only illuminate one end of the ground. The improved lighting would make the ground more usable for training during winter and potentially for night matches which are occasionally scheduled for the junior competition.

Pax Hill fully supports the proposed upgrade of Apex Park and is very enthusiastic to work with Latrobe City to progress the development to reality. Should you wish to discuss our submission in further detail we would be pleased to arrange a special meeting of our committee at your convenience. Alternatively please feel free to contact myself on 0400 876 325.

Regards,

Brad Miller President

Pax Hill Junior Football Club



Catterick Crescent Draft Master Plan Presentation/Discussion

Traralgon Sports Stadium

30 March 2014, 7pm

Present: Cr Sandy Kam, Cr Dale Harriman, Bob Hawkins, Colin Crane, David Roberts, Aaron Bryce, Heath Millar, Shay Ferguson, Kat Marshall

Points for consideration:

- Footprint of the additional basketball courts for the stadium needs to be larger to ensure it reflects the
 actual size of two courts and run off area.
- Any additional development will need to meet appropriate Australian Basketball standards
- Provision of social amenities/multi purpose facilities should be included in the master plan, open to
 the idea of sharing such space with the proposed pavillon that is earmarked for the imperials Cricket
 Club.
- One of the additional courts may be able to be attached to court 5
- Fencing behind the football goals at the northern end of the oval should be extended to protect path users
- Concerns about only having on entry/exit point to the car park.
- Lighting should be considered for the car park.
- Investigate water harvesting catchment from stadium could potentially be used to irrigate the oval

Priorities

 Additional basketball courts needs to be a higher priority than indicated on schedule. This is the highest priority for the Traralgon Sports Stadium User Group.

a bit name notrigiotable with this peing made a bit more specific and clearer on our

Kat Marshall

From:

Shay Ferguson

Sent:

Thursday, 1 May 2014 9:03 PM

To: Cc: Kat Marshall Heath Millar

Subject:

Fwd: Meeting Minutes 30/4/14

Follow Up Flag:

Flag Status:

Follow up

Flagged

See Aaron's comment below!

Kind Regards

Shay Ferguson

Acting Coordinator of Leisure Facilities

Begin forwarded message:

From: Aaron Bryce <a href="mailto:spring-right-r

Date: 1 May 2014 8:37:23 pm AEST

To: Heath Millar ·

Subject: Re: Meeting Minutes 30/4/14

Hi Heath,

Looks good but I think especially mentioning that ultimately ending up must end up with enough space to get 2 more FIBA regulation size basketball courts and run off with spectator access and walkways.

Perhaps also in regards to the submission for Catterick Crescent I would suggest that the group we quite receptive to the idea of the Pavilion, that is currently marked separately on the plan, to actually 'join' and be under the same 'roofline' as the stadium so that the facilities could be shared more effectively and regularly. Perhaps even suggesting this be considered a possibly new "Stadium Entry" which also provided for shared function and social rooms offering indoor and alfresco dining facilities, change rooms and amenities and perhaps 'glass viewing' into the new Basketball Courts.

I would be a bit more comfortable with this being made a bit more specific and clearer on our submission if that is ok?

TRARALGON IMPERIALS CRICKET CLUB Inc.

FOUNDED 1954 - Inc. No. A0030832U

Affiliated Traralgon and District Cricket Association. Catterick Crescent Traralgon – PO Box 1645, Ph/Fax 51740227

PRESIDENT: Ross Williams 16 Wirilda Crescent Traralgon, 3844 Ph. 0422 152774 SECRETARY: Leigh Fabris 1 Tulloch Way Traralgon, 3844 Ph. 51743793



Att - Kat Marshall

The Traralgon Imperials Cricket Club fully support the potential redevelopment of the Catterick Crescent facilities. Catterick Crescent Reserve is a multi-user reserve used year-round by Basketball, Cricket, Junior Football, Badminton, Indoor Netball and local schools particularly Kosciusko Primary School and Lavalla College. The stadium is also used for non-sporting purposes such as displays and events. Recreational use by community members of open areas is regular, adding to the Reserve's multi-faceted value for a broad range of citizens.

Weekly user numbers in the various sporting codes is estimated to average 1500 players, with a larger number of spectators also attending. In addition, the ovals and basketball stadium are regularly used by school groups, often transported by bus for specialized clinics.

There would be very few venues in the City that have such consistent, high levels of use. This justifies prioritization of redevelopment for the Reserve along with the condition of existing facilities.

The high usage of Catterick Crescent by multiple clubs and codes, schools, community groups and the broader community represents excellent value and opportunity for Latrobe City's strategic management of community and recreational facilities. The Reserve is used for local, regional and inter-regional sporting events. Activities at the Reserve make a substantial contribution to the economy of Latrobe City and community well-being at the local level.

Use of the Reserve has grown significantly with impacts on current facilities, car parking and traffic management, pedestrian safety and damage to grassed areas. There is an urgent need to address traffic safety issues at the Reserve particularly due to the proximity of schools. In short, the growth of the Reserve has been incremental and not within an overall master plan for the site. As a result, current facilities have major fabric, drainage and site lay-out issues that need urgent planning attention.

Catterick Crescent has the potential to cater for state-wide events if properly planned for, enhancing the reputation of the City, economic activity, and growing local opportunity for sporting achievement and involvement.

Taking all these factors into consideration, the Traralgon Imperials Cricket Club would like to strongly endorse the Master Plan (subject to Point 5 below in bold) drawn up for the proposed redevelopment of the Catterick Crescent facilities. Here is our feedback, based on the Master Plan.

- 1) We strongly support the demolition of our current Cricket Clubrooms, and the construction of a new community multipurpose facility, which will incorporate change rooms, amenities, storage, public toilets and a kitchen. The Club rooms need complete replacement due to their inadequate fabric, amenity for players and spectators, and siting. The junior football club is prevented from hosting matches due to the poor club rooms for players and umpires. In spite of maintaining clear guttering, the roof leaks significantly in heavy downpours and there is no toilet access for people with mobility aids.
- 2) We have no issue with the removal of the current four cricket nets situated on the Catterick Crescent Oval, and the construction of new nets. The only suggestion we would make is that the new Cricket Nets would need to face towards the middle of the oval, rather than running parallel with the road. If the Nets run parallel with the road, then this would increase the risk of cricket balls being hit into the neighboring houses. This wouldn't be an issue if the Nets are facing towards the middle of the ground. Also, it would

TRARALGON IMPERIALS CRICKET CLUB Inc.

FOUNDED 1954 - Inc. No. A0030832U

Affiliated Traralgon and District Cricket Association.

Catterick Crescent Traralgon – PO Box 1645, Ph/Fax 51740227

PRESIDENT: Ross Williams 16 Wirilda Crescent Traralgon, 3844 Ph. 0422 152774

SECRETARY: Leigh Fabris 1 Tulloch Way Traralgon, 3844 Ph. 51743793



be good if the Nets were located closer to the new Clubrooms. We have a Bowling Machine, that requires electricity to run, so it would be ideal if it was located in close proximity to the Clubrooms.

- 3) We strongly support the installation of a fence surrounding the oval at Catterick Crescent. Our Club suffers damage to our ground on an almost weekly basis, due to cars driving on our oval. A bollard fence would still allow access for people to the oval, while restricting access to cars, which should reduce the instances of vandalism.
- 4) We support the proposed installation of a Picnic Area/Childrens Playground, which will not only benefit the members of the Community, as well as members of the Traralgon Imperials Cricket Club. We have numerous players at our Club with young children, and at the moment there is no facilities for them to use.
- 5) We support the partial closure of the road between the Catterick Crescent Oval and the Kosciousko St Primary School, as we believe this will create a link between the two facilities. One thing we think to change however is the intention of making the cricket oval at Catterick Crescent a combined turf/synthetic ground. No other ground in the Traralgon League, of any neighboring league have a combined turf/synthetic ground. An alternative solution to this would be to install a synthetic wicket at the Kosciousko St Primary School, which could be used by the school during the week, and used by Imperials after school. This would allow our Juniors in close proximity to our Clubrooms, and depending on the size of the ground, we may also potentially be able to play C Grade there also.

A combined turf/synthetic ground wouldn't work. With Senior players required to wear spiked Cricket shoes, the synthetic wicket would sustain significant damage, with players in spiked shoes constantly running over the wicket.

6) We support the planting of more trees surrounding the oval, as more shade is required, especially within close proximity of the Clubrooms, for our spectators.

We are happy to discuss any details in regards to the feedback provided. We look forward to hearing from you.

Leigh Fabris
Secretary
Traralgon Imperials Cricket Club

Draft Plan- Comments by David Little

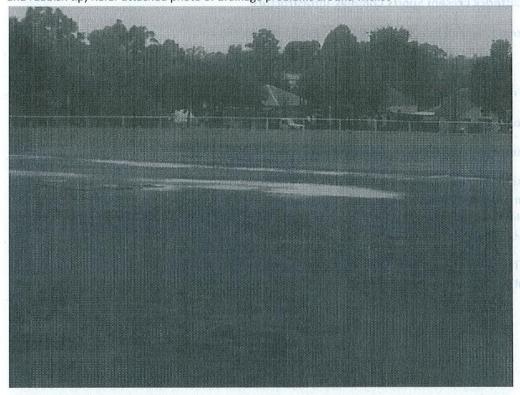
Traralgon Outdoor Recreation Master Plan & Recreation Reserve Recommendations.

Duncan Cameron Park-Infrastructure

item 2. Oval Resurfacing, raise turf Cricket bench with perimeter and oval strip drainage.

Raised this item to high priority.

Background. This ground was cricket for cricket in 1965. Its 50th year of service is next year. When established it became the envy of all Gippsland cricketing associations and is still highly regarded as a first class venue. Unfortunately when wet weather occurs the wicket bench becomes unplayable due to the lack of drains and the sinking of the oval.(originally constructed on a quarry and rubbish tip) Refer attached photo of drainage problems around wicket



Item 13- Additional car parking.

Rank this item as Low priority

Current grassed area for car parking is adequate. Do not see this is an issue other than a wet day in the winter period for Junior Football. (junior football play approx 4 days during the season at this ground). Angle parking on West side is a low cost improvement option.

Other items supported

Traralgon West Sports Complex-Infrastructure

Item 1 & 2 These Pavilion upgrades are the highest requirements in the Traralgon region

This is possibly followed by the Catterick Cresent, Cricket & Junior Football pavilion upgrade.

The Facilities at the Recreation Reserve are also in need of upgrading.

Item 19. Investigate if proposed car-park location at Stoddart Park is in the best position. looks to be located on the best spectator viewing point.

Item 21. Provision of additional trees and shade area is supported

Catterick Cresent Sports Complex-Infrastructure

Item 1. Support this upgrade. Maintain as Priority 1 for this area

Traralgon Showground/Recreation Reserve.

Item 16. Improvement to the Old Trafford ground strongly supported.

Item 18. Improved lighting on Oval to be maintained as a high priority.

Item 19. The missing area at the Recreation Reserve for Football/Cricket is that there appears to be insufficient upgrade of main change rooms and combined with a suitable grandstand for spectators. Has the area between the existing change rooms and TFC Social Rooms been considered to provide new change rooms and build a grandstand.

This should be the priority and be combined with any Old Trafford Oval infrastructure requirements at this area. We don't need two substandard pavilions. We need something like Casey Park.



Kosciuszko Street Primary School No. 4699

P.O. Box 584, Translgon, Victoria, 3844 Telephone (03) 5174 2512 Fax (03) 5174 6036 E-mail translgon.ps.kosciuszko@edumail.vic.govau

2nd May 2014

Dear Kat,

Re: Latrobe City Draft Master Plan Catterick Cres Reserve

Thank you for the opportunity to respond to the Latrobe City's draft master plan for the Catterick Cresent reserve. We met as a School Council to discuss the plan and the ramifications for the school. We would like to raise the following points for consideration;

- The flow of traffic for the school if the road was closed needs to be considered. Whilst we support the additional car parks, the closing of the road would increase the traffic congestion given there is only one access point to the main school gate.
- The closing of the road and addition of the turning circle would make it difficult for buses to safely access the school. Currently they use the entire Catterick Cres circle to safely park at the front of the school. Buses also use the car park entrance closest to the school to access the stadium currently.
- The school crossing currently located in Catterick Cres can be quite congested when we have a majority of the school leaving at 3:30pm. If the road was closed, this would prevent a number of cars exiting towards Stagg St and Garibaldi St away from the school which is preferable.
- School Council would like to suggest the path running along the existing stadium be under cover. With no connective vehicular access from one car park to the other, this may help congestion and allow the larger car park to be accessed better in wet weather. It would also assist stadium users that use the rear car park access the front of the stadium.
- As previously mentioned, the school supports any ties it can make with the community, especially the Junior Football Club. The school council is happy to enter into any Memorandum of Understanding to allow use of the school grounds. It should be known however the standard of the oval is poor in some places and will need improving.
- The school would be happy to have the synthetic wicket placed on its grounds should there
 be a need for it and the Cricket Club object to it being placed next to the turf one.
- School Council think there should be some consideration to the development of the western corner of Garibaldi St and Catterick Cres as an additional car park. This would again help with congestion around the school crossing.

The school again would like to thank you for the opportunity to give feedback on this very exciting proposal and we would like to continue our work with the City Council.

Kind Regards

Michelle Hibbert

Michelle Mibber

Principal

Karen Tsebelis

From:

Sent:

Friday, 2 May 2014 10:48 AM

To:

Kat Marshall

Subject:

RE: Traralgon Outdoor Recreation Plan

Follow Up Flag:

Follow up

Flag Status:

Flagged

Kat,

Thank you for the link.

The concept looks good and addresses all the issues raised by Cumberland Park Junior Football Club. It looks very good. We look forward to the Plan progressing.

Thanks for your help.

Wayne

From: Kat.Marshall@latrobe.vic.gov.au To: wayne.reichelt@bigpond.com Date: Fri, 2 May 2014 10:07:57 +1000

Subject: FW: Traralgon Outdoor Recreation Plan

http://www.latrobe.vic.gov.au/Get Involved/Have Your Say/Latrobe City Council Recreation Plans

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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

Direct: 5128 5409 Mob: 0448 371 103 Fax: (03) 5128 5672 Phone: 1300 367 700 PO Box 264, Morwell 3840 141 Commercial Rd, Morwell 3840



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

From: Kat Marshall

Sent: Monday, 3 March 2014 4:59 PM To: wayne.reichelt@bigpond.com

Subject: RE: Traralgon Outdoor Recreation Plan

Hi Wayne,

Just letting you know that the below dates have been moved a week back.

The time set aside is now Tuesday 25th – Friday 28th. The same times and venue apply. Please contact me if you wish to make an appointment.

Regards,

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

mailto: Kat.Marshall@latrobe.vic.gov.au Direct: 5128 5409 Mob: 0448 371 103 Fax: (03) 5128 5672 Phone: 1300 367 700 PO Box 264, Morwell 3840 141 Commercial Rd, Morwell 3840



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

From: Kat Marshall

Sent: Thursday, 30 January 2014 2:27 PM

To: wayne.reichelt@bigpond.com

Subject: Traralgon Outdoor Recreation Plan

Hi Wayne,

I'm just letting you know that we are expecting draft plans to come in soon for the Traralgon Outdoor Rec Plan and we have set aside **Tuesday 18- Friday 21 March, 9am-5pm** to gather feedback from stakeholders.

You represented the Cumberland Park JFC at the workshop held at the Kay St Service Centre on 23/10/2013, from there, our consultants collated the feedback received from various groups and have put this into a concept plan.

If you would like to do see the plan and provide more feedback, please email me or give me a call and we can set aside some time.

Thanks,

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

mailto: Kat.Marshall@latrobe.vic.gov.au Direct: 5128 5409 Mob: 0448 371 103 Fax: (03) 5128 5672 Phone: 1300 367 700 PO Box 264, Morwell 3840 141 Commercial Rd, Morwell 3840



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

Karen Tsebelis

From:

Mark Hore

Sent:

Friday, 2 May 2014 4:45 PM

To:

Kat Marshall

Cc:

Steven Carney; alex.hart@gippswater.com.au; wingy69@live.com

Subject:

RE: Traralgon Outdoor Recreation Plan

Follow Up Flag: Flag Status:

Follow up Flagged

Kat.

I have circulated the drawings to our members and they are very supportive of the concept plans.

The angled parking on the Francis Street seems like a good solution to address the parking congestion issues at a relatively low cost to Council. In comparison to the parking area on the opposite side reserve which would need to be constructed and is likely to be cost prohibitive. Given the relative cost/benefit we would like to see the angled parking on Francis Street progressed as a priority.

From a cricket club only perspective, the equipment storage shed alongside the nets is in a state of disrepair, and we had a break in there last year and lost around \$1,800 of training equipment. The solution to construct a storage shed/elevated seating alongside the clubrooms is a very attractive option and one which we would like to see addressed as a priority. We believe that this work would provide our club with an amenity which is similar to that at other Council grounds, and the raised seating area would be of great benefit to both football and cricket supporters.

We also support the works to upgrade the ground surface, which we consider to be overdue. We will need at least 12 months notice of these works as our club will need to raise funds to renovate the turf bench and we may need to reschedule some of our home games while this work is being completed. Ideally, this work should be completed in Feb-April which will allow plenty of time for the grass to establish in the Autumn ahead of the next season.

Thankyou for the opportunity to comment...

Mark Hore

President

Rovers Cricket Club

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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

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



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

From:

Sent: Friday, 18 April 2014 11:06 AM

To: Kat Marshall Cc: Mark Hore

Subject: Re: Traralgon Outdoor Recreation Plan

Hi Kat,

Thanks for your time to discuss and review the above plans. Much appreciated.

I have listed some comment on attached file.

These are as per our meeting discussions with DCP oval upgrade as the highest overall priority. I understand than funding has been earmarked for this work and would appreciate any update on this item. Have any plans been developed at this stage?

The other priorities I support are the Pavilion upgrades in the following order at:

T'gon West complex- This was primarily for the Junior Football Competition as their home base.

Stoddart Park Oval

Catterick Cres Oval

T'gon Recreation Reverse Oval- Pavilion and Lighting upgrade.

These comments are submitted as a Senior Traralgon resident, having played Football and Cricket at the Traralgon Rec Reserve for many years, Life member of Rovers Cricket Club, Life Member of T&DCA and a passion for improving ground facilities for Junior & Senior Cricket and Football for both genders.

Regards

David Little

From: Kat Marshall

Sent: Monday, March 03, 2014 4:57 PM

To: Rovers Cricket Club

Subject: RE: Traralgon Outdoor Recreation Plan

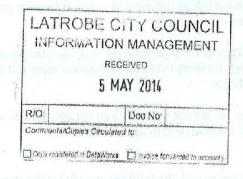
Hi David,

TRARALGON TARGET RIFLE

P.O.Box 5 TRARALGON 3844

April 28, 2014

Miss K. Marshall Latrobe City P.O.Box 264 Morwell 3840



Re Eric Taylor Reserve Draft Master Plan.

Sports Infrastructure:

- 1: <u>Upgrade of Buildings</u>; We would welcome an upgrade to the toilet facilities to make them more disabled friendly with a possibility of internal access.
- 2: Resurfacing of tennis courts; No objections.
- 3: <u>Tennis court fencing</u>: The fencing needs to be replaced, but we have some concerns over the closeness of the fence to our range as it may provide a stepping stone to enable access to the range.

Community Recreation:

- 4: Spectatator seating/shelter; Would be of benefit to all users of the facility.
- 5: <u>Car Park security</u>: Security lighting is a must as at the moment there is only one light at the entrance in Shakespeare St that lights the front of the Building.
- 6: Reserve Entry Signage; Any signage to include "Traralgon Target Rifle".
- 7: Realigning Pathways; The realignment of the pathway along Shakespeare St would provide greater safety for pedestrians.

Traffic Management:

- 8: Resurface and Formalize Car park; The resurfacing of the car park is a necessity. The formalization of the car park should take into account at least 2 disabled car parks next to the entry door at the clubrooms. The cark park would need to cater for at least 24 spaces. On some nights due to a Gippsland wide competition we have 30 plus cars
- 9: Existing pathways; We are happy with the existing pathways.
- 10: <u>Landscaping</u>; Landscaping to the site would improve the ascetics of the area, as long as it does not impact on the visibility from the road.

Other Issues:

11: Security: This is a BIG issue with this club. We have had several break ins over the years

not only into the club rooms but into the range itself. Police reports say we are in a bad area for break ins and vandals. Many times we have had to clean up rubbish that has been left by persons unknown.

- 12: <u>Power</u>: The Traralgon Target Rifle currently pay the cost of power to the club rooms, so while we are happy for users to use the club rooms there will need to be some thought given to sharing costs in future.
- 13: <u>Outside entry</u>: We are not opposed to an outside entry being put in the east wall facing the tennis courts, but it would need to be vandal proof.

Summary:

We are generally happy with the facilities provided at the present and supported by the Latrobe City where necessary.

Yours

Michael J Thompson

Secretary

Traralgon Target Rifle Ph: 0351745960 Mob: 0428582045

Email: m28cornach50@yahoo.com.au

Karen Tsebelis

From:

Ross & Carmel Smith

Sent:

Thursday, 3 April 2014 5:25 PM

To:

Kat Marshall

Subject:

Re: Eric Taylor Reserve Draft Master Plans

Proud of you Kat

You have ticked all the boxes

As a club we don't have urgent major concerns.

Thanks

Regards Ross

From: Kat Marshall

Sent: Thursday, April 03, 2014 1:32 PM

To: Ross & Carmel Smith

Cc

; Mike Thompson

Subject: RE: Eric Taylor Reserve Draft Master Plans

Also, I forgot to include that I checked up on the access concerns about the blocks next to the reserve and they will share a common driveway on the other side of the property, not access through the reserve.

Kat Marshall

Recreation & Open Space Development Officer **Latrobe City Council**

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

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

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



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Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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



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

From: Ross & Carmel Smith [mailto:ross-smith2@bigpond.com]

Sent: Thursday, 3 April 2014 11:27 AM

To: Kat Marshall

Cc: frankabf@bigpond.com; Mike Thompson

Subject: Re: Eric Taylor Reserve Draft Master Plans

Thanks for the copy of the minutes and the Draft Master Plan.

Mike Thompson as Secretary will send a response on behalf of the club.

I spoke with Mike yesterday afternoon before I opened your envelope and have now had time to look in some detail at the Eric Taylor Draft Master Plan and comment as follows

Item 1 Proposed Trees Tree at the front near the blue 7 is not required as it blocks exposure to the club house.

Item 2 Signage to include Traralgon Target Rifle.

Recommendations Sport Infrastructure

Item 1 Toilet upgrade needs to be discussed further if it is to happen. We would welcome a new public toilet along the shooting range wall where the grey meets the broken white path. Ideally the current toilets be abandoned and used as office with internal access. or have internal toilet access now for the benefit of all user groups.

Community Recreation.

Picnic Area.

Item 4 While this may be ideal it would be best located as an attachment to the main building on the east side of he building. I see this as being beneficial to all user groups

Traffic Management.

Proposed 13 spaces for cars is impracticable. How can Target Rifle Traralgon fit 23 cars into 13 car spaces. On some nights we have up to 30 cars My observation is that the tennis club would have a similar issues. It would appear that no thought has been given to how owners of the blocks currently for sale will access their properties.

Mike will address disability car parking in his response. This needs to be just near the front door .WE have a requirement for 1 space each Wednesday night and at times two spaces. Possibly not an issue for the tennis players.

Cutting down on current car spaces is impractical

The biggest problem with access to the car park is turning right into the car park and exit from the car park onto Shakespeare St. One needs to be patient

Reserve Management.

Lighting costs would need to be paid for by the user group. Target Rifle Traralgon currently pays the power account.

Items from the meeting 26th March

We are Target Rifle Traralgon not Traralgon Small Bore Rifle club.

Security

This is a BIG issue with the club. We have had several break ins over the years not only to the club house but the range itself. Police report to us that we are in a bad area for vandals and thugs. We echo those comments with the number of attempted break ins and general rubbish left out side by unknown persons

Air conditioning in the club house

This maybe on a wish list. As mentioned before TRT pays the power account. We are happy for other user groups to make a cup of coffee or cook up a toasty.

We do not oppose Air Con but again user pays

Other

There was also the matter of putting in a side door on the eastern wall . We are not opposed to this either however this would need to be Vandal proof. See comments to item 4

Summary

We are generally happy with our shooting range facility provided and supported as necessary by Latrobe City.

Any constructive changes to the shared facilities are always welcome.

These comments have not been discussed with Mike or Frank but align generally with their comments

Regards Ross Smith

From: Kat Marshall

Sent: Friday, March 28, 2014 10:06 AM

To: Ross & Carmel Smith

Subject: RE: Eric Taylor Reserve Draft Master Plans

Hi Ross.

Just letting you know that there's a copy of the master plan in the post now with a copy of the minutes from Wednesday's meeting.

Feel free to give me a call if there's anything you wish to discuss

Regards,

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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

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



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

Eric Taylor Reserve - Pax Hill Tennis Club

Submission in relation to the Recommendations of the Traralgon Outdoor Recreation Plan

- Upgrade existing building amenities with priority given to toilet facilities. Toilet facility upgrades to consider public access to informal use of the courts and/or surrounding pathways
 - This is supported. Pax Hill Tennis Club uses this facility for competition on Saturday mornings during tennis season.
- 2. Resurface tennis courts to allow for continued provision for overflow tennis competition activities and multi-purpose social use.
 - This is supported. Pax Hill Tennis Club uses these courts for competition on Saturday mornings during tennis season.
- 3. Upgrade tennis court fencing and netting
 - This needs to be of higher priority than the upgrade of the surface.
- 4. Provide spectator/community seating and shelter surrounding tennis court facilities
 - This is supported, but consider it to be of a lesser priority than the fencing and the court surface
 - The allocated seating indicated on the plan is not sufficient.
 - It would be great if the seats have a shade roof to keep the sun off.
 - It would be good to have some seating closer to the clubhouse for players that are supporting their team mates.
- 5. Improve Reserve car park security and enhance profile of site through installation of security lighting
 - This does not impact on the tennis club as Pax Hill uses it during day light hours.
- 6. Provide Reserve entry signage to promote facility and public use opportunities
 - This is a good idea. It needs to include that the Pax Hill Tennis Club use the courts from 8:15am –
 12:15 pm on a Saturday morning during tennis season (October April)
- 7. Realign pathway along Shakespeare Street to improve safety and provide additional pathways within the reserve to improve access.
 - The club supports this.
- 8. Resurface and formalize car park
 - This is supported, but consider it to be of a lesser priority than the fencing and court surface.
 - It would be a good idea to allow parking closer to the courts so grandparents or mothers with babies can watch the tennis from the car.
- 9. Retain existing pathway networks.
 - Agree

- 10. Improve Reserve entry statement through landscaping
 - Agree
- 11. Encourage both formal and informal use of tennis court facilities. Through lighting of public tennis courts, promote community evening usage of facilities with local community to increase site usage during off-peak tennis club allocation times.
 - Pax Hill Tennis Club supports this.

From:

Adam Feiner

Sent:

Wednesday, 30 April 2014 1:18 PM

To:

Kat Marshall; Karen Tsebelis

Cc: Subject: Adam Cheyne; Chris Saliba; Ken Jacobs

RE: Hotshot Tennis - Eric Taylor Reserve - Traralgon Outdoor Recreation Plan Review

Hi Kat and Karen,

Great to hear your excitement for Hot Shots mini courts, they are perfect for small community tennis facilities like Maskrey and Eric Taylor Reserves as they are great attractions for families for structure and unstructured play.

More information and a guide can be found at: http://www.tennis.com.au/learn/courts-and-surfaces/mlc-tennis-hot-shots-courts-and-kid-zones

I have met with the coach and President this month at Pax Hill and spoke about the master plans of both reserves linked to the club. They have submitted feedback which you should have and I certainly agree with their thoughts and I hope they are strongly considered by council. The club has also received an attractive quote for a very affordable resurface there.

From a Tennis Victoria point of view, we really feel that Pax Hill TC are generating strong participation and membership from a small venue. Their venue is attractive to families and more social, casual tennis participation as opposed to the large Traralgon Regional Tennis Centre. Essentially, they complement each other rather than competing, especially in a growth area of town.

The Maskrey Reserve is the key site for the club and the Eric Taylor Reserve is an overflow venue for competition play generally on Saturdays during summer.

Therefore, I feel a set of at least 3 Hot Shots mini courts should be added to the Maskrey Reserve masterplan adjoining the multipurpose courts in the vacant parkland there and would have use for social play, coaching and even beginner junior competition. This would really compliment the reserve as a strong family- friendly location with good sports and tennis facilities, pleasant park space and playground along with clubhouse and amenities.

The resurfacing of the courts, improved fencing, entrance signage and clubhouse amenities are all high and immediate priorities for the shire in our opinion. The club is doing everything right running a strong club and generating good community participation, but their current facilities are bordering on unsafe and also unattractive to play on for the community and members.

If high priority works were completed shortly on the reserve, this site could feature the first Hot Shots mini courts in Gippsland which would be exciting. I have no doubt there would be greater utilisation of the reserve and courts, as well as increasing tennis participation and viability of the club for the future.

The club and Tennis Victoria see the Eric Taylor reserve as less of a priority given its limited use for tennis and the tennis site seems to attract less community usage than Maskrey Reserve. However, it would probably be a more attractive tennis facility with one full size court complimented by 2-3 Hot Shots mini courts. The council may also consider adding the multisport element to make it a small sports hub with adding a basketball ring and small soccer net for example. Given the current and potentially membership growth of Pax Hill TC there is certainly a need to keep this facility operational to support club activities but also engage more active participation at the reserve through casual use.

Adam Cheyne is providing final feedback on behalf of both Tennis Vic and Tennis Australia on the Traralgon Regional Tennis Facility's masterplan, most of which we agreed upon and noted at our recent meeting.

Are you able to give us an indication whether Maskerey Reserve/Pax Hill TC and Moe TC redevelopment projects will be considered in upcoming council budgets and CFFP submissions from the shire to state government?

Cheers Adam From: Kat Marshall [mailto:Kat.Marshall@latrobe.vic.gov.au]

Sent: Wednesday, 30 April 2014 10:26 AM

To: Adam Cheyne; Adam Feiner

Cc: Karen Tsebelis

Subject: Hotshot Tennis - Eric Taylor Reserve - Traralgon Outdoor Recreation Plan Review

Hi Adam,

Karen and myself have just read through your article in the Parks and Leisure magazine about Hotshots and think it may be worthwhile incorporating them into the Eric Taylor Reserve master plan as well, which is the community tennis court facility in Traralgon. I know that we've already earmarked Traralgon Tennis to incorporate this, do you think it would be worthwhile? Is this something that Tennis Australia would support?

Regards,

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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

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TRARALGON CITY SOCCER CLUB

Davidson Street, Traralgon
Founded 1968 - Affiliated with Gippsland Soccer League Inc.
ABN 55103385723 – Incorporation No A0013341S
PO Box 56, Traralgon 3844
Ph: (03)51745256 Email: WVanDerStaay@agl.com.au



Kat Marshall

2nd May 2014

Recreation & Open Space Development Officer Latrobe City Council PO Box 264 Traralgon, VIC 3840

Dear Kat,

RE: Harold Preston Park Mater Plan Review

I would firstly like to thank yourself, Karen, Latrobe City and Inside Edge for inviting and involving the Harold Preston Park User Group (Traralgon City Soccer Club, Traralgon Table Tennis Association, Traralgon Little Athletics Centre & Traralgon Olympians Soccer Club) in the development and review of the DRAFT Master Plan for the reserve.

The User group is excited about the development thus far of the DRAFT master plan and looks forward to continually working with Latrobe City to deliver the projects listed. The precinct has seen a considerable growth in use over recent years, with the Traralgon City Soccer Club alone seeing a 6% increase in members in 2014 up to 265 members. This along with it brings additional family members that come and spectate and support the players. A large influx of female players has been the major contributor with female numbers increasing from 16 in 2013 to 54 in 2014.

The upcoming World Cup this year will most likely coincide with another influx of players into the sport as has been the case in previous World Cup years. We are hopeful we can produce a facility that the community will be proud of, and that will continually attract more members to participate in their chosen sport or physical activity.

As requested we have reviewed the DRAFT Master Plan presented to us at the Latrobe City Offices on Tuesday the 25th of March, and would like to advise that in principal we agree with all of the projects that have been listed, with some minor alterations and changes to be considered.

We would like to submit the following responses for consideration:

- The priority of the car park surrounding the Traralgon City Soccer Club and Table Tennis
 Association to be raised to "High", and consideration to be given to have the both projects
 undertaken together. It is believed that the OH&S aspects of the car park are a considerable
 concern and that by undertaking the projects together considerable cost savings can be
 realised and the aesthetics of the area improved.
- Any car parking that is upgraded on the reserve is to include the installation of safety/security lighting for night time access (there is no mention of this in any of the projects).

- The carp park proposed for the Eastern end of the reserve (entry onto Latrobe Crescent) to have the entry/exit relocated to Davidson St as there is considerable danger in entering/exiting onto Latrobe Crescent which has very sharp bends and limited vision.
- Location and design of the proposed new club rooms/change rooms to be discussed and negotiated with the User Group when the design stage is reached, to address all requirements (under cover viewing of pitches, access to little athletics track/facilities, canteen facilities, social room etc)
- Discussions to be held around the potential future design and layout of the pitches and little
 athletics track when the design stage of the civil works is reached. (this may impact on the
 location and type of facilities built)
- An additional project is added for an additional entry into the Traralgon Table Tennis
 Association to be constructed. This will provide an alternate access and improve
 manoeuvrability and safety within the facility.
- Clarification on the soccer pitch numbering to understand if the pitch numbers relate to the
 priority that will be given in the maintenance program that is going to be developed for them.
 If the numbers do relate to the priorities we would like to discuss them and have them reorganised based upon usage of each ground to ensure the maintenance program is the
 most effective.
- Trees that have been proposed for between the pitches to be removed or re-considered, however leaving the trees around the boundary of the reserve.
- Consideration be given to the works that may be undertaken in Project #17 Improve
 Aesthetics Appeal of Reserve. (It was thought that depending on the funding that may be
 obtained for this project, the money may be more beneficial being spent on things such as
 additional seating, permanent bins or on some of the larger projects in the plan).

If you would like to discuss these points further or need clarification the Harold Preston Park User group would warmly invite you to one of our meetings. In addition you can contact me on 0427 362 860.

I would again like to thank Latrobe City for inviting and involving all users of Harold Preston Park to be part of this process and we look forward to working with you to make this plan become a reality.

Kind Regards

Simon Aquilina

From:

Paula & Warwick Landy

Sent:

Thursday, 1 May 2014 5:07 PM

To:

Kat Marshall

Subject:

RE: Traralgon Outdoor Recreation Plan

Kat,

Thanks for the update. I was included in a meeting with Simon Aquilina from Traralgon City Soccer Club. I support the proposal that they are putting forward. Can I just stress the importance and priority of all the user groups for better entry and exit of the site from Davidson Street and also increasing of car parking space.

Please feel free to visit the park on Tuesday or Thursday evening between 4:30 and 6:30 pm and take a first hand look at what I consider to be a serious health and safety issue to the general public when entering and exiting the facility and when performing U turns in the carpark to enter.

Thankyou for your consideration.

Warwick Landy

Traralgon Table Tennis/ Traralgon City Soccer Club.

From: Kat Marshall [mailto:Kat.Marshall@latrobe.vic.gov.au]

Sent: Thursday, 1 May 2014 11:43 AM

To: Traralgon Table Tennis

Subject: RE: Traralgon Outdoor Recreation Plan

Hi Warwick,

Just a quick reminder to let you know that submissions for the Harold Preston draft master plan need to be in by COB tomorrow.

Regards,

Kat Marshall

Recreation & Open Space Development Officer
Latrobe City Council

mailto: Kat.Marshall@latrobe.vic.gov.au Direct: 5128 5409 Mob: 0448 371 103

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

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



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

From: Kat Marshall

Sent: Monday, 3 March 2014 4:55 PM

To: Traralgon Table Tennis

Subject: RE: Traralgon Outdoor Recreation Plan

Hi Warwick,

Just letting you know that the below dates have been moved a week back.

The time set aside is now Tuesday 25th – Friday 28th. The same times and venue apply. Please contact me if you wish to make an appointment.

Regards,

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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

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



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From: Kat Marshall

Sent: Thursday, 30 January 2014 4:01 PM

To: Traralgon Table Tennis

Subject: Traralgon Outdoor Recreation Plan

Hi Warwick,

I'm just letting you know that we are expecting draft plans to come in soon for the Traralgon Outdoor Rec Plan and we have set aside **Tuesday 18- Friday 21 March**, **9am-5pm** to gather feedback from stakeholders.

You both represented the Traralgon Table Tennis Club at the workshop held at the Kay St Service Centre on 23/10/2013, from there, our consultants collated the feedback received from various groups and have put this into a concept plan.

If you would like to do see the plan and provide more feedback, please email me or give me a call and we can set aside some time.

Thanks,

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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

Clinton Savage; Derek

- * Extra storage needs to be considered with Traralgon Olympians Pavillion extension design if storage shed is not included in plans.
- *Artificial Turf for both pitch $1\ \&\ 5$, will reduce overall surface maintenance $\&\ costs$ over long term $\&\ allow\ greater$ seasonal use of grounds.
- *Match standard lighting for pitch 2
- *Spectator seating around all pitches(as well as covered areas)
- *Security lighting for carparks & pavillion surrounds(possibly solar with power backup)
- *Safety/barrier nets along Franklin St "pitch 2" for accident & damage prevention to passing traffic.
- *Pitch 1 & 2 Irrigation & drainage to cope with severe flooding due to being in a flood zone area .

If you have already sent letter please reply asap & I will forward.

Regards

Emy Panayiotou Tgon Olympians SC 5174 3695 0403 317736

From: Simon Aquilina

Sent: Tuesday, 29 April 2014 10:54 AM

To: Amanda Whitmore; Anton Fullerton; Bill Vanderstay (Walton; Emy Panayiotou; Howard Mildenhall; Steve Anderson **Subject:** Response to Latrobe City on DRAFT Master Plan

Importance: High

For those of you that have had an input and have provided feedback on the DRAFT Master Plan thank you. I have DRAFTED a response to Latrobe City which I have attached. Please provide me feedback by COB on Thursday as I need to deliver this to Latrobe City by no later than COB on Friday 2nd May.

I hope this is reflective of our discussions we have had and covers our concerns and requirements.

Kind regards

Simon

Simon Aquilina

Manager Wastewater Treatment

Gippsland Water

PO BOX 348 Traralgon Vic 3844

From:

Karen Tsebelis

Sent:

Monday, 5 May 2014 3:16 PM

To:

Anton Fullerton Kat Marshall

Cc: Subject:

RE: Draft Master Plan for Traralgon Outdoor Recreation

Hi Anton

Thank you for your considered submission.

We will use your feedback to help finalise the draft master plan for Harold Preston Reserve in Traralgon.

We are now finalising the draft master plan for the Review of the Traralgon Outdoor Recreation Plan. Once this has been completed a report presenting the final master plan will be presented to Council in late June 2014.

I will advise you of the date of the Council meeting when this has been confirmed, so that you have an opportunity to speak/present to the Council in relation to your submission.

Kind regards

Karen Tsebelis

Coordinator Recreation & Open Space Latrobe City Council

mailto: Karen.Tsebelis@latrobe.vic.gov.au Direct: (03) 5128 5483 Fax: (03) 5128 5427

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



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

From: Anton Fullerton

Sent: Monday, 5 May 2014 2:56 PM

To: Karen Tsebelis

Subject: re: Draft Master Plan for Traralgon Outdoor Recreation

Hi Karen.

I have just been reviewing the 'Harold Preston Reserve Master Plan' on behalf of Traralgon Table Tennis Association and I would like to add a late submission which I feel is an immediate and important inclusion. The Traralgon Table Tennis Stadium is located within the Harold Preston Reserve.

We have been having some concerns over the timber flooring we use in the stadium. Every two years our committee sands and lacquers the floor which is a big job taking several days plus drying time. We consult with experts to make certain we use the best materials and techniques. Despite this, we are still finding that depending

on weather and humidity, the floors become slippery or sticky. Our cleaner has consulted widely trying to find solutions to no avail.

As you know, our club caters to players of all ages - from Under 9s to Octagenarians. The KeenAgers (mostly retirees) play two mornings a week. We are having more accidents reported from slipping and are now aware that most Table Tennis Centres are in the process of changing to specialised 'non-slip' PVC based flooring which provides a safer and more comfortable playing experience especially for the aged. We believe in providing an opportunity for seniors in the region to play an affordable sporting alternative and do our best as a committee to assist in this however we can.

For this reason I ask that this item of flooring be considered as a high priority and included in the Latrobe Shire's Draft Master Plan for Outdoor Recreation in Traralgon so that we may move our sport to a more safe environment for all Juniors, Seniors, Veteran and Keenager players and visitors to the Stadium.

Anton Fullerton (President) Traralgon Table Tennis Association

Turi Karen Tseboris

From:

Josh Graham

Sent:

Friday, 2 May 2014 11:23 AM

To: Subject: Kat Marshall RE: Kevin Lythgo

Attachments:

Warning Track example.jpg

Follow Up Flag: Flag Status:

Follow up Flagged

Hey Kat,

Thank you for the opportunity to submit feedback

Overall our club members are happy with the plan and how it looks for the future of the reserve. The club is keen to continue to work with Latrobe City Council on delivering upgrades to the facility as there is an obvious benefit to both parties working together to achieve shared outcomes.

We've spoken about the plan at training for several weeks and I have several re-occurring themes from these discussions with various members of the club.

These themes are;

- A small wording change on point 3 it should be fencing along "dead ball lines" not "foul lines" as the foul lines and the area past them are still considered part of the playing surface
- The establishment of the "shared pathway" has been identified as concrete this is not a solution for Southern length of the project as that places concrete on the playing surface, a Clay / Scoria based surface similar to that of the infield cut-outs is more appropriate, it would also be preferred that this pathway be extended around the complete outfield wall to create the warning track. the idea for the shared pathway was to create a warning track (indication to the field that they are approaching the outfield fence, I've attached an image of an example)
- The trees that are adjacent to the Southern length of the pathway are also on the playing surface, again this is not appropriate, as it would reduce the playing surface
- Points 8 & 14 may need to be considered, given the sharp angle of the embankment there maybe little landscaping that can occur, cut in landings maybe a more feasible option for delivering improved viewing opportunities as well as reducing the water run-off on to the surface which at times creates issues with the playing surface.
- Reconsider point 12, the additional trees in the car-park is less important as maximising the number of car-parking spaces, the re-surfacing is fantastic and the formalisation of the carparking on Gathercole Drive is ok (this area is less than ideal for parking as a considerable number of foul balls will end up on Gathercole Drive during from both training and competition.

I'm happy to catch up and discuss or explain more our position on these matters should I have been unclear on anything.

Cheers

Josh Graham

Traralgon Baseball Club

From: Kat Marshall

Sent: Thursday, 1 May 2014 11:46

To: Josh Graham

Subject: RE: Kevin Lythgo

Hi Josh,

Tomorrow is the last day for submissions to come in. If you could get yours through that'd be good. (Realistically I can probably give you until Tuesday if that helps)

Thanks

Kat Marshall

Recreation & Open Space Development Officer Latrobe City Council

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

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



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

From: Josh Graham

Sent: Wednesday, 9 April 2014 2:28 PM

To: Kat Marshall

Subject: RE: Kevin Lythgo

Hey Kat, and no dels and could add to algree another and of Importor and

Just letting you know that I've had a look at the master plan and think its pretty good.

I've got a few suggestions which I will forward through but before I do I was going to take copies to training and let the other members of the club provide their feedback as well and then submit it all together.

Cheers

josh.graham@latrobe.vic.gov.au Direct: (03) 5120 3802 Mobile: 0400 907 728 Fax: (03) 5120 3887

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





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

Maskrey Reserve - Pax Hill Tennis Club

Submission in relation to the Recommendations of the Traralgon Outdoor Recreation Plan

The club began around 1961 and still has many of the original facilities (court surface, toilets and fences). We currently cater for players from the age of 4 through to 83 having about 65 playing members (and many more players and community members that use the courts on a regular basis) and feel that this would increase if we had improved facilities to offer to our members and the local community. Pax Hill Tennis club operates many Tennis Australia programs – Seniors Program, MLC Tennis Hotshots, ACE Program (programs for disabled children) and Mum's Tennis Program. The upgrade of the tennis court surface is of the utmost importance so that we can continue to offer these programs for the community.

1. Upgrade existing clubhouse with accessible toilets and amenities.

- This is definitely needed. The current toilets are over 50 years old.
- · They do not cater for disabled access.
- They do not contain a sink for washing your hands (hands are washed in the sink in the clubhouse)
- They are open to the outdoors so dust, dirt and leaves regularly blow into the toilets.

Upgrade surface, drainage and line marking to all tennis courts. Consider multi-purpose line marking to increase court usage opportunities.

- This needs to be of the highest priority and needs to be done very, very soon (within the next 12 months). The court base has held up very well, but the surface of some of the courts is the original 50 year old court surface. We have included a quote for the resurface of the courts and have spoken with a number of clubs that have used the company.
- · The club supports multi-use court suggestions.

3. Replace existing tennis court fencing and netting

 Some of the fencing and netting is over 50 years old. It needs to be replaced when the courts are resurfaced (or before). Some of the fencing is currently held up by wood supports.

4. Provide lighting to northern tennis courts opposite clubhouse (Pax Hill Tennis courts)

- This is definitely supported as it would increase the hours of use of the tennis courts during nondaylight savings period).
- This would also increase the opportunity for community use and night competition play.
- The club suggests that the lighting be placed on the southern (community courts) with a 'pay as
 you go' lighting system in place to also enable the multi-use courts to be used after daylight
 hours.

5. Upgrade existing playspace. Ensure playspace is accessible and within sight lines of tennis court facilities.

- This is supported by the club as it enables parents to play tennis while the kids play on the swings
- Although we don't consider the upgrade to be of equal priority (medium) to points 2, 3 and 4.

6. New seating/picnic area in open space surrounding playground.

- This is supported by the club as it further develops Maskrey reserve as a community area.
- Although we don't consider the upgrade to be of equal priority (medium) to points 2, 3 and 4.

7. Provide spectator seating surrounding courts

- This is supported, but the allocated 2 seats indicated on the plan is not sufficient.
- It would be great if the seats have a shade roof to keep the sun off.

8. Establish a formal pathway network throughout the reserve.

- The club supports the establishment of a pathway, but has concerns about where it is located on the plan.
- The path at the southern end goes up quite a steep incline, which is not practical.
- The location of some of the path has a drastic affect on the amount of parking that would be available.
- The path doesn't allow for the path currently travelled by passers-by, ie many people walk from Chenhall Crescent, past the courts and then turn at the kindergarten corner to go to the shops (a path should be placed along the kindergarten fence).
- The path that enters the park from the eastern side and goes to the picnic area is not necessary
 as it would rarely be used and more importantly takes away land for ball sports, etc.

9. Provide lighting surrounding clubhouse and car park to improve security

- This is supported by the club
- Although we don't consider the upgrade to be of equal priority (medium) to points 2, 3 and 4.

10. Provide Reserve entry signage

- This is supported by the club
- This should be done immediately as it is very difficult for visiting teams and new members to find the courts.

Resurface and formalize Reserve entry road and car park. Primary parking will remain in Barker's Crescent. & Extend existing car park west to increase Reserve car parking capacity.

- The club has issues with Barker's Crescent being the primary car parking as after school when many small children come to the club, the car park is busy due to kindergarten pick-up.
- It doesn't allow parents/grandparents to watch the children play tennis from their car (in cool
 weather, or if unable to walk the distance to the courts, there is nowhere to sit and watch the
 southern courts)
- The expanded carpark actually leads to less parking availability then is currently available to all
 users
- It also doesn't allow enough room for cars to turn around if a car enters the carpark and finds all spaces full.
- Increase tree planting to Eastern and Northern boundries to provide buffer and improve visual amenity.

- We have some concerns with the inclusion of so many trees in such close proximity to the court surface. We would want to be consulted with respect to the species and exact location of the trees
 - Tree roots are a major issue as they cause lifting and cracking of the courts (Inappropriate
 trees planted too close to the northern boundry in the past has caused considerable surface
 damage to the northern bank of courts and the tree next to the clubhouse is causing some
 lifting to the southern end of the northern bank of courts).
 - Trees that drop leaves are a major issue to the drainage, court surface and fences. Some trees drop leaves etc that make the court slippery, increase the dirt on the court surface making it slippery and requiring cleaning more regularly (a very time consuming process, 8-10 hours per court). If the leaves are large they get stuck at the base of the fence, as they can't blow through the links, therefore pushing the bottom links to curl up.
- 14. Encourage both formal and informal use of tennis court facilities. Through alternate line marking of public courts, promote multi-use of facilities with local community to increase site usage during off-peak tennis club allocation times.
 - We consider ourselves to be a Community Tennis Club. The Northern bank of courts is left open for free community use at all times. A number of community groups have made use of the courts and the clubhouse – local youth group, cricket club, primary and secondary schools
 - Discussions with Adam Feiner at Tennis Victoria include the possible addition of Hotshots courts

 specially designed courts for young players. A number of metro-clubs are adding these courts
 to encourage full family and community involvement
 - The club supports the concept of having multi-use courts.

PROUD SPONSERS OF SAPPA, SACCPA & SASPA

Pax HillTennis Club ATT: Sally Kirstine Main st

Traralgon Vict

Advanced Sporting Surfaces SA

PO Box 2353 Port Adelaide

SA 5015

March 31st 14

Ph: 0403282630

RE: RESTORATION AND UPGRADE OF HARD PLAY TENNIS AREA'S, ALL COATED WITH ENDORSED "LATEXITE" TENNIS ACRYLIC SYSTEM.

Dear Sally,

Further to our recent conversations and E-mails, please find work detail and quotation regarding the above as follows.

Brief report on existing facilities:

BASE: Asphaltic pavement weathered, stress cracks from tree root damage, and slight depressions. The pavement in its present state is suitable for an Acrylic Multi-sport system and also an installation of Multi-sport Synthetic Grass system on completion of base preparation as documented.

SCOPE OF WORKS:

BANK 1:

Hard stand Tennis sports area.

Area: 35.00m x 33.00m = 1155 m2 approximate.

Base: Stable, fair condition asphalt.

BANK 2:

Hard stand Tennis sports area.

Area: 36.00 m x 34.00 m = 1224 m2 approximate.

Base: Stable, fair condition asphalt.

Bank 1: (Approx 1155m2)

Work detail - Base preparation:

- Isolate and fill all depressions (birdbaths) exceeding 3mm in depth using Super Modifier sand and cement compound.
- "V" out all cracks exceeding 2mm in width and fill with "Flexible super M" waterproof, flexible crack filler.
- Scabble oil based lines that are breaking down surface with purpose built machine.
- Fill all bitumen seams and removed lines with "Super M"
- Tree root damage on outside of court and bitumen seams apply fibreglass system.
- Grind all repairs to achieve a level consistent with surrounding base.
- Remove all dirt, dust and foreign matter from base using mechanical blowers.
- Apply one (1) coat of Resurfacer to complete area.
- Grind and blow area.

On completion of above:

Work detail - Playing surface:

- Apply two (2) coats "LATEXITE" high performance acrylic, Tennis surface to two (2) Tennis courts.
- Apply sport line markings as selected. Two (2) coat system. A consignation will trope gligged 2 x Tennis

BANK 1:ALL THE ABOVE FOR THE SUM OF

Sub total: \$18,480.00

CULOSCOLE HEIOT due GST:

\$ 1,848.00 HOLEWORK THE STAKES

Total:

\$20,328.00

Suggested sports and colors

Tennis x 2 Outsides Deep green

White line system

Terracotta/Forrest green

Or colors of choice

Bank 2: (Approx 1224m2)

Work detail - Base preparation:

- Isolate and fill all depressions (birdbaths) exceeding 3mm in depth using Super Modifier sand and cement compound.
- "V" out all cracks exceeding 2mm in width and fill with "Flexible super M" waterproof, flexible crack filler.
- Scabble oil based lines that are breaking down surface with purpose built machine.
- Fill all bitumen seams and removed lines with "Super M" and the seams and removed lines with "Super M" and the seams and removed lines with "Super M" and the seams and removed lines with "Super M" and the seams and removed lines with "Super M" and the seams and removed lines with "Super M" and the seams and removed lines with "Super M" and the seams and removed lines with "Super M" and the seams and removed lines with "Super M" and the seams and removed lines with "Super M" and the seams and removed lines with "Super M" and the seams and removed lines with "Super M" and the seams and removed lines with "Super M" and the seams and removed lines with "Super M" and the seams and removed lines with "Super M" and the seams and removed lines with "Super M" and the seams and the sea
- Tree root damage on outside of court and bitumen seams apply fibreglass system.
- Grind all repairs to achieve a level consistent with surrounding base.
- Remove all dirt, dust and foreign matter from base using mechanical blowers.
- Apply one (1) coat of Resurfacer to complete area.
- Grind and blow area.

On completion of above:

Work detail - Playing surface:

- Apply two (2) coats "LATEXITE" high performance acrylic, Tennis surface to two (2) Tennis courts.
- Apply sport line markings as selected. Two (2) coat system. 2 x Tennis

BANK 2: THE ABOVE FOR THE SUM OF

Sub total: \$19,580.00

GST:

\$ 1,958.00

Total:

\$21,538.00

Suggested sports and colors

Tennis x 2

Deep green

White line system

Outsides Or colors of choice Terracotta/Forrest green

"LATEXITE" features:

- ITF endorsed Tennis surface
- All-weather surface.
- Substantially reduces sporting injuries generally experienced on conventional hard court surfaces.
- Provides durable, anti-slip finish requiring minimum maintenance.
- Meets RH & S responsibilities.
- Excellent UV resistance.
- Cost effective alternative replacing stressed or damaged asphalted pavement.

WARRANTY:

5 years free from manufacturing defects – manufacturers warranty.

3 years against faulty workmanship and or materials used.

LIFE EXPECTANCY:

8 - 10 years for normal activities.

WARRANTY EXCLUSION:

Crack repair, product and application to accepted industry standard as per manufacturer's recommendations and specifications.

No guarantee is offered or implied against existing and or new cracks reflecting through the surface. Subgrade movement experienced during seasonal changes and or expansion and contraction of pavement cannot be calculated and may be in excess of the systems capabilities.

Your area has minimal cracking on surface and pavement has been down for many years.

References projects recently completed:

Elizabeth North Primary Le-Fevre Peninsular Primary Elizabeth North Primary Flinders View Primary Cabra college Pennington Primary School Multisport "Playpave" Mansfield Park Primary School Marion Primary School Challa Gardens Primary School

Construction 2 x Synthetic Grass & Multi-sport Multi-sport "Playpave/ Synthetic
Multi-sport "Latexite"
Multi-sport "Latexite" Multi-sport "Fibreglass Playpave" offerd mark hours Riverland Christian College Multi-sport "Latexite"

North Haven Primary School Multisport "Playpave"

Pennington Primary School Multisport "Playpave"

Multisport "Cushioned acrylic Playpave" Indoor "Premier Court" Cushion
Basketball – Netball "Playpave"

Paradise Primary School Salisbury North West schools Rosary Primary School Bordertown Primary School Marce Aboriginal Cooper Pedy Area School Mildura Netball Bordertown Primary School Wirreanda High School Spalding Tennis Club Port Augusta Netball Marleston Netball Albury Netball Mt Barker Indoor cricket Trinity college indoor Sydney Boys Grammar Eranabella Area School East Marden Primary School Monash Netball Kenmore Park school Mount Gambier High school Sailsbury Downs primary Culcairn Netball Palinyewah Primary Walbundrie Netball Henty Netball Seaford Primary school Woodville Primary School Wandana Primary School Largs Bay Primary School Reynella High School Monash Tennis Club Elizabeth North Primary Loxton Primary School Brighton Primary school Our Lady of Visitation Christian Border College Parkside Primary School St Bridgits College St Johns College Glenunga International high Mt Gambier High School Grant High School Pennington Pre primary Ridley Grove Primary Gilles Plains Primary Eden Hills Primary Brighton Secondary school Henty Public school St Joseph's Primary

Netball "Fibreglass Playpave" Multi-sport "Playpave" Multi-sport "Synthetic" Multi-sport "Synthetic Multi-sport "Synthetic" Multi-sport "Synthetic" "Attack 2000" Playpave Multi-sport "Synthetic" "Multi-sport" Playpave Tennis Playpave "Attack 2000" Netball "Attack 2000" Netball "Attack 2000" Netball Synthetic Grass indoor Synthetic Grass indoor Tennis Playpave Multi-Sport "Synthetic" Multi-sport "Playpave" "Attack 2000" Playpave Multi-sport "Synthetic" Athletic tracks Multi-sport "Playpave" "Attack 2000" Netball Multi-sport "Synthetic" "Attack 2000" Cushioned Netball Playpave "Attack 2000" Playpave Multi-sport "Playpave" Multi-sport "Playpave" Multi-sport "Synthetic" Multi-sport "Playpave" "Synthetic" Multi-sport "Playpave" Multi-sport "Playpave" "Playpave" Tennis Construction 1 x extra Synthetic Multi-sport "Synthetic"multi-sport undercover area Multi-sport "Playpave" "Attack 2000" Multi-sport "Playpave Multi-sport "Playpave" Multi-sport "Attack 2000" Multi-sport "Attack 2000" Basketball/Netball "Playpave" Multi-sport "Playpave Multi-sport Fibreglass "Playpave" Multisport Fibreglass "Playpave" Multi-sport Cushioned Multi-sport "Playpave" system "Synthetic" Multi-sport
Multi-sport Synthetic grass Constuction 4 x Beach Volleyball Multi-sport Synthetic Constuction Multi-sport Acrylic

Iryrmple Netball club Brighton Secondary School William light School Wasleys Primary School Whitefriars Catholic college Fulham gardens Primary Prominent Hill Sporting Fac
Morphetvale West Primary St Joseph Norwood St Joseph Memorial school St Joseph Norwood Risdon Park Primary Solomontown Primary School John Pirie High School Canberra Netball Assoc St Bridgits Catholic Smoky Bay Netball Lock Area School St Patricks Catholic Georgetown Primary School Anguston Sporting Club Whyalla High School Pooncarrie Primary School Berri Primary School Salisbury Junior primary Iryrmple primary school Loveday Primary School Kyancutta Tennis/Netball Mypolonga Netball Wentworth Netball Lyndoch Sports Club St Josephs Renmark Windsor Vacational College Pinaroo Primary School
Donald Primary School Kyncutta Tennis/Netball Xavier College Paringa Park Primary Bainsdale Netball Stansbury Primary School Cobdogla Netball Club Bonnie Doon Netball Cleve Sporting Association Tabor Christian college Murraylands College May 2 House Hall A 100 Springton Tennis club and a horizontal mage-life M Donald Primary School Im // Minga-InluM A.1000 Salisbury High School | | | Salisbury High School | | Salisbury High S Star of the sea Whyalla High School Le-fevre Primary School

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Birdsville Tennis Club Yirara College Melville Island Rostrevor College Balaklava Sports centre St Columbas Yorketown West Beach Primary

St John's College Morphetvale Primary Hackham West Primary Port August High **Davenport Community**

Marree Community St Joseph's Norwood Gawler Primary school Arthurton Progess Assoc Riverton Netball/Tennis

Burra Netball/Tennis Griffith Netball CBC College CBC College

Peterborough Community courts

Orrorro Primary school Marrara Christian College

Groote Eylandt

Gove/Nhulanbuy School St Peters Girls school

Moomba, Jackson, Tirrawarra, Dillangi

"Playpave" Tennis system "Attack 2000" Multi-sport "Attack 2000" Basketball "Attack 2000" Acrylic "Attack 2000" Multi-sport

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Multi-sport Synthetic grass Rubber running track to oval

"Attack 2000" fibreglass Multi-sport

Multi-sport Synthetic grass

"Attack 2000" fibreglass Multi-sport

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Maintenance

Good housekeeping only, removing stones, sticks and general schoolyard debris using a backpack and or electric leaf blower.

Conditions

Access:

To be made available

Power and water:

To be made available by client for duration of works.

Duration of works: Insurances:

Area 1 should be 7 to 9 days weather permitting. Certificate of Currency will be submitted on request.

Site safety:

Temporary barrier (Bollards / Bunting) have been allowed for in this quotation if

necessary

Sales / Delivery:

Supervision on site: Mr. Ben Reshke Mr. Brett Arriola

Work schedule

Commencement of work: Yet to be determined.

Completion of works: Yet to be determined.

Should you wish to discuss this proposal further, please do not hesitate to contact the undersigned or visit our web page www.advancedsporting.com.au

Hoping the above meets with your approval and look forward to your further advice.

Yours faithfully,

Rrett Arrials

11 April 2014

Mr Grantley Switzer General Manager | Recreation & City Infrastructure Latrobe City Council PO Box 264, Morwell VIC 3840

Dear Grantley,



Tennis Australia Batman Avenue Victoria Australia Private Bag 6060 Richmond Victoria 3121 T +61 3 9914 4000 F +61 3 9650 2743 tennis.com.au

RE: Traralgon Tennis Centre - Draft Master Plan Response from Tennis Australia

Tennis Australia (TA) writes to Latrobe City Council in support of Council's Draft Master Plan for Traralgon Tennis Centre. Traralgon Tennis Centre is considered by TA as one of 75 key regional multi-purpose tennis centres around Australia which deliver key tennis programs, events and drive community participation in the sport. TA considers a future upgrade and development of the venue through the recommendations of the Master Plan as essential and will further grow the high level event capabilities the venue can offer, attracting elite level tennis players from all around the world to the region.

Over the past 18 months, TA and Tennis Victoria (TV) have been working in partnership with the Traralgon Tennis Association to develop a long term vision for the Traralgon Regional Tennis Centre. To assist with this vision TA have developed a concept plan outlining the centres future development potential, as already provided to Council.

The conceptual vision is based on strengthening the centre's event hosting capacity, whilst improving the overall venue, ensuring the township of Traralgon will continue to host leading national events into the future. The vision also incorporates a desire to maximise community access for different user groups utilising the precinct and creating a more sustainable year round operation at the facility. The believes the Draft Master Plan for this site achieves this vision and allows the facility to continue to grow, supporting not just tennis but the broader community.

In regards to the priority actions outlined within the master plan, the show court/event space is considered an immediate strategic priority for TA, TV and the Traralgon Tennis Association. This event space will allow the Traralgon Tennis Association to grow the capacity of their existing event and improve event delivery at the centre. A event space with capacity to act as a show court would potentially provide a mixture of permanent seating, along with dedicated space to accommodate temporary stands that could accommodate up to 3000 spectators (when required). It would also deliver a venue capable of hosting additional high level tennis events such as Regional Davis of Fed Cup ties, whilst also providing an opportunity to host a range of additional community activities such as moonlight cinema and outdoor theatre performances.

Due to the significant volume of community use and rising demand at the venue, it is proposed as part of a Phase 2 development that the internal layout of the clubhouse be redeveloped as per Council's recommendation for the site within the Draft Master Plan. This will include upgrading the structure for local community use and the Traralgon Tennis Association. A redevelopment of the function centre space would integrate with a future show court to optimise viewing and linkages, whilst creating a greater provision of community space for a range of user groups to access. A second level extension may also be appropriate for use as a function space, providing the Traralgon Tennis Association and Latrobe City Council with additional community spaces for the municipality to utilise.

Tennis Australia Limited ABN 61 006 281 125 TA supports the additional infrastructure improvements required to the facility, including renewed fencing, lighting and essential court upgrades, particularly as these works benefit the event hosting capability of the venue and the venue's capability to provide elite level training. TA strongly supports providing greater pedestrian and vehicular connectivity around the site and supports a pedestrian connection from Harold Preston Reserve, as the additional car parking on this site will aid event and function demands.

Finally, TA through its National Court Rebate Scheme is able to consider this project as a strategic priority and is committed to assisting with contributing to funding mix for this project, providing the best opportunity for the vision of the master plan to be achieved. Subject to the final project scope and the project meeting eligibility criteria under the National Court Rebate Scheme, this contribution could be in the region of \$100,000.

Overall TA strongly supports the Draft Master Plan for the Traralgon Tennis Centre and views the potential show court and clubhouse redevelopment in Traralgon as a strategic priority for the venue, particularly as this proposal will significantly improve the capacity of the facility and help grow tennis in the Latrobe Valley and Gippsland region.

If you have any questions regarding this submission please feel free to contact me on 9914 4091.

Yours Sincerely,

Maunsell

Paul Cammack
Manager Redevelopment & Places to Play
Tennis Australia



Minutes

a new energy	Millutes
Date: 26 MARCH 2014 TRARALGON	TENNIS
Time: 10am	
Adam Finer, Graham Charlton, Jessica Liey	re, Paul Cammaci d
 Clubhouse extensions strongly supported by a a strong focus on creating a community Space can be used for formal events for si sports club 	ill, with I event space
· Event space to house multi purpose events major event attraction	-potential for
 Plexi cushion surface would be ideal for & could be used for Loy Yang event etc. 	event space
 Will open up potential for bidding on bigge Lighting upgrades to 2nd, 3rd & 4th bank of as a priority before 4 Davidson St. cov 	should come
 Shade does let courts down - various location Vehicle access to clubhouse needs to cate access, dis, catering etc. prioritise over car particular descriptions. 	ns require it. er for disability
 Support for the skate park to be relocate location. 	ed to a safes
 Tennis Australia Concept plan very similar - master plan concept. 	***
 Need to consider the life span of asph Include fencing as a recommendation, wi 	alt. th inclusion of
flag infraskucible.	



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

From: 9

Sent: Monday, 7 April 2014 9:07 PM

To: Kristie West

Subject: Rec Plans Submitted

Which plan/s are

you submitting

Traralgon Outdoor Recreation master plan

feedback on

First Name

Surname

Please withhold my name from public documents such as Council reports

Street

Town

Post Code

Email Address

Phone Number

My submission is

In relation to the Traralgon West Sporting plan - great work, love the intentions to clean

up and make great use of such a fabulous city asset! As a young family, our only concern is the placement of the playground being so far from a road or lighting, and a

potential target for late night vandals.

Upload...

No file attached

From:

Adam Lambert

Sent:

Wednesday, 16 April 2014 3:09 PM Karen Tsebelis

To:

Subject:

Master Plan - Traralgon West Sporting Complex

Hi Karen,

I have reviewed the master plan (forwarded by Paul Van Iwaarden) and I believe that the various components are practical, will benefit local sporting clubs and provide improved amenity for the local community.

Please keep me informed of future developments with the master plan.

Regards,

Adam Lambert

President West End JFC

From:

NGFNL

Sent:

Wednesday, 30 April 2014 9:51 PM

To:

Karen Tsebelis

Subject:

Traralgon West Sporting Complex Draft Development Plan

Hi Karen

On behalf of the T&DJFL I want to give you feedback on the draft plan for the complex

It goes without saying that we are fully supportive of any developments that are to the benefit of our clubs, their players and supporters

Many of the development items you have listed are certainly on our wish list but perhaps in at a different priority level than you have indicated on the draft plan. Our priorities would be as follows:-

High - Completion of the second story of the Central Pavilion – would provide users endless benefits and the Junior League a Multipurpose facility

High – Resurfacing of JC1 particularly drainage work along what is the North side fence line. We now play 3 matches of U10 football on JC1 and it is in use from 10am to about 3pm. Our most popular grade and well supported by families. The drain along that fence line fills with water and gets muddy and smells. It is our only U10 ground and a better drain system is a must

High — Provision of permanent seating and/or temporary grand stands at JC1 & JC2. There is nothing for spectators at the moment and we see a number of older people now supporting their grand kids and I have been told by some that they will only go to a location like Duncan Cameron because it has seating.

High — Lighting suitable for Football training at Stoddart. With 8 grades of Football, umpires, and Superules training at the Complex, JC1 & JC2 are heavily used and lights on Stoddart would give users more flexibility

High — Car Parking — Better use of current spaces and the conversion of some grassed areas to overflow parking.

I would like to think that if money becomes available for development, we get a further opportunity to prioritise the spending on our specific list of High Priority items above.

Please feel free to contact me for any further information or clarification

Regards

Gordon Bayley T&DJFL President



Pauline Bayley
Operations Manager North Gippsland
AFL Gippsland
Morwell Recreation Reserve | Morwell | VIC 3840
PO Box 1987 | Traralgon | Victoria 3844
Ph: | Mob: 0407 862 881
Please consider the environment before printing this email

From:

Vanni ·

Sent:

Friday, 4 April 2014 7:59 PM

To: Subject: Karen Tsebelis Master Plan

Hi Karen,

Many thanks for your email in relation to the draft Master Plan for Stoddart oval and the West end complex.

The Combined Saints Junior Football club strongly supports Council proposed plan to pursue lighting at the Stoddart oval, Traralgon West Sporting complex.

There is significant use of the Stoddart oval during Football season for several junior clubs within our league. The proposed lights will give our club and others the ability to hold training predominantly in a daylight environment particularly mid season when daylight hours are reduced significantly.

Combined Saints Junior Football Club and other T&DJFL Clubs are dedicated to provide the best level of coaching in relation to skill development which is critical in a players junior years, and the ground lighting will certainly enhance the clubs coaches staffs ability to deliver the best training available.

We also support the improvements proposed in the plan at the West end Sporting complex.

I would appreciate if you could kindly acknowledge my submission by email.

Should you require further information, please contact

Kind Regards

Paul Van Iwaarden
PRESIDENT
COMBINED SAINTS JUNIOR FOOTBALL CLUB

From: Paul Van Iwaarden

Sent: Wednesday, April 2, 2014 4:53 PM

To:

Subject: FW: Master Plan

From: Karen Tsebelis [mailto:Karen.Tsebelis@latrobe.vic.gov.au]

Sent: Tuesday, 1 April 2014 1:35 PM

To: Paul Van Iwaarden Subject: RE: Master Plan

Hi Paul

Thanks for sending me a reminder email. I hadn't forgotten you, just been a little preoccupied!

Please find attached the draft master plan for Traralgon West Complex.

As discussed yesterday, submissions will close on 2 May 2014. In the meantime, please review the document and if you have any questions, please give me or Kat a call.

Karen

Karen Tsebelis

Fax: (03) 5128 5427

Coordinator Recreation & Open Space Latrobe City Council

mailto:%20Karen.Tsebelis@latrobe.vic.gov.au Direct: (03) 5128 5483

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



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

 $\textbf{From:} \ Paul \ Van \ Iwaarden \ \underline{[mailto:Paul.VanIwaarden@gippswater.com.au]}$

Sent: Tuesday, 1 April 2014 12:50 PM

To: Karen Tsebelis Subject: Master Plan

Hi Karen,

Thanks for updating me yesterday in relation to the proposed master Plan for Stoddart Oval and the Westend Complex. Not sure if you have tried to send me the plan, but I have not received to date?

I have enclosed my email for your reference.

Thanks

Paul

IMPORTANT: This email, including all attachments, is confidential. If you are not the intended recipient, you must not disclose, distribute, copy or use the information contained in this email or attachments. Any confidentiality or privilege is not waived or lost because this email has been sent to you in error. If you have received it in error, please let us know by reply email, delete it from your system and destroy any copies.

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From:

Sent:

Tuesday, 8 April 2014 5:26 PM Kristie West Rec Plans Submitted

To: Subject:

Which plan/s are you submitting feedback on Traralgon Outdoor Recreation master plan

First Name

Brenda

Surname

Street Town

Post Code

Email Address Phone Number

My submission is

Concern over outdoor spaces not having enough shade.

Upload...

No file attached

COMMUNITY LIVEABILITY

ORDINARY COUNCIL MEETING MINUTES 30 JUNE 2014 (CM441)

15. COMMUNITY LIVEABILITY

Nil reports

PLANNING AND GOVERNANCE

ORDINARY COUNCIL MEETING MINUTES 30 JUNE 2014 (CM441)

16. PLANNING AND GOVERNANCE

16.1 REVIEW OF COMMUNITY ENGAGEMENT PLAN 2010/2014

General Manager

Planning and Governance

For Decision

PURPOSE

The purpose of this report is to present to Council the Review of the Community Engagement Plan 2010-2014.

DECLARATION OF INTEREST

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

STRATEGIC FRAMEWORK

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

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives - Our Community

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

Strategic Objectives – Advocacy and Partnerships

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

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 4: Advocacy for and consultation with our community

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

Strategic Direction

Review Council's Community Engagement Plan to ensure effective community consultation and engagement in all that we do.

Strategy & Plans

Community Engagement Plan 2010-2014

BACKGROUND

The purpose of this review is to assess community and employee perceptions of the effectiveness of Council's community engagement processes and activities since the introduction of the Community Engagement Plan (the Plan) in 2010. A copy of the review is attached as Appendix 1.

The review covers the period from October 2010 through to the present and includes:

- an overview of the governance process followed and acknowledgements;
- a summary of the requirements from the current plan;
- progress of the allocated actions;
- highlights and major achievements;
- results of the community and employee surveys (undertaken from October 2013 to December 2013) and comparison of this feedback with the community survey results undertaken in 2009 (used to inform the current plan);
- relevant sections from the State-wide Local Government Services Report, including the Community Satisfaction Survey 2014; and
- conclusions drawn on Council's performance in implementing the Plan.

This review document is the first component of a two-stage process. The first stage, the review document, reflects on the organisations performance and achievements against the Plan. This will then provide key considerations that will inform the second stage of the process. The second stage, separate to the review document, will determine the guiding documents required to lead the organisation in community engagement for the period 2015-2019.

ISSUES

During the past four years, Council has made great effort to increase awareness and provide advice and support to staff undertaking community engagement programs, as well as involve the local community in its community engagement activities and deliver on the actions detailed in the Plan.

The Plan was primarily focussed on building internal capacity of the organisation to provide effective tools and mechanisms for community participation in engagement activities.

The review shows that all of the actions were completed successfully. A number of the actions will be ongoing and may require further implementation and improvement.

A 'report card' review of the actions from the Plan is provided in table format within the review document. It highlights that extensive work has been undertaken by the Community Engagement team and other teams within Council to ensure the successful implementation of the overall Plan and individual actions. In addition, a more detailed summary of a number

of the key action items is included in the review and covers actions such as training, social media, the website, community sounding board and the citizen's complaint resolution process.

The review shows that teams across the organisation provided many opportunities for community participation in projects/initiatives, and used a range of different tools and methods to encourage involvement. The tools and methods used vary dependent on the community engagement strategy adopted for the project/initiative. A full list of tools and methods of participation is provided within the review. During 2013/2014 there were 27 projects/initiatives requiring community participation. Examples of three community engagement programs implemented during the life of the plan are provided as Appendix A in the review document.

External measurement of the Plan was undertaken through a Community Survey at the end of 2013 (further details are included in the internal/external consultation section of this report). Participants were asked about the actions completed that were visible to them, such as the new website, social media pages and greater opportunities for public participation. Overall, the results are considered to be positive.

Internally, measurement of the Plan was undertaken through an Employee Survey at the end of 2013 (further details are included in the internal/external consultation section of this report). Employees were asked about their awareness of Council's community engagement practices and their confidence in their skills and knowledge for planning and implementing community engagement activities. Positive feedback was received regarding both awareness and confidence levels. Employees who had completed the Community Engagement Training particularly felt that they were in a better position to deliver successful community engagement programs.

Community engagement is an essential undertaking in Council business and many opportunities still exist to enhance best practice and further develop community participation in the decision-making process. This review will be used to guide the future direction of community engagement at Latrobe City Council.

Stage two will:

- further develop the key considerations highlighted from the review;
- explore the format of community engagement documentation from 2015 onwards; and
- deliver the community engagement documentation for the period 2015 onwards.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

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

INTERNAL/EXTERNAL CONSULTATION

The purpose and format that the review document represents has also been considered at Council's internal Project Assurance and Reference Group meetings.

Two surveys were undertaken to measure the implementation of the Plan and identify community and employee perception of Council's progress. The surveys were carried out between October and December 2013.

Community Survey Results 2013

Officers conducted a range of engagement activities to ensure high participation rates in the survey across the municipality. Activities included:

- Pop-up displays in six different venues, specifically chosen to enable contact with a wide variety of community members – enabling faceto-face engagement
- A 'Have Your Say' page on the council website enabling online engagement at a time and place that suited participants
- Phone surveys enabling contact with new community members targeted at residents across the municipality
- Council Committees by invitation.

A total of 554 surveys were received. The participation rate is in-line with the sample size required to represent the population levels of the municipality which is a minimum of n=500 participants.

The complete results are included as Appendix B – Review of Latrobe City Council Community Engagement Plan 2010-2014 and a copy is available upon request.

Employee Survey Results 2013

Latrobe City Council employees were surveyed to determine levels of community engagement literacy, as well as confidence in community engagement planning, delivery and evaluation amongst individuals. The survey also sought to discover opportunities to further improve community engagement practice within the Council.

All Council employees were invited to participate and 109 surveys were received. All surveys were completed online.

The complete results are included as Appendix C – Review of Latrobe City Council Community Engagement Plan 2010-2014 and a copy is available upon request.

<u>OPTIONS</u>

The options available to Council are as follows:

- 1 That Council note the Review of Latrobe City Council Community Engagement Plan 2010-2014.
- 2 That Council requests further information regarding the Review of the Latrobe City Council Community Engagement Plan 2010-2014.

CONCLUSION

The review of the Community Engagement Plan 2010-2014 has shown that strong foundations have been established for staff and members of the community over the previous four years.

Best practice in community engagement is constantly evolving and changing to meet the needs of community members across the region and many opportunities exist for Council to further enhance community engagement practice to better enable the community to participate in the decision making process.

These opportunities will be further explored in the second stage of this process through the development of the documents that will guide the organisation forward in the community engagement area from 2015 onward.

Attachments

Review of Latrobe City Council Community engagement Plan 2010-2014
 Appendix A - Key Community Engagement Activities

RECOMMENDATION

- 1 That Council notes the Review of Latrobe City Council Community Engagement Plan 2010-2014.
- 2 That Council recommends progression to Stage Two to commence the development of community engagement documentation for 2015 onwards.

Moved: Cr Gibbons Seconded: Cr White

That the Recommendation be adopted.

CARRIED UNANIMOUSLY

16.1

Review of Community Engagement Plan 2010/2014

1	Review of Latrobe City Council Community engagement				
	Plan 2010-2014	335			
2	Appendix A - Key Community Engagement Activities	375			

REVIEW OF LATROBE CITY COUNCIL COMMUNITY ENGAGEMENT PLAN 2010-2014

June 2014







EXECUTIVE SUMMARY

This document is a review of Latrobe City Council's Community Engagement Plan 2010-2014 (the Plan), which was adopted in October 2010.

During this time the organisation has made great effort to increase awareness and provide advice and support to staff undertaking community engagement programs, as well as involve the local community in its community engagement activities and deliver on the actions detailed in the Plan.

The Plan was primarily focussed on building internal capacity of the organisation to provide effective tools and mechanisms for community participation in engagement activities.

The review showed that all of the actions were completed successfully. A number of the actions will be ongoing and may require further implementation and improvement.

A 'report card' review of the actions within the Plan highlighted that extensive work was undertaken by the Community Engagement team and other teams within Council to ensure the successful implementation of the Plan.

Project teams provided many opportunities for community participation in projects/initiatives, and used a range of different tools and methods to encourage involvement.

External measurement of the Plan was undertaken through a Community Survey at the end of 2013. Participants were asked about the actions completed that were visible to them, such as the new website, social media pages and greater opportunities for public participation. Overall, the results were positive.

Internally, measurement of the Plan was undertaken through an Employee Survey at the end of 2013. Employees were asked about their awareness of Council's community engagement practices and performance, as well as specific training provided to assist with developing their skills and knowledge in community engagement practice. Positive feedback was received and employees felt that Council was effective in community engagement practice. Employees who had completed the Community Engagement Training felt that they were in a better position to deliver successful community engagement programs.

Community engagement is an essential undertaking in Council business and many opportunities still exist to enhance best practice and further develop community participation in the decision-making process. This review will be used to guide the future direction of community engagement at Latrobe City Council.



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APPENDIX A – Key Community Engagement Activities APPENDIX B – Community Survey Results 2013

APPENDIX C – Employee Survey Results 2013



BACKGROUND

Council recognises the importance of undertaking community engagement. It is committed to open, honest and transparent communication with local community members and is dedicated to increasing community participation in the decision-making process that affects Latrobe City citizens from an environmental, social, economic and cultural perspective.

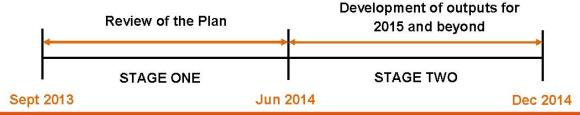
This commitment is reflected in the Council's key strategic documents. Latrobe 2026 – *The Community Vision for the Latrobe Valley* and the Council Plan 2013-2017. As a result of council's commitment to community engagement and a review of the existing community engagement policy and strategy in 2009, the Community Engagement Plan 2010-2014 (the Plan) was adopted.

The purpose of this review document is to assess community and employee perceptions of Council's community engagement processes and activities since the introduction of the Plan in 2010 and consider the overall effectiveness of the Plan.

The review covers the period from October 2010 through to the present. It includes:

- an overview of the governance process followed and acknowledgements;
- a summary of the requirements from the current plan;
- progress of the allocated actions;
- highlights of major achievements;
- results of the community and employee surveys (undertaken from October 2013 to December 2013);
- comparison of this feedback with the community survey results undertaken in 2009 (used to inform the current plan);
- highlights from the State-wide Local Government Services Report, including the Community Satisfaction Survey 2014; and
- conclusions drawn on Council's performance in implementing this plan.

This review document is the first component of a two-stage process. The first stage, the review document, will reflect on the organisations performance and achievements against the Plan. This will then provide key considerations that will inform the second stage of the process. The second stage, separate to this review document, will explore what format will provide the most effective tools and mechanisms for successful community engagement outputs over for 2015 and beyond.





GOVERNANCE

Throughout the implementation of the Community Engagement Plan 2010-2014, the following governance approach was adopted in accordance with Council's Project Governance Policy 11POL-1:



The Community Engagement Plan Board comprises of the General Manager of Planning & Governance and the General Manager of Recreation and Community Infrastructure.

The Community Engagement Project Reference Group comprises of three Councillors and the Community Engagement Project Assurance Group comprises of a number of Council officers.

All of the groups include the Community Relations Manager and Coordinator Community Engagement.

ACKNOWLEDGEMENTS

Assistance provided during the planning and development of this review document is greatly appreciated and special thanks are extended to:



- Acting Coordinator Events & International Relations
- Coordinator Community Strengthening
- Centre Leader Latrobe Leisure Churchill
- Senior Recreation and Open Space Planner
- Coordinator Tourism
- Coordinator Community Information Services
- Community Engagement and Partnerships Officer
- Councillors Peter Gibbons, Sandy Kam and Michael Rossiter.



PROGRESS AND ACHIEVEMENTS

The Community Engagement Plan 2010-2014 was guided by the following objectives:

- 1. To maintain an effective and ongoing dialogue with the community by both informing and listening.
- 2. To consult the community in policy development, planning and project delivery.
- 3. To involve the community in matters that directly affects them in a specific location or in the delivery of a Council service.
- To collaborate with and empower the community to deliver selected services on behalf of the Council.
- 5. Ensure the community understands how their input has influenced Council.
- 6. To continue to develop and improve Latrobe City Council's community engagement capacity.

To assist in the achievement of meeting these objectives a number of actions were established.

The following is a summary of the progress of these actions:



	ACTION	STATUS	COST (if applicable)	COMMENTS	
Mai	Maintaining a dialogue with the community				
1	Amend the production of LINK publication to be shorter and more frequent		Staff time, publication and distribution costs	The LINK magazine has been shortened and redesigned, with the first new edition delivered in 2011. It is currently produced three times per year and is distributed through the Latrobe Valley Express, as well as Council service centres and selected other locations.	
2	Upgrade Council's telephone system	•	\$505,000 plus staff time and ongoing maintenance and support costs	Council introduced the new telephone system in November 2013, with the roll-out to the broader organisation taking place over a number of months. The new telephone system has resulted in a number of cost and efficiency benefits to the organisation and the enhanced functionality has been well received by staff. Customer benefits include fewer calls transferred to empty desks through visibility of staff availability through the Unified Communications interface and staff phone numbers following their location of work providing increased availability to customers. Additions and improvements to the system will continue to be made on an ongoing basis.	
3	Introduce a Community Sounding Board as a means to seek feedback	1	Staff time plus brochure printing costs	The Community Sounding Board was introduced in May 2013. The monthly newsletter is provided in both email and hardcopy form and is sent directly to the members who have subscribed to this service. Each newsletter highlights future opportunities to take part in Council's community engagement activities. Further details are discussed on page 13.	



4	Review Council's complaint resolution policy and procedure	1	Staff time	A new citizen complaints resolution policy and procedure was adopted by Council at an Ordinary Council Meeting on 20 May 2013. Refer to page 13 for further information.
5	Develop a suite of brochures and fact sheets	C	Staff time	An audit was conducted of Council brochures and fact sheets to determine what needed development or redesign. Work has been undertaken to create the identified brochures and fact sheets, with additional information resources developed on an as-needs basis. All brochures, factsheets and information relating to community engagement activities are available on the Council website and in hard copy at Council service centres.
6	Upgrade Council's website to ensure ongoing provision of accurate and timely online information, and to ensure support of interactive capabilities and social media tools such as Facebook and Twitter	1	Research, design, implementation, support and maintenance costs - \$307,150 (to April 2014) plus staff time	After a significant research and development project, the new Council website launched in November 2012. The new website includes a purpose-built engagement hub, additional interactive capabilities and links to Council social media pages. Further details are included on page 11.
7	Trial the provision of a quarterly service display in major shopping centres	1	Staff time	This action was replaced by the trial of Community Forums following feedback from community groups and direction from the Community Engagement Board. Two community forums were trialled, one in May 2012 and the other in August 2012 at Council headquarters. Following evaluation of the trials this process did not continue.

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8	Ensure Council's Project Management Framework includes community engagement as a core component of project delivery	1	Staff time	A new Project Management Framework, incorporating community engagement, was approved by the CEO in December 2013.
9	Develop a workbook for Council staff including templates and proformas in the development of engagement plans	1	Staff time	A workbook of templates and resources is provided to employees attending the Community Engagement training courses. Templates and proformas are also included in the Project Management Framework.
10	Provide a professional advice and support service for Council staff in the development and engagement plans and implementation of engagement activities	P	Staff time	The Community Engagement team has consistently provided this service to Council staff since the commencement of the Coordinator Community Engagement in January 2011.
Impa				
11	Amend the project brief, tender and contract specifications to include the requirement to develop and implement an engagement plan	1	Staff time	The procurement documents were updated in 2011 to include community engagement where applicable.
12	Develop a policy and procedure for the use of social media by Council employees		Consultant costs of \$46,640* plus staff time *This cost also includes the development and delivery of the staff training program for social media, see following action	The following documents were developed to guide the organisation's use of social media: Strategic Overview Policy Operational Framework Procedure Training Manual Business Case Form The range of documents were approved by the CEO over the period late 2011 to early 2012.

rage 8



13	Implement the use of social media to encourage engagement and promotion of specific council services	•	Staff time and costs outlined in previous action	The first Facebook page was launched in April 2012, with an additional five Facebook pages and a YouTube channel launched over the following months. A social media induction and training program was developed and implemented, and social media awareness continues to be a feature of the monthly Corporate Induction program. Further details on social media can be found on page 10.	
14	Develop case studies of effective community engagement for knowledge sharing across teams	6	Staff time	Case studies are used in the community engagement training program to enable the sharing of engagement ideas and key learnings among staff. See Appendix A for sample case studies.	
15	Provide targeted support to those service areas of council identified as requiring improvement in engagement	6	Staff time	The Community Engagement team has consistently provided this service to Council.	
16	Undertake a review of all committees and ensure appropriate governance, support and reporting mechanisms are in place	P	Staff time	The Project Governance Policy was adopted by Council September 2011. Council also uses 'Interplan' as its electronic planning, performance monitoring and reporting system. Review of all committees will be undertaken during 2014/2015.	
Dev	Developing our Capacity to Engage				

Fage 9



17	Develop a community engagement staff training program to be implemented on an ongoing basis	C	Consultant fees \$55,000 (includes development and training fees to April 2014) plus staff time	A Foundation and Advanced Training program was tailor made for Latrobe City Council by engagement expert and IAP2 trainer, Michelle Feenan of Engagement Plus. Following a successful pilot with the Community Engagement Project Assurance Group in 2012, the training has been regularly offered throughout the year. See page 9 for further details.
18	Provide an annual report to Council on the progress of the plan	1	Staff time	Included as part of overall reporting requirements.
19	Conduct a community engagement survey in year two of the plan to determine progress		<\$1,000 plus staff time	The Community Engagement Plan Board decided to complete the community engagement survey in the final year of the plan rather than in year two. This decision was made as at the earlier stage of implementation, many of the actions were still in progress and the results of the work were not yet visible to the community. This action was rescheduled for late 2013 to enable sufficient time for the community to form an opinion on Council's performance. This timing also allowed for the survey results to feed into the review process and inform the development of Community Engagement documents from 2015 onward. In place of the survey, an internal review of progress on the actions was undertaken in October 2012.
20	Undertake a minor review of the plan in year three to check progress and make any adjustments	1	Staff time	This review document is the output of the final action of the Plan.



There were no specific actions allocated against the theme 'Providing timely and clear feedback on community input'. However, the Plan did make commitments to the following:

- ensuring that there are a variety of channels available for the community to provide input to Council;
- endeavouring to provide opportunities to enable participants in community engagement activities to identify their preferred feedback process;
- ensuring that follow-up is provided in a timely manner and that commitments to follow-up on particular issues or matters raised during engagement are undertaken within agreed timeframes;
- continue to evaluate feedback activities conducted by Council to ensure that they are accessible by a wide range of community members; and
- reviewing the impact and the processes of community engagement activities including the views of the participants regarding the value of the exchange and whether the methods used were appropriate.

It is standard practice throughout all Council community engagement programs to provide community members with the opportunity to provide their details to be kept informed and be provided with feedback throughout all stages of a project/initiative. The feedback mechanisms will vary dependent upon the level of engagement and individual project requirements.

Examples of three Council Community
Engagement programs implemented during
the life of the Plan are included as Appendix A.

The current channels available to inform community members of community engagement activities include:

- · 'Have your Say' link on council website
- · Opportunity to register on the Community Sounding Board on website
- Council Noticeboard in Latrobe Valley Express
- · Public Notice/advertisement in target print media
- · Links on Council Social Media pages
- Personal invitation to target audience
- · Shopping Centre displays

Methods available to participate include:





- On-line survey
- Hard copy survey
- Telephone survey
- One on one meeting with a council officer
- Targeted stakeholder meeting
- Targeted community group meeting
- · Written submission in writing or email to a nominated council officer
- · Upload Feedback via link on website

The channels and methods available for community engagement participation and providing feedback vary dependent on the community engagement strategy adopted for the project/initiative. During 2013/2014 there have been 27 projects/initiatives requesting community participation.

Through including community engagement as a core component of Council's Project Management Framework, providing employees with training in community engagement practice, and the support and advice available through the Community Relations team, assists Council in meeting its commitments in this area.





KEY HIGHLIGHTS FROM ACTIONS

The following is a summary of the key highlights resulting from delivery of the Community Engagement Plan 2010-2014:

Training

To ensure that adequate support and guidance is provided to staff undertaking community engagement practice, a training program was established. The training program was developed by Michelle Feenan of Engagement Plus in close consultation with Council's community engagement and learning and development departments.

Training is provided in two levels, Foundation and Advanced. The foundation program is open to all staff and targeted to staff who are undertaking a supporting and/or lead role in delivering projects, initiatives, strategies and plans that have a connection to the community. This program provides a good foundation for staff who intend to complete the Advanced Community Engagement training.

The objectives of the foundation program are to:

- Raise awareness and understanding of community engagement at Latrobe City Council
- Develop commitment to Latrobe City Council's community engagement principles
- Provide staff with skills to consider how community engagement may impact their projects and initiatives
- Create community engagement champions throughout the organisation
- Build a positive reputation in the community by building trust, demonstrating transparency and delivering on promise.

The advanced program is particularly important for staff with a lead role in delivering projects, initiatives, strategies and plans. The program provides thorough understanding of how to plan, execute and evaluate community engagement activities.

The objectives of the advanced program are to:

- Provide staff with the skills needed to enhance the planning, execution and evaluation of projects and initiatives
- Reduce risks to timeframe, budget or reputation resulting from ineffective community engagement
- Create community engagement champions throughout the organisation who support staff in their engagement practice



- Enhance connection between the authorising and administrative arms of the organisation in decision making
- Develop a culture of understanding and valuing best practice community engagement at Latrobe City Council
- Build a positive reputation in the community by building trust, demonstrating transparency and delivering on promise.

The training has been in progress since July 2012. During that time 85 staff members attended the foundation program and 79 attended the advanced program through 16 sessions in total. The majority of participants felt that the training was useful and relevant and assisted them to deliver effective community engagement programs.

Social Media

Council is committed to utilising a broad range of community engage tools and methods. Social media provides a highly effective medium to engage in two-way communication with local residents and beyond. Council has harnessed social media to enhance opportunities for engagement, disseminate information in a timely manner and improve two-way communication with its followers. Social media allows a person to keep updated and get involved in Council activities at time and place that suits them.

In preparing to use Social Media effectively as a communications and community engagement tool, The Online Circle, a digital agency specialising in social media, was commissioned to provide an overview of Social Media management. Research was undertaken to identify best practice use of Social Media by other Councils and organisations and a review of Latrobe City Council's current position and capabilities. During the research representatives from The Online Circle met with various Latrobe City Council councillors and staff representing a broad range of job functions and responsibilities to capture their thoughts and expectations. Recommendations included:

- 'Latrobe Today' Facebook Page
- Internal Social Media Operational Framework
- Internal Social Media Induction and Training
- Internal Social Media Policy and Procedure.

Today, Council has a growing number of social media accounts used to communicate and engage with the local community. It has central accounts on Facebook, Twitter and YouTube, as well as specialised Facebook pages for the



Regional Gallery, Performing Arts Centre, Leisure, Events and Tourism, and Youth. The central Twitter page was established in 2011 and currently has 2,052 followers with 625 tweets having been posted by council officers. The central Facebook page was launched in April 2012 and currently has 2,235 likes with growth expected to continue into the future.

A Social Media Operational Framework was also introduced with the aim of providing a set of principles, guidelines and protocols on what is expected from staff members when using social media for personal use and for certified staff who are authorised to develop and manage social media presences on behalf of the Council. It also covers all use of social media during, and out of, work time and is designed to protect the interests of both the employee and Council. To underpin this framework, social media induction and training, and a policy and procedure have also been developed. This is to assist employees have a thorough understanding of Social Media, Council's obligations in relation to the use of social media and their own obligations before using this medium of community engagement.





www.latrobe.vic.gov.au

Website

Council's main interactive external communications tool is the website. In September 2011, Stamford Interactive (Stamford) were commissioned to undertake a review of its current website with the purpose of implementing a new website. During the research undertaken by Stamford, they were asked to concentrate on the following key areas:

- To improve customer service outcomes
- To provide an engaging user experience
- To provide an accessible experience for all website users
- To provide an efficient and effective user experience
- To allow increased community involvement in Council decision making.

The research involved:

- Familiarisation with project goals
- Review of the current website
- Review of relevant council strategies and plans



- Benchmarking with other council websites both locally and internationally
- Website statistical analysis
- Consultation.

The consultation phase involved two community focus groups (14 community members), four internal workshops (26 participants) with council staff, management and Councillors, and three one-on-one staff interviews. The research findings were used to inform Stamford's recommendations for the format and structure of the website, which were then tested with real community members using a computer simulation.

Based on the findings of the research, Seamless CMS, a Website and Intranet Web CMS Content Management System company, were engaged to design, implement and provide support for the new website.

The new website was launched in November 2012. Today, the website receives over 1,000 views per day, a large increase from over 600 views per day in 2013.

Today, the website includes a custom-built 'Get Involved' section, which includes 'Have Your Say', the Community Sounding Board (explored in detail below) and options for providing feedback. The new 'Have Your Say' section of the website contains a new range of tools to enable effective online engagement. Depending on the requirements of each project and how this aligns to the IAP2 spectrum, the staff member leading the project can select any combination of the following online engagement options:

- Vote (a quick polling tool)
- Survey
- Discuss (a discussion forum tool for generating ideas)
- RSVP (enabling community members to reserve a place in face to face engagement opportunities)
- Upload Feedback (enabling people to provide written submissions online)
- Email Me
- Call Me.

As the organisation continues to grow in the online engagement space, these tools will provide the community with a more robust online engagement experience than ever before. It is important to note that online engagement opportunities are not designed to replace traditional methods of engagement, but rather provide additional options to meet the varied preferences of our diverse community. These new channels are particularly valuable for people who are time poor, mobility limited or choose not to participate in public forums.



Community Sounding Board

The Community Sounding Board was developed to further enhance the range of tools for enabling community participation in council decision making. In line with the broader website review, Council undertook research which consisted of investigating best practice approaches for citizen panels, including case studies, techniques within the International Association for Public Participation (IAP2) model and approaches taken by other Councils across Australia. The options uncovered were further explored with Community Engagement consultant, Michelle Feenan of Engagement Plus, as well as the Community Engagement Plan Project Assurance Group. The chosen model of the Community Sounding Board was primarily based on a similar concept used by Brisbane City Council in Queensland.

The Latrobe City Council Community Sounding Board enables community members to receive a monthly newsletter that includes a list of projects and initiatives open for community engagement. The newsletter is available as an e-newsletter distributed by email or hardcopy newsletter that is posted to the community member's home. Registration can be completed in person at any of Council's service centres or on the Latrobe City Council webpage at

<u>www.latrobe.vic.gov.au/Get_Involved/Have_Your_Say</u>. Approval was granted to proceed with this chosen concept at the end of 2012.

A communications strategy was developed to promote the Community Sounding Board. This involved advertising, a media release, letters to a random selection of ratepayers and an internal promotion campaign to ensure staff were aware of the new tool. There are currently 60 people registered to receive the monthly newsletter with a long term target of 300 registrations of interest.

Since the launch there have been 27 opportunities advertised for community members to provide input into a variety of matters such as the Public Open Space Strategy, Municipal Health and Wellbeing Plan 2013-2017 and the Churchill West Development Plan. Further details of the community engagement activities undertaken in these areas are attached as Appendix A.

Citizen Complaint Resolution

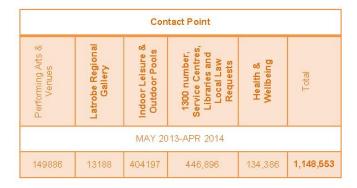
To ensure continual improvement in the way Council serves its customers and community members Council updated and formalised its complaints process. This provides transparency both internally and externally on the process for complaints resolution. The most recent Citizen Complaint Resolution Policy and Procedure was adopted by Council in May 2013 and is available on the council website. Below is a summary of formal complaints received in writing over the past year:



All complaints were completed within the timeframes and framework of the Citizen Complaint Resolution Policy and Procedure.



To provide some context to the levels of complaints received by Latrobe City Council, a snapshot of overall customer interaction, is provided below. Please note that the snapshot only includes information from the areas of Council that actively track the numbers of people that they come into contact with on a daily basis and is by no means exhaustive.



A comparison of the number of council staff community interactions (1,148,553), which are only a sample of the touch points Council has with community members, against the number of complaints received (129), shows the amount of complaints received to be virtually negligible at 0.01% based on the data provided.



CONSULTATION OVERVIEW

To measure the implementation and effectiveness of the Plan and identify community and employee perception of Council's progress, community and employee surveys were carried out between October and December 2013. The complete community survey results are attached as Appendix B and the employee survey results as Appendix C.

A summary of the key findings are detailed below.

Community Survey Results 2013

Results of this survey will be compared, where possible, with the results from the community survey undertaken by council in 2009.

The community survey sought feedback on the Plan's actions that were visible to the public, including the Council website, social media, Community Sounding Board and LINK magazine. The survey also measured community perceptions and understanding of community engagement opportunities and processes, as well as preferences for future communications and engagement.

During the consultation period, officers conducted a range of engagement activities to ensure high participation rates across the municipality. Activities included:

- Pop-up displays in six different venues enabling face-to-face engagement
- A 'Have Your Say' page on the council website enabling online engagement at a time and place that suited participants
- Phone surveys enabling contact with new community members targeted at residents across the municipality
- Council Committees by invitation.

A total of 554 surveys were received from face to face, internet and telephone participation. The participation rate is in line with the sample size required to represent the population levels of the municipality, which is a minimum of 500 participants.



DEMOGRAPHICS

The highest represented age group participants are 35-44 years at 22%. This is different from the 2009 survey where the largest age group participants was 55-64 years at 25% closely followed by 65+ at 24%

As can be seen from the graph, there was a relatively even distribution of participants who took part from across all the age groups. This provided balanced feedback across the age group sectors.

A large number of participants (20%) lived in small town areas of the municipality or areas outside of the region that had a strong connection with Latrobe City

Hazelwood North

Other

Q1 Age
Answered: 547 Skipped: 7

18 or under
19-24
25-34
45-54

through services and employment. A full list is provided in Appendix A.

Answered: 503 Skipped: 51 Town Churchill Moe / Newborough Morwell Traraigon Yinnar Boolarra Glengarry Yallourn North Tyers Callignee

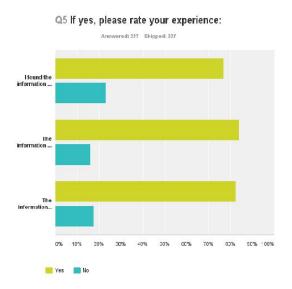


COMMUNICATION MEDIUMS

During the last 12 months, of those surveyed, 56% had visited the Latrobe City Council website. 77% found the information they needed easily, 84% said that information on the website was clear and easy to understand, and 82% said that information provided on the website met their needs.

COMMENT – 'This website is one of the easiest to navigate'

Improvements to the council website and social media usage were actions in the Plan and further details are covered in other sections of this review document.



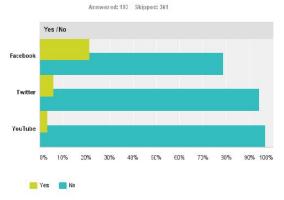
There were 61% of respondents who were aware that they could find out information and provide their thoughts on council projects and initiatives on the website.

When asked about council's social media channels, 40% of respondents were aware of council's Facebook page, 21% of council's Twitter page and 16% of council's YouTube activities. Of the respondents who knew of council's social media channels 21% had interacted with Facebook, 9% with Twitter and 3% with YouTube.

When asked if they read council's LINK publication inserted into the Latrobe Valley Express, 65% of respondents said yes.

A quarter (25%) of respondents had heard about council's Community Sounding Board and participation in community engagement activities on council projects/initiatives was 20%. Of those who had actively participated in projects/initiatives examples provided were the Disability Action Plan, the Churchill Ward Development, Traralgon Outdoor

Q8 If yes, have you interacted with Council on one or more of these social media channels in the last 12 months?



Recreation Plan and Moe (Outdoor) Swimming Pool Project.

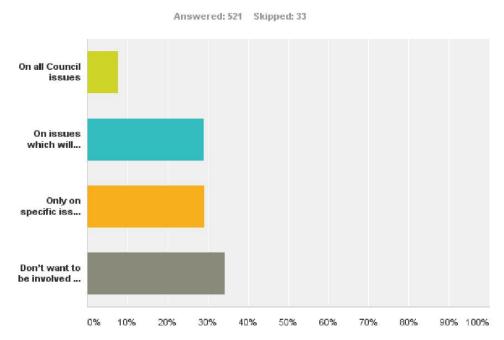


INVOLVEMENT

A small number of respondents want to the opportunity to participate in the decision making process for all council issues (8%). Mostly, people wanted to be involved on issues that impacted the whole region and had direct impact on them (29%) and only on issues specific to them (29%). This reflected responses received in this area in the 2009 survey where respondents generally indicated that they were interested in a range of activities that had meaning to them. Almost 35% of respondents preferred council to make the decisions.

The top three areas of particular interest to people who want to be involved in the council decision making process are Health (57%), Child and Family Services (53%) and Leisure (52%). This also reflects the 2009 survey results where Social and Cultural Wellbeing was a priority. The areas of least interest are Arts and Culture (29%), Business and Industry (30%) and Aged Services (33%). Although these areas scored less than others in the survey results these areas still attracted a reasonable level of interest at around a third of respondents.

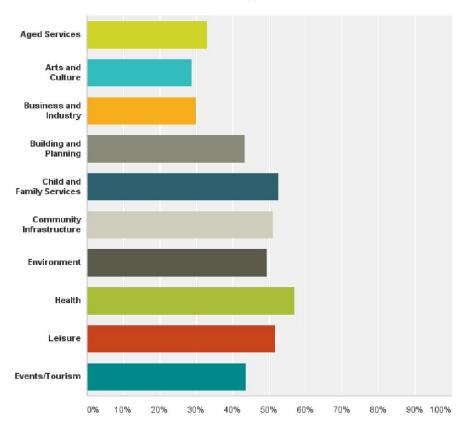
Q12 Do you want to have the opportunity to participate in Council decision making:





Q13 What Council decisions are you particularly interested in having an opportunity to participate in: [please select all that are relevant]

Answered: 376 Skipped: 178



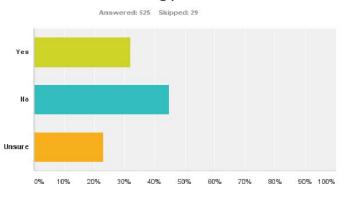


DECISION MAKING

When asked if they understood council's decision making process, more than two thirds (68%) either did not know or were unsure.

More than half of respondents (55%) did not believe that they could influence decisions made by council however, 58% did believe that council considered their opinions

Q14 Do you understand the current Council decision making process?



when making its decisions. 58% of respondents did not believe that council explains clearly how to participate in council decision making and the same number did not think that council explained how community input was considered when making decisions. Just over half of respondents (52%) did think that council provided appropriate ways to participate in decision making processes.

(COMMENT) – 'I know it is difficult to communicate to all concerned and hard to get a proper representation of community on all issues but it is difficult to get involved without it being too difficult. Surveys are a good choice.'

(COMMENT) – 'I don't have time to read all the documents so more on-line multichoice quizzes about issues would help me have my say.'

(COMMENT) – 'If there is an area that should be discussed by the people affected, it should be well publicised so that those people are aware and can have input.'

METHODS OF COMMUNICATION

The top three methods of communication preferred for receiving information regarding community engagement activities or the decisions of council are:

- Email
- Council Noticeboard in the Latrobe Valley Express
- Letter.

Other preferred options are:

· Articles in LINK magazine



- SMS
- Television and radio advertising
- 'Have Your Say' page on Council website
- · Face to face communication.

To be invited to participate in a council project/initiative the preferred methods of communication are email, online survey and community meetings. The introduction of the 'Have your Say' page and the Community Sounding Board on Council's website reflects the preferred methods of email and online survey. The least favourite methods are one on one meetings with officers or councillors as well as methods such as flyers in the mailbox and meetings during work hours.

Respondents were asked if they had any suggestions to improve council's community engagement activities. The following is a sample of the responses:

- 'Just be more open and considerate of community input. We feel we are being lost in the scheme of things with decisions being made at a high level.'
- 'Make community aware of what is happening and how you can make a protest on a matter easier and clearer.'
- 'Already doing a good job.'
- 'To engage with the community it is directly affecting and those interested in supporting upcoming initiatives.'
- 'Please have community meetings before a decision is made instead of after the decision has been made. Councillors do not seem to be representing people's views at the moment.'
- 'Council need to communicate in layman's terms so that all the public can understand what is going on.'
- 'More advertising, explaining the process so that people aren't afraid to participate. Encouraging all types of people in the community. Everyone brings something to a community. Also providing feedback and making sure this happens otherwise people become less interested in the future.'

Summary and Considerations

Members of the community are reasonably high users of the council website and find it easy to navigate. Although, awareness of council social media channels was at 40%, only half of those had interacted with us on Facebook and significantly less on Twitter and YouTube. Increased participation in these areas could be enhanced.

Although there was a general awareness of the Community Sounding Board, participation numbers in this medium is quite low. As the Community Sounding Board is a fairly newly introduced medium further promotion is required to increase awareness and participation levels.



Similar to the results in 2009, community members are more likely to get involved and provide their feedback in projects/initiatives that have meaning and/or have a personal interest to them. However, it does seem that members of the community have difficulty in understanding how their input is utilised in the decision-making process and also, how Council make their decisions. The following methods of communication are preferred:

- Council Noticeboard in the Latrobe Valley Express
- Fmail
- Letter

Council should continue with these methods but should also use alternative methods available to enable communications to reach as many people as possible.

Overall, the results of the survey highlighted that people are generally satisfied with council community engagement activities but there are still opportunities to further enhance council's community engagement practice.



Employee Survey Results 2013

Latrobe City Council employees were surveyed to determine levels of community engagement literacy, as well as confidence in community engagement planning, delivery and evaluation. The survey also sought to discover opportunities to further improve community engagement practice within the council.

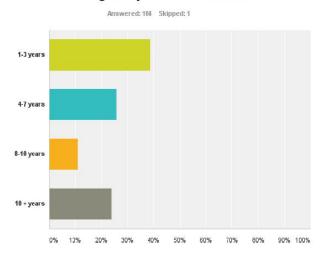
All council employees were invited to participate and 109 surveys were received. All surveys were completed online.

EMPLOYEE INFORMATION

Surveys were received from a cross section of council departments.

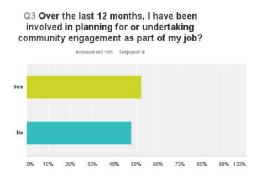
The majority of employees surveyed had worked at council between 1-3 years (39%) and 24% of employees for more than 10 years.

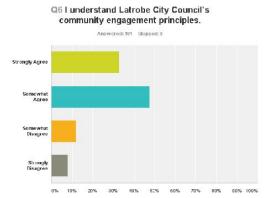
Q2 How long have you worked at Council?





COMMUNITY ENGAGEMENT PARTICIPATION, TRAINING AND AWARENESS





More than half of employees (52%) have been involved in planning for or undertook community engagement activities as part of their role. 38% of employees surveyed had completed council's community engagement training in either the Foundation and/or the Advanced Course.

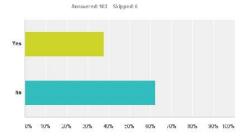
A large proportion of employees (88%) are aware that council has a Community Engagement Plan and a total of 80% of employees strongly (33%) and somewhat agree (47%) that they understand council's community engagement principles.

When asked if they understood the difference between communicating to stakeholders and undertaking community engagement for a project/initiative, 81% strongly or somewhat agreed that they understood the difference. Similarly, when asked if they understood the difference between delivering customer service and undertaking community engagement for a project/initiative, 86% strongly or somewhat agreed that they understood

the difference.

When employees were asked if they were familiar with the IAP2 (International Association of Public Participation) spectrum, over a third (34%) said they were familiar. Employees were also asked if they were aware of council's Community Sounding Board, 59% said they were aware and 76% were aware of the 'Have Your Say' section on Council's website.

Q4 I have completed Latrobe City Council's Community Engagement Training (either the Foundations Course and/or the Advanced Course)?





When asked if they had the appropriate skills and tools to plan for community engagement as part of their projects and initiatives, 72% of respondents strongly and somewhat agreed that they possessed the appropriate skills and tools. Those employees who either disagreed or strongly disagreed that they had the appropriate skills and tools were asked to provide further details on what they required to assist

them with community engagement activities in their work. The following are a few examples:

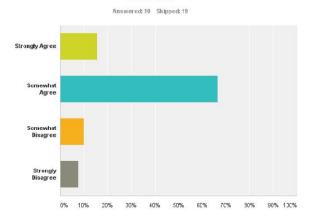
(COMMENT) – 'Know what community engagement means in regard to council'

(COMMENT) – 'Better understanding of strategies and principles of council'

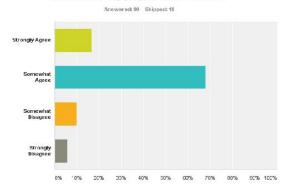
(COMMENT) –
'Understanding the
appropriate level of
engagement needed, setting
expectations of the
community to minimise
disappointment'

Almost three quarters (74%) of employees strongly and somewhat agreed that they had the skills and tools to deliver community engagement activities for their projects and initiatives. Employees who disagreed or strongly disagreed advised that they required training on council standards for community engagement and/or access to a mentor who had already undertaken similar engagement activities.

Q12 I feel that I have the appropriate skills and tools to plan for community engagement as part of my projects and initiatives.



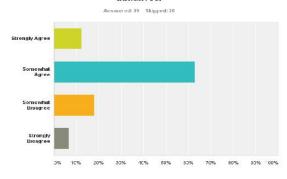
Q13 I feel that I have the appropriate skills and tools to deliver community engagement activities for my projects and initiatives.



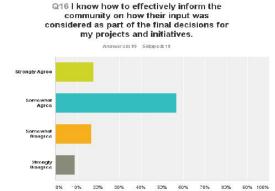


Three quarters (75%) of employees strongly and somewhat agreed that they had the skills and tools to undertake evaluation on their community engagement results. Of those who disagreed or strongly disagreed, they advised that they would require further training in this area. When asked if they had the skills and tools to present their community engagement results to the decision makers, 69%

Q14 I feel that I have the appropriate skills and tools to evaluate community engagement results for my projects and initiatives.



strongly and somewhat agreed that they did. Again, of those who disagreed or strongly disagreed, they advised that they would need further training.



Employees were asked if they knew how to effectively inform the community on how their input was considered as part of the final decisions. Almost three quarters (74%) strongly and somewhat agreed that they could communicate effectively. Further training was highlighted to assist those who answered disagreed or strongly disagreed.

A large proportion of employees (90%) strongly and somewhat believe that their

team embraces community engagement as part of their work and 88% of employees felt supported in undertaking effective community engagement as part of their work.

Further comments received were:

'Since the introduction of the Community Engagement Plan and the foundation and advanced training, there has been a significant and noticeable positive shift in the way in which council approached engagement within our community. A continued focus in this area should embed these principles in council's culture.'

'If I ever need assistance regarding community engagement I am happy to ask for help.'

'If I have any questions or issues around this, the Community Engagement Team are very supportive'.



Summary and Considerations

Overall, employees are aware of council's community engagement responsibilities and have a good understanding of community engagement principles in the delivery of plans and activities.

The foundation and advanced training in community engagement that is provided has been highly regarded by those who have participated. Participation by employees in the training should increase over time.

Although employees are largely aware of their community engagement responsibilities as a result of their role in the organisation, it is vitally important that they involve the Community Engagement team early in their planning to ensure successful outcomes



State-wide Local Government Services Report including the Community Satisfaction Survey

Each year the Victorian Government coordinates and develops a Community Satisfaction Survey (the survey) throughout Victorian Local Government areas. Participation in the survey is optional and Latrobe City Council has participated in this survey for 18 years.

Although the Community Satisfaction Survey results provide important data for Council, the measurement and purpose of this survey is more focussed on satisfaction of service delivery within the community and comparison with other local government areas and the State. The questions asked in the Community Satisfaction Survey are not directly related to the Plan and differ from those asked by Council the surveys that have been completed to inform and reflect upon the strategic direction for community engagement.

However, it is important to include these results in this review document to provide an overall picture of community perceptions within the municipality.

The main objectives of the survey are to assess the performance of Council across a range of measures and seek insight into ways to provide improved or more effective service delivery. This survey also provides Council with a means to fulfil some of their statutory reporting requirements as well as acting as a feedback mechanism to the DCPD.

This survey provides an overall view on the performance of Council in the following areas:

- Overall Performance
- Community Consultation and Engagement
- Advocacy (lobbying on behalf of the community)
- Customer Service
- Overall Council Direction.

There were 400 persons who participated in the survey in each year 2014, 2013 and 2012, and 350 persons in years 2011, 2010, 2009 and 2008. The surveys were conducted by Computer Assisted Telephone Interviewing (CATI) as a representative random probability survey of residents 18+ years across the Latrobe City Council region.



Summary of Key Community Satisfaction Index Score Results

EXPLANATION: INDEXED MEAN SCORES

Many of the survey questions ask respondents to rate their Council's performance on a five-point scale from "Excellent" to "Needs a lot of Improvement".

The scales are scored as below:

Results	Score	Index Score
Excellent	5	100
Good	4	80
Adequate	3	60
Needs some improvement	2	40
Needs a lot of improvement	1	20

Core Performance Measures	2014	2013	2012	2011	2010	2009	2008
COMMUNITY CONSULTATION AND ENGAGEMENT	55	50	54	68	69	69	70

Summary and Considerations

It is important to note that there were significant changes to the methodology and content of the survey in 2012 and these results cannot be compared to results from previous years. The results from 2012 onwards are now considered to be the benchmark in relation to future results.

The results from 2008 to 2011 show that community perception on community consultation and engagement at Latrobe City Council was more than adequate. The 2013 and 2012 results reflect a lower rating but it is possible that the changes in the context of the survey have contributed significantly to the change in results. It is also important to note that the results may also be influenced by single events and decisions occurring during the time that community members are surveyed. The



2014 results have shown a marked improvement with an increase of five points from 2013.



CONCLUSION AND KEY CONSIDERATIONS

The review of the Community Engagement Plan 2010-2014 has shown that strong foundations have been established over the past four years to assist staff who are tasked with undertaking community engagement activities as part of their role.

Extensive work has also been undertaken on external communication methods and mediums to assist in the delivery of community engagement programs/initiatives to encourage and increase public participation.

Best practice in community engagement is constantly evolving, changing and developing to meet the needs of the community. Many opportunities exist for Council to further enhance community engagement practice to better enable the community to participate in the decision making process.

Key considerations for the next phase of community engagement at Latrobe City Council include:

- Actively seek to improve levels of awareness and understanding in the community regarding:
 - The opportunities to have a say and the value of participating
 - How and when to provide input
 - How input is used in the decision making process
- Consider methods for further increasing community participation in council engagement platforms, including social media, the website and the Community Sounding Board
- Explore opportunities to enhance the connection between the administrative and authorising arms of the organisation in the decision making process
- Explore opportunities to increase tracking and reporting of community engagement activities
- Determine methods for improving internal knowledge sharing around community engagement
- Revisit the community engagement training program to ensure that it is still meeting the needs of the organisation
- Revisit the tools and templates available to staff to ensure that they are still meeting the organisation's needs
- Develop internal mechanisms to ensure that the Community Engagement team is involved in the early stages of project/initiative planning to provide advice and guidance on appropriate community engagement strategies.

The Council Plan 2013-2017 introduced an additional objective under the theme of 'Advocacy for and consultation with our community'. This is:



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

This objective will also be considered for further development.

These considerations will be explored further in stage two of this process through the development of the documents that will guide the organisation forward in the Community Engagement area from 2015 onward.

APPENDIX 1 - KEY COMMUNITY ENGAGEMENT ACTIVITIES

Numerous community engagement programs have been undertaken during the past few years to ensure that Council meets its obligations in involving community members in the decision-making process. However, it is important to note, that not all decisions required to be made by Council will require broad community consultation or active participation. This may relate to matters where community input cannot influence the decision being made, such as legislative requirements that precludes discussion or consideration of an issue or prior decisions made by Council.

The principles and values developed by the International Association for Public Participation (IAP2) inform best practice in all community engagement activities undertaken by Council and Council officers. IAP2 commitments are reinforced in the organisation through the training program and one-on-one advice provided by the Community Engagement Team.

The following section provides a summary of some of the key Council projects/initiatives that involved community engagement activities:

Public Open Space Strategy

A review of the Latrobe City Public Open Space Plan was a major initiative and key strategic action of the Latrobe City Council Plan 2012-2016. The review focussed on the strategic vision for the future planning and improvement of public open spaces across the municipality with particular focus on the four major townships, Morwell, Traralgon, Moe/Newborough and Churchill, and the seven small townships, Glengarry, Toongabbie, Boolarra, Yinnar, Yallourn North, Tyers and Traralgon South.

A range of community engagement activities were undertaken between 13 February 2012 and 9 March 2012 to inform the development of the draft Public Open Space Strategy. Methods used were:

- Councillor Workshops
- Township Workshops
- Listening Posts
- Key Stakeholder Workshops
- Surveys.

The community engagement activities were promoted through a letter and flyer detailing the township workshops. The letter was sent to 453 individual stakeholders, community groups, sporting organisations, township associations, and primary and secondary schools across the municipality. A further 125 emails and letters were sent to sporting reserve Committees of Management, sporting clubs and organisations, Government agencies and property developers inviting them to attend a targeted workshop on Wednesday 22 February 2012. Seventy people attended the township and key stakeholder workshops.

The engagement activities were promoted through:

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

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

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

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

In addition, paper copies of the survey were completed as part of the community listening posts conducted in Morwell, Churchill, Traralgon and Moe. A total of 333 surveys were completed during the engagement period. The survey asked 14 questions about Latrobe City Council's open spaces and parks.

Overall, Latrobe City Council received positive feedback and input from the engagement process for the review of the Public Open Space Strategy and six formal written submissions were received. The community and key stakeholder engagement survey process provided information to inform the Public Open Space Strategy Consultation Report. The report was available on-line as well as in hard copy form and was available at all Latrobe City Council service centres and Leisure Centres.

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

- Planning
- · Enhance what we already have
- Community
- Activation
- Linkages and connections
- Open space settings and functions
- Vision
- Priorities.

The draft Public Open Space Strategy (the draft strategy) was developed and comprised of two reports:

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

The draft strategy was presented to Council for consideration on 17 September 2012 and Council agreed that the draft strategy be released for community consultation for a period of six weeks from 30 October 2012 to 17 September 2012.

The following activities were undertaken during this consultation period:

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

A total of 31 submissions were received and the key themes that emerged from the submissions are summarised as follows:

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

The 31 submissions received were overwhelmingly positive about the draft Public Open Space Strategy. The public consultation process enabled extensive involvement and feedback. Where appropriate, comments were incorporated into the strategy.

The strategy was adopted by Council on 20 May 2013 and written confirmation of Council's decision was provided by the Mayor to those persons who made a written submission.

Municipal Public Health and Wellbeing Plan 2013-2017

In 2013, in line with their legislative requirements and in consultation with key stakeholders and community members, Latrobe City Council developed the Latrobe City Municipal Public Health and Wellbeing Plan (2013 – 2017) (The Plan). This Plan is the key health and wellbeing strategic planning document for the municipality. The Plan provides an evidence-based approach to preventative health and health promotion activities within Latrobe City.

Community Consultation

Involving the community, as well as internal and external stakeholders, was fundamental in understanding the health and wellbeing needs of Latrobe City.

The community consultation phase entailed a range of activities designed to strengthen the opportunities for community members and key stakeholders to contribute to the development of the Plan.

Structured workshops and interviews were held over a nine week period from the end of March to the end of May 2013. 232 people participated in 45 consultations including 22 community consultations, 10 external stakeholder consultations and 13 internal stakeholder consultations.

Based on extensive research and consultation six strategic directions were identified to inform the Plan. These were:

- Being Active
- Eating Well
- · Protecting our Health
- Staying Connected
- Feeling Safe
- Skills for Healthy Communities.

Public Comment

The draft Plan was completed and released for public comment from 8 October to 5 November 2013. Community members and organisations who contributed to the initial consultation process were also sent correspondence, including 114 emails and 17 letters, advising of the public comment period and opportunity to have provide further feedback if required.

A range of communication methods were used to promote the consultation period including the:

- · 'Have a Say' page on the Council website
- Advertisements on the Council Notice Board in the Latrobe Valley Express (10 and 14 October 2013)
- Media Release sent to Latrobe Valley Express
- · Community Sounding Board email and post
- Council Intranet
- Staff Newsletter.

Comments could be made in the form of:

- Feedback Form (available on the internet or through Council service centres and libraries)
- Email
- Letter.

Three formal submissions were received, two from individual community members and one from a community organisation. The submissions focussed on potential actions to be considered by Council in the development of annual action plans.

Incorporating Community Feedback into Final Plan

The feedback obtained through the public comment period was incorporated into the final Latrobe City Municipal Public Health and Wellbeing Plan (2013 – 2014). This ensured that the strategic directions and objectives of the Plan were reflective of the needs of the community and that all stakeholders were supportive of the overarching directions of the Plan.

Outcome

The Plan was unanimously adopted by Council at an Ordinary Council Meeting on 2 December 2013.

Churchill West Development Plan

The Churchill West Development Plan (CWD Plan) relates to a concept layout on how the land allocated will be developed for residential land use. The CWD Plan identified where future residential lots (669 lots), roads, pathways, open space and physical infrastructure would be located.

A workshop was held on 29 October 2013 with key stakeholders to discuss the proposal prior to the public consultation period. Attendees included representatives of the Department of Transport, VicRoads, Gippsland Water, Tract Consulting and Latrobe City Council officers from Infrastructure, Recreation and Open Space, Environment, Child and Family Services, Environmental Health and Statutory Planning teams.

Community consultation commenced for a period a four weeks from 18 December 2013 to 13 December 2013. Although the community consultation was not required under *the Planning and Environment Act 1987*, Council considered consultation was necessary to ensure awareness of the proposed future development of the site.

Notifications regarding the proposed development were sent to 195 adjoining and adjacent property owners and occupiers, and a range of community groups including: the Churchill District Community Association, the Churchill and District Lions Club, the Churchill and District Lioness Club, the Rotary Club of Hazelwood, the First Churchill Scout Group and the Churchill Neighbourhood Centre.

In addition, a public notice was placed in the Latrobe Valley Express for two issues during the consultation period on 18 November 2013 and 28 November 2013.

The draft CWD Plan documentation was placed on the Council website on the 'Have Your Say' page, with provision for receipt of electronic submissions.

An 'Open House' information session open to the public was also held on November from in the evening to discuss the CWD Plan. A total of ten people attended the 'Open House' information session.

The proponent also ran their own information sessions to inform the local community of the CWD Plan earlier in the year. On 21 June 2013 a meeting was held to between Latrobe City Council, the proponent and the Churchill District Community Association to discuss the proposal and on 22 August 2013 a community information session was held with the wider community. This was independent of Council's 'Open House' consultation session.

Council received two written submissions during the community consultation period, one submission provided general comment and one submission was an objection that raised concerns.

All comments received throughout the whole consultation process have been considered an incorporated into the draft CWD Plan where practical and appropriate.

The CWD plan was adopted by Council at the Ordinary Council Meeting on 17 February 2014.

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16.2 STRATEGIC PLANNING PROJECTS 2013/14 - HOUSING STRATEGY AND LATROBE PLANNING SCHEME REVIEW PROJECT REFERENCE GROUP

General Manager

Planning and Governance

For Decision

PURPOSE

The purpose of this report is to appoint a new Councillor to the Strategic Planning Projects 2013/14 - Housing Strategy and Latrobe Planning Scheme Review; Project Reference Group.

DECLARATION OF INTEREST

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

STRATEGIC FRAMEWORK

his report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley, Latrobe City Council Plan 2013-2017 and adopted Project Governance Policy.

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives - Built Environment

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

Strategic Objectives - Governance

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

Latrobe City Council Plan 2013 – 2017

Theme 3: Efficient, effective and accountable governance To provide open, transparent and accountable governance

Strategic Direction - Efficient, effective and accountable governance

Conduct all Council and committee meetings in strict accordance with the law and in an open and transparent manner.

Theme 5: Planning for the future

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

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Strategic Direction – Planning for the future

Explore the establishment of a Council planning committee to guide land use planning, development and growth.

Provide efficient and effective planning services and decision making to encourage development and new investment opportunities.

Review our policy and guidelines for new residential development in particular lot density, unit development, road widths and emergency vehicle access.

In consultation with the community, review Council's Municipal Strategic Statement and the Latrobe City Planning Scheme.

Legislation

The discussions and recommendations of this report are consistent with the provisions of the *Planning and Environment Act 1987* and the Latrobe Planning Scheme.

Policy

Latrobe City Council Project Governance Policy (11POL-1)

BACKGROUND

The Latrobe City Council Plan 2013-17 includes both the Housing Strategy and Latrobe Planning Scheme Review as key strategic directions.

The major objectives of the Strategic Planning Projects 2013/14-Housing Strategy and Latrobe Planning Scheme Review Project Reference Group are:

- To provide input into the development of the project brief and stakeholder engagement plan for the Housing Strategy and Latrobe Planning Scheme Review for future Council endorsement;
- To assist in the review and inclusion of community consultation feedback and suggestions to the Housing Strategy and Latrobe Planning Scheme Review;
- To be a key reviewer of draft documentation for the Housing Strategy and Latrobe Planning Scheme Review in accordance with the draft Terms of Reference.

At its Ordinary Council Meeting on 6 November 2013 Council resolved:

That Council adopt the Strategic Planning Projects 2013/14-Housing Strategy and Latrobe Planning Scheme Review Project Reference Group Terms of Reference as attached.

That Council appoints Councillors White, Gibbons, Middlemiss, Gibson and Kam to the Strategic Planning Projects Reference Group.

That Council amend the Committee Delegations Register to include the Strategic Planning Projects Reference Group

To date the Project Reference Group has provided essential input to the Planning Scheme Review project including the development of the project

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brief, the stakeholder engagement strategy and consultation on key issues.

As per the endorsed Project Implementation Plan and Stage 1 Stakeholder Engagement Strategy the Project Reference Group is a key contributor to the Planning Scheme Review project.

The next task of the Project Reference Group will be to review preliminary feedback from stakeholder engagement, followed by input and review of the draft Latrobe Planning Scheme Review documentation.

ISSUES

As per the adopted Terms of Reference (See Attachment One) the Strategic Planning Project Reference Group shall comprise five Councillors representing each respective ward. The Terms of Reference also stipulates the project manager will reschedule the Project Reference Group meeting to an alternate time if two or more councillors are not available to attend.

Councillor Gibbons has resigned from the Strategic Planning Projects 2013/14-Housing Strategy and Latrobe Planning Scheme Review Project Reference Group effective immediately. As per the adopted Terms of Reference the Strategic Planning Project Reference Group it is necessary for Council to appoint a new Councillor to replace Councillor Gibbons.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

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

There is a risk to the Latrobe Planning Scheme Review project meeting the timelines outlined in the endorsed Project Implementation Plan without full membership of the Project Reference Group.

INTERNAL/EXTERNAL CONSULTATION

No consultation has been undertaken in the preparation of this report.

OPTIONS

- 1. That Council appoints a new councillor to the Strategic Planning Projects 2013/14 Housing Strategy and Latrobe Planning Scheme Review; Project Reference Group.
- 2. That Council does not appoint a new Councillor to the Strategic Planning Projects 2013/14 Housing Strategy and Latrobe Planning Scheme Review; Project Reference Group. This would trigger the need to review the Terms of Reference, which may cause delays in the timeframes outlined in the endorsed Project Implementation Plan.

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CONCLUSION

The Strategic Planning Projects 2013/14 - Housing Strategy and Latrobe Planning Scheme Review; Project Reference Group is a key component of the Latrobe Planning Scheme Review Project. In accordance with the adopted Terms of Reference the Strategic Planning Project Reference Group shall comprise five Councillors representing each respective ward. This report seeks to appoint a new Councillor to replace a now vacant position

Attachments

1. Strategic Planning Projects 2013/14 - Housing Strategy and Planning Scheme Review Project Reference Group Terms of Reference

RECOMMENDATION

That Council appoints Councillor Rossiter to the Strategic Planning Projects 2013/14 – Housing Strategy and Planning Scheme Review Project Reference Group.

Moved: Cr Harriman Seconded: Cr White

That the Recommendation be adopted.

CARRIED UNANIMOUSLY

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16.2

Strategic Planning Projects 2013/14 - Housing Strategy and Latrobe Planning Scheme Review Project Reference Group

1	Strategic Planning Projects 2013/14 - Housing Strategy	
	and Planning Scheme Review Project Reference Group	
	Terms of Reference	387

Strategic Planning Projects 2013/14 — Housing Strategy and Latrobe Planning Scheme Review

Project Reference Group Terms of Reference



November 2013





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- 2. Objectives
- 3. Membership
- 4. Length of appointment
- 5. Attendance at meetings
- 6. Chair
- 7. Meeting schedule
- 8. Meeting procedures
- 9. Voting
- 10. Minutes of the Meeting
- 11. Authority and Reporting
- 12. Administration



1. Preamble

- 1.1. The group shall be known as the **Strategic Planning Projects Reference Group** (hereinafter referred to as the "Project Reference Group").
- 1.2. This group will act in accordance with Latrobe City Council's adopted Councillor Code of Conduct.
- 1.3. This group will act in accordance with Latrobe City Council's adopted *Project Governance Policy*. As per the policy, the function of a Project Reference Group is:
 - 1.3.1. A group of key stakeholders who are to be engaged at key points throughout the project. Must include at least one Councillor and other critical community and agency stakeholders as identified [that] will be impacted by the project. Must not direct Council officers or consultants in the conduct of the project and does not have authority to approve any stages of a project or to change the scope of a project.
- 1.4. These Terms of Reference are adopted by resolution of Latrobe City Council at the Ordinary Council Meeting 6 November 2013.

2. Objectives

- 2.1. To provide input into the development of the Strategic Planning Projects 2013/14; Housing Strategy and Latrobe Planning Scheme Review.
- 2.2. To assist in the review and inclusion of community consultation feedback and suggestions.
- 2.3. To be a key reviewer of draft documentation during the development of the Strategic Planning Projects 2013/14; Housing Strategy and Latrobe Planning Scheme Review.

3. Membership

3.1. Composition of the Committee

The Strategic Planning Project Reference Group shall comprise representatives including:

- 3.1.1. Five [5] Councillors; including one each from the respective wards (one Councillor would be nominated Chair);
- 3.1.2. Respective Council Officers (includes Manager Future Planning and/or General Manager Governance, project managers and administration officer); and
- 3.1.3. At the request of the Project Reference Group external advice can be provided to the Project Reference Group (i.e. project consultant, project sponsor etc.).

Strategic Planning Projects Reference Group Terms of Reference – adopted November 2013



4. Length of appointment

4.1. The Project Reference Group shall be in place until the finalisation of the Strategic Planning Projects 2013/14; Housing Strategy and Latrobe Planning Scheme Review. The appointment of members to the Project Reference Group shall be from the date of appointment by Council until the date that the final reports are adopted by Council.

5. Attendance at meetings

5.1. The project manager will reschedule the Project Reference Group meeting to an alternate time if 2 or more councillors are not available to attend.

6. Chair

6.1. A nominated Councillor shall chair the meetings. If the Chair is unavailable another Councillor willact as chair for that meeting.

7. Meeting schedule

- 7.1. Project Reference Group meetings may consider the Housing Strategy project and Latrobe Planning Scheme Review project issues separately or concurrently.
- 7.2. Project Reference Group meetings will be held as required. These meetings will be scheduled once members are appointed.
- 7.3. The duration of each meeting should not exceed two hours.

8. Meeting procedures

- 8.1. Meetings of the Project Reference Group are not open to the public; however non-members may attend at the invitation of the Project Reference Group.
- 8.2. Councillors not appointed to the Project Reference Group are openly invited to attend any meetings.
- 8.3. Documentation provided in the meeting will remain confidential. The Project Manager will indicate if draft documentation is available for public consultation.

9. Voting

9.1. There will be no official voting process. Majority and minority opinions will be presented to Latrobe City Council if necessary through usual reporting methods.

10. Minutes of the Meeting

10.1. The Project Manager or authorised agent (e.g. administration officer) shall take the Minutes of each Project Reference Group meeting.

Strategic Planning Projects Reference Group Terms of Reference – adopted November 2013



- 10.2. The Minutes shall be in a standard format including a record of those present, apologies for absence, a list of agreed actions and key discussion points of the Project Reference Group.
- 10.3. The Minutes shall be stored in the Latrobe City Council corporate filing system (currently Latrobe Content Management System.)
- 10.4. A copy of the Minutes shall be distributed to all Project Reference Group members and the Strategic Planning Projects Project Board within 5 business days of the close of each Project Reference Group meeting. The minutes will be located in the relevant Councillor Committees Folders.

11. Authority and Reporting

- 11.1. The Project Reference Group's authority sits within a project governance structure and Latrobe City Council's adopted Project Governance Policy.
- 11.2. All recommendations, proposals and advice regarding community engagement for the project must comply with *Council's Community Engagement Plan 2010-*2014 and any statutory land-use planning legislative and policy guideline requirements.

12. Administration

12.1. The Project Manager or an authorised agent (e.g. administration officer) will receive and distribute communications to the Project Reference Group, arrange meeting venues and prepare and distribute meeting agendas.

ORDINARY COUNCIL MEETING MINUTES 30 JUNE 2014 (CM441)

16.3 ASSEMBLY OF COUNCILLORS

GENERAL MANAGER

Planning and Governance

For Decision

PURPOSE

The purpose of this report is to present to Council, the Assembly of Councillors forms submitted since the Ordinary Council Meeting held 10 June 2014.

DECLARATION OF INTEREST

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

OFFICER COMMENTS

The following Assembly of Councillors took place:

Date:	Assembly Details / Matters Discussed:	In Attendance:	Declaration of Interest Declared:
6 December 2013	Project Reference Group Latrobe Planning Scheme Review	Councillors: Cr Gibson, Cr Kam, Cr White, Cr Middlemiss, Cr Gibbons	NIL
	review	Officers: Chris Wightman, Jason Pullman, Leanne Khan, Alissa Filippo	
18 February 2014	Project Reference Group	Councillors: Cr Gibson, Cr Kam, Cr White, Cr	NIL
	Latrobe Planning Scheme Review	Middlemiss, Cr Gibbons Officers: Gail Gatt, Jason Pullman, Leah	
		Pollard, Yvonne Buntin	
25 March 2014	Project Reference Group Latrobe Planning Scheme	Councillors: Cr Gibson, Cr Kam, Cr White, Cr Middlemiss, Cr Gibbons	NIL
	Review	Officers: Gail Gatt, Leanne Khan, Alissa Filippo, Jason Pullman	
7 May 2014	Latrobe Tourism Advisory Board	Councillors: Cr White, Cr Sindt	NIL
		Officers: Jason Membrey, Rachel Callus	
14 May 2014	Latrobe City Cultural Diversity Advisory Committee	Councillors: Cr Gibbons, Cr Kam	NIL
		Officers: Steve Tong, Teresa Pugliese	

ORDINARY COUNCIL MEETING MINUTES 30 JUNE 2014 (CM441)

15 May 2014 Traralgon CBD Safety Committee Meeting	Date:	Assembly Details / Matters Discussed:	In Attendance:	Declaration of Interest Declared:
Committee Meeting Officers: Andrew Legge, Steve Tong 22 May 2014 Rail Freight Working Group Meeting Officers: Andrew Legge, Steve Tong Councillors: Cr Gibbons, Cr Middlemiss Officers: Geoff Hill, Donna Taylor, Henry Morrison 2 June 2014 Public Presentations 4.1 Consideration of Planning Panel Report And Adoption of Latrobe Planning Scheme Amendment C62 4.2 Coalville Road - Submission Application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Traralgon 4.4 Future Development of Brown Coal Power Stations 2 June 2014 Discussion in relation to Planning Panel report and adoption of Latrobe Planning Scheme Amendment C82, Tyers Rezoning • Planning Permit Application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Traralgon • Planning Permit Application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Traralgon • Planning Permit Application 2013/27 staged subdivision of land and removal of native vegetation, Coalville Road Moe 2 June 2014 Early Years Reference Committee Best Start program update Preschool Committee Review Municipal Early Years Plan	15 May 2014		Councillors: Cr	
22 May 2014 Rail Freight Working Group Meeting 23 June 2014 Public Presentations 24 June 2014 Public Presentations 25 June 2014 Public Presentations 26 A.1 Consideration of Planning Panel Report And Adoption of Latrobe Planning Scheme Amendment C82 37 June 2014 A.2 Coalville Road - Submission Application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Traralgon 27 June 2014 Planning Permit Application 2013/270, use & development of Brown Coal Power Stations 28 June 2014 Planning Matters 29 June 2014 Discussion in relation to Planning Permit Application 2013/270, use & development of Latrobe Planning Scheme Amendment C82, Tyers Rezoning 29 Planning Permit Application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Traralgon 20 Planning Permit Application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Traralgon 20 Planning Permit Application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Traralgon 20 Planning Permit Application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Traralgon 20 June 2014 Early Years Reference Committee Best Start program update Preschool Committee Review Municipal Early Years Plan Review Municipal Early Permit Application Planning Permit Applicatio	,		Rossiter, Cr Kam	
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ORDINARY COUNCIL MEETING MINUTES 30 JUNE 2014 (CM441)

Date:	Assembly Details / Matters Discussed:	In Attendance:	Declaration of Interest Declared:
	Early Years Reference Committee TOR Social media advertising for preschool enrolments 2015		
4 June 2014	Latrobe Tourism Advisory Board	Councillors: Cr White	NIL
		Officers: Linda Brock, Jason Membrey	
11 June 2014	Morwell Town Common Development Plan Project Control Group	Councillors: Cr Middlemiss, Cr Sindt	NIL
		Officers: Simon Clarke	

Attachments

- 1. Attachment 1
- 2. Attachment 2
- 3. Attachment 3
- 4. Attachment 4
- 5. Attachment 5
- 6. Attachment 6
- 7. Attachment 7
- 8. Attachment 8
- 9. Attachment 9
- 10. Attachment 10
- 11. Attachment 11
- 12. Attachment 12

RECOMMENDATION

That Council note this report.

Moved: Cr Rossiter Seconded: Cr Kam

That the Recommendation be adopted.

CARRIED UNANIMOUSLY

ORDINARY COUNCIL MEETING MINUTES 30 JUNE 2014 (CM441)

16.3

Assembly of Councillors

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Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the <u>Council Operations Team</u> for filing. {see over for Explanation/Guide Notes}.

Assembly details: Project Reference Group

Date: 6/12/13

Time: 1.30 pm

Assembly Location: Meeting Room 6, Latrobe City Council Headquarters (e.g. Town Hall, *TOWN*, No. xx *ADDRESS*, Latrobe City Council Offices).

In Attendance:

Councillors: Councillor Sharon Gibson, Councillor Sandy Kam, Councillor Darrell White, Councillor Graeme Middlemiss, Councillor Peter Gibbons

Officer/s: Chris Wightman, Jason Pullman, Leanne Khan, Alissa Filippo

Matter/s Discussed: Latrobe Planning Scheme Review (e.g. Proposed Development in *TOWN* discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at *ADDRESS*, etc)

Are the matters considered confidential under the Local Government Act: No

Conflict of Interest Disclosures: (refer 3. over page)

Councillors:

Officer/s:

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

Completed by: Alissa Filippo



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: Written Record to be made by Council staff member):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

"At an assembly of Councillors, the Chief Executive Officer must ensure that a written record is kept of:

- the names of all Councillors and members of Council staff attending;
- the matters considered;
- any conflict of interest disclosures made by a Councillor attending under subsection (3);
- whether a Councillor who has disclosed a conflict of interest as required by subsection (3) leaves the assembly."

The above required information is:

- to be reported to an Ordinary meeting of the Council; and
- incorporated in the minutes of that Ordinary meeting.

2. Section 76AA definition:

"Assembly of Councillors (however titled, e.g. meeting / inspection / consultation etc) is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of staff which considers matters that are intended or likely to be;

- · The subject of a decision of the Council; or
- Subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee.

Brief Explanation:

Some examples of an Assembly of Councillors will include:

- Councillor Briefings;
- on site inspections, generally meetings re: any matters;
- meetings with residents, developers, other clients of Council, consultations;
- meetings with local organisations, Government Departments, statutory authorities (e.g. VicRoads, etc); providing at least 5 Councillors and 1 Council staff member are present and the matter/s considered are intended

or likely to be subject of a future decision by the Council OR an officer decision under delegated authority. Effectively it is probable, that any meeting of at least 5 Councillors and 1 Council staff member will come under the new requirements as the assembly will in most cases be considering a matter which will come before Council or be the subject of a delegated officer's decision at some later time. If you require further clarification, please call the Manager Council Operations – Legal Counsel.

Please note: an Advisory Committee meeting requires only one Councillor to be in attendance. An advisory committee is defined as any committee established by the Council, other than a special committee, that provides advice to:

- the Council; or
- a special committee; or
- a member of Council staff who has been delegated a power, duty or function of the Council under section

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 <u>Council Operations Team</u> for filing. {see over for Explanation/Guide Notes}.

Assembly details: Project Reference Group

Date: 18/02/14

Time: 10.00 am

Assembly Location: Meeting Room 4, Latrobe City Council Headquarters (e.g. Town Hall, *TOWN*, No. xx *ADDRESS*, Latrobe City Council Offices).

In Attendance:

Councillors: Councillor Sharon Gibson, Councillor Sandy Kam, Councillor Graeme Middlemiss, Councillor Peter Gibbons, Councillor Darrell White

Officer/s: Gail Gatt, Jason Pullman, Leah Pollard, Yvonne Buntin

Matter/s Discussed: Housing Strategy

(e.g: Proposed Development in *TOWN* discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at *ADDRESS*, etc)

Are the matters considered confidential under the Local Government Act: No

Conflict of Interest Disclosures: (refer 3. over page)

Councillors:

Officer/s:

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

Completed by: Alissa Filippo



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

Section 80A requirements (re: Written Record to be made by Council staff member):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

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- the matters considered;
- 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:

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- · 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:

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- the Council; or
- a special committee; or
- a member of Council staff who has been delegated a power, duty or function of the Council under section

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 <u>Council Operations Team</u> for filing. {see over for Explanation/Guide Notes}.

Assembly details: Project Reference Group

Date: 25/03/14

Time: 1.00 pm

Assembly Location: Meeting Room 6, Latrobe City Council Headquarters (e.g. Town Hall, *TOWN*, No. xx *ADDRESS*, Latrobe City Council Offices).

In Attendance:

Councillors: Councillor Sharon Gibson, Councillor Sandy Kam, Councillor Darrell White, Councillor Graeme Middlemiss, Councillor Peter Gibbons

Officer/s: Gail Gatt, Jason Pullman, Leanne Khan, Alissa Filippo

Matter/s Discussed: Latrobe Planning Scheme Review (e.g. Proposed Development in *TOWN* discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at *ADDRESS*, etc)

Are the matters considered confidential under the Local Government Act: No

Conflict of Interest Disclosures: (refer 3. over page)

Councillors:

Officer/s:

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

Completed by: Alissa Filippo



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: Written Record to be made by Council staff member):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

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- the matters considered;
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- whether a Councillor who has disclosed a conflict of interest as required by subsection (3) leaves the assembly."

The above required information is:

- to be reported to an Ordinary meeting of the Council; and
- incorporated in the minutes of that Ordinary meeting.

2. Section 76AA definition:

"Assembly of Councillors (however titled, e.g. meeting / inspection / consultation etc) is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of staff which considers matters that are intended or likely to be;

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- the Council; or
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- a member of Council staff who has been delegated a power, duty or function of the Council under section 98

3. Section 80A and 80B requirements (re: Conflict of Interest):

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Assembly of Councillors Record

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Assembly details: Latrobe Tourism Advisory Board

Date: 7 May 2014

Time: 5.30pm

Assembly Location: Nambur Wariga meeting room, Latrobe City Council Head

Quarters, Morwell

(e.g: Town Hall, TOWN, No. xx ADDRESS, Latrobe City Council Offices).

In Attendance:

Councillors: Cr Darrell White, Cr Christine Sindt

Officer/s: Jason Membrey, Rachel Callus

Matter/s Discussed: Bushfire Enquiry, Health Study and QR Codes (e.g. Proposed Development in *TOWN* discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at *ADDRESS*, etc)

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: Nil

Officer/s: Nil

Times that Officers / Councillors left/returned to the room: Nil

Completed by: Rachel Callus



Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: Written Record to be made by Council staff member):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

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Section 80B

- not exercise the power or discharge the duty or function;
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Assembly details: Latrobe City Cultural Diversity Advisory Committee

Date: 14 May 2014

Time: 5.05 pm to 7.10 pm

Assembly Location: Nambur Wariga Room, Latrobe City Corporate Headquarters

(e.g: Town Hall, TOWN, No. xx ADDRESS, Latrobe City Council Offices).

In Attendance:

Councillors: Cr Peter Gibbons, Cr Sandy Kam

Officer/s: Steve Tong, Teresa Pugliese

Matter/s Discussed:

Members to speak of their Culture and Customs, Tanveer Hasan, Pakistan

Schedule for Committee members presentations for 2014

Schedule of Latrobe City Citizenship Ceremonies for 2014 Update on the Draft Latrobe City Cultural Diversity Action Plan 2014-2018

(e.g: Proposed Development in *TOWN* discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at *ADDRESS*, etc)

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors:

Officer/s:

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



Completed by: Teresa Pugliese



Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: Written Record to be made by Council staff member):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

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Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest. **Section 80A(3)**

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Section 80B

- not exercise the power or discharge the duty or function;
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Assembly details: Traralgon CBD Safety Committee Meeting

Date: Thursday, 15 May 2014

Time: 9.00 am - 10.00 am

Assembly Location: Tranalgon Police Station, Kay Street Tranalgon. (e.g. Town Hall, *TOWN*, No. xx *ADDRESS*, Latrobe City Council Offices).

In Attendance:

Councillors: Michael Rossiter, Sandy Kam

Officer/s: Andrew Legge, Steve Tong

Matter/s Discussed: Newsletter Update, CCTV update, Action Plan Update, Latrobe City Local Laws update, Victoria Police Update, LV Bus Lines Report, Victoria Police Report, Latrobe City Update.

(e.g. Proposed Development in *TOWN* discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at *ADDRESS*, etc)

Are the matters considered confidential under the Local Government Act: No

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: Nil

Officer/s: Nil

Times that Officers / Councillors left/returned to the room: Nil

Completed by: Andrew Legge



Required pursuant to the Local Government Act 1989 as amended.

Section 80A requirements (re: Written Record to be made by Council staff member):

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- the matters considered;
- any conflict of interest disclosures made by a Councillor attending under subsection (3);
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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:

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Brief Explanation:

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3. Section 80A and 80B requirements (re: Conflict of Interest):

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest. **Section 80A(3)**

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Section 80B

- not exercise the power or discharge the duty or function;
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Assembly details: Rail Freight Working Group Meeting

Date: 22 May 2014

Time: 3.00 pm - 3.45 pm

Assembly Location: Latrobe City Headquarters

(e.g: Town Hall, TOWN, No. xx ADDRESS, Latrobe City Council Offices).

In Attendance:

Councillors: Cr Gibbons, Cr Middlemiss

Officer/s: Geoff Hill, Acting General Manager Economic Sustainability, Donna Taylor, Acting Manager Economic Development, Henry Morrison, Coordinator Property and Statutory Services

Matter/s Discussed: Request from Morwell transport company to acquire land adjacent to Morwell facility. Proposed development on the Gippsland Logistics Precinct (e.g. Proposed Development in *TOWN* discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at *ADDRESS*, etc)

Are the matters considered confidential under the Local Government Act: YES (Proposed development)

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: Nil

Officer/s: Nil

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

Completed by: Donna Taylor



Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: Written Record to be made by Council staff member):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

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- the matters considered;
- 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.

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Brief Explanation:

Some examples of an Assembly of Councillors will include:

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- on site inspections, generally meetings re: any matters;
- meetings with residents, developers, other clients of Council, consultations;

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- the Council; or
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3. Section 80A and 80B requirements (re: Conflict of Interest):

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest. **Section 80A(3)**

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Section 80B

- 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 details: Public Presentations

Date: Monday 2 June 2014

Time: 4:00 - 6.00 PM

Assembly Location: Latrobe Regional Gallery, Morwell.

In Attendance:

Councillors: Cr Gibbons, Cr Gibson, Cr Harriman, Cr Kam, Cr Middlemiss,

Cr O'Callaghan, Cr Sindt, Cr White

Officer/s: John Mitchell, Stacey Greenwood, Chris Wightman, Debbie Tyson, Gail Gatt,

Leah Pollard, Geoff Hill.

Matter/s Discussed:

- 4.1 Consideration of Planning Panel Report And Adoption Of Latrobe Planning Scheme Amendment C82
- 4.2 Coalville Road Submission Application
- 4.3 Planning permit application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Traralgon
- 4.4 Future Development of Brown Coal Power Stations

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: Cr Middlemiss declared at Conflict of Interest in item 4.1- Consideration of Planning Panel Report and Adoption of Latrobe Planning Scheme Amendment C82

Officer/s: NIL

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

Cr Middlemiss left the room at 4.04pm due to a Conflict of Interest, and returned at 4.32pm.

Geoff Hill entered the room at 5.30pm

Completed by: Katrina Pizzi



Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: Written Record to be made by Council staff member):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

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Assembly details: Councillor discussion

Date: 2 June 2014

Time: 7.00pm - 9.00pm

Assembly Location: Nambur Wariga Room, Latrobe Headquarters

In Attendance:

Councillors: Cr Gibbons, Cr Kam, Cr Rossiter, Cr Harriman, Cr White, Cr Middlemiss, Cr O'Callaghan, Cr Sindt, Cr Gibbons.

Officer/s: John Mitchell, Chris Wightman, Stacey Greenwood, David Elder (left at 8:15 pm), Katrina Pizzi.

Matter/s Discussed:

- Consideration of planning panel report and adoption of Latrobe Planning Scheme Amendment C82, Tyers Rezoning
- Planning Permit Application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Translgon
- Planning Permit Application 2013/7, staged subdivision of land and removal of native vegetation, Coalville Road Moe
- 2014/15 Fees and Charges

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: Cr Middlemiss declared a Conflict of Interest in discussion item relating to Amendment C82, Tyers Rezoning.

Cr Rossiter declared a Conflict of Interest in discussing Planning Permit Application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Traralgon



Officer/s:

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

Cr Middlemiss left the room at 7.20 pm and returned at 7.45 pm Cr Rossiter left the room at 8.29 pm and returned at 8.37 pm

Completed by: Katrina Pizzi



Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: Written Record to be made by Council staff member):

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Section 80B

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Assembly details: Early Years Reference Committee meeting.

Date: 02/06/2014

Time: 1.00 pm

Assembly Location: Meeting Room 4, Latrobe City Council Headquarters, 141

Commercial Road, Morwell.

In Attendance:

Councillors: Cr Kellie O'Callaghan, and Cr Christine Sindt.

Officer/s:

Ronda Bruerton, a/g Manager Child and Family Services, Carole Ayres, Executive Assistant Community Liveability, Kate Northover, Coordinator Early Learning and Care West/Office

Matter/s Discussed:

Best Start program update
Preschool Committee Review
Municipal Early Years Plan Review
MAV Patchwork Pilot Project concerns
Early Years Reference Committee TOR
Social media advertising for preschool enrolments 2015

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors:

Officer/s:

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

Completed by: Carole Ayres, Executive Assistant Community Liveability, Early Years Reference Committee Secretariat Support.

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: Written Record to be made by Council staff member):

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Assembly details: Latrobe Tourism Advisory Board

Date: 4 June 2014

Time: 5.38pm

Assembly Location: Nambur Wariga meeting room, Latrobe City Council

Head Quarters, Morwell

(e.g: Town Hall, TOWN, No. xx ADDRESS, Latrobe City Council Offices).

In Attendance:

Councillors: Cr Darrell White

Officer/s: Linda Brock, Jason Membrey

Matter/s Discussed: Terms of Reference. Review of the Tourism Advisory Board.

Resignation of one board member.

(e.g: Proposed Development in TOWN discussion with residents, Planning Permit Application No.

xxxx re: proposed xx story development at ADDRESS, etc)

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: Nil

Officer/s: Nil

Times that Officers / Councillors left/returned to the room: Nil

Completed by: Linda Brock



Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: Written Record to be made by Council staff member):

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Assembly details: Morwell Town Common Development Plan Project Control Group

Date: 11 June 2014

Time: 5:00pm

Assembly Location: Latrobe City Council Headquarters

(e.g: Town Hall, TOWN, No. xx ADDRESS, Latrobe City Council Offices).

In Attendance:

Councillors: Cr Graeme Middlemiss, Cr Christine Sindt.

Officer/s: Simon Clark

Matter/s Discussed:

Correspondence in: Nil.

Correspondence out: Nil.

AAA Playground

Simon distributed the most recent layout plan and reported that the playground equipment had commenced to arrive at the Morwell Depot. The construction phase of the project will commence soon.

Business Arising From Previous Minutes

- 1.Simon informed the meeting that the damaged trees on Maclean Street would be replaced as soon as the Council nursery has mature seedlings of the same species. Simon at the June 2014 meeting also reported that there may be a change to the trees as part of the Chapel Street carpark project. This change may be in the form of species type however Simon will keep the Committee informed as he receives information. Action Simon Clark
- 2.David stated that he will install heavy duty fully attached down pipes on the picnic



shelter. Ongoing Action - David McInnes

- 3. Simon reported that the cost for the extension of the Rotary fence on White Street was \$4,500. David to put in account from Rotary for payment. Ongoing Action David McInnes
- 4.David informed the meeting that the Rotary Club was successful in obtaining a Latrobe City Council Minor Capital Works Community Grant for the installation of 3 phase power at the common. The work will be undertaken in the near future. Completed
- 5. Simon invited Council's Events and Tourism teams to the meeting to discuss possible avenues for promotion and activation of the common however both officers were unable to attend. Simon will re-invite to the August meeting. Action Simon Clark
- 6.Simon informed the meeting that Council's Media Team would be including a historical story about the Town Common in the next edition of Link. The story would be promoting that the Project Control Group wish to receive any items of historical interest for consideration as part of a future historical sign at the Town Common. Cr Middlemiss recommended that Simon also consult Council's Recreation and Open Space Planner regarding the sign design. Ongoing Action Simon Clark
- 7. Simon informed the meeting that the Committee would be consulted prior to the installation the signs for the new government legislation regarding prohibiting smoking at playgrounds etc. Simon will organise an onsite meeting to discuss possible locations. Ongoing Action Simon Clark Please note Simon has been informed on Thursday 12 June that the signs have already been installed at the playground at each of the three main entrances. If any Committee members have any issues with the location of these signs please inform Simon. Simon apologises for this occurrence.

General Business

- 1. Simon informed the meeting that the Chapel Street carpark project was approximately forty percent completed.
- 2. The meeting agreed to revert back to the bi-monthly meeting schedule therefore the next meeting will be on 13 August.

(e.g: Proposed Development in *TOWN* discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at *ADDRESS*, etc)

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)



 	lors:

Officer/s:

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

Completed by: Simon Clark

Required pursuant to the Local Government Act 1989 as amended.

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16.4 PLANNING PERMIT APPLICATION 2013/214 - NATIVE VEGETATION REMOVAL, JUMBUK ROAD

General Manager

Planning and Governance

For Decision

PURPOSE

The purpose of this report is to determine Planning Permit Application 2013/214 for the Removal of Native Vegetation on Jumbuk Road, Jeeralang Junction.

The application was previously heard at the Ordinary Council meeting on 24 March 2014, where the following motion was adopted:

MOTION

- That Council defer the decision to grant a decision on Planning Permit Application 2013/214 – Native Vegetation Removal, Jumbuk Road until the following documentation has been considered and adopted by Council:
 - a) A 10 Year Offset Management Plan and the Compliant Offset Plan.

As a result of the motion, Council's Environmental Planning Team has included an example of the type of offset plan which will be sought if a planning permit is issued; see *Attachment 5*. This Offset Management Plan is indicative as plans of this nature are funded for and obtained once a planning permit is issued; as such an offset plan specific to this project cannot be acquired at this time.

However it is noted that third party offsets currently cost approximately \$120,000 - \$180,000 per Biodiversity Equivalence Units. As identified in the example Offset Management Plan, 0.460 hectares is required at a contributed gain of 0.212 general Biodiversity Equivalence Units.

Therefore the cost of offsetting as per the permit conditions for this removal will be approximately \$25,440 - \$38,160. As mentioned the attached offset plan is an example, and not specific to this project. Offsets have been accounted for in the current program.

Given that the requisite information has been provided, the application is now before Council for a decision to be made.

DECLARATION OF INTERESTS

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

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

Latrobe City Council Plan 2013 - 2017

Strategic Direction – Planning for the future

Provide efficient and effective planning services and decision making to encourage development and new investment opportunities.

<u>Legal</u>

The discussions and recommendations of this report are consistent with the provisions of the *Planning and Environment Act 1987* (the Act) and the Latrobe Planning Scheme (the Scheme), which apply to this application.

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

BACKGROUND

SUMMARY

Land: Jumbuk Road, Jeeralang Junction

Proponent: Latrobe City Council

Zoning: Rural Living Zone – Schedule 3

Farming Zone

Overlay Environmental Significance Overlay

- Schedule 2

Bushfire Management Overlay

A Planning Permit is required for the removal of native vegetation in accordance with Clause 42.01-2 of the Scheme.

A Planning Permit is required for the removal of native vegetation in accordance with Clause 52.17-2 of the Scheme.

Council is the Responsible Authority for the land; therefore this application is before this Ordinary Council Meeting for decision.

SUBJECT LAND:

The subject sites are located within the road reserves of Jumbuk Road and include up to six (6) corners which are primarily located between the intersections of Jumbuk Road and Junction Road, and 'Richardson's Corner' (chainage: 220 – 3560).

The corners are located approximately 5 kilometres south of the Churchill Township, within Jeeralang Junction. Uses surrounding corners 1 and 2 are of a rural residential nature, whilst the remaining corners are surrounded by large farming zoned lots with minimal agricultural activities and significant native vegetation.

PROPOSAL

The application involves the removal of native vegetation up to six (6) corners within the Jumbuk Road reserve to allow the widening of the subject corners, in accordance with the road safety improvements contained within the *Jumbuk Road, Middle Creek Road, Upper Middle Creek Road Road Safety Audit Report – Final Report April 2009* (the Road Safety Report). More specifically, the vegetation removals required are part of the works within Stage 2 of the Jumbuk Road project.

The native vegetation to be removed is 0.460 hectares of vegetation classed in a low risk-based pathway.

The proposed native vegetation removal will facilitate the completion of the Jumbuk Road project, included in the Better Roads Victoria: Rural Local Timber Roads Program; Vicroads has contributed \$860,200 for the completion of the works on Jumbuk Road.

Detailed plans for each corner can be viewed in Attachment 1.

HISTORY OF APPLICATION

A history of assessment of this application is set out in *Attachment 2*.

The provisions of the Scheme that are relevant to the subject application are included in *Attachment 3*.

The zoning of the subject land and surrounds is included in *Attachment 4*.

LATROBE PLANNING SCHEME

State Planning Policy Framework

The proposal has been considered against the relevant clauses under the SPPF.

The SPPF Clause 20.01-2 'Native Vegetation Management' requires that 'permitted clearing of native vegetation results in no net loss in the contribution made by native vegetation to Victoria's biodiversity'.

In order to achieve this policy objective, the assessment guidelines set out in *Permitted clearing of native vegetation – Biodiversity assessment guidelines* (Department of Environment and Primary Industries, September 2013) have been applied, which are:

- Avoid the removal of native vegetation that makes a significant contribution to Victoria's biodiversity.
- Minimise impacts on Victoria's biodiversity.
- Where native vegetation is permitted to be removed, ensure that an
 offset is provided in a manner that makes a contribution to Victoria's
 biodiversity that is equivalent to the contribution made by the native
 vegetation to be removed.

The SPPF Clause 11.05-4 'Regional planning strategies and principles' seeks to 'develop regions and settlements which have a strong identity, are prosperous and are environmental sustainable'. In order to achieve this policy objective, the following principles have been applied to the assessment of the application:

- A network of integrated and prosperous regional settlements
- Environmental health and productivity
- Regional Victoria's competitive advantages
- Distinct and diverse regional settlements

The assessment of the application against these guidelines and principles is included in the *Particular Provisions* Section of this report. The proposal has been considered against the relevant clauses under the State Planning Policy Framework and deemed to comply.

Local Planning Policy Framework (LPPF)

Within the LPPF Clause 21.02 outlines Latrobe City Council's strategic objectives which include 'To promote the responsible and sustainable care of our built and natural environment for the use and enjoyment of the people who make up the vibrant community of Latrobe Valley' and 'To promote and support social, recreational, cultural and community life by providing both essential and innovative amenities, services and facilities within the municipality'. Both of these strategic directions promote the care for the environment and the people who reside in it. It also shows the commitment to providing the best services available which includes the safety of people who live in and visit the municipality.

Clause 21.03-3 'Native Vegetation and Biodiversity' has objectives to 'protect native flora and fauna species and their habitat across the municipality', and 'increase the extent and quality of native vegetation and biodiversity across the municipality, and to 'support the maintenance of bushland reserves'. The proposal has been considered against the relevant clauses under the Local Planning Policy Framework and deemed to comply.

Zoning

Rural Living Zone - Schedule 3

The purpose and decision guidelines of the Rural Living Zone have been taken into account as part of the assessment of this application and it is considered that the application complies with the zoning provisions. *Farming Zone*

The purpose and decision guidelines of the Faming Zone have been taken into account as part of the assessment of this application and it is considered that the application complies with the zoning provisions.

Overlay

Environmental Significance Overlay - Schedule 2

The proposal is considered to be consistent with the purpose of the overlay as the vegetation removal is 'compatible with identified environmental values' and will not result in a significant disturbance to the biodiversity of the region.

The environmental significance of the area is identified as being as an 'important and reliable source of high quality water providing a potable water supply for a number of urban settlements'. The permit requirements in the overlay stipulate that a 'permit may only be granted to remove trees from not more than 10% of the land and to clear understorey from not more than 30% of the land'. It is considered in this instance, as the vegetation is located within a road reserve, the vegetation removal will not impact on the environmental attributes which serve to ensure a high quality water supply to the region.

Based on the nature of the controls contained within the overlay, and the references made in relation to land sizes, it is considered that the intent of the overlay would seek to limit or restrict significant vegetation removal on properties which may result in a significant alteration to the nature of the property; not specifically to restrict vegetation removal for the provision of works to provide a safe road network.

Bushfire Management Overlay

The purpose and decision guidelines of the Bushfire Management Overlay have been taken into account as part of the assessment of this application and it is considered that the application complies with the overlay provisions.

Particular Provisions

Clause 52.17 Native Vegetation:

The proposal has been assessed having regard to the purpose of the particular provision and has considered in detail the following approach:

- Avoid the removal of native vegetation that makes a significant contribution to Victoria's biodiversity.
- Minimise impacts on Victoria's biodiversity from the removal of native vegetation.

- Where native vegetation is permitted to be removed, ensure that an
 offset is provided in a manner that makes a contribution to Victoria's
 biodiversity that is equivalent to the contribution made by the native
 vegetation to be removed.
- To manage native vegetation to minimise land and water degradation.

As noted above, the proposed native vegetation removal is required in order to facilitate the works identified in the Road Safety Audit report for Jumbuk Road – Stage 2. The works are considered necessary to allow for the safe manoeuvring of cars and trucks around the subject corners as sight distances are currently impacted by the vegetation located on the inside curves.

It should be noted that the vegetation removal will also reduce the amount of road widening necessary to provide appropriately dimensioned road widths for safe manoeuvrers to occur, allowing both cars and trucks to pass simultaneously.

The proposal has been assessed against the decision guidelines of Clause 52.17. In assessing the application, the following elements have been considered in detail:

- 1. Biodiversity considerations for all applications:
- The contribution that native vegetation to be removed makes to Victoria's biodiversity. This is determined by:
 - The extent and condition of the native vegetation.
 - The biodiversity value of the native vegetation, including whether the native vegetation is important habitat for rare or threatened species.
- Whether the removal of native vegetation is defined as being in the low, moderate or high risk-based pathway, as defined in the Permitted clearing of native vegetation – Biodiversity assessment guidelines (Department of Environment and Primary Industries, September 2013) and apply the decision guidelines accordingly.

It is considered that the proposed vegetation removal is appropriate having regard to the extent of vegetation to be cleared, the biodiversity value which the vegetation serves to the habitat and the risk-based pathway which the vegetation is defined. The vegetation to be removed is within the low risk-based category as defined by the Department of Environment and Primary Industries; this category is the lowest risk-based pathway assessment guideline. The specific vegetation elements relevant for this application will be discussed below in the report.

2. Other Matters

- The role of native vegetation in:
 - Protecting water quality and waterway and riparian ecosystems, particularly within 30 metres of a wetland or waterway and in special water supply catchment areas listed in the Catchment and Land Protection Act 1994.
 - Preventing land degradation, including soil erosion, salination, acidity, instability, and water logging, particularly:
 - Where ground slopes are more than 20 per cent.
 - On land which is subject to soil erosion or slippage.
 - In harsh environments, such as coastal or alpine area.
- Managing native vegetation to preserve identified landscape values.

The proposed works located on corners 2-6 are located within the Environmental Significance Overlay Schedule 2 which relates to water catchments; more specifically the controls seek to limit the amount of vegetation removal in order to protect and sustain the environmental attributes which ensure high quality water availability. It is considered that the vegetation removal is appropriate as the works involved maintain a minimum distance of 150 metres from the closest marked waterways.

Furthermore it is not considered that vegetation contained within a road reserve is likely to have an adverse impact in relation to water catchment water quality. No concerns in relation to soil erosion or instability have been highlighted in the report supplied with the application. It is considered that appropriate guidelines in relation to road surfacing will mitigate any potential concerns in relation to landslip.

Offset requirements have been assessed by Council's Environmental Planning Team and the Department of Environment and Primary Industries. The offsets proposed in the report supplied with the application address not only the vegetation to be removed as part of this application, but also provide offsets for the vegetation to be removed in other stages of the project which are exempt from requiring planning approval. It is considered that the vegetation offsets proposed go beyond the mandatory requirements contained within the Scheme, and reflect Council's proactive approach to protecting and enhancing the biodiversity and native vegetation in the Latrobe Valley.

Decision Guidelines (Clause 65):

The Decision Guidelines contained within Clause 65 of the Scheme have been considered as part of the assessment of the application.

SUBMISSIONS

The application received three (3) submissions in the form of written objections. The objections are included in *Attachment 5* of this report.

The issues raised were:

The removal of the vegetation will impact on the koala populations and other protected fauna and lyre birds.

Officer Comment:

The report provided with the planning permit application identified one 'possible frequent visitor' in relation to fauna to the subject vegetation removal sites; the *ninox strenue* (Powerful Owl). It is noted that this particular fauna requires a high quality habitat area for the species to be present; it is considered that the disturbance presented by the existing vehicle activity on the road limits the likelihood of the species being present.

Koala populations were not listed as a rare or threatened fauna species within 5 km of the proposed work site; however it is noted that the report sighted a koala species (*Phascolarctos cinereus*) in the report provided with the application. A superb lyrebird (menura novaehollandiae) was also sighted but not included in the rare or threatened fauna species list.

A large strip of an objector's property will be excavated, which is also located within a wildlife management overlay.

Officer Comment:

The corner in question is identified as Corner 3 in *Attachment 1*. The GIS information available to Council currently illustrates that the proposed vegetation removal is wholly located within the road reserve and does not protrude into any adjoining properties. The Scheme in its current form does not contain a planning control identified as a wildlife management overlay. It is noted that the subject corner is affected by the controls contained within the Bushfire Management Overlay.

The works will be detrimental to quality of life, privacy and amenity of landowners

Officer Comment:

The principles and decisions guidelines contained within Clause 52.17 have been taking into consideration in the assessment of the application. Clause 65 of the Scheme requires consideration to be given to the likely impact the proposal will have on the amenity of the area and the extent and character of native vegetation. Whilst it is recognised that vegetation located within a road reserve does add to the ambience in such rural landscapes, however the removal of vegetation in the interests of maintaining road safety is considered to be a necessary and appropriate measure.

It is noted that at Corner 3, the closest tree to be removed from the dwelling located on the adjoining land is located a minimum of 30 metres away; as a result it is considered that the impact of the

removal of vegetation in the road reserve is highly unlikely to impact the privacy of the land and dwelling.

Works on the corners are not necessary as the whole road is not being widened

Officer Comment:

It must be noted that the application relates to the removal of native vegetation; the proposed road works are exempt from requiring planning approval. The Road Safety Audit report has identified 11 corners along Jumbuk Road which require works, 6 of which also require vegetation removal. The works are proposed to specifically improve sight distances around such corners and to allow cars and trucks to manoeuvre around the corners. The report does not contain recommendations to increase the width of the whole road; rather refers to specific corners.

5 There was no consultation with the objector

Officer Comment:

Clause 67.02 stipulates the mandatory notification requirements for applications of this type and as a result, adjoining property owners were notified of the application. In addition, it was requested that a sign be placed on site to notify any other persons of the proposal. The applicant completed all the required notification tasks necessary under the provisions of the Scheme and the Act.

6 Jumbuk road will be unsafe as a result of log truck activity

Officer Comment:

It must be noted that the application relates to the removal of native vegetation; the proposed road works are exempt from requiring planning approval. The removal of native vegetation to facilitate the road widening seeks to ensure that any subsequent increases in traffic activity will improve safety for road users.

Councils Senior Project Engineers are anticipating that there may be an increase of logging truck activity on the road and the works are necessary to ensure that any vehicles of a similar size which may utilise the road may do so, without presenting a safety risk to other road users.

7 <u>Public funds are being spent on a project when cheaper alternatives are present</u>

Officer Comment:

Based on the information contained within the submission, this objection appears to make reference to arrangements for the

proposed routes for log truck activity to be conducted by the respective logging companies; when the plantations are deemed ready for sourcing.

Alternative routes for logging truck activity would generally be outside of the scope for assessment under the planning scheme for applications for native vegetation removal, however as the application has highlighted that logging truck activity is one of the reasons the corners require certain works, it has been considered as part of the assessment of the application.

Whilst alternative routes may present opportunities in which native vegetation removal can be avoided, which could result in alternative routes being utilised, such alternatives require consideration to be given to the potential social and economic impacts such alternatives can present to the community as per Section 38 of the *Road Management Act 2004* (Vic) requires.

Council's Senior Project Engineer has recommended that the proposed works be performed in the interests of providing a safe road network to allow large trucks and cars to utilise the road.

8 The underlying reason for the vegetation removal does not justify the proposal

Officer Comment:

As discussed above, the removal of native vegetation is required in order to facilitate the completion of the works recommended in the Road Safety Audit Report for Stage 2 of the Jumbuk Road project. Listed as an important priority, it is recommended that the width of the pavement at 11 horizontal curves be widened and that the vegetation on the insides of the curves be removed or trimmed at six locations (the locations which are part of this application).

The Road Safety Audit report details that the vegetation removal is necessary as the vegetation currently limits the sight distance; this issue presents a safety risk to vehicles attempting to negotiate the curve. The removal of vegetation will provide an improvement to sight distances, allowing vehicles which are approaching the curve to see further up Jumbuk Road; providing the vehicles additional time to slow down or come to a stop if another vehicle is approaching from the opposite direction whilst negotiating the curve.

It should be noted that Vicroads has contributed \$860,200 for the completion of the works on Jumbuk Road whilst Council has contributed \$925,823 to the project.

9 <u>An alternative solution would enable timber to be carted via an alternative route</u>

Officer Comment:

As mentioned above, this proposal relates to native vegetation removal. Whilst it is recognised that the vegetation removal is necessary to facilitate works recommended under the Road Safety Audit Report, the removal of low-risk based vegetation, as defined by the Department of Environment and Primary Industries (and mentioned early in this report), for the purposes of improving the safety of rural roads is considered to be acceptable and appropriate. The development of policies in relation to which routes would be most appropriately suited for logging trucks is not a consideration which can be assessed under the current proposal.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Additional resources or financial cost will only be incurred should the planning permit application require determination at the Victorian Civil and Administrative Tribunal (VCAT).

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

INTERNAL / EXTERNAL CONSULTATION

Engagement Method Used:

Notification:

The application was advertised pursuant to Section 52(1)(a) and Section 52(1)(d) of the Planning and Environment Act 1987 (the Act). Notices were sent to all adjoining and adjacent landowners and occupiers and an A3 notice was displayed on each of the corners where the native vegetation is proposed to be removed for a minimum period of 14 days.

At the request of the applicant, a mediation meeting was not held for the application

External:

The application was referred to the Department of Environment and Primary Industries pursuant to Section 55 of the Act which was relevant at the time the application was received. However amendment VC105 which came into effect on 20 December 2013 altered the application assessment requirements and altered the authority to being a recommending authority. The Department of Environment and Primary Industries consented to the granting of a planning permit subject to appropriate conditions being included.

It is noted that Council has been holding meetings with the Jumbuk and Yinnar South Timber Traffic Reference Group to discuss matters in relation to time related traffic activity.

Internal:

The application was referred internally to Council's Environmental Planning team for consideration. The team consented to the granting of a planning permit subject to the inclusion of appropriate conditions.

OPTIONS

Council has the following options in regard to this application:

- 1 Issue a Notice of Decision to Grant a Planning Permit; or
- 2 Issue a Notice of Refusal to Grant a Planning Permit.

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

CONCLUSION

Having evaluated the proposal against the relevant provisions of the Latrobe Planning Scheme, it is considered that the application is consistent with:

- The 'Purpose' and 'Decision Guidelines' of Clause 42.01 (Environmental Significance Overlay) and Schedule 2 of the Overlay
- The 'Purpose' and 'Decision Guidelines' of Clause 52.17 Native Vegetation.
- The 'Decision Guidelines' of Clause 65

The objections received have been considered against the provisions of the Latrobe Planning Scheme. Conditions will be implemented to ensure the works to be undertaken will be managed appropriately and appropriate offsets are required.

It is therefore recommended that a Notice of Decision be issued for the reasons set out in this report.

Attachments

ATTACHMENT 1 - Example Offset Plan
 ATTACHMENT 2 - Plans for Endorsement
 ATTACHMENT 3 - History of the Application
 ATTACHMENT 4 - Zoning and Overlays
 ATTACHMENT 5 - Objections

RECOMMENDATION

- 1 That Council issue a Notice of Decision to Grant a Planning Permit for the Removal of Native Vegetation at Jumbuk Road, Jeeralang Junction with the following conditions
 - 1. The development as shown on the endorsed plans must not be altered without the written consent of the Responsible

Authority.

DEPI Conditions:

- 2. The operator of this permit must comply with the following requirements from the Department of Environment & Primary Industries (DEPI):
 - a) Before works start, the permit holder must advise all persons undertaking the vegetation removal/works of all relevant conditions of this permit.
 - b) Before works start, a native vegetation protection fence must be erected around all native vegetation to be retained on site, which must include the tree protection zones of all native trees to be retained. All tree protection zones must comply with AS 4970-2009 Protection of Trees on Development Sites, to the satisfaction of the responsible authority.
 - c) Within the area of native vegetation to be retained and any tree protection zone associated with the permitted use and/or development, the following is prohibited:
 - i.Any vehicle or pedestrian access, trenching or soil excavation, and
 - ii. Storage or dumping of any soils, materials, equipment, vehicles, machinery or waste products, and
 - iii. Entry or exit pits for underground services, and
 - iv. Any other actions or activities that may result in adverse impacts to retained native vegetation.
 - d) To offset the permitted removal of 0.460 hectares of native vegetation under this permit, the permit holder must provide a native vegetation offset that complies with the requirements in Permitted clearing of native vegetation — Biodiversity assessment guidelines (DEPI 2013) and Native vegetation gain scoring manual (DEPI 2013).
 - e) The compliant offset must:
 - i. contribute gain of 0.212 general biodiversity equivalence units
 - ii. be located within the West Gippsland Catchment
 Management Authority or Latrobe City Council areas,

and

iii.have a strategic biodiversity score of at least 0.418.

- f) Before any native vegetation removal approved under this permit starts, evidence that the required offset has been secured must be provided to the satisfaction of the responsible authority. Offset evidence must be:
- i. a security agreement for the required offset site/s that complies with the Permitted clearing of native vegetation
 — Biodiversity assessment guidelines (DEPI 2013),
 including a 10 year offset management plan that has been endorsed by the responsible authority, and/or
- ii. a credit register extract from the Native Vegetation Credit Register.

A copy of the offset evidence provided will then be endorsed by the responsible authority and form part of this permit.

- g) A copy of the endorsed offset evidence must be provided to Regional Planning at the Traralgon office of the Department of Environment and Primary Industries within 30 days of approval.
- h) First and/or third party offset/s not secured on the Native Vegetation Credit Register must be monitored and reported on the offset site/s at the end of each year, for a period of ten years. Details of annual monitoring and reporting must be included in the endorsed offset plan, and must include:
 - i. The name and contact details of the landowner responsible for implementing the endorsed offset management plan, and
 - ii. A detailed description of the management activities undertaken during each twelve month period that provides evidence of offset implementation in accordance with the endorsed offset plan, to the satisfaction of the responsible authority.
 - iii. The annual report must be provided to the responsible authority within 30 days of the anniversary of the date of endorsement of the offset management plan, and continuing for a period of ten years.
- i) The removal of vegetation must only be to the extent permitted to allow the construction of roads in accordance with the endorsed plans to the satisfaction of the Responsible Authority.

Note: The minimum extent necessary has been assessed as

being the (0.46 hectares) as indicated on the site plans. Clearing in excess of this area may require a planning permit for vegetation removal.

Environmental Team Conditions:

- 3. Vegetation preservation fencing should be erected to protect all remnant native vegetation outside the construction footprint i.e. a protection fence should be located along the Limit of Works line (within 1 m). This will also create the Tree Protection Zones.
- 4. Orange plastic mesh barrier fencing or similar must be used for the vegetation preservation fencing and secured appropriately. The fence must deter the entry of heavy equipment, vehicles, and the entry of workers and the public into the Vegetation Protection Zone.
- 5. The fencing must be installed before any construction works occur and only removed once construction works have been fully completed.
- 6. No excavation, trenching or soil removal may be undertaken within the fenced area
- 7. No materials are to be stored within the fenced area.
- 8. No vehicles are to drive or park within the fenced area.
- Excess soil produced by construction must not be deposited onto native vegetation; rather, be removed from site and transported to a location where deposal or storage has no impact on native vegetation.
- 10. Noxious weeds on site must be appropriately treated and or removed prior to construction works commencing to avoid the spreading of weeds during works.
- 11.Immediately prior to construction commencing, a suitably qualified and experienced animal rescuer must be engaged to assess the site for the presence of any wildlife that may be affected by construction works and relocated as deemed necessary. Wildlife Victoria (www.wildlifevictoria.org.au) is a source for further contact information.
- 12. Visible tree hollows must be inspected for wildlife before they are felled. Once felled further checks should occur.

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- 13. All tree roots left exposed by construction must be cut by or under the supervision of an Arborist or suitably qualified person.
- 14. Trees on the periphery of the footprint must be monitored at regular intervals post- construction for any signs of deterioration in overall health. The timing and length of monitoring is to be determined by a qualified Arborist.
- 15. If any further vegetation to that indicated on the plans is lost due to works undertaken during the pavement widening then appropriate measures must be undertaken to apply Net Gain guidelines and calculate appropriate offsets.
- 16. Following the completion of works, the area must be periodically monitored for the emergence of noxious weeds and appropriate treatment undertaken as necessary.
- 17.In line with Schedule 2 to the Environmental Significance
 Overlay (ESO2) the following steps must be taken during and
 after construction works to avoid the contamination of water
 used for local drinking supplies:
 - a. Filter fence should be erected at regular intervals within roadside drainage channels immediately down-slope from any construction works
 - b. Any excess soil produced by construction should be either removed from site or stored within an area free from native vegetation and surrounded by filter fence or another suitable barrier to erosion of silt from the stockpile.
 - c. All fuels, oils or other potential contaminants should be safely stored on site and decanted in a designated area at least 40 metres from any creeks or drainage channels with appropriate spill retention and clean-up materials available.
 - d. Following construction all bare earth should be sown with a suitable, fast establishing grass such as Ryegrass to avoid the potential for erosion of newly excavated areas and colonization by noxious weeds.

Expiry of Permit:

18. This permit will expire if one of the following circumstances

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applies:

- a) The development is not started within two years of the date of this permit; or
- b) The development is not completed within four years of the date of this permit.

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

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

Cr Rossiter left the Chamber at 7.11pm and returned at 7.12pm.

Moved: Cr White Seconded: Cr Middlemiss

That the Recommendation be adopted.

For the Motion

Councillor/s Kam, Rossiter, White, Middlemiss, O'Callaghan

Against the Motion

Councillor/s Gibbons, Harriman, Sindt

Abstained from the Motion:

Councillor Gibson.

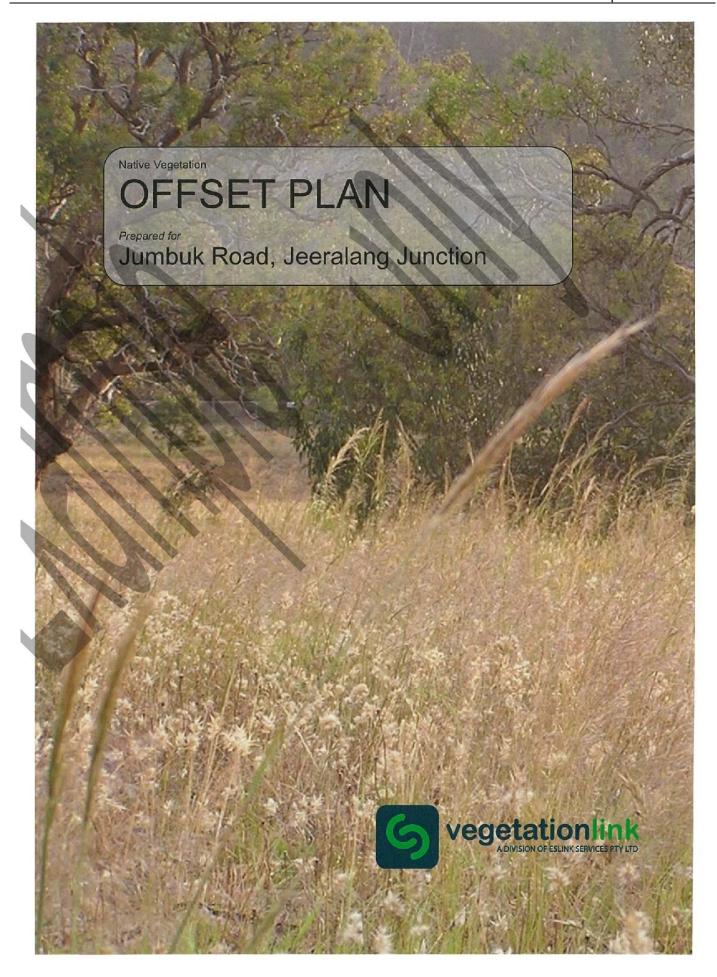
The Mayor confirmed that the Recommendation had been CARRIED

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16.4

PLANNING PERMIT APPLICATION 2013/214 - NATIVE VEGETATION REMOVAL, JUMBUK ROAD

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SUMMARY

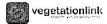
This Offset Plan has been prepared on behalf of Ericsson Australia ("The Proponent") for the proposed removal of native vegetation at Jumbuk Road, Jeeralang Junction (L2 PS 602201).

Planning Permit 2012/281 issued by the responsible authority (Latrobe City Council) permits the clearance of 0.01 hectares of high conservation significance vegetation and 2 old trees on the subject land within the Gippsland Plains bioregion, subject to an appropriate offset.

The responsible authority have determined the offset to be the protection and management of 0.06 hectares and 4 trees with a DBH >40cm.

The proponent proposes to achieve the necessary offsets as follows:

- The purchase of Native Vegetation Credits equivalent to:
 - o A gain of 0.02 Habitat Hectares and protection of 4 Large Old Trees in very high conservation significance Lowland Forest within the Gippsland Plains Bioregion. This calculation has been determined on the basis that the proposed offset site generates a gain of 6.89 habitat hectares over 20.30 hectares. Thus, the protection of 0.06 hectares (as required) equates to 0.02 habitat hectares of gain.
- The offset site is in the Gippsland Plains bioregion and the purchase will be facilitated through DEPI's BushBroker Program and allocated on the Native Vegetation Credit Register.



GLOSSARY

Bioregion

Biogeographic areas that capture the patterns of ecological characteristics in the tandscape or seascape, providing a natural framework for recognising and responding to biodiversity values.

Bioregional Conservation Status (BCS of an EVC) A state-wide classification of the degree of depletion in the extent and/or quality of an Ecological Conservation Class (EVC) within a bioregion in comparison to the State's estimation of its pre-1750 extent and condition.

Diameter at Breast Height (DBH)

The diameter of the trunk of a tree measured over bark at 1.3m above ground level.

Ecological Vegetation Clas

A type of native vegetation classification that is described through a combination of its floristic, life form and ecological characteristics, and through an inferred fidelity to particular environmental attributes. Each EVC includes a collection of floristic communities (i.e. lower level in the classification that is based solely on groups of the same species) that occur across a biogeographic range, and although differing in species, have similar habitat and ecological processes operating.

EVC Benchmark

A standard vegetation-quality reference point relevant to the vegetation type that is applied in habital hectare assessments. Represents the average characteristics of a mature and apparently long-undisturbed state of the same vegetation type.

and the second

The amount of gain that needs to be achieved to offset a loss measured in habitat hectares

Hebitat Hectare

A site based measure of quality and quantity of native vegetation that is assessed in the context of the relevant native vegetation type.

Habitat score

The score assigned to a habitat zone that indicates the quality of the vegetation relative to the Ecological Vegetation Class (EVC) benchmark — sum of the site condition score and tandscape context score usually expressed as a percentage or on a scale of zero to 1.

Habitat zone

A discrete area of native vegetation consisting of a single vegetation type (EVC) with an assumed similar quality. This is the base spatial unit for conducting a habitat hectare assessment.

High threat weed

Introduced plant species (including non-indigenous 'natives') with the ability to out-compete and substantially reduce one or more indigenous life forms in the longer term, assuming on-going current site characteristics and disturbance regime.

Improvement gain

This is gain resulting from management commitments beyond existing obligations under legislation to improve the current vegetation quality. Achieving improvement gain is predicated on maintenance commitments being already in place. For example, control of any threats such as grazing that could otherwise damage the native vegetation must already be agreed.

Large Old Tree (LOT)

A tree with a Diameter at Breast Height equal to or greater than the large tree diameter as specified in the relevant EVC benchmark.

Like-for-like

These are part of the criteria for the determination of an offset and provide a direct link between the loss and the offset gain, in terms of vegetation type or landscape function. There are more specific requirements for higher conservation significance vegetation and more flexible requirements for lower significance.

Maintenance gain

This is gain from commitments that contribute to the maintenance of the current vegetation quality over time (i.e. avoiding any decline). It includes foregoing certain entitled activities that could otherwise damage or remove native vegetation, such as grazing or firewood collection.

Medium Old Tree (MOT)

A tree with a Diameter at Breast Height (DBH) equal to or greater than 0.75 of the large tree diameter in the relevant EVC benchmark but less than the DBH for a large old tree.

Net autcame

The result of applying conservation significance criteria to protection, investment and offset decisions. This results in a range of outcomes from short term losses for Low conservation significance to substantial net gain for Very High conservation significance. For offsets, the Framework (Table 6) specifies a multiplier on the calculated loss (in habitat hectares) to achieve the net outcome, graded according to conservation significance. Refer to Table 6 (pp. 54-55) of the *Framework*.

Prior management gain

This gain acknowledges actions to manage vegetation since State-wide planning permit controls for native vegetation removal were introduced in 1989.

Protection (of a tree)

An area with twice the canopy diameter of the tree(s) fenced and protected from adverse impacts: grazing, burning and soil disturbance not permitted, fallen timber retained, weeds controlled, and other intervention and/or management if necessary to ensure adequate natural regeneration or planting can occur.

Recruitment

The production of new generations of plants, either by allowing natural ecological processes to occur (regeneration etc), by facilitating such processes such as regeneration to occur, or by actively revegetation (replanting, reseeding). See revegetation.

Remnant patch

An area of vegetation, with or without trees, where less than 75% of the total understorey plant cover is weeds or non-native plants (bare ground is not included). That is at least 25% of the understorey cover is native; or a group (i.e. three or more) of trees where the tree canopy cover is at least 20%.

Revegetation

Establishment of native vegetation to a minimum standard in formerly cleared areas, outside of a remnant patch.

Scattered trees

Canopy trees within an area where at least 75% of the total understorey plant cover is weeds or non-native plants and the overall canopy cover for a group (ie. Three or more) of trees is less than 20%.

Security gain

This is gain from actions to enhance security of the on-going management and protection of native vegetation at the offset site, either by entering into an on-title agreement (for example under Section 173 of the *Planning and Environment Act 1987*), or by locating the offset on land that has greater security than the clearing site, or by transferring private land to a secure public conservation reserve.

Small Tree (ST)

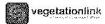
A tree with a Diameter at Breast Height (DBH) equal to or greater than 0.25 of the large tree diameter in the relevant EVC benchmark but less than the DBH for a medium old tree.

Supplementary planting

Establishment of overstorey and/or understorey plants within a remnant patch. Typically includes the planting or direct-seeding of understorey life forms.

Very Large Old Trees (VLOT)

A tree with a Diameter at Breast Height (DBH) of at least 1.5 times that of the large tree DBH as specified in the relevant EVC benchmark.



Offset Plan

Planning Permit Number (ID)/Work Authority No:

2012/281

Proponent: Address: Ericsson Australia Pty Ltd

Jumbuk Road, Jeeralang Junction (L2 PS 602201)

Landowner and Permit (Work Authority) Holder Statement

Permit (Work Authority) Holder

Print Name: NATHAN MOUAT

Signature

Date: 11 11 13

Responsible Authority Approval

This Offset Plan has been approved by Latrobe City Council. This Offset Plan is now endorsed and forms part of Planning Permit No:

Print Name:

Position:

Responsible Authority:

Signature:

Date:

Date of Commencement:

No modification variation or amendment of this Offset Plan agreed upon by the parties shall be of any force or effect unless such modification, variation or amendment is in writing and has been executed by all parties.

vegetationlink

PART A: Offset Suitability

CLEARING SITE DETAILS					
Landowner of clearing site	Cheryl Annette Berryman				
Location and address of clearing site	Jumbuk Road, Jeeralang Junction (L2 PS 602201)				
Local Government Area	Latrobe				
Catchment Management Authority	West Gippsland				
Responsible Authority	Latrobe CC				
Permit applicant	Ericsson Australia Pty Ltd				
Planning Permit Number (ID)/Work Authority Number	2012/281				
Date approved	31 July 2013				

VEGETATION APPROVED FOR REMOVAL

Table 1 - Summary of approved losses of patches of native vegetation

Habitat Z	ne	S1	
Bioregion	560.0050		Gippsland Plains
EVC #: N	16:Lowland Forest		
EVC Bior	egional Conservation	on Status	Vulnerable
Habitat S	core	100	N/A
Habitat p	N/A		
Habitat Z	one area to be	0.01	
Habitat H	ectares of loss	N/A	
	Conservation status : Score	x Habitat	High
afic ac	Threatened Species	N/A	
ervi	Other Site Attribute F	N/A	
Conservation Significance	Overall Conserva Significance (hig	renewed .	High
Net Outco	ome		6
Gain Targ	jet (Ha)	0.06 Ha	
	ge Old Trees to be abitat Zone	2	
Tree prot	ection multiplier		2
	Trees to be protect	ted	4

Table 2 - Summary of approved losses of scattered trees

Not applicable



GAIN TARGETS

The offset requirement as specified by Latrobe City Council is as follows:

	Conservation Significance	Gain Target	Like-for-like requirements
0.01 Hectares & 2 Old Trees	High	Protect and manage for conservation 0.06 Hectares and 4 Large Old Trees	The same EVC or any Very High Conservation Significance EVC in the bioregion

All gain targets have been met by the proposed offset.

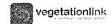


Table 3 Gain targets for clearing remnant patches

Gain Total Protection Larget LOTs Multiplier pr 0.06 2 2							1	Hed	lectares Target	ר	arge Tree	Protection 7	[arget [5]
Gippsland Plains 16: Lowland Forest High N/A N/A N/A 0.01 6 0	Farget # [1]	Habitat Zones [2]	Bioregion	EVC#: Name	Conservation significance	Min. habitat score for target [3]	Other Like- for-Like reqts [4]	Total Losses (Ha)			Total F. OTS	Protection Multiplier	LOTs to be protected
	Ŧ	S1	Gippsland Plains	Lowland	High	AIN	NIA	10.0	.0 9	90	2	2	4

[1] For losses of very high or high conservation significance vegetation, the losses in different habitat zones can be added together into one Offset Target provided that they meet the same Like-for-Like criteria, e.g. losses are in the same EVC/habitat type etc. For losses of medium or low conservation significance vegetation, losses from different habitat zones can be added together into one Offset Target provided that the losses are in the same bioregion.

- [2] Please specify the habitat zones that contribute to the target.
- [3] Based on the quality objectives for the offset specified in Table 6 of Victoria's Native Vegetation Management A Framework for Action (NRE 2002).
 - [4] Please specify any other Like-for-Like requirements. These may include best/remaining habitat for threatened species, ecological function etc.
- [5] Please note that by protecting a medium or large tree, either scattered or within a patch it is assumed five recruits will be generated. To be considered protected twice the canopy diameter of a tree must be fenced and protected from adverse impacts (see definition in Guide for Assessment of Referred Planning Permit Applications (DSE 2007) for more information). It has therefore been assumed that protection of a tree will generate five recruits and no separate recruitment targets have been calculated.

Table 4 Gain targets for clearing scattered trees





LIKE-FOR-LIKE CRITERIA

The offset is located in the Gippsland Plain bioregion and comprises very high conservation significance Lowland Forest.

The offset zone is of a higher conservation significance as the loss zone and meets all the Like-for-Like criteria as specified in Appendix 4, Table 6, pp.54-55 of *Victoria's Native Vegetation Management: A Framework for Action (DNRE 2002)* and the West Gippsland Native Vegetation Management Plan.

- vegetation type (EVC)
 - For high conservation significance, must be the same EVC or very high conservation significance in the same bioregion.

YES - Using very high conservation significance in the Gippsland Plain bioregion.

- bioregion
 - o For high conservation significance, offset must be in the same bioregion.

YES - The offset is located within Gippsland Plain bioregion.

- landscape role
 - For high conservation significance, similar and more effective land protection functions.

YES – The offset is located within a large remnant patch with a quality score of 68 which provides a significantly more effective landscape conservation and ecological function and will be protected in perpetuity.

- quality objectives
 - For medium conservation significance, the offset site quality must be within 75% of that of the loss site.

YES - The offset area has a high quality score of 68.

- proportion of revegetation included in the offset
 - For medium conservation significance, 50% of the offset can be revegetation.

YES - No revegetation is proposed to offset the loss of vegetation.



Table 5 Meeting Like-for-Like criteria for clearing a remnant patch

The second secon	Other Other Score Like attributes	0.68 N/A
	Conservation Habitat significance score	Very High
Offiset site	EVC#: Name	BBA-1041-001B Gippsland Plain 16: Lowland Forest
	Bioregian	Gippsland Plain
	Offset Zones [6]	BBA-1041-001B
	Trading up [5]	Yes
	Other for- Like reqts	N/A
	Min. habitat score for target	N/A
	Conservation	High
Clearing site	EVC#: Name	16: Lowland Forest
	Bioregion	Gippsland Plain
	se	_
	Habitat Zones [2]	S

[1] For losses of very high or high conservation significance vegetation, the losses in different habitat zones can be added together into one Uffset Larget provided that the losses are in losses are in the same EVC/habitat type etc. For losses of medium or low conservation significance vegetation, losses from different habitat zones can be added together into one Offset Target provided that the losses are in

the same bioregion.

[2] Please specify the habitat zones that contribute to the target.
[3] Based on the quality objectives for the offset specified in Table 6 of Victoria's Native Vegetation Management - A Framework for Action (DNRE 2002)
[4] Please specify any other Like-for-Like requirements. These may include best/remaining habitat for threatened species, ecological function etc.
[5] Please specify whether trading up
[6] Please specify the offset zones allocated to the target.

Table 6 Meeting Like-for-Like criteria for clearing scattered trees





QUANTIFICATION OF CREDITS ON THE THIRD PARTY OFFSET SITE

Table 7 Quantification of credits available and listed under the name of the permit holder in the Native Vegetation Credit Register

A requirement to protect 0.06 hectares has been met through the purchase of credits equivalent to a gain of 0.02 Habitat Hectares in very high conservation significance Lowland Forest vegetation, within the Gippsland Plain Bioregion.

This calculation has been determined on the basis that the proposed offset site generates a gain of 6.89 habitat hectares over 20.30 hectares. Thus, 0.02 habitat hectares of gain requires the protection and management of 0.06 hectares, which meets the offset requirement. No further discounting based on 'trading up' to very high conservation significance has been applied. In addition, 4 large old trees will also be permanently protected.

**Attach a current extract from the Register showing credits listed under the permit holder's name

	Credit Zone					
	Gippsland Plain					
	EVC #: Name		16: Lowland Forest			
	Current habitat score of zone		0.68			
		Vulnerable				
on ac	Very High					
Conservation	Threatened Species Rating		N/A			
Iniff	Other Site Attribute Rating		N/A			
Sisi	Very High					
Tota the n	0.02					
Very	0					
Large	4					
Med	0					
Recru	uits listed under the name of the permit holder	#	0			

^[1] This excludes any credits already extinguished in the zone

^[2] Round to two decimal places

ALLOCATION OF NATIVE VEGETATION CREDITS

Table 8 Allocation of native vegetation credits for clearing a remnant patch

	Gain Target	Trading up	Sour	Source of gains to meet the target [3]			Outcome	
Target No.[1]	Target (Ha)	Discount [2]	Offset Zone	Gain (HHa)	Offset Zone	Gain (HHa)	Total gains (HHa)	Surplus/ Deficit (HHa)
H1	0.06 Ha & 4 Old Trees	NA	BBA-1041-001B	0.02 (=0.06 Ha) & 4 LOTs	N/A	N/A	0.02 & 4 LOTs	0

- [1] Provide unique identifier for target and list habitat zone(s) that contribute to target
- [2] If applicable, specify the trading up discount that applies.[3] Add or delete columns as necessary

Table 9 - Allocation of tree credits for clearing scattered trees

Not Applicable



PART B: Offset Implementation

Please provide the following details:

Table 1 (Part B) First party (onsite) offset site details

Not Applicable

Table 2 (Part A) Third party credit site details

CREDIT SITE DETAILS			
Landowner of credit site	Michelle Jane Eustice		
Location and address of credit site [1]	Old Rosedale Road, Darriman		
Volume	09640		
Folio	775		
Parish	Carrajung		
Allotment	Lot 2 on PS201145T		
Native vegetation credit zone number(s) and offset site area (ha)	8BA-1041-001B		
Area of offset site (ha)	45.60 (Lowland Forest Zone is 20.3 hectares)		
Local Government Area	Wellington		
Responsible Authority for Monitoring the Offset Plan	Department of Environment and Primary Industries		
Bioregion	Gippsland Plain		

A copy of the Bushbroker On-title Agreement and Management Plan is attached.

STRATEGY FOR OFFSET SITE

The offset site is to be secured and managed for the purposes of conservation in perpetuity.

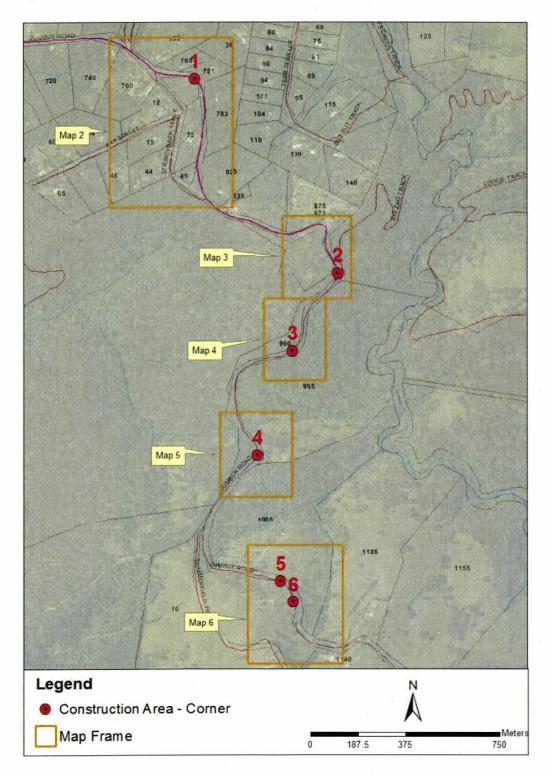
OFFSET SECURITY AND MANAG	EMENT RESPONSIBILITY
Who is liable/responsible for meeting offset requirements?	Michelle Jane Eustice (landowner)
Type of security (i.e. Agreement under Section 69 of the Conservation, Forest and Lands Act 1987, Agreement under Section 173 of the Planning and Environment Act 1987 or Covenant under the Victorian Conservation Trust Act 1972)	Section 69 of the Conservation, Forest and Lands Act 1987
Date 10-year offset management to commence	25 January 2011
Date 10-year offset management expires	25 January 2011
Date agreement registered on-title	4 February 2011
Offset site management responsibility (i.e. Landowner, Authority Name)	Michelle Jane Eustice (landowner)
Offset Monitoring Responsibility (i.e. Responsible Authority, DEPI)	BushBroker (DEPI)

Attach allocated credit extracts for all credit zones included in Tables 8 and 9.



Maps

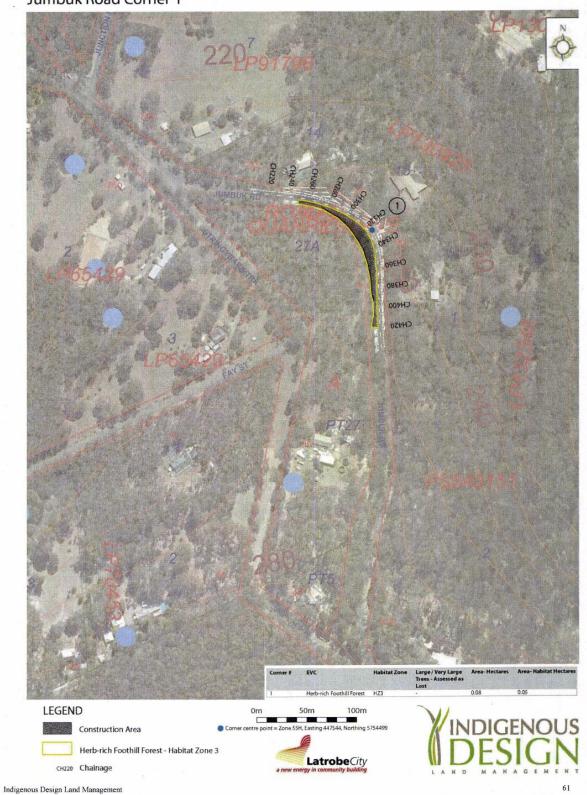
Map 1 – Project Overview



Indigenous Design Land Management

Map 2: Corner 1 - Location and type of native vegetation to be removed

Jumbuk Road Corner 1



Map 3: Corner 2 - Location and type of native vegetation to be removed

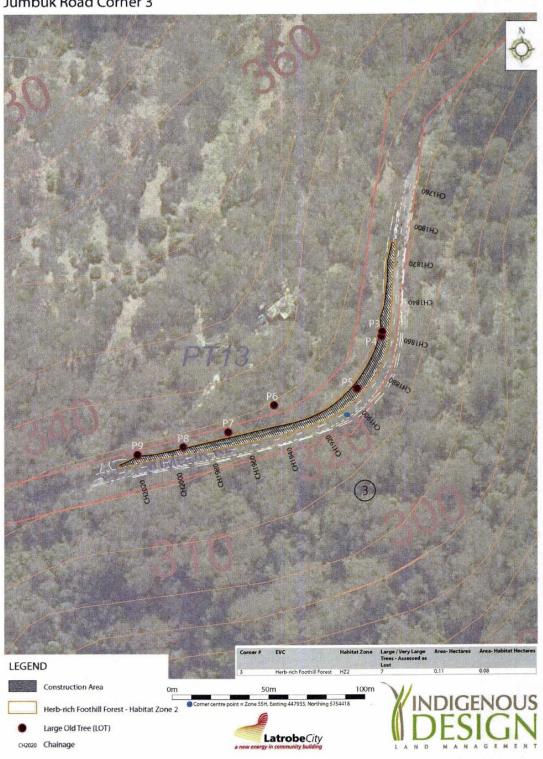
Jumbuk Road Corner 2



Indigenous Design Land Management

Map 4: Corner 3 - Location and type of native vegetation to be removed

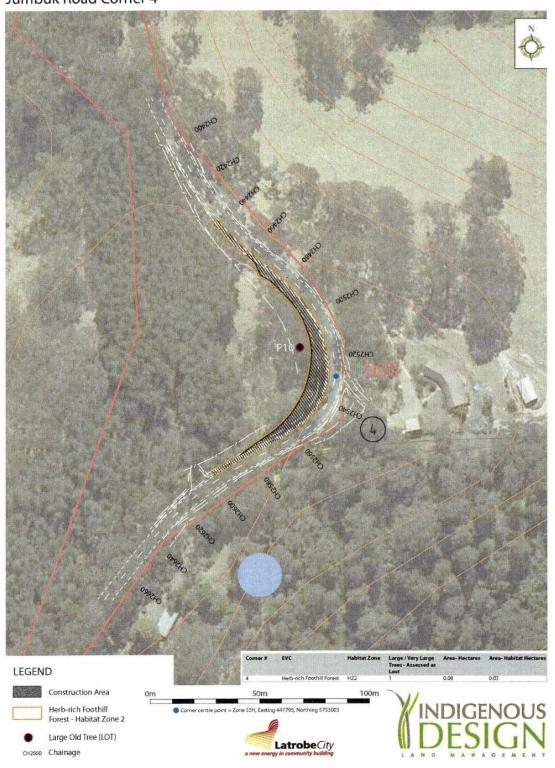
Jumbuk Road Corner 3



Indigenous Design Land Management

Map 5: Corner 4 - Location and type of native vegetation to be removed

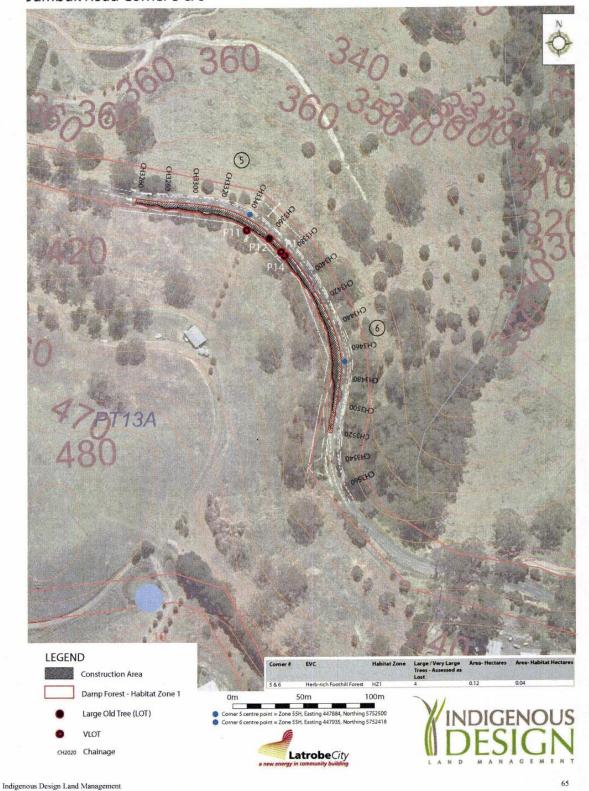
Jumbuk Road Corner 4



Indigenous Design Land Management

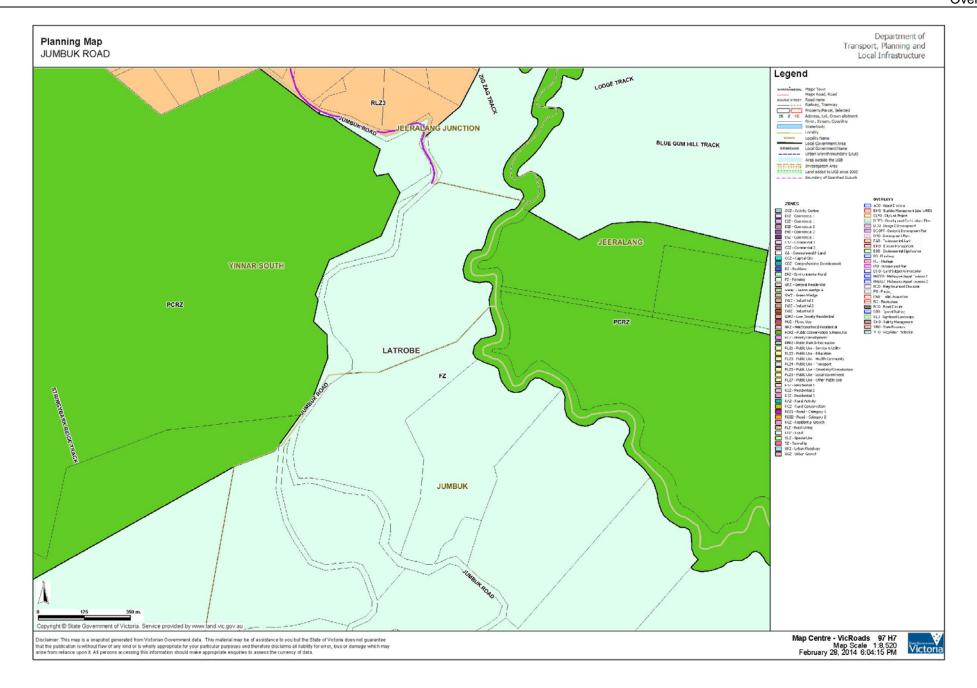
Map 6: Corner 5 & 6 - Location and type of native vegetation to be removed

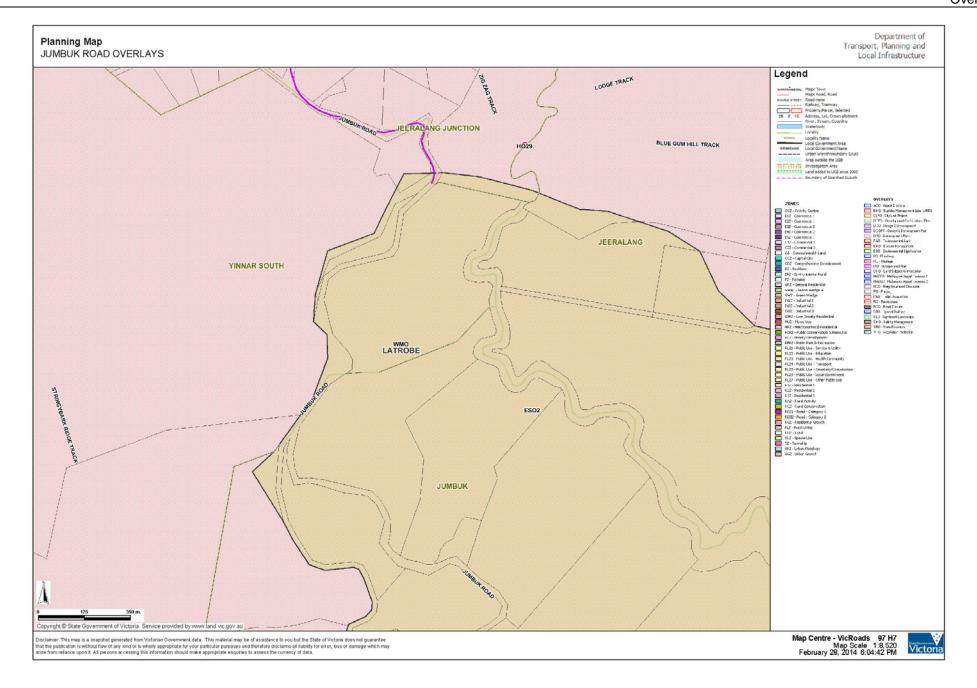
Jumbuk Road Corner 5 & 6



History of the Application

19 September 2013	Application received by Council.
23 October 2013	Notification Package Sent
7 November 2013	Objection Received from Dan
	McCarten and Melissa Secton
11 November 2013	Objection Received from Brian Kilday,
	Rex McGowan and Bill Roberts
12 November 2013	Objection received from Alan and
	Gillian Young
21 November 2013	Request for Delay of Decision of
	Permit received from DEPI
6 January 2014	Further Information Request received
	from DEPI
15 January 2014	Further Information Request Sent –
	As per DEPI Request
13 February 2014	Further Information Response
	Received and Forwarded to DEPI
19 February 2014	Response from DEPI Received
27 February 2014	Statutory Declaration for Notification
	Received





Alan and Gillian Young 781 Jumbuk Road Jeeralang Junction Victoria. 3840

The Planning Department Latrobe City Council PO Box 264 Morwell Victoria. 3840

25-26 27 522 56 5500	11 S VALUE VIN 1910	TY COUNCIL MANAGEMENT
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Dear Sir,

I wish to object to your application for a planning permit to remove native vegetation – reference number, 2013/214, on the following grounds.

- 1. The removal of very old large old trees, and also large trees, many of which are preferred trees for the koalas to feed in, will affect the koala population in the area.
- 2. The presence of many large log trucks using the road will endanger the koala population, in the area, which is recognized as being a significant "relic" population in the country.
- The fact that so many trees are being removed to widen corners does not make the road safe as the "straighter" sections still do not make the road meet the standards set by Latrobe city council.
- The presence of many large log trucks and the removal of large trees will also endanger a colony of lyre birds which inhabit the area.
- 5. Allowing the removal of native vegetation, which will then allow the log trucks to use Jumbuk Road will destroy the lifestyle of people who have resided here for many years. The noise created by these trucks as they progress down Jumbuk Road and then turn onto Junction Road with their exhaust brakes on, creates an amazing amount of noise, which even with all windows closed in the house, is extremely noisy and very stressful as found the

last time log trucks used the road for a time. Latrobe City Council promotes the lifestyle component of rural areas, but in this area appears to seek to destroy it.

6. It is not necessary for the trucks to use this road at all as there is another route, which affects far less people than the number living in the Jumbuk Road, Junction Road as well as the roads leading off those, with a straighter road which is also much stronger in construction.

Yours sincerely,

Alan and Gillian Young

Page 472

28 October 2013

Re: application for planning permit 2013/214

To the Responsible Authority,

LATROBE CITY COUNCIL
INFORMATION MANAGEMENT
RECEIVED
7 NOV 2013

R/O: Doc No:
Comments/Copies Circulated to:

We the residents of 960 Jumbuk Rd Yinnar South Vic 3869, also known as 960 Jumbuk Rd Jeeralang Junction Vic 3840, hereby formally affiger to the releasing voice formanded to accounts and removal of native vegetation as proposed in the aforementioned planning permit number 2013/214. The reasons for this objection are as follows:

- 960 Jumbuk Rd and its road frontage are crucial to maintaining two
 sections of the Morwell National Park, which are linked by a thin wildlife
 corridor of native vegetation. The environmental impact on the native
 flora and fauna that uses this strip of land to cross safely between sections
 of the park will be negative and detrimental to say the least. Especially to
 the native Koala population.
- The Strzelecki Koala is unique and protected. Part of the native vegetation to be removed includes a number of eucalypts, which serve as habitat for the koalas. We fear that removal of these trees will adversely impact on the koalas and other protected fauna.
- 3. This is our home. You propose to excavate a large strip of our property along the road frontage. Our title shows that there is a wildlife management overlay that is supposed to protect this narrow strip of crucial vegetation so that fauna may cross between the two parts of the park safely. We are not allowed to cut down trees so why are you? These works will be detrimental to our quality of life, our privacy and the natural beauty of our home. How would you like someone coming in and tearing up a section of your front yard?
- 4. We understand this is part of a larger project to widen PARTS of Jumbuk Rd. We understand the background and the political rhetoric of Latrobe City Council and HVP. We understand the overall local resident objections to these works and echo their concerns. We do not understand why you cannot leave this strip alone when you are not widening the whole road anyway. It is only two to three hundred metres in length. Either side of this the vegetation thins out. If you just left the strip of land along the road frontage of 960 Jumbuk Rd alone the fauna would at least have this one remaining crossing point.

5. Our family and indeed many residents and non-residents utilise the road for recreation because of the natural bush. We are privileged. We are custodians of this land. This place is special and one of the few remaining of its types in the Latrobe Valley.

6. In all the planning and process and works to date, not one individual from any council or environmental agency has approached us for consultation. Why have my enquiries to date to council and Indigenous design been met with buck passing? Why have you ignored my invitation, request and even demand for consultation on this matter?

Dan McCarten __

Melissa Sexton

NOTICE OF AN APPLICATION FOR A PLANNING PERMIT

The land affected by the application is located at:	Jumbuk Road, JEERALANG JUNCTION
The application is for a permit to:	Native Vegetation Removal
The applicant for the permit is:	L McKay
The application reference number is:	2013/214
You may look at the application and any other documents that support the application at the office of the Responsible Authority at:	Corporate HQ, 141 Commercial Road, Morwell This can be done during office hours and is free of charge.

Any person who may be affected by the granting of the permit may object or make other submissions to the Responsible Authority

An objection must:

 be sent to the Responsible Authority in writing (Latrobe City Council, PO Box 264,

Morwell, 3840)

. include the reasons for the objection, and

. state how the objector would be affected

The Responsible Authority will not decide on the application before:	Wednesday, 13 November 2013

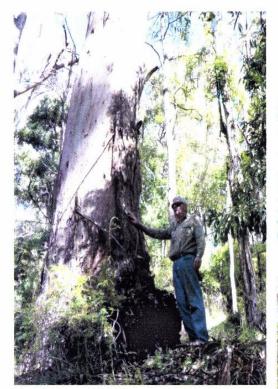
If you object, the Responsible Authority will tell you its decision.

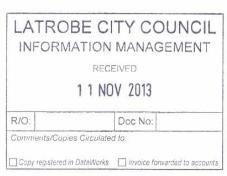
Any objection or submission and the personal information on it is collected by Latrobe City Council for the purposes of the planning process as set out in the *Planning and Environment Act 1987* (PE Act). If you do not provide your name and address, Latrobe City Council will not be able to consider your objection/submission. Any objection/submission will be available at the Latrobe City Council office for any person to inspect and copies may be made available on request to any person for the relevant period set out in the PE Act.

You must not submit any personal information or copyright material of third parties without their informed consent. By submitting the material, you agree that the use of the material as detailed above does not breach any third party's right to privacy and copyright.

You can request access to your personal information by contacting the Information Management Team at Latrobe City Council.

JUMBUK ROAD, JEERALANG JUNCTION







One of fifteen large old trees that Planning Permit 2013/214 seeks to remove.

OBJECTION TO LATROBE CITY PLANNING PERMIT 2013/214

This objection is made by: Brian Kilday, 12 Stringybark Track, Jeeralang Junction 3840 Rex McGowan, Trews Road, Jeeralang Junction (PO Box 502 Morwell 3840) Bill Roberts, 875 Jumbuk Road, Jeeralang Junction 3840

The reasons for the objection are:

The removal of native vegetation is readily avoidable and is therefore prohibited under clause 52.17 of the Latrobe Planning Scheme.

The planning permit application affects the objectors because the native vegetation is to be removed to enable certain bends on Jumbuk Road to be widened to accommodate loaded log trucks on the road. The objectors are frequent users of Jumbuk Road. Despite the proposed roadworks, the road will be unsafe once loaded log trucks are introduced. The objectors, in their capacity as ratepayers and taxpayers, will also be affected and disadvantaged by the expenditure of scarce public funds in the manner proposed when a better and cheaper alternative exists.

Section 60 of the *Planning and Environment Act 1987* requires Latrobe City Council (Council) to consider the Latrobe Planning Scheme before it grants itself a permit to remove native vegetation adjacent to Jumbuk Road. Clause 52.17.5 of that scheme requires Council to consider DNRE guidelines (Victoria's Native Vegetation Management – A Framework for Action).

Council has an obligation under Clause 52.17 of the Planning Scheme and the DNRE guidelines to avoid the removal of native vegetation. Clause 52.17 states that minimization and offsetting may only be resorted to if removal is unavoidable. Council is therefore required to assess whether the removal of native vegetation is avoidable in the circumstances. A proper assessment requires Council to consider whether the *underlying* reason for the removal of native vegetation justifies the removal.

The removal of native vegetation stems from Council's decision on 6 April 2010 to allow timber to be carted on upper Jumbuk Road, subject to the widening of eleven corners. That decision implicitly incorporates a decision to remove native vegetation because the corner widening will inevitably cause native vegetation to be removed. It would not be legitimate to argue that the removal is necessary in order to give effect to Council's decision on 6 April 2010. That would be an extreme case of the tail wagging the dog.

This submission will demonstrate:

- that Council is under no obligation to HVP Plantations to allow loaded log trucks to use Jumbuk Road;
- that there is an alternative solution which is far cheaper, far safer and much quicker to implement and which avoids the need to remove native vegetation;
- that the community interest is better served by the alternative solution.

Page 1 of 10

ALLEGED AGREEMENT

Council and HVP Plantations have repeatedly claimed that there is an agreement that entitles HVP to cart timber on Jumbuk Road, but neither party has produced any evidence to support the claim. The following extracts are taken from a Council report dated 19 October 2009.

A meeting between Officers of the former Shire of Morwell and APM Forests Pty Ltd in 1990, agreed on ten routes for timber traffic and APM Forests Pty Ltd followed up that meeting with a confirmation letter on the 1 June 1990 (Attachment 7). (page 18)

An informal agreement between the former Shire of Morwell and APM Forests Pty Ltd in 1990, agreed on ten routes for timber traffic and Jumbuk and Junction Roads were included in this agreement. (page 41)

If the informal agreement between the former Shire of Morwell and APM Forests Pty Ltd. is deemed to form a contract and logging trucks are not allowed to use Jumbuk and Junction Roads then that could potentially expose Council to legal action. (page 42)

The letter that was exhibited as Attachment 7 actually proves the very opposite to Council's claim; it clearly shows that discussions concerning the use of the Jumbuk/ Junction Roads route had failed to produce agreement. The sole reference in the letter to these roads (indicated as routes 8 & 9 on an attached map) read as follows:

8/9. Jumbuk & Jeeralang West Roads (North Ends)

There is a reasonable area of plantation fronting onto both these sections. Due to steepness little thinning has taken place. However we will need to harvest wood from both these sites within 5 years and should discuss cartage problems before this time.

The reference to cartage problems clearly shows that the parties had not reached agreement regarding the use of the proposed route. The cartage problems could only have related to their respective contributions to the cost of roadworks to upgrade the route for timber cartage and ongoing maintenance. In marked contrast to the assertions in the 2009 report, Council's 07 May 2007 report correctly stated (on page 13) that:

This letter indicated that there would need to be further discussions about timber cartage along the north end of Jumbuk Road.

The fact that the parties had not agreed to the use of the *northbound* Jumbuk/Junction Roads route is reinforced by the arrangement concerning routes 6/7 set out in the APM letter:

The arrangement for truck movement is:

Jumbuk Road - No trucks around O'Reilly's Hill; all wood movement to the south.

A later paragraph in the APM letter indicates that a cost sharing practice was customary at that time:

Due to the substantial roadmaking contribution already made by APMF on Shire roads, we would greatly appreciate Council's confirmation of the haul routes detailed here.

Page 2 of 10

The Jumbuk/Junction Safety Action Group wrote to the Council CEO, objecting to the misleading misrepresentation of the APM letter as an agreement. His response (dated 30 June 2010, Ref: 524889) centred on the following statement:

You fail to recognise that agreement may well have been reached, and that part of this agreement involved a future discussion about cartage problems.

First, it is ridiculous to suggest that 'agreement may well have been reached' whilst cartage problems remained unresolved; second, he provided no evidence that the 'future discussion' ever occurred, or that the cartage problems were ever resolved. If such evidence existed, HVP would surely have produced it rather than the APM letter which actually torpedoes their claim. The onus to prove the claim is squarely on HVP and Council.

Council stated (as reported in an article in the 9 January 2012 edition of the *Latrobe Valley Express*) that it believed there was an agreement because there was correspondence that referred to the agreement. Leaving aside the ridiculous notion that correspondence about a subject is sufficient to prove its existence, Council had previously affirmed by letter dated 26 February 2010 in response to an FOI request that it had no such correspondence.

Only one of these statements can be true, and the FOI response is probably the true one. The nonexistence of correspondence would mean that HVP's agreement claim was not made in writing, and that Council did not see fit to require HVP to substantiate its claim. This is completely unacceptable because Council has assumed a responsibility to spend millions of dollars to upgrade two roads without a shred of supporting evidence that it was obliged to do so.

It is notable that HVP did not produce evidence of the agreement, nor did it resort to legal action, when Council unanimously rejected its request to cart timber on Jumbuk Road on 7 May 2007. That decision was reversed by a 5/4 vote on 6 April 2010, ostensibly because of the existence of the alleged agreement.

If the alleged agreement existed, HVP would be obliged to contribute to the cost of the roadworks on the Jumbuk/Junction Roads route, in accordance with the custom in place at the time when the agreement was supposedly made. This custom is referred to in *Central Gippsland Region Timber Roads Needs* 1990 report and the above mentioned APM letter. Council claimed (in the article in the 9 January 2012 edition of the *Latrobe Valley Express*) that both parties must honour the 'agreement', but it has never bothered to ascertain what obligations the so called agreement imposed on HVP.

Council's Chief Executive Officer ignored a ratepayer's written request dated 8 February 2012 that Council should require HVP to produce evidence of the agreement *and its terms*. His refusal fails to safeguard ratepayers' interests: if there is no agreement there is no need to undertake expensive roadworks; if there is an agreement, the cost to ratepayers would be substantially reduced by HVP's contribution.

The foregoing demonstrates that the claim that there is an agreement that entitles HVP to cart timber on upper Jumbuk Road is completely unsubstantiated. This matter must be judged on the available evidence, not on the basis of reckless speculation about what might have happened

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ALTERNATIVE SOLUTION

The final version of the Road Safety Audit Report was based on all the timber being carted out along Vagg's Creek Track, Upper Middle Creek Road, Middle Creek Road, and Jumbuk Road to Monash Way with unloaded log trucks using the Jumbuk/Junction Roads route to access the plantation. However, Council officers recommended the scenario that was outlined in the *draft* version of the report: that loaded and unloaded log trucks would use Jumbuk and Junction Roads and all timber would be carted out on that route.

The alternative solution proposed by this submission is to adopt the final audit report scenario, but to also allow loaded trucks to travel along the section of Jumbuk Road between Bolgers Road and Healeys Road. Item 4.6.3 of a letter dated 30 June 2010 from Latrobe City to Jumbuk/Junction Safety Action Group indicated that access to that section of road was required to overcome a potential timber harvesting problem.

The alternative solution would enable all timber to be harvested and carted whilst avoiding the need to remove any native vegetation. It would utilise the most suitable public roads and would share the timber traffic burden between the Jeeralang/Jumbuk community and the Yinnar South community. The alternative solution would be quicker to implement and far cheaper than two-way timber traffic on the Junction/Jumbuk Roads route.

Council has recently upgraded Upper Middle Creek Road, Middle Creek Road and the section of Jumbuk Road between Middle Creek Road and Monash Way to timber cartage specifications at significant cost, and HVP has begun to cart timber from the plantation on that route. Middle Creek Road and the relevant section of Jumbuk Road are approved B-Double routes.

Vagg's Creek Track traverses the plantation on land owned or leased by HVP Plantations. Council's 19 October 2009 report (*Timber Cartage routes at Jumbuk and Yinnar South*) suggested that Council could acquire Vagg's Creek Track in order to attract state funding for the upgrading of that track, but that it would be a time-consuming and expensive process. HVP will use the track during harvesting operations in any event, so there is no valid reason for a track on private land to be upgraded at public expense.

Council's suggestion regarding the acquisition of Vagg's Creek Track probably derives from HVP's professed belief, reported in the minutes of a stakeholders' meeting held 26 October 2009, that there is a contract that entitles HVP to cart timber on upper Jumbuk Road. As already shown, the claim is completely unsubstantiated, so no compensatory arrangement is necessary.

The Council report dated 19 October 2009 indicated (on page 35) that roadworks costing \$1,301,350 would be necessary before *unloaded* log trucks (only) could travel south along Jumbuk Road between Junction Road and the Jumbuk Hall, and that the roadworks would include the widening of bends to enable a car and a semi-trailer to pass. The cost of widening the 11 bends was in excess of \$1,000,000. That portion of the cost could be avoided by requiring the unloaded semi-trailers to travel with their jinker retracted. A truck with jinker retracted has a much narrower tracking pattern around corners than a semi-trailer, and therefore the major expense of corner widening would not be necessary.

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This suggestion is consistent with the Council report dated 7 May 2007 which stated:

"If Jumbuk Road is not able to be upgraded it would be sensible to allow unloaded log trucks, with the jinker retracted, to access the plantations via Junction Road and Jumbuk Road. The vehicles would be a similar size to other vehicles utilising the road such as the school bus, delivery trucks and garbage trucks."

In fact the garbage trucks do not travel on the narrower, more dangerous section of road south of Roberts' corner. There is a dangerous bend where a Jumbuk resident's vehicle was forced right off the road to avoid the school bus some years ago. That corner is not specified for improvement in the proposed roadworks. The distance between a very large tree on one side of the road and the gutter beside a steep batter on the other is only 5 metres. The corner requires modification but the amelioration cost need not be large and would not require the removal of the tree.

The alternative solution proposed by this submission would also eliminate:

- the need for further road works on Junction Road, estimated to cost \$479,000;
- the cost of stage 2 of proposed road works on Jumbuk Road;
- the costs associated with extensive tree removal on both roads.

It will also reduce maintenance costs as loaded log trucks would only travel 6 kilometres on sealed municipal roads compared to 9 kilometres on the Jumbuk/Junction Roads route. Furthermore, it would also eliminate a substantial cost which was concealed from the cost estimates in the draft version of the Road Safety Audit.

R. W. Stamp & Associates, consultants, estimated that the log and construction traffic would double the design traffic loading on Jumbuk Road between Junction Road and O' Reilly's Hill Road in the northbound lane, and that the cumulative damage factor would increase to 1.58. Section 3.5.4 of the draft road safety audit report found that the pavement in the northbound lane would require strengthening by an increase of at least 50mm in thickness to cater for the additional traffic loading.

Table 6.2 included the recommendation (6.4.4) to 'Construct a minimum depth granular resheet to strengthen the pavement in the northbound lane', but that recommendation was omitted from table 10.2, Estimated Costs of Safety Improvements. The explanation provided by Council that the report only requires pavement strengthening to be carried out where there are curve widening works (item 5.5, Public Question Time 6 April 2010) is not credible because:

- The contention, implied by the explanation, that the additional log and construction traffic would only double the loading on selected curves is implausible;
- The auditor was obviously reporting on the design loading and impact on pavement condition on the whole section of Jumbuk Road between Junction Road and Jumbuk Hall;
- A cumulative damage factor of 1.58 is a clear indication that pavement strengthening would be required because a factor greater than 1.00 indicates inadequate pavement strength.

The Council explanation is also inconsistent with the following assessment on page 26 of the Council report dated 7 May 2007:

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The estimated cost of the road widening on Jumbuk Road is \$1.5M and there would be a detrimental impact on roadside vegetation. It is also likely that the northern end of Jumbuk Road would need to be strengthened, at a significant cost.

(The northern end of Jumbuk Road referred to in the report means the 6 km section of pavement between Junction Road and O' Reilly's Hill Road; the southern end of Jumbuk Road is unsealed and runs south-easterly from Jumbuk Hall).

It would be irresponsible to ignore the need to strengthen the pavement to withstand the traffic associated with timber harvesting. The July 2013 issue of Latrobe City's "Link" publication indicates that asphalt patching is 21 times more expensive than preventative road reseal. The omission of the need for pavement strengthening from table 10.2 is contrary to Latrobe City's economic and budgetary interests because it massively understates the true cost of two-way timber traffic on Jumbuk Road.

Based on the cost of similar treatment on Middle Creek Road, the cost to strengthen the 6 km of pavement between Junction Road and O' Reilly's Hill Road would be approximately \$1,500,000. That would increase the cost of the Jumbuk Road project to approximately \$2,800,000. That expenditure cannot be justified given that the primary reason for the road works is to reduce HVP Plantations' timber cartage costs by a relatively insignificant amount. Schedule 3 to the *Road Management Act 2004* provides that council must have regard to economic and budgetary constraints when it is determining the standard of road construction.

The Council report dated 7 May 2007 advised (on page 16) that the Vagg's Creek Track/Middle Creek Road route was 15.5 kilometres longer than the Jumbuk/Junction Roads route, and that Grand Ridge Plantations had calculated that they would incur additional cartage costs of approximately \$550,000 on the longer route. The alternative solution would halve the distance differential, and reduce the net additional cartage costs to approximately \$200,000 (cartage cost being a deductible expense at the corporate tax rate of 30%).

SAFETY

Council's application to Vicroads for funding stated that the minimum seal width for Jumbuk Road on completion of the proposed works would be 5.5 metres. This is incorrect. Bill Roberts and Gary Matthews measured the sealed width of the road at approximate 50 metre intervals in 2007. The measurements for the 4.6 kilometre section of road between Jumbuk Hall and Roberts' corner are reproduced in the attached annexure with necessary modifications for road works done or proposed since 2007. As indicated by the annexure, significant stretches of the road will still be narrower than 5.5 metres upon completion of the works.

The Council report dated 19 October 2009 advised that road safety risk had to be balanced against the cost of widening works and that a seal width of 5.5 metres was acceptable for a road such as Jumbuk Road. As noted above, a seal width of 5.5 metres will not be provided anyway. The following extract is taken from section 4.4 of R. W. Stamp & Associates safety audit report:

The design standards to be adopted for the rural access and rural collector roads were discussed with Les Hilton of the Latrobe City Council.

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The standards adopted for the roads depend on the *type of traffic* which will use them. On roads used predominantly by cars, a sealed width of 5.5 metres with a formation width of 6.5 metres would be adopted. On roads used by *timber traffic*, a seal width of *seven* metres with a formation width of eight metres would be used.

Despite this, the auditor did not recommend any widening of the straight sections, nor did he express an independent opinion as to the appropriate minimum width. The Council report dated 19 October 2009 reveals (on page 37) that the consultant applied the curve widening table developed by Council Officers to assess the amount of widening needed for the bends on Jumbuk Road, rather than making an independent assessment.



The log truck had to put its wheels in the unsealed gutter to squeeze past the school bus. A rear wheel of the bus is on the narrow, unstable verge beside a drop-off.

(Jumbuk Road, just below Roberts' corner)

The Central Gippsland Timber Roads Needs Study of 1990 sets out an independent expert assessment of minimum safety standards for timber roads. It concluded that the *minimum* safe standard for a timber road in a hilly winding terrain such as Jumbuk Road was a 6.2 metre seal width widened to 8.0 metres on bends.

There might be a case for compromising safety standards for reasons of cost in a situation where a particular road provides the sole means of access to a timber plantation, or where Council is legally bound to provide access, but neither of these situations applies to Jumbuk Road. Therefore, there is no valid reason in this particular case to disregard the minimum safe standard recommended in the 1990 study, and it would be irresponsible to do so. Council has a duty of care under section 101 of the *Road Management Act 2004* to provide safe municipal roads.



This is a typical section of Jumbuk Road. This section will not be widened as part of the programmed works. The position of the rear wheels show that the truck is keeping as far to the left as possible. If an oncoming vehicle met this truck on the bend behind the truck, the vehicles would have nowhere to go and no time to stop.

PERMIT APPLICATION

The Permit Application reveals that 15 large old trees would need to be removed to enable stage 2 of the Jumbuk Road works program to proceed.

Section 5.2.1 of the report by Indigenous Design Land Management advises that two alternate timber traffic routes were considered in order to avoid impacts on native vegetation. The routes considered were:

- (1) the Vagg's Creek Track/ Middle Creek Road route, and
- (2) a Jumbuk Road/Jeeralang West/ Jeeralang North Road route.

According to the report, the alternate timber traffic routes "would require the removal of native vegetation as well as impacting on the viability of timber harvesting operations", and would also "create an unviable impact to both the Maryvale Paper Mill and the Carter Holt Harvey Timber Mill".

The Jumbuk Road/Jeeralang West/ Jeeralang North Road route requires no comment here because it is not relevant for the purpose of this submission. However, the other alternate route, via Vaggs Creek Track/ Middle Creek Road/ Middle Creek Road/ Jumbuk Road to Monash Way forms part of the alternative solution as proposed by this submission.

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The statements in the report by Indigenous Design Land Management, insofar as they relate to the Vaggs Creek Track/ Upper Middle Creek Road/ Middle Creek Road/ Jumbuk Road to Monash Way option, are entirely incorrect. The facts are:

- This option would not require the removal of native vegetation. This option would allow direct access to the plantation from Upper Middle Creek Road at one end and from Summerfield Track, Bolgers Road and Healeys Road at the southern end without the need for any removal of native vegetation. If removal of native vegetation was necessary within the plantation it would be permitted by the exemption relating to timber harvesting carried out under licence from the Secretary to the Department of Sustainability and Environment (now DEPI), (refer to VCAT Order dated 31 March 2006 in the matter of Friends of Gippsland Bush Inc. v Grand Ridge Plantations Pty Ltd.).
- This option would not impact on the viability of timber harvesting operations because it
 allows for access to Jumbuk Road between Bolgers Road and Healeys Road. Access to
 that section of road was the potential timber harvesting problem, as advised at item 4.6.3
 of Latrobe City letter dated 30 June 2010 to Jumbuk/Junction Safety Action Group.
- This option would not create an unviable impact to the Maryvale Paper Mill or the Carter Holt Harvey Timber Mill. This furphy stems from a Dorothy Dixer served up by a Councillor to HVP representatives at the LCC Timber Traffic Councillor Working Group Meeting held on 26 October 2009. The exchange was reported in the minutes of meeting as follows:

Question from Cr:

What is the downstream consequence of not being able to harvest the wood? Response from HVP Representatives:

Approximately 250,000 tonnes of product, equates to around 35% of the Morwell mill, 20% of the pulp mill work. Harvesting contractors job losses, about 30 people. Significant reduction in output from Carter Holt Harvey and APM. Would not result in industry closing down but it would result in significant job losses in the near future, maybe need to stop one shift.

The intention was to indicate that HVP would not be able to "harvest the wood", resulting in catastrophic job losses, unless it got its preferred cartage option. It is an absurd proposition which belongs in the red herring basket, along with the 'agreement' claim. It suggests that it would not be worthwhile to harvest any part of a plantation, valued by HVP at \$13-14M, unless the wood could be carted down the Jumbuk Road shortcut. HVP carts timber to the Morwell mills from plantations in the Yarram and Foster areas, over much greater distances than the Vaggs Creek Track/Middle Creek Road option.

An additional cartage cost of \$200,000 represents 1.54% of the value of a \$13M plantation. It is ludicrous to suggest that HVP expected its investment to yield a profit of less than 2% when it bought the plantation in 2001. Yet that is the logical extension of a claim that the plantation would not be viable if HVP was precluded from using the Jumbuk Road shortcut.

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CONCLUSION

Council has an obligation under Clause 52.17 of the Planning Scheme and the DNRE guidelines to avoid the removal of native vegetation. Removal of native vegetation can be readily avoided by adopting the alternative solution outlined in this submission. The alternative solution would allow all of HVP's timber to be harvested and transported in greater safety on public roads at less cost to the public purse. Approval of Planning Permit 2013/214 would contravene the Latrobe Planning Scheme and the DNRE guidelines; therefore it must be refused.

Dated this 11th day of November 2013

Signed by the Objectors:

Brian Kilday

Bill Roberts

Rex McGowan

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ANNEXURE to Objection to Planning Permit 2013/214

TOTAL road width, as measured at every 4th white line by residents

Start End of bitumen, Jumbuk Hall

5530mm

5370mm

Stage 1 of roadworks

Stage 1 of roadworks

Stage 1 of roadworks

Stage 1 of roadworks

5450mm

5400mm

5300mm

5400mm

P. Body's gate

5300mm

5200mm

5130mm

Stage 1 of roadworks

4900mm

4400mm

5400mm

5250mm

5450mm

D. Richardson's rear gate

(Red indicates less than 5.5 metres in width)

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ANNEXURE to Objection to Planning Permit 2013/214







End

D. Richardson's rear gate

D. Michardson's real gate		
5400mm	Proposed stage 2	5500mm
5500mm	Proposed stage 2	5100mm
5005mm	Proposed stage 2	5640mm
4900mm	Proposed stage 2	Proposed stage 2
5100mm	5120mm	Proposed stage 2
5210mm	5340mm	Proposed stage 2
5400mm	5700mm	Proposed stage 2
5200mm	4820mm	Proposed stage 2
Stage 1 of roadworks	5140mm	5390mm
Stage 1 of roadworks	5460mm	5300mm
Stage 1 of roadworks	5440mmm	5360mm
Stage 1 of roadworks	6120mm	5550mm
Stage 1 of roadworks	5600mm	Proposed stage 2
Stage 1 of roadworks	5300mm	Proposed stage 2
Stage 1 of roadworks	5590mm	Proposed stage 2
Stage 1 of roadworks	5500mm	5450mm
Stage 1 of roadworks	Proposed stage 2	5880mm
5500mm	Proposed stage 2	5690mm
5070mm	Proposed stage 2	6000mm
5400mm	Proposed stage 2	Painted island
5090mm	5600mm	Roberts' corner
5790mm	4860mm	

(Red indicates less than 5.5 metres in width)

5230mm

5400mm

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5160mm

Proposed stage 2

16.5 2014/2015 BUDGET AND STRATEGIC RESOURCE PLAN 2014-2018 FOR ADOPTION

GENERAL MANAGER

Planning and Governance

For Decision

PURPOSE

The purpose of this report is to present the 2014/2015 budget and Strategic Resource Plan (SRP) 2014-2018 for Council's consideration.

DECLARATION OF INTEREST

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

STRATEGIC FRAMEWORK

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

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.

Strategic Directions

Regularly report Council decisions and performance to the community.

Establish and maintain rigorous Council polices that comply with legislation and respond to community expectation.

Increase community awareness and satisfaction with Council's services and facilities.

Continuously improve financial management and reporting.

Ensure Latrobe City Council's infrastructure and assets are maintained and managed sustainably.

Strategy & Plans - 10 Year Financial & Resources Plan

Legislation – Local Government Act 1989

Section 126 (3) of the Local Government Act 1989, states that "A Council must adopt the Strategic Resource Plan not later than 30 June each year."

Section 127 (1) of the Local Government Act 1989, states that "A Council must prepare a budget for each financial year."

Section 130 (3) of the Act states that "The Council must adopt the budget by 31 August each year.

Section 130 (4) of the Act states that 'The Council must submit a copy of the budget to the Minister by 31 August each year.

BACKGROUND

On 19 May 2014, Council resolved to give notice of preparation of the proposed 2014/2015 budget and Strategic Resource Plan (SRP) 2014-2018, including proposed rates and charges for the year, and invited submissions on the budget in accordance with Section 129 of the Local Government Act 1989.

Public notice of the preparation of the 2014/2015 budget and SRP was subsequently advertised in the Latrobe Valley Express on 22 May 2014, 26 May 2014 and 5 June 2014, advising that both documents were available for inspection at Council's service centres and on Council's website.

The closing date for submissions was Wednesday, 18 June 2014. Eight written submissions were received in relation to the draft 2014/2015 budget, no submissions were received in relation to the SRP. All those who made submissions were provided with the opportunity to speak to Council at the Special Council Meeting held on 23 June 2014. Subsequently six submitters took the opportunity to speak to their submissions. The Latrobe Valley Hockey Association also presented to Council even though not making a written submission.

The draft 2014/2015 budget and SRP 2014-2018 have been prepared utilising financially prudent principles and measures, and clearly articulate the resources required to deliver the 2013-2017 Council Plan.

ISSUES

The budget has been drafted to provide for delivery of actions within the Council Plan 2013-2017 and the continued provision of the large range of services and programs.

The draft 2014/2015 budget proposes a 3.9% increase in general rates and charges. The proposed rates maintain the farm differential rate at 75% of the general rate. This provides for the continued delivery of services at current levels, whilst incorporating the proposed capital works program of \$49.290 million.

The budget includes proposed new borrowings of \$3.35 million being \$0.85 million to fund stage one of the Moe Rail Precinct Revitalisation and \$2.50 million to fund the Heavy Industrial Park infrastructure renewal project.

Following the release of the Federal Government budget in May 2014 it is acknowledged that federal assistance grants will not be indexed for future years including 2014/15. It is anticipated that this will result in a reduction of funding in excess of \$200K however this figure is yet to be confirmed. Once confirmation is received it will be necessary to reflect the budget impact as part of the mid-year budget review.

This report forms part of the statutory process for the adoption of the 2014/2015 budget and Strategic Resource Plan 2014-2018.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

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

Non- compliance with financial framework or legislative requirements is identified as a risk. The adoption of this report at 30 June ensures Council meets the requirements of the *Local Government Act 1989*.

There are no financial implications associated with the preparation of this report.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

Copies of the draft budget and SRP have been available for inspection at Council offices and on the Council web site since 20 May 2014, ensuring a minimum of 28 days were available for submissions to be received.

Meetings were undertaken with user groups in relation to capital works projects that were identified as being subject to the sale of assets that are deemed surplus to Council requirements. These included Churchill Bowls

Club, Traralgon Olympians Soccer Club and Moe Tennis Club. Pegasus Soccer Club declined the opportunity to meet to discuss this matter.

Details of Community Consultation / Results of Engagement:

Following public consultation eight written submissions were received in relation to the draft budget and no submissions were received in relation to the SRP. Council considered these submissions together with the presentation from the Latrobe Valley Hockey Association at a Special Council Meeting held on 23 June 2014.

The following table includes a summary and comment on each of the submissions received.

Submission received from	Comments/Issues	Officer Comments	Change to Budget Y/N
Latrobe City Farm Ratepayers Association	Retention of the farm rate differential	Farm rate differential has remained unchanged from 2013/2014 budget to 2014/2015 budget.	N
Churchill Bowls Club	Support for the project to be included in the funded capital projects list	The opportunity to develop a lawn bowling facility to accommodate the Churchill Bowls Club is recognised in the Southern Towns Outdoor Recreation Plan.	N
		As per the resolution of Council on 3 March 2014, a funding submission for \$100,000 has been made to the 2015/16 Sport & Recreation Victoria's Community Facility Funding Program – Minor Facilities for the construction of a synthetic bowling green at Gaskin Park.	
		The additional \$300,000 to complete the project has been allocated in the draft 2014/15 Latrobe City Council capital budget, however, is subject to asset sales and the funding application being successful.	
Traralgon Olympians	Support for the project	Construction of a change	N

Submission received from	Comments/Issues	Officer Comments	Change to Budget Y/N
Soccer Club	to be included in the funded capital projects list	pavilion is recognised in the Traralgon Outdoor Recreation Plan and Soccer Facilities Plan.	
		This project was successful in attracting \$70,000 of approved funding through the 2014/15 Sport & Recreation Victoria's Community Facility Funding Program. The additional \$380,000 to complete the project has been allocated in the draft 2014/15 Latrobe City Council capital budget, however, is subject to asset sales.	
Boolarra Memorial Park Committee of Management	Seeking allocation of \$7K to undertake community consultation process in order to produce a masterplan for Boolarra Memorial Park Multi-Purpose complex	The Small Town Minor Capital Works Annual Grant of \$10,000 is currently available to Boolarra Memorial Park Committee of Management in the draft 2014/15 budget. Council's Community Development Team have been advised of the Committee's interest in utilising the grant for this purpose and have indicated that this is within the grants scope.	N
Moe & District Netball Association	Support for the redevelopment of the Moe Netball Courts	The redevelopment of the Moe Netball Courts is recognised in the Moe Newborough Outdoor Recreation Plan.	N
		Total project cost is approximately \$1.1 million and was considered by Council as a potential funding submission to the 2015/16 Sport & Recreation Victoria's Community Facility Funding Program –	

Submission received from	Comments/Issues	Officer Comments	Change to Budget Y/N
		Major Facilities. As per the resolution of Council on 28 April 2014, this project was not selected for a funding submission.	
		An amount of \$20,000 has been allocated in the draft 2014/15 Capital Works program to undertake design of this project and potential funding options will need to be considered by Council as part of future budget processes.	
		A further allocation of \$160K has been included in the 14/15 budget to upgrade lighting at the complex.	
Old Gippstown	Request for an increase in annual contribution from \$20K to \$50K	In accordance with the Council resolution of 19 August 2013, an additional allocation to Old Gippstown was considered as part of the draft 14/15 budget process.	N
		The current level of funding was deemed appropriate in the context of the broader 2014/15 budget.	
Dalkeith Heights Retirement Village	Request to consider differential rate for Retirement Villages	Council considered the introduction of a differential rate for retirement villages as part of the 14/15 budget process.	N
		It was considered that it would be contrary to the requirement of an equitable imposition of rates and charges across all ratepayers to implement a differential rate for retirement villages given the	

Submission received from	Comments/Issues	Officer Comments	Change to Budget Y/N
		current level of infrastructure and the ongoing reliance on Council services. It is also considered that the introduction of a differential rate would result in an inequitable position for other ratepayers such as pensioners and low income residents.	
		Therefore the introduction of a differential rate for retirement villages is not included in the 2014/15 Budget.	
		In accordance with the Ministerial Guidelines regarding Differential Rates this issue will be considered again as part of the 15/16 budget process.	
Rural Reserves Committees of Management	Request for increase in funding to align with Council maintained reserves	A review of the Rural Reserves Committees of Management Annual Maintenance Grants was undertaken in 2013/14.	N
		As a result of the review an adjustment equivalent to prior years missed CPI increases has been incorporated in the annual maintenance grants within the 14/15 draft budget. This equates to an additional \$28,000 across all reserves.	
LV Hockey Association (verbal submission only)	Construction of pavilion / change facilities at Churchill Synthetic Hockey field	The construction of a pavilion/change rooms at Churchill Synthetic Hockey Field was recognised in the Churchill East West Link: Master Plan and Urban Design Framework, the Gippsland Hockey Facilities Plan and the Gippsland	N

Submission received from	Comments/Issues	Officer Comments	Change to Budget Y/N
		regional Sporting Facilities Plan.	
		Total project cost is approximately \$1.3 million and was considered by Council as a potential funding submission to the 2015/16 Sport & Recreation Victoria's Community Facility Funding Program – Major Facilities. As per the resolution of Council on 28 April 2014, this project was not selected for a funding submission.	
		Detailed design of the pavilion/ change facilities is near completion and potential future funding options will be considered as part of future budget	
		processes.	

OPTIONS

Having considered the submissions, Council has the following options:

- 1. Adopt the proposed 2014/15 budget and SRP 2014-2018;
- 2. Amend the 2014/15 budget and SRP 2014-2018 prior to adoption; or
- 3. Not adopt the 2014/15 budget and SRP 2014-2018.

Any material amendment to the draft budget would require Council to undertake further community consultation and adoption at a later date. Any delay in adoption of the SRP would be non-compliant with the Local Government Act requirement to adopt by 30 June each year.

CONCLUSION

The proposed 2014/2015 budget has been prepared to provide for the ongoing delivery of services and programs as well as a significant capital works program. The increase in income from rates is proposed to be 3.90% excluding supplementary rates. Council's audit committee has endorsed the budget. Community input has been received and all submissions have been considered.

Attachments
1. 2014/15 Budget
2. Strategic Resource Plan 2014-2018

RECOMMENDATION

- 1. That the 2014/2015 Budget, annexed to this resolution, and having regard to submissions made under the *Local Government Act* 1989, be adopted by Council in accordance with Section 130 of the *Local Government Act* 1989.
- 2. That Council, in accordance with the provisions of the Local Government Act 1989, declares that the amount that it intends to raise by way of general rates, municipal charges and service charges for the period 1 July 2014 to 30 June 2015 is as follows:

(a)	General Rates	\$44,801,	228
(b)	Municipal Charge	\$ 4,625,	375
(c)	Service Charges	\$ 9,912,	540
(d)	EPA Landfill Levy Charge	\$ 640,	319
(e)	Payments in lieu of rates	\$ 9,013.	123

- 3. That Council;
 - (a) declares that the general rates will be raised in 2014/2015 by the application of the following differential rates calculated on the Capital Improved Value of rateable property:
 - (i) General rate of 0.00458663 cents in the dollar on lands as defined in paragraph 4.1(a).
 - (ii) Farm rate of 0.00343997 cents in the dollar on farm land as defined in paragraph 5.1(a).
 - (b) declares the general rates for a twelve month period commencing 1 July 2014 and that the rates be levied in respect of each portion of rateable land for which the Council has a separate valuation.
 - (c) be of the opinion that the differential rates to be levied in 2014/2015 will contribute to the equitable and efficient carrying out of its functions.
- 4. That Council specifies in relation to the General Rate for 2014/2015 the following in accordance with Section 161 of the *Local Government Act* 1989: 4.1. The objectives of the general rate as:
 - (a) the types and classes of land to which the rate will apply is all other rateable land that is not defined as farm land as described in paragraph 5.1(a):
 - (b) the level of the general rate is 0.00458663 cents in the dollar on the capital improved value of land as defined;
 - (c) the reasons for the use and level of that rate are that:
 - (i) the types and classes of land to which the rate applies can be easily identified;
 - (ii) it is appropriate to have a general rate so as to fairly rate lands other than recreational and farm lands;
 - (iii) the level of the general rate is appropriate having regard to all relevant matters including the use to which the land is put and the amount to be raised by Council's Municipal Charge;

- the level of the general rate is appropriate to ensure that the burden of the payment of rates is fairly apportioned across all rateable land within the Municipal district;
- which objectives the Council considers are consistent with the (v) economical and efficient carrying out of its functions, and
- 4.2. The characteristics of the land which are the criteria for declaring the general rate are as set out in sub-paragraph 4.1(a) above.
- 5. That Council specifies in relation to the farm rate for 2014/2015 the following in accordance with Section 161 of the Local Government Act 1989: 5.1. The objectives of the farm rate as:
 - (a) the types and classes of land to which the rate will apply is farm land as defined in Section 2 of the Valuation of Land Act 1960, namely, any rateable land which is not less than 2 hectares in area and which is used primarily for carrying on one or more of the following businesses or industries:
 - grazing (including agistment); (i)
 - (ii) dairying;
 - (iii) pig farming;
 - (iv) poultry farming;
 - (v) fish farming;
 - (vi) tree farming;
 - (vii) bee keeping; (viii) viticulture;

 - horticulture: (ix)
 - fruit growing: (x)
 - the growing of crops of any kind; and that is used by a (xi) business:
 - (i) that has a significant and substantial commercial purpose or character; and
 - that seeks to make a profit on a continuous or repetitive (ii) basis from its activities on the land; and
 - (iii) that is making a profit from its activities on the land, or that has a reasonable prospect of making a profit from its activities on the land if it continues to operate in the way it is operating
 - (b) the level of the farm rate is 0.00343997 cents in the dollar on the capital improved value of farm land as defined;
 - (c) the reasons for the use and level of that rate are that:
 - the types and classes of land to which the rate applies can be easily identified;
 - (ii) it is appropriate to have a farm rate so as to fairly rate farm land:
 - (iii) the level of the farm rate is appropriate having regard to all relevant matters including the use to which farm land is put and the amount to be raised by Council's Municipal charge;
 - (iv) the level of the farm rate is appropriate to ensure that the burden of the payment of general rates is fairly apportioned across all rateable land within the Municipal district;
 - the types and classes of land to which the rate will apply can be (d) identified as farm land as defined in paragraph 5.1 (a); which

objectives the Council considers are consistent with the economical and efficient carrying out of its functions.

- 5.2. The characteristics of the land which are the criteria for declaring the farm rate are as set out in paragraph 5.1(a) above.
- 6. That Council declares a Municipal charge at the annual rate of \$125.00 for rateable land in respect of which a Municipal charge may be levied to recover some of the administrative costs of the Council for a period of 12 months from 1 July 2014 to 30 June 2015.

7.

- (a) That Council declares an annual service charge of \$295.00 per premises for the weekly collection and disposal of refuse in respect of premises to which the service is provided (whether or not the owner or occupier of such premises avails himself or herself of the service provided) for a twelve month period from 1 July 2014 to 30 June 2015.
- (b) That Council declares an annual EPA Landfill Levy charge of \$19.00 per garbage bin to cover the costs levied by the Environmental Protection Authority on the operation of landfills for the period 1 July 2014 to 30 June 2015.
- (c) Where exemptions are granted, waste services will be charged for services utilised for the period 1 July 2014 to 30 June 2015 as follows: Garbage 120L bin \$200.00 pa Garbage 240L bin \$295.00 pa Garbage 240L bin Special \$227.00 pa Recycling 240L bin \$ 50.00 pa Organics 240L bin \$ 45.00 pa
- 8. Cultural and Recreational Land, in accordance with Section 4 of the Cultural and Recreational Lands Act 1963, the following amounts be specified as the amounts payable in respect of recreational lands described as:

		1 -
Morwell Bowling Club	52 Hazelwood Road, Morwell	\$8,485.28
Morwell Golf Club	Fairway Drive, Morwell	\$2,568.52
Boolarra Bowling Club	22 Duke Street, Boolarra	\$759.09
Yinnar Bowling Club	Main Street, Yinnar	\$557.28
Yallourn North Bowls Club	Reserve Street, Yallourn North	\$921.91
LV Water Ski Club	Hall Road, Yallourn North	\$268.32
Traralgon Bowling Club	45-57 Gwalia Street, Traralgon	\$6,191.96
Traralgon Golf Club	Princes Street, Traralgon	\$5,974.41
Glenview Park	McNairn Road, Traralgon	\$6,010.79
Moe Racing Club	Waterloo Road, Moe	\$7,109.29
Yallourn Bowling Club	1-5 Coach Road, Newborough	\$2,522.65
Moe Golf Club	26 Thompsons Road, Newborough	\$2,981.32
Yallourn Golf Club	Golf Links Road, Moe	\$3,172.52
Moe Bowling Club	Waterloo Road, Moe	\$1,651.19
Victorian Field & Game	Scales Road, Flynn Creek	\$410.50

Association		
Traralgon Pony Club	20 Minniedale Road, Traralgon	\$616.90

These amounts have regard to the services provided by the Council in relation to such lands and the benefit to the community derived from such recreational lands.

- 9. That Council directs that copies of the information required by Section 161(3) of the *Local Government Act* 1989 be made available for inspection at Council's office during office hours.
- 10. (1) That Council having considered submissions received in relation to the draft 2014/2015 budget, directs that the rates and charges as declared for 2014/2015 be levied by sending notices to the persons who are liable to pay, in accordance with Section 158 of the *Local Government Act* 1989.
 - (2) That Council resolves that the rates and charges for 2014/2015 must be paid by the dates fixed under Section 167 of the Act, namely:
 - (i) in full by 15 February 2015; or
 - (ii) by equal instalments on the following dates:
 - 30 September 2014;
 - 30 November 2014:
 - 28 February 2015; and
 - 31 May 2015.
 - (3) That the (Acting) Chief Executive Officer be directed and authorised to demand payment of and recover the rates and charges as declared in relation to the 2014/2015 Budget.
- 11. Rate of Interest Section 172 of the Local Government Act 1989:
 - (1) That for the 2014/2015 financial year Council resolves to require a person to pay interest on any outstanding amounts of rates and charges:
 - (a) which that person is liable to pay; and
 - (b) which have not been paid by the date specified under Section 167 for their payment except where the Council has agreed to waive the whole or part of any such interest.
- (2) That for the 2014/2015 financial year Council resolves in accordance with Section 172 of the *Local Government Act* 1989 that the rate of interest will be as specified under Section 2 of the Penalty Interest Rates Act 1983 (Currently 11.5%).
- 12. That the Strategic Resource Plan 2014-2018, annexed to this resolution, and having regard to submissions made under the *Local Government Act* 1989, be adopted by Council in accordance with Section 126 of the *Local Government Act* 1989.
- 13. That Council authorises the (Acting) Chief Executive Officer to sign and seal any loan and financial documents relating to the proposed borrowings of \$3,350,000 in the 2014/2015 budget.

Moved: Cr Kam Seconded: Cr Harriman

That the Recommendation be adopted.

CARRIED UNANIMOUSLY

16.5

2014/2015 BUDGET AND STRATEGIC RESOURCE PLAN 2014-2018 FOR ADOPTION

1	2014/15 Budget	503
2	Strategic Resource Plan 2014-2018	591

Latrobe City Council 2014/2015 Draft Budget









This Budget Report has been prepared with reference to the Institute of Chartered Accountants 'Victorian City Council Model Budget 2014/2015' a best practice guide for reporting local government budgets in Victoria.

Adopted by Council XX XXXX 2014



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2014/2015 Budget Executive Summary

Executive Summary

Under the Local Government Act 1989 ("The Act"), Council is required to prepare and adopt an annual budget. The budget is required to be adopted by 31 August each year.

A high level 10 Year Financial Plan has been developed with the first four years used for the Strategic Resource Plan to assist Council in adopting a budget within a longer term prudent financial framework. The key objective of the Financial Plan is financial sustainability in the medium to long term, whilst still achieving the Council's strategic objectives as specified in the Council Plan and Latrobe 2026 Vision.

The 2014/15 budget presented in this report has been developed through a rigorous process of consultation and review with Council and Council officers. It is Council's opinion that the budget is financially responsible and contributes to the achievement of all of the Council Plan objectives and strategic directions included in the 2013-2017 Council Plan.

The 2014/15 Operating Budget predicts an operating surplus of \$11.880 million, after raising rates and charges of \$69.400 million and capital income of \$15.973 million. Excluding capital funding and developer contributions, an underlying operating deficit of \$2.727 million is projected for 2014/15, the operating deficit is a result of expenditure incurred relating to government grants and other funding generated in previous financial years which was carried forward in accumulated surplus and reserves.

It should be noted that the operating budget surplus shown is a result of non cash revenue (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). On a cash basis Council budgets for a break even result therefore any cash remaining at the end of the budget period is the result of a number of factors such as government grant funds received in advance, funds required to be carried forward to complete unfinished projects and funds required to settle certain balance sheet liabilities e.g Trade and other payables, Employee Benefit provisions and Trust funds and deposits.

Council operations are expected to be impacted by unavoidable increases in employee costs, utilities and insurance premiums. It will be necessary to achieve future income growth whilst containing costs in order to achieve a positive underlying operating position by 2015/16. In order to achieve these objectives whilst maintaining service levels and a robust capital expenditure program, overall rates and charges will increase by 3.9% in 2014/15. Factored into this increase is a 3.32% rise in general rates (including payments in lieu of rates) and municipal charge, 0.50% or \$10 per service in garbage charges and .07% rise related directly to the State Government increasing the EPA Landfill Levy charged on each tonne of waste deposited to Council's landfill. For transparency reasons, those charges being collected on behalf of the State Government, which include the Landfill Levy and the Fire Services Property Levy, will be included as separate charges on each rates notice.

2014/2015 Budget Executive Summary

New borrowings of \$3.350 million are proposed to assist in funding large capital projects, specifically the Morwell Heavy Industrial Park road infrastructure construction (\$2.500 million) and the next stage of the Moe Rail Precinct Revitalisation Project (\$0.850 million). Both of these projects form part of the Capital Works budget. Loan principal repayments for the year are expected to be \$3.341 million thus leading to an overall minor increase in Council borrowings of \$0.008 million from \$19.650 million to \$19.658 million at the end of the year.

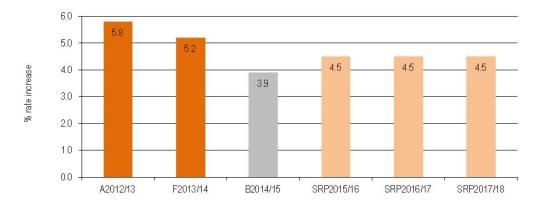
The total capital expenditure program will be \$43.230 million, of which \$7.708 million relates to projects which will be carried forward from the 2013/14 year. Any further carried forward projects will be fully funded from the 2013/14 budget. Of the \$43.230 million of capital funding required, \$24.804 million will come from Council operations, \$1.335 million from asset sales including the proposed sale of land deemed inappropriate for open space development as identified in the public open space strategy, \$3.350 million from borrowings and \$13.741 million from external grants. The capital expenditure program has been set and prioritised based on a process of consultation that has enabled Council to assess needs and develop sound business cases as appropriate.

The 2014/15 budget has been prepared on the basis of constraint, Council will continue to review all services and capital infrastructure to ensure it is positioned to best meet the needs of the community into the future.

Highlights

Council has prepared a Budget for the 2014/15 financial year which seeks to balance the demand for services and infrastructure with the community's capacity to pay. Key budget information is provided below about the rate increase, operating result, services, cash and investments, capital works, financial position, financial sustainability and strategic activities of the Council.

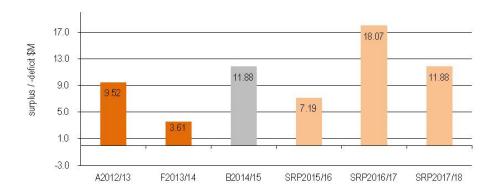
1. Rates



A = Actual F = Forecast B = Budget SRP = Strategic Resource Plan estimates

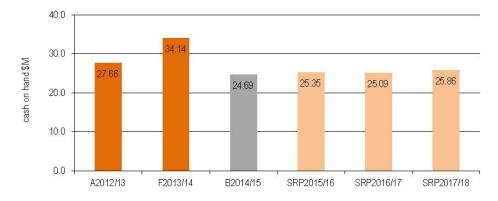
It is proposed that overall rates and charges increase by 3.90% for the 2014/15 year, raising total rates of \$69.400 million, including \$0.407 million generated from supplementary rates. General rates (including payments in lieu of rates) and municipal charge increase by 3.32% or \$2.207 million while increases associated with the third year of a three year program to align waste costs with full cost recovery of capital landfill costs of .50% or \$10 per service have been incorporated in the proposed garbage charge. The Landfill levy will increase by \$1.40 or 7.95% as a result of the State Government's landfill levy increasing and will need to be passed on directly to residents. In the interests of clarity the EPA levy component will again be disclosed separately from Council's garbage charge on the 2014/15 rates notice.

2. Operating result



The expected operating result for the 2014/15 year is a surplus of \$11.880 million, after capital grants and contributions, which is an increase of \$8.266 million over 2013/14. The improved operating result is mainly due to funding received in the 2012/13 year which is forecast to be expended in the 2013/14 year resulting in a lower than expected surplus in 2013/14. The adjusted underlying result, which excludes items such as non-recurrent capital grants and developer contributions is a deficit of \$2.727 million, which is an increase of \$4.385 million over 2013/14 mainly resulting from the carry forward of works which will be funded through accumulated surplus and reserves - refer to section 4 of this summary for further information. (The forecast operating result for the 2013/14 year is a surplus of \$3.615 million with an underlying result of a \$7.112 million deficit).

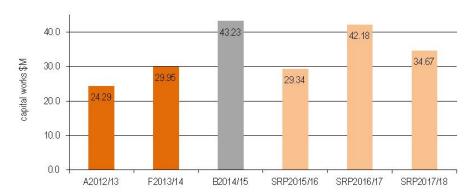
3. Cash and investments



Cash and investments are expected to decrease by \$9.452 million during the year to \$24.685 million as at 30 June 2015. This is due mainly to the carried forward component of the 2013/14 capital works program. The reduction in cash and investments is in line with Council's strategic resource plan. The cash balance remaining is predominantly associated with liabilities for employee provisions together with landfill reserves to assist in funding future landfill cell constructions (Cash and investments are forecast to be \$34.136 million as at 30 June 2014).

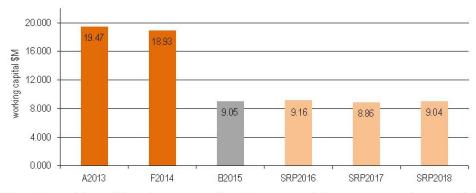
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4. Capital works



The capital works program for the 2014/15 year is expected to be \$43.230 million of which \$7.708 million relates to projects which will be carried forward from the 2013/14 year. The carried forward component is fully funded from the 2013/14 budget. Of the \$43.980 million of capital funding required, \$24.804 million will come from Council operations, \$13.741 million from external grants and contributions, \$3.350 million from borrowings, \$1.350 million from proceeds of asset sales which includes proposed land sales deemed inappropriate for open space development as identified in the public open space strategy of \$0.700 million (plus an additional \$0.300 million within the operating capital budget - refer to appendix C) and plant & equipment sales of \$0.650 million, these asset sales have been assumed to sell at the current book value. The capital expenditure program has been set and prioritised based on a rigorous process of consultation that has enabled Council to assess needs and develop sound business cases for each project. (Capital works is forecast to be \$29.955 million for the 2013/14 year).

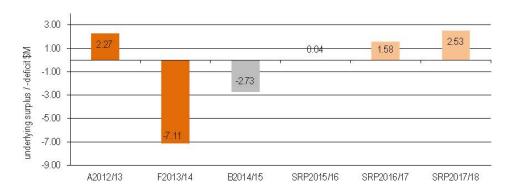
6. Financial position / Working Capital



The financial position is expected to improve with net assets (net worth) to increase by \$33.033 million to \$1,078.010 million although net current assets (working capital) will reduce by \$9.881 million to \$9.046 million as at 30 June 2015. This is mainly due to the use of cash reserves to fund the carry forward component of the capital works program. (Total equity is forecast to be \$1,044.977 million as at 30 June 2014).

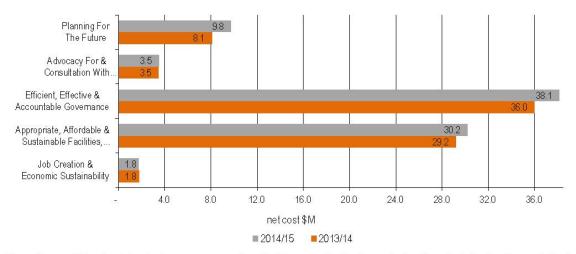
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7. Financial sustainability



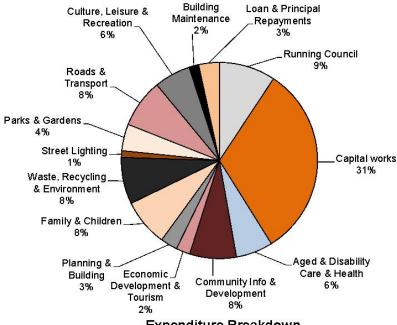
A high level Strategic Resource Plan for the years 2014/15 to 2017/18 has been developed to assist Council in adopting a budget within a longer term prudent financial framework. The key objective of the Plan is financial sustainability in the medium to long term, while still achieving the Council's strategic objectives as specified in the Council Plan. While the Plan projects that Council's operating result is positive for the duration of the Strategic Resource Plan, the underlying result which is a measure of financial sustainability, shows Council achieving a positive result from 2015/16 onwards. The difference between the surplus and underlying result is mainly due to substantial capital revenue being received during this period to fund a number of major capital works projects.

8. Strategic objectives



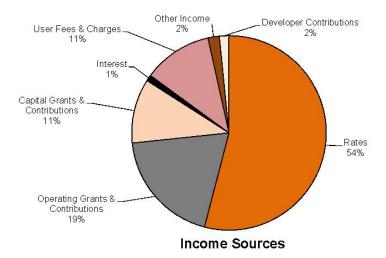
The Annual Budget includes a range of activities and initiatives to be funded that will contribute to achieving the strategic objectives specified in the Council Plan. The above graph shows the level of funding allocated in the budget to achieve the strategic objectives as set out in the Council Plan for the 2014/15 year.

9. Where rates are spent



Expenditure Breakdown

The above chart provides an indication of how Council allocates its expenditure across the main services that it delivers.



The above chart provides an indication of where Council's income sources are derived.

This budget has been developed through a rigorous process of consultation and review and management endorses it as financially responsible. More detailed budget information is available throughout this document.

2014/2015 Budget Budget Process

Budget processes

This section lists the budget processes to be undertaken in order to adopt the Budget in accordance with the *Local Government Act 1989* ("The Act") and *Local Government (Planning and Reporting) Regulations 2014* (the Regulations).

Under the Act, Council is required to prepare and adopt an annual budget for each financial year. The budget is required to include certain information about the rates and charges that Council intends to levy as well as a range of other information required by the Regulations which support the Act.

The 2014/15 budget, which is included in this report, is for the year 1 July 2014 to 30 June 2015 and is prepared in accordance with the Act and Regulations. The budget includes financial statements being a budgeted Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows and Statement of Capital Works. These statements have been prepared for the year ended 30 June 2015 in accordance with the Act and Regulations, and consistent with the annual financial statements which are prepared in accordance with Australian Accounting Standards. The budget also includes information about the rates and charges to be levied, the capital works program to be undertaken, the human resources required, and other financial information Council requires in order to make an informed decision about the adoption of the budget.

In advance of preparing the budget, Officers firstly review and update Council's long term financial projections. Financial projections for at least four years are ultimately included in Council's Strategic Resource Plan, which is the key medium-term financial plan produced by Council on a rolling basis. The preparation of the budget, within this broader context, begins with Officers preparing the operating and capital components of the annual budget from November through to February. A draft consolidated budget is then prepared and various iterations are considered by Council at informal briefings during March and April. A proposed budget is prepared in accordance with the Act and submitted to Council in May for approval in principle. Council is then required to give public notice that it intends to adopt the budget. It must give 28 days notice of its intention to adopt the proposed budget and make the budget available for inspection at its offices and on its web site. A person has a right to make a submission on any proposal contained in the budget and any submission must be considered before adoption of the budget by Council.

The final step is for Council to adopt the budget after receiving and considering any submissions from interested parties. The budget is required to be adopted by 31 August and a copy submitted to the Minister within 28 days after adoption. The key dates for the budget process are summarised on the following page:

2014/2015 Budget Budget Process

Budget process	Timing
Officers update Council's long term financial projections	Sep - Nov
2. Officers prepare operating and capital budgets	Nov - Feb
3. Council considers draft budgets at informal briefings	Mar - Apr
4. Council's Audit Committee review draft budget	May
Proposed budget submitted to Council for approval	May
6. Public notice advising intention to adopt budget	May
7. Budget available for public inspection and comment	May/Jun
8. Submissions period closes (28 days)	Jun
9. Submissions considered by Council/Committee	Jun
 Budget and submissions presented to Council for adoption 	Jun
11. Copy of adopted budget submitted to the Minister	Jul

2014/2015 Budget Linkage to the Council Plan

1. Linkage to the Council Plan

This section describes how the Annual Budget links to the achievement of the Council Plan within an overall planning framework. This framework guides the Council in identifying community needs and aspirations over the long term (Latrobe 2026), medium term (Council Plan) and short term (Annual Budget) then holding itself accountable (Audited Statements).

1.1 Planning and accountability framework

The Strategic Resource Plan which is a component of the Council Plan, summarises the financial and non-financial impacts of the objectives and strategies and determines the sustainability of these objectives and strategies. The Annual Budget is then framed within the Strategic Resource Plan, taking into account the services and initiatives included in the Annual Budget which contribute to achieving the strategic objectives specified in the Council Plan. The diagram below depicts the planning and accountability framework that applies to local government in Victoria.



Source: Department of Transport, Planning and Local Infrastructure

In addition to the above, Council has a long term plan (Latrobe 2026) which articulates a community vision, mission and values. The Council Plan is prepared with reference to Council's long term Community Plan.

The timing of each component of the planning framework is critical to the successful achievement of the planned outcomes. The Council Plan, including the Strategic Resource Plan, is required to be completed by 30 June and is reviewed each year in advance of the commencement of the Annual Budget process.

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2014/2015 Budget Linkage to the Council Plan

1.2 Our purpose

The Community vision

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

The community's vision for the future development of the region builds 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.

Other major aspirations are for a community that is both liveable and sustainable, with a continued focus on healthy lifestyles supported by high quality recreational and cultural facilities and a natural environment that is nurtured and respected.

The community has expressed its desire for a future in which people are united in a common purpose whilst respecting the diversity of their heritage and cultures. To enable the vision to become reality the community identified the need for effective and proactive leadership at all levels and expressed a willingness to connect with community leaders to enrich local decision making.

Our mission

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

Our 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.

2014/2015 Budget Linkage to the Council Plan

1.3 Key Themes

Council delivers activities and initiatives under 51 major service categories. Each contributes to the achievement of one of the five themes and objectives as set out in the Council Plan for the 2013-17 years. The following table lists the five themes as described in the Council Plan.

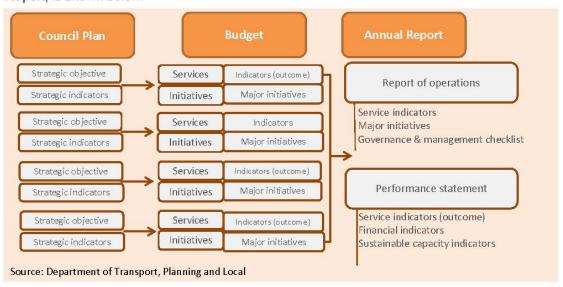
Theme	Objective	
Job Creation & Economic Sustainability	 Actively pursue long term economic prosperity for Latrobe City, one of Victoria's four major regional cities. Actively pursue further diversification of business and industry in the municipality. Actively pursue and support long term job security and the creation of new employment opportunities in Latrobe City. 	
Appropriate, Affordable & Sustainable Facilities, Services & 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 & 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 & 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 ensure effective two-way communication and consultation processes with the community. 	

2014/2015 Budget

Activities, Initiatives & Service Performance Indicators

2. Activities, initiatives and service performance indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2014/15 year and how these will contribute to achieving the strategic objectives specified in the Council Plan as set out in Section 1. It also includes a number of initiatives, major initiatives and service performance indicators. The Strategic Resource Plan (SRP) is part of and prepared in conjunction with the Council Plan. The relationship between these components of the Budget and the Council Plan, along with the link to reporting in the Annual Report, is shown below.



2.1 Theme 1: Job Creation & Economic Sustainability

To achieve our objective of Job Creation and Economic Sustainability, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Services

		Expenditure
Business Area	Description of services provided	(Revenue)
		Net Cost
V.		\$'000
Business	Provide business development advice, services and	786
Development	programs in accordance with the Latrobe City Council	0
	Economic Development Strategy 2011.	786
Employment	Promote, coordinate and providing training and employment	673
Development	opportunities for aboriginal people.	(545)
	500 600 01 49 1	128
Latrobe Regional	Maintain, develop and operate Latrobe Regional Airport in	831
Airport	accordance with Civil Aviation Safety Authority regulations	(551)
	and the Latrobe Regional Airport Masterplan.	280
Tourism	Implement recommendations from the Tourism Product	578
	Audit and Visitor Information Centre Review.	(18)
		560

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Activities, Initiatives & Service Performance Indicators

Initiatives (Annual Actions)

- 1) In accordance with the Economic Sustainability Strategy, continue to pursue employment generating opportunities and aerospace manufacturing at the Latrobe Regional Airport.
- 2) Commence the review of the 2009 Latrobe Regional Airport Master Plan.
- 3) 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.
- 4) In collaboration with community, business and government bodies develop a transition plan to identify opportunities for economic diversification, environmental improvements and the long term sustainability and resilience of Latrobe City and the surrounding region.
- 5) Prepare the Latrobe City Economic Sustainability Strategy 2015-2019 to guide the economic development service for the next five years.
- 6) Advocate for the creation of an industrial park and the Gippsland Logistics Precinct.
- 7) Actively pursue new power generation and brown coal opportunities within Latrobe City and provide business development assistance to energy related industry.
- 8) Pursue research and development in brown coal innovation for future economic growth and diversification within Latrobe City.
- 9) 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 Latrobe City.
- 10) Deliver Year 2 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.
- 11) Participate in the Gippsland Local Government joint initiative, 'Creative Gippsland' to support greater recognition and promotion of arts across Gippsland.

Major Initiatives

- 12) Support the establishment of research facilities in Latrobe City to enable development of innovative technology including the forestry, wood and paper sector. (\$Nil net cost).
- 13) Complete construction of the Gippsland Heavy Industry Park road infrastructure to support existing and new industry expansion.

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Economic Development	Economic Activity	Change in number of businesses (Percentage change in the number of businesses with an ABN in the municipality)	[Number of businesses with an ABN in the municipality at the end of the financial year less the number of businesses at the start of the financial year / Number of businesses with an ABN in the municipality at the start of the financial year] x100

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Activities, Initiatives & Service Performance Indicators

2.2 Theme 2: Appropriate, Affordable & Sustainable Facilities, Services & Recreation

To achieve our objective of Appropriate, Affordable & Sustainable Facilities, Services & Recreation, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Services

Services		Expenditure
Business Area	Description of services provided	(Revenue)
		Net Cost
		\$'000
Aged and	Deliver the Home and Community Care (HACC) program in	6,138
Disability Services	accordance with Department of Health guidelines and	(5,236)
	Disability Service programs in accordance with the	902
	Department of Human Services guidelines.	
Arts	Deliver the Annual Latrobe Regional Gallery Exhibitions	2,603
	program and deliver Education and Public Participation	(543)
	programs across all arts facilities. Deliver the Annual	2,061
	Performing Arts Performances program. Manage and	
	maintain Halls and Venues across the City.	
Civil Works	Deliver Civil works projects across Latrobe City in accordance	6,255
Projects	with relevant legislation and guidelines.	(350)
\$0 \$0	26 2000	5,905
Early Childhood	Deliver enhanced maternal and child health services in	2,306
Health &	accordance with Council adopted policies.	(1,201)
Development		1,105
Early Learning &	Deliver early Learning, Family Day Care, and Preschool	9,221
Care	services in accordance with Council adopted policies, and _	(8,085)
	work with other providers to improve and integrate support	1,136
	services for all children in the municipality.	
Events	Facilitate the attraction of new events and support existing	910
	events across Latrobe City and deliver Latrobe City Council's _	(11)
	annual Australia Day program as per the 2013-2017 Latrobe	899
	City Events Strategy and Action Plan.	
Infrastructure	Design civil works projects in consultation with the Latrobe	1,228
Design	City community.	0
**		1,228
Leisure Facilities	Maintain and operate Latrobe City leisure centres, outdoor	6,476
	pools and stadiums together with managing and maintaining_	(4,105)
Transfer to the second	caravan park and day visitor facilities.	2,372
Library services	Deliver Library services and programs in accordance with the	1,429
	Library Plan 2011-2017.	(549)
Major Draigata	Deliver major infrastructure projects from the August Conitat	880
Major Projects	Deliver major infrastructure projects from the Annual Capital Works Program.	1,549
	AAOINO LIOGIAIII.	1,549
		1,049

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2014/2015 Budget Activities, Initiatives & Service Performance Indicators

Business Area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Parks, Gardens and Playgrounds	Manage and maintain parks and gardens across Latrobe City and maintain and develop playgrounds in accordance with the Latrobe City Council Playground Strategy.	4,211 (42) 4,169
Recreation and Open Space Planning	Provide Recreation and Open Space Planning advice for Latrobe City.	750 (30) 720
Recreation Liaison	Manage and maintain sporting reserves and work with community groups across Latrobe City.	1,864 (73) 1,791
Social support	Deliver the Planned Activity Group and Meals on Wheels Programs to eligible clients.	1,573 (1,291) 282
Waste Services	Deliver and manage contracts for waste services across the municipality, including kerbside collection, transfer stations, organic resource processing, hard waste services and comingled recycling processing in accordance with contract requirements, standards and best value principles.	5,213 (2) 5,211

Initiatives (Annual Actions)

- 14) Finalise the detailed design of the Morwell to Traralgon shared pathway feasibility study to improve connectivity between the two towns.
- 15) 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.
- 16) Progress Council's decision in respect to the delivery of the Gippsland Regional Aquatics Centre in Traralgon.
- 17) Commence implementation of the Latrobe City Public Open Space Strategy.
- 18) Deliver the Annual Capital Works Program.
- 19) Progress Council's decision in respect to the delivery of the Moe Rail Precinct Revitalisation Project.
- 20) Commence development of Drainage Asset Management Plan (DAMP).
- 21) Undertake a review of Senior Citizen's Centres to increase community utilisation rates.
- 22) Progress the development of the Latrobe City Tracks, Trails and Pathways Strategy.
- 23) Manage the annual legislative requirements of the Latrobe City Municipal Public Health and Wellbeing Plan .
- 24) Undertake a review of the Latrobe City Playground Strategy.
- 25) Develop a Latrobe City Council 2014-2018 Arts Strategy and Action Plan for Council endorsement.
- 26) Deliver the Events Community Grants Program to support not-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 community.

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Activities, Initiatives & Service Performance Indicators

- 27) Deliver Sporting Hall of Fame program in 2014.
- 28) Deliver Year 2 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 Latrobe City.
- 29) Deliver and promote the Annual Latrobe Regional Gallery Exhibition program to provide a variety of local and nationally significant exhibitions.
- 30) Implement the Waste Education Plan as a key objective of the Latrobe City Council Waste Management Strategy.
- 31) Develop and deliver initiatives to improve the visual attractiveness of our towns.
- 32) Complete the development of the Catterick Crescent and Maryvale reserve Master Plans including the Traralgon Sports Stadium.
- 33) Investigate Hazelwood Pondage waterway management options and pursue resolution of appropriate lease arrangements with International Power.
- 34) Support early childhood services and schools to increase physical activity and establish active transport for students, staff & families through the BE ACTIVE Program.
- 35) Increase children services and school registrations in the achievement program to create healthier environments and promote the health and wellbeing of children and young people.
- 36) In consultation with the senior community, review the Latrobe City Council Positive Ageing Plan 2009-2012 as a guiding document that identifies the needs and aspirations of our older community members.

Major Initiatives

37) Finalise the detailed design of the Morwell to Traralgon shared pathway feasibility study to improve connectivity between the two towns (\$Nil net cost).

Activities, Initiatives & Service Performance Indicators

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Home and community care	Participation	Participation in HACC service (Percentage of the municipal target population that receive a HACC service)	[Number of people that received a HACC service / Municipal target population for HACC services] x100
Home and community care	Participation	Participation in HACC service by CALD people (Percentage of the municipal target population in relation to CALD people that receive a HACC service)	[Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100
Libraries	Participation	Active library members (Percentage of the municipal population that are active library members)	[Number of active library members / municipal population] x100
Maternal and child health	Participation	Participation in MCH key ages and stages visits (Percentage of children attending the MCH key ages and stages visits)	Number of actual MCH visits / Number of expected MCH visits] x100
Maternal and child health	Participation	Participation in MCH key ages and stages visits by Aboriginal children (Percentage of Aboriginal children attending the MCH key ages and stages visits)	[Number of actual MCH visits for Aboriginal children / Number of expected MCH visits for Aboriginal children] x100
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities (The number of visits to pool facilities per head of municipal population)	Number of visits to aquatic facilities / Municipal population
Waste collection	Waste diversion	Kerbside collection waste diverted from landfill (Percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill)	[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100

Activities, Initiatives & Service Performance Indicators

2.3 Theme 3: Efficient, Effective & Accountable Governance

To achieve our objective of Efficient, Effective & Accountable Governance, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Services

		Expenditure
Business Area	Description of services provided	(Revenue)
		Net Cost
		\$'000
Building	This unit is to deliver the cyclic maintenance program on	6,043
Maintenance	Latrobe City Council buildings.	0
190		6,043
Community	Deliver professional customer service at all Latrobe City	3,517
Information	Council service centres and libraries in accordance with the	(52)
150	Customer Service Plan 2012-2016.	3,465
Corporate	Administer corporate planning and reporting of Latrobe City	425
Strategy	Council.	0
<u></u>		425
Council	Administer the operation of Council meetings. Administer	459
Operations –	legal advice and services for Latrobe City Council.	(41)
Legal Council		418
Financial Services	Administer financial management, advice and services of	3,770
	Latrobe City Council, administer procurement processes for_	(263)
	goods and services within Latrobe City Council, administer	3,507
	payroll for Latrobe City Council staff and administer the	
	database of properties within Latrobe City Council, including	
126	property valuation and municipal rate collection.	
Health Services	Minimise the incidence of food borne illness pursuant to the	952
	Food Act. Deliver an Immunisation program in accordance	(420)
20	with the Public Health and Wellbeing Act.	532
Infrastructure	This unit is to provide maintenance services for Latrobe City's	14,122
Maintenance	road, drainage, signage, footpath and tree networks and to_	(2,500)
	Deliver cleansing services across the municipality, including	11,622
	footpath and street sweeping, public toilets, bus shelters,	
	barbeques, rotundas and picnic shelters in accordance with	
	specified standards and schedules.	
Infrastructure	Provide Traffic Management and Asset Management	2,615
Planning	planning, advice and services for Latrobe City in accordance	(137)
300	with statutory and regulatory timeframes.	2,478

2014/2015 Budget Activities, Initiatives & Service Performance Indicators

Business Area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Information Services	Maintain the Latrobe City Council IT network 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.	3,747 0 3,747
Local Laws	Deliver customer focussed Local Law services across the municipality in accordance with Local Law No. 2 and other_relevant legislation.	2,234 (1,111) 1,123
Mayoral and Council Support	Provide support services to Councillors of Latrobe City Council and deliver civic functions and events across Latrobe City.	713 0 713
Office of the CEO	Actively participate in the Gippsland Local Government Network.	674 0 674
People & 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.	1,042 0 1,042
Property and Statutory	Administer property management, advice and services of Latrobe City Council.	614 (162) 452
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.	1,905 (1) 1,904

Initiatives (Annual Actions)

- 38) Support delivery of Council's Audit Programs to assist in maintaining statutory obligations and ensuring the highest standards of organisational excellence are met.
- 39) Review Local Law No. 3 to ensure protection of Council assets and local amenity during building works and present to Council for consideration.
- 40) Complete the annual review of Latrobe City Council's Procurement Policy in accordance with the requirements of the Local Government Act 1989.
- 41) Finalise the review of Local Law No. 2 which contributes to the peace, order and good governance of Latrobe City and present to Council for consideration.
- 42) Review the Council Plan 2013-2017, present to Council for consideration and submit to the Minister for Local Government within the legislated timeframe.

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Activities, Initiatives & Service Performance Indicators

- 43) Implement processes to ensure compliance with the changed environment for the Local Government performance reporting framework.
- 44) Implement and report on annual actions for the Latrobe City Cultural Diversity Action Plan 2014-2018.
- 45) Review the suitability and accessibility of the Council meeting format and schedule to create better opportunities for interaction between Council and the community.
- 46) Undertake Strategic Risk and Insurable Risk Profiling, to review the strategic risk register and insurance program to ensure sufficient coverage for potential loss of council assets and activities.
- 47) Review the 10 Year Financial Plan in order to align with the objectives of the Council Plan 2013-2017.
- 48) Facilitate the development of the Annual Budget and present to Council for consideration.
- 49) Deliver 100% of Major initiatives for 2014/15.
- 50) 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.

Major Initiatives

51) Develop and implement a risk and compliance framework to guide decision making, reporting and service delivery across the organisation. (\$Nil net cost).

Activities, Initiatives & Service Performance Indicators

Service Performance Outcome Indicators

		_	NO CONTRACTOR OF THE PROPERTY
Service	Indicator	Performance Measure	Computation
Animal management	Health and safety	Animal management prosecutions (Number of successful animal management prosecutions)	Number of successful animal management prosecutions
Food safety	Health and safety	Critical and major non- compliance notifications (Percentage of critical and major non-compliance notifications that are followed up by Council)	[Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x100
Governance	Satisfaction	Satisfaction with Council decisions (Community satisfaction rating out of 100 with how Council has performed in making decisions in the interests of the community)	Community satisfaction rating out of 100 with how Council has performed in making decisions in the interests of the community
Roads	Satisfaction	Satisfaction with sealed local roads (Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads)	Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads.

Activities, Initiatives & Service Performance Indicators

2.4 Theme 4: Advocacy For & Consultation With Our Community

To achieve our objective of Advocacy For & Consultation With Our Community, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Services

		Expenditure
Business Area	Description of services provided	(Revenue)
		Net Cost
		\$'000
Aboriginal Liaison	Strengthen the relationship between the local Aboriginal	56
	Community and Latrobe City Council by delivering on the	0
	Statement of Commitment.	56
Communications	Provide communications, marketing and public relations	711
	services on behalf of Latrobe City Council.	0
144		711
Community	Provide community engagement support services to Latrobe	220
Engagement	City Council.	0
No.		220
Community	Assist local community groups through the coordination and	466
Grants	delivery of the annual Latrobe City community grants_	0
10	program.	466
Community	Build community leadership, connectedness, inclusiveness	853
Strengthening	and wellbeing by advocating on behalf of the community, and _	(30)
	partnering with them to deliver and facilitate a range of	823
	projects, programs, strategies and action plans.	
Disability Access	Develop and implement the Rural Access Plan and develop	220
and Inclusion	and implement the Disability Action Plan.	(134)
		86
Emergency	Provide Emergency Management services including	452
Management	preparedness, planning, response and recovery.	(287)
144		166
Healthy	Work in partnership with the community to address causes of	1,512
Communities	chronic preventable disease by developing local solutions for _	(991)
	healthy living, encourage healthy eating and physical activity,	521
	and reduce smoking and harmful alcohol use.	
International	Deliver International Relations services in accordance with	177
Relations	the Latrobe City International Relations Plan.	(0)
		177
Regional	Provide regional leadership and facilitate a successful	361
Partnerships	transition for Latrobe City to a low carbon future.	(71)
		290

Activities, Initiatives & Service Performance Indicators

Initiatives (Annual Actions)

- 52) 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.
- 53) Advocate for the progression of an appropriate Tyers sewerage/wastewater management system solution
- 54) Develop Latrobe City Council's Community Engagement Plan to establish more effective and focused community consultation procedures.
- 55) Deliver Year 3 actions from the Latrobe City International Relations Plan 2011-2014 to enhance cultural and economic benefits.
- 56) Deliver the Children's Services Expo during Children's Week to promote early years services provided across Latrobe City.
- 57) Develop and implement the annual Disability Action Plan to focus on equitable access to infrastructure and services provided by Latrobe City Council.
- 58) Conduct quarterly briefing sessions with parliamentarians representing the Executive Office municipal area to provide advice, promote and advocate for local and regional priorities.
- 59) Develop a revised 'Securing our Future' publication that identifies local opportunities and challenges and supports advocacy initiatives with State and Federal Governments.
- 60) Work with Vic Roads and VicTrack for improvements to the maintenance and attractiveness of road and railway reserves, including town entrances.
- 61) Lobby Federal, State and Local Government organisations to source locally produced Australian Paper.
- 62) Council will meet with major local companies regularly to increase understanding and target support for local business and industry.

Major Initiatives

63) Develop a "Position Paper" to advance financial return to the community for mining and power generation activities within Latrobe City. (\$Nil net cost).

Activities, Initiatives & Service Performance Indicators

2.5 Theme 5: Planning For The Future

To achieve our objective of Planning For The Future, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services. The services, initiatives, major initiatives and service performance indicators for each business area are described below.

Services

Business Area	Description of services provided	Expenditure (Revenue) Net Cost \$'000
Building Services	Provide building advice, statutory services and enforcement action in accordance with the Building Act.	502 (130) 372
Environment Sustainability	Provide Environmental planning, advice and services to internal and external stakeholders.	3,192 (1,041) 2,151
Landfill Services	Operate and maintain the Latrobe City Hyland Highway Municipal Landfill facility in accordance with Environment_Protection Authority licence conditions.	7,168 (2,526) 4,643
Statutory Planning	Provide statutory planning services, advice and enforcement action in accordance with the Latrobe Planning Scheme and Planning and Environment Act.	1,181 (186) 995
Strategic Planning	Provide strategic planning services and advice in accordance with the Latrobe Planning Scheme and Planning and Environment Act.	1,028 (5) 1,023
Urban Growth	Develop, assess and coordinate the implementation of Development Plans and Development Contribution Plans for growth areas of Latrobe City.	583 0 583

Initiatives (Annual Actions)

- 64) Undertake improvements to Council's statutory planning procedures and delegations to improve timely processing of planning applications.
- 65) Work closely with key stakeholders to progress the assessment of Development Plans and subsequent planning permits to ensure new communities are well planned and provided with necessary public infrastructure.
- 66) Review the current design guidelines to allow the adoption of the Infrastructure Design Manual.
- 67) Progress preparation of a Precinct Structure Plan for the Lake Narracan Growth Area including planning scheme amendment documentation and a revised Moe/Newborough Structure Plan
- 68) Participate in the delivery of the Waterhole Creek Waterway Management Plan, together with the West Gippsland Catchment Management Authority and identified stakeholders.
- 69) Implement actions from the Latrobe City Natural Environment Sustainability Strategy to achieve identified biodiversity and sustainability outcomes.

Activities, Initiatives & Service Performance Indicators

Major Initiatives

- 70) Finalise the Latrobe Planning Scheme review to provide a strategic vision for land use planning in Latrobe City. (\$0.090 million net cost).
- 71) Assess 85% of planning permit applications within 60 days as reported in the Department of Planning and Community Development Planning Permit Application Reporting System (PPARS).

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Statutory Planning	Decision making	Council planning decisions upheld at VCAT (Percentage of planning application decisions subject to review by VCAT and that were upheld in favour of the Council)	[Number of VCAT decisions that upheld Council's decision in relation to a planning application / Number of decisions in relation to planning applications subject to review by VCAT] x100

2014/2015 Budget Activities, Initiatives & Service Performance Indicators

2.10 Performance statement

The service performance indicators detailed in the preceding pages will be reported on within the Performance Statement which is prepared at the end of the year as required by section 132 of the Act and included in the 2014/15 Annual Report. The Performance Statement will also include reporting on prescribed indicators of financial performance (outlined in section 8) and sustainable capacity, which are not included in this budget report. The full set of prescribed performance indicators are audited each year by the Victorian Auditor General who issues an audit opinion on the Performance Statement. The major initiatives detailed in the preceding pages will be reported in the Annual Report in the form of a statement of progress in the report of operations.

2.11 Reconciliation with budgeted operating result

	Net Cost		
	(Revenue)	Expenditure	Revenue
	\$'000	\$'000	\$'000
Job Creation & Economic Sustainability	1,754	2,868	1,114
Appropriate, Affordable & Sustainable Facilities,			
Services & Recreation	30,209	51,727	21,517
Efficient, Effective & Accountable Governance	38,144	42,830	4,686
Advocacy For & Consultation With Our Community	3,517	5,030	1,512
Planning For The Future	9,766	13,654	3,887
Total activities & initiatives	83,390	116,108	32,717
Other non-attributable	(988)		
Deficit before funding	82,402		
Funding sources:			
Rates & charges	69,400		
Capital grants	13,741		
Grants Commission	9,100		
Developer Contributions	2,041		
Total funding sources	94,282		
Surplus for the year	11,880		

3. Budget influences

This section sets out the key budget influences arising from the internal and external environment within which the Council operates.

3.1 Snapshot of Latrobe City Council

Latrobe City is made up of four major urban centres: Churchill, Moe/Newborough, Morwell and Traralgon, with smaller townships of Boolarra, Glengarry, Toongabbie, Tyers, Traralgon South, Yallourn North, and Yinnar.

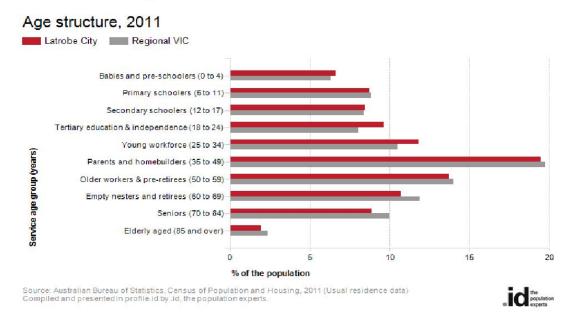
Latrobe Valley is located only 70 minutes from the outskirts of Melbourne with a population of over 73,900 residents. Latrobe City boasts all of the recreational and cultural facilities of a large diverse regional centre with the added benefit of being nestled amongst some of the best tourist attractions in the state.

Population

The population of Latrobe City is growing at an increasing rate. It rose from 72,003 people in 2006, to 73,929 in 2012 an increase of 2.7% over 6 years. Population forecast estimates suggest population growth of around 1.4% annually which equates to an average of approximately 885 residents per annum (or 1.4% pa) (Source: March 2014 Latrobe Population & Economic Indicators).

Ageing population

Latrobe has fewer family households 25.9% than the Regional Victoria average of 27.8% and a higher proportion of lone person households of 27.8% compared to 26.8% in Regional Victoria. The age structure chart shows that the main areas where there are increases in Latrobe are in the tertiary education and independence (18-24), young workforce (25-34) and decreases in the over 50 age brackets.



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Cultural diversity

Latrobe City today is a culturally diverse and vibrant community with a proud history of innovation and visionary development highly innovative and creative; the Latrobe City has become the seedbed for many exciting projects.

Latrobe City has a significant indigenous community. Though not as large as that found in East Gippsland, Aboriginal and Torres Strait Islander people made up 1.5% (1,060) of the population in the 2011 Census. This is an increase of almost 200 residents identifying as indigenous from the 2006 Census.

There is also a growing community of non-English speaking background population. In 2011, the total population born in a NESB country was 7.9%, low compared to total Victoria, but high compared to regional Victoria (5.5%). The largest groups of NESB residents were from the Netherlands, Italy, Germany, Malta, Philippines, China, India and Sudan. (Source: Informed Decisions, Latrobe City Summary of current population and economic characteristics).

Housing

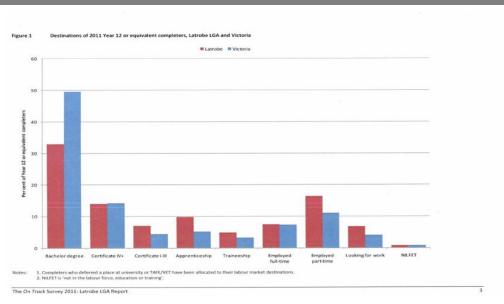
Residential property and land prices in Latrobe have historically been below the medians for regional Victoria and neighbouring municipalities. In 2011, there were approximately 32,478 dwellings in the municipality, with an average household size of 2.38.

Education

Latrobe City is home to a number of education and training facilities including 34 primary schools, 17 secondary schools, three special schools, a university and three TAFE campuses. At last count there were 11,732 residents enrolled in primary or secondary school. From 2006 to 2011 the proportion of residents who completed year 12 increased from 29.2% to 34.2%. In 2011, 39.4% of residents had a post-compulsory qualification through either the TAFE, university or other training providers. GippsTAFE has 13,397 enrolments and Federation University Australia, 3,642 in 2012.

Occupation

Compared to the three other regional cities in Victoria, between 2002 and 2012, Latrobe City experienced the highest total growth (an increase of 36.54%) in the number of jobs over the ten year period, from 28,275 jobs in 2002 to 38,607 jobs in 2012. Over the same period, the number of jobs in Greater Bendigo increased by 28.12%, Greater Geelong increased by 24.19% and Ballarat increased by 30.73%.



3.2 External influences

In preparing the 2014/15 budget, a number of external influences have been taken into consideration, as they are likely to impact significantly on the services delivered by Council in the budget period. These include:

- Wage rate rise agreements of 4.00% p.a. included in the current Enterprise Bargaining Agreement which is due to be renewed during 2014/15. Thereafter a 3.00% increase is assumed in line with CPI forecasts;
- Banding increases of approximately 0.5% p.a;
- Increase in the Superannuation Guarantee from 9.25% to 9.5%;
- Consumer Price Index (CPI) increases on goods and services of 2.7% through the year to December quarter 2013 (ABS release 22 January 2014). State-wide CPI is forecast to be 2.5% for the 2014/15 year (Victorian Budget Papers 2013/14);
- · Minimal increases in government funding;
- Increases of 10% in the levy payable to the State Government upon disposal of waste into landfill. The levy on municipal waste has increased from \$7 per tonne in 2009/10 to \$29.30 per tonne in 2014/15;
- The Fire Services Property Levy will continue to be collected by Council on behalf of the State Government in line with the Fire Services Property Levy Act 2012;
- Receipt of significant capital works funding of \$7.000 million for the construction of Stage
 One of the Moe Rail Precinct Revitalisation project.
- Notification from Council's utility suppliers indicate annual increases greater than CPI.
- Notification from Council's insurance suppliers indicate annual increases greater than CPI.

3.3 Internal influences

As well as external influences, there were also a number of internal influences arising from the 2012/13 year which have had a significant impact on the setting of the budget for 2014/15. The most significant of these is the funds received in 2013/14 that will be required to be carried forward for both capital and operational projects of which a significant proportion is government grant funding.

3.4 Budget principles

In response to these significant influences, guidelines were prepared and distributed to all Council officers with budget responsibilities. The guidelines set out the key budget principles upon which the officers were to prepare their draft budgets. The principles included:

- Existing fees and charges to be increased in line with CPI or market levels;
- Grants to be based on confirmed funding levels or estimated at a maximum increase of 1% less than CPI;
- Service levels to be maintained at 2013/14 levels, with the exception of expansion due to demand from growth, with an aim to use less resources with an emphasis on innovation and efficiency;
- New staff proposals to be justified through a business case;
- Contract labour and consulting services only to be utilised where required to secure core service delivery.
- On a cash basis Council budgets for a break even result.

3.5 Long term strategies

The budget includes consideration of a number of long term strategies and contextual information to assist Council to prepare the Budget in a proper financial management context. These include a Strategic Resource Plan for 2014/15 to 2017/18 (section 8), Rating Information (section 9) and Other Long Term Strategies (section 10) including borrowings, infrastructure and service delivery.

4. Analysis of operating budget

This section of the report analyses the operating budget including expected income and expenses of the Council for the 2014/15 year.

4.1 Budgeted income statement

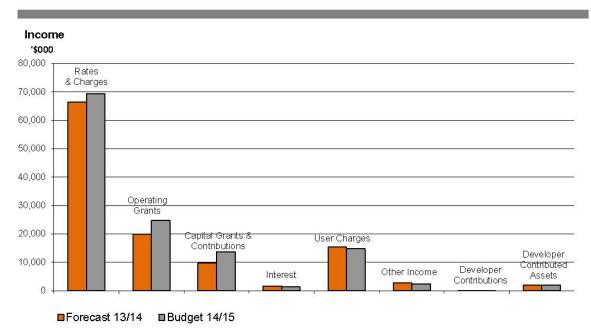
	Ref	Forecast Actual 2013/14 \$'000	Budget 2014/15 \$'000	Variance \$'000
Total income Total expenses Surplus (deficit) for the year	4.2 4.3	117,886 (114,272) 3,614	128,400 (116,520) 11,880	10,513 (2,247) 8,266
Grants – capital non-recurrent Developer Contributions Underlying surplus (deficit)	4.2.3 4.2.7 4.1.1	(8,680) (2,046) (7,112)	(12,566) (2,041) (2,727)	(3,886) 5 4,385

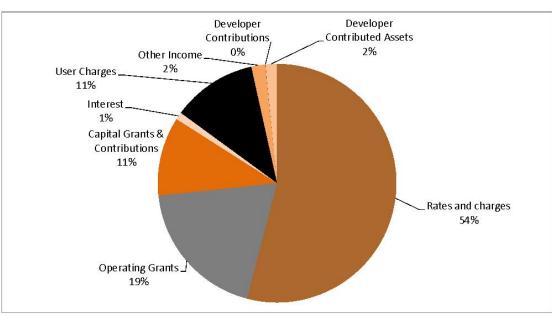
4.1.1 Underlying deficit (\$4.385 million decrease)

The underlying result is the net surplus or deficit for the year adjusted for capital contributions, contributions of non-monetary assets and other once-off adjustments. It is a measure of financial sustainability as it is not impacted by non-recurring or once-off items of income and expenses which can often mask the operating result. The underlying result for the 2014/15 year is a deficit of \$2.727 million which is a decrease of \$4.386 million over the 2013/14 year. The forecasted and budgeted underlying deficits are a result of expenditure incurred relating to government grants and other funding generated in previous financial years which was carried forward in accumulated surplus and reserves. On a cash basis Council budgets for a break even result each year.

4.2 Income

Income Types	Ref	Forecast Actual 2013/14 \$'000	Budget 2014/15 \$'000	Variance
Rates and charges	4.2.1	66,404	69,400	2,996
Operating Grants	4.2.2	19,879	24,756	4,877
Capital Grants & Contributions	4.2.3	9,855	13,741	3,886
Interest	4.2.4	1,596	1,300	(296)
User Charges	4.2.5	15,323	14,747	(576)
Other Income	4.2.6	2,783	2,415	(368)
Developer Contributions	4.2.7	46	41	(5)
Developer Contributed Assets	4.2.8	2,000	2,000	0
Total income		117,886	128,400	10,513





4.2.1 Rates and charges (\$2.996 million increase)

It is proposed that General rates and charges income, excluding supplementary rates of \$0.407 million, will increase by a total of 3.9% or \$2.996 million over the total rate income for 2013/14, to \$69.400 million. Of this increase 0.50% or \$10 per service is directly attributable to the garbage charge to assist in achieving full cost recovery of capital landfill costs and 0.07% or \$0.047 million is directly attributable to the State Government imposed Landfill levy. Section 9. "Rating Information" includes a more detailed analysis of the rates and charges to be levied for 2014/15.

4.2.2 Operating grants (\$4.877 million increase)

Operating grants and contributions include all monies received from State and Federal sources for the purposes of funding the delivery of Council's services to ratepayers. Overall, the level of grants and contributions is expected to increase by 24.5% or \$4.877 million compared to 2013/14. This increase primarily relates to the Victoria Grants Commission (VGC) advanced part of the 2013/14 funding in the 2012/13 financial year thus reducing the grants amount shown for 2013/14. It has been assumed in this budget that all 2014/15 funds will be received from the VGC in that year thus showing a large favourable variation but not truly reflective of the estimated 2% increase in funding.

	Forecast 2013/14	Budget 2014/15	Variance
	\$'000	\$'000	\$'000
Recurrent - Commonwealth Government			
Employment Development	327	545	218
Family & Children Services	362	345	(17)
Environment Sustainability	26	26	(0)
Health	57	25	(32)
Recreation, Parks and Gardens	23	20	(3)
Libraries	13	14	0
Strategic Planning	19	10	(9)
HACC Services	29	5	(24)
Recurrent - State Government			
Victorian Grants Commission	5,584	11,600	6,016
HACC Services	4,172	4,363	191
Family & Children Services	4,856	3,958	(897)
Libraries	481	491	10
Community Support	313	319	6
Arts & Leisure	145	145	0
Employment Development	110	107	(3)
Local Laws	100	100	0
Regional Partnerships	91	71	(20)
Other	15	14	(1)
Total Recurrent Grants	16,724	22,158	5,433
Non Recurrent - Commonwealth Government	0 ,000	100000000000000000000000000000000000000	
Recreation, Parks and Gardens	71	1,015	943
Environment Sustainability	646	0	(646)
Other	6	0	(6)
Non Recurrent - State Government	/	****	` '
Healthy Communities	1,007	991	(16)
Recreation, Parks and Gardens	199	300	101
Community Support	119	280	161
Economic Development	153	6	(147)
Arts & Leisure	0	4	` <u>á</u>
Natural Disaster Recovery	833	0	(833)
Fire Service Property Levy Implementation Grant	106	Ō	(106)
Other	15	2	(13)
Total Non-recurrent grants	3,155	2,598	(557)
<u> </u>	-,	_,	

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4.2.3 Capital grants and contributions (\$3.886 million increase)

Capital grants and contributions include all monies received from State, Federal and community sources for the purposes of funding the capital works program. Overall the level of grants and contributions is expected to increase by \$3.886 million compared to 2013/14 mainly associated with specific funding for some large capital works projects in 2014/15. e.g. Heavy Industrial Park road infrastructure construction, Moe Rail Precinct Revitalisation Project and Latrobe Regional Airport Expansion Works. Section 6. "Analysis of Capital Budget" includes a more detailed analysis of the grants and contributions expected to be received during the 2014/15 year.

	Forecast 2013/14	Budget 2014/15	Variance
	\$'000	\$'000	\$'000
Recurrent - Commonwealth Government			
Roads to Recovery	1,175	1,175	0
Recurrent - State Government	0	0	0
Total Recurrent Grants	1,175	1,175	0
Non Recurrent - Commonwealth Government			
Buildings	1,971	5,300	3,329
Drainage	40	0	(40)
Non Recurrent - State Government			
Buildings	2,530	4,326	1,796
Roads	3,196	2,500	(696)
Footpaths	400	250	(150)
Playgrounds	195	120	(75)
Drainage	0	50	50
Carparks	106	0	(106)
Local Contributions			
Roads	243	20	(223)
Total Non-recurrent grants	8,680	12,566	3,886

4.2.4 Interest income (\$0.296 million decrease)

Interest income includes interest on investments. Interest on investments is forecast to decrease by \$0.297 million compared to 2013/14. This is mainly due to a forecast decrease in Council's available cash reserves during 2014/15 as a result of the completion of a number of major projects.

4.2.5 User charges (\$0.576 million decrease)

User charges relate mainly to the recovery of service delivery costs through the charging of fees to users of Council's services. These include separate rating schemes, waste services, animal fees, use of leisure, entertainment and other community facilities and the provision of human services such as family day care and home care services. In setting the budget, the key principles for determining the level of user charges has been to ensure that increases do not exceed CPI increases and/or market levels. The decrease of \$0.576 million in total fees and charges expected from 2013/14 to 2014/15 is an mainly due to higher than anticipated landfill fee revenue being received during 2013/14. A detailed listing of fees and charges is set out in Appendix D hereto.

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4.2.6 Other income (\$0.368 million decrease)

Other income relates to a range of items such as property rental/leases, private works, cost recoups and other miscellaneous income items. It also includes interest income on rate arrears.

It is projected that other income will decrease by \$0.368 million mainly due to a one off insurance claim refund received during 2013/14 together with higher than expected interest on rates revenue received during the 2013/14 year.

4.2.7 Developer contributions - cash (\$0.005 million decrease)

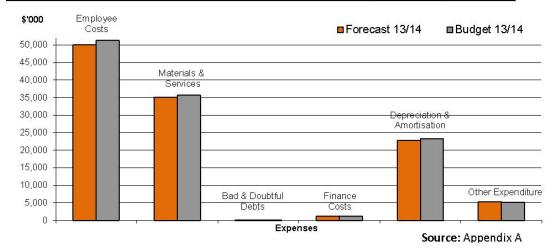
Contributions relate to monies paid by developers in regard to public open space, drainage and other infrastructure in accordance with planning permits issued for property development. The 2014/15 budget is in line with current year forecasts.

4.2.8 Developer contributed assets (no change)

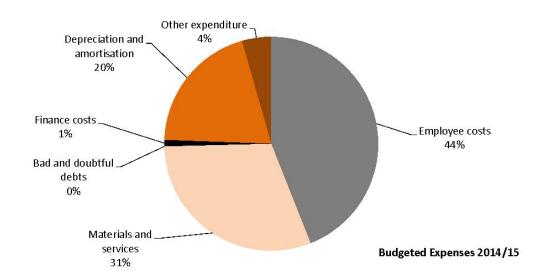
It is expected that contributed assets from developers in 2014/15 will be the same as in 2013/14. This item relates to expected infrastructure assets handed over to Council from new subdivisions.

4.3 Expenses

Expense Types	Ref	Forecast Actual 2013/14 \$'000	Budget 2014/15 \$'000	Variance \$'000
Employee costs	4.3.1	49,978	51,262	1,284
Materials and services	4.3.2	35,082	35,659	576
Bad and doubtful debts	4.3.3	20	16	(4)
Finance costs	4.3.4	1,183	1,129	(54)
Depreciation and amortisation	4.3.5	22,740	23,300	560
Other expenditure	4.3.7	5,269	5,154	(115)
Total expenses		114,272	116,520	2,362



Source: Appendix A



4.3.1 Employee costs (\$1.284 million increase)

Employee costs include all labour related expenditure such as wages and salaries and oncosts such as allowances, leave entitlements, employer superannuation, workcover, etc.

Employee costs are forecast to increase by 2.6% or \$1.284 million compared to 2013/14 forecast. The 2013/14 forecast incorporates realised savings compared to budget of \$0.480 million due to staff vacancies throughout the year. This increase relates primarily to increases in externally funded positions, increased resources in line with adopted strategies and plans and increases in accordance with Council's Enterprise Bargaining Agreement and annual award increases for banded staff.

A decrease in full time equivalent positions has been forecast in 2014/15. The primary decrease relates to structural changes within the organisation, these have been partially offset by an increase of funded positions within Child and Family Services and Community Health and Well-being together with additional resources contracted until 31 December 2014 in relation to the implementation of a new procurement policy.

A summary of human resources expenditure categorised according to the organisational structure of Council is included below:

Division	Budget 2014/15 \$'000	Permanent Full Time \$'000	Comprises Permanent Part Time \$'000
Office of the CEO	2,035	1,688	346
Planning & Development	5,571	4,993	579
City Infrastructure	13,681	11,704	1,978
Governance and			
Organisational Development	5,684	5,034	651
Community Liveability	20,637	8,437	12,201
Total	47,609	31,855	15,754
Casuals and other	3,653	_	
Total expenditure	51,262		

A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below:

		Permanent	Comprises Permanent
Division	Budget FTE	Full Time FTE	Part Time FTE
Office of the CEO	16.5	13.0	3.5
Planning & Development	53.8	47.0	6.8
City Infrastructure	163.1	134.0	29.1
Governance and	P 100 6 7 6 6 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7		
Organisational Development	55.5	47.0	8.5
Community Liveability	256.0	83.0	173.0
Total	545	324.0	220.9
Casuals and other	44		- 39
Total staff	589		

The most significant increases in employee costs by service unit are summarised below:

		Forecast	Dividuat	Vanianaa
Division		Actual 2013/14	Budget 2014/15	Variance
	Service Unit	\$'000	\$'000	\$'000
City Infrastructure	Infrastructure Development	2,850	3,160	311
Toronto Company (Company Company Compa	Recreational liveability	4,422	4,678	256
Community Liveability	Community Health & Wellbeing	6,392	6,743	351
	Community Information Services	4,084	4,331	247
Planning & Development	Arts, Events, Tourism & International Relations	1,793	1,960	167

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4.3.2 Materials and services (\$0.576 million increase)

Materials and services are forecast to increase by 1.6% or \$0.576 million compared to 2013/14. This relates mainly to an increase in expenditure within the capital works operating program which includes works that are of a capital nature but do not meet the definition of capital expenditure due to them either not being on Council owned/or controlled assets or not relating to an asset class recognised by Council. The total increase of operating capital is \$1.233 million, program details are set out in appendix C hereto. This has been partially offset by an emphasis on innovation and efficiency across the organisation.

4.3.3 Bad and doubtful debts (\$0.004 million decrease)

Bad and doubtful debts is expected to reduce by \$0.004 million for the 2013/14 financial year.

4.3.4 Finance costs (\$0.054 million decrease)

Finance costs relate to interest charged by financial institutions on borrowed funds. The budgeted decrease in these costs is due to a number of loans being fully repaid during the 2013/14 year together with lower interest rates for new borrowings.

4.3.5 Depreciation and amortisation (\$0.560 million increase)

Depreciation relates to the usage of Council's property, plant and equipment including infrastructure assets such as roads and drains. The projected increase of \$0.560 million is mainly due to the increased landfill amortisation requirements resulting from the creation of new landfill cells together with the anticipated completion of new council assets. Refer to section 6. Analysis of Capital Budget" for a more detailed analysis of Council's capital works program for the 2014/15 year.

4.3.7 Other Expenditure (\$0.115 million decrease)

Other expenditure relates to a range of unclassified items including contributions to community groups, advertising, insurances, audit costs, levies and other miscellaneous expenditure items. Other expenditure is expected to reduce by \$0.115 million for the 2014/15 financial year predominantly due to a forecast decrease in the amount of waste being delivered to the landfill, resulting in an overall reduction in the amount of landfill levy fees payable to the State Government.

2014/2015 Budget Analysis of Budgeted Cash Position

5. Analysis of budgeted cash position

This section analyses the expected cash flows from the operating, investing and financing activities of Council for the 2014/15 year. Budgeting cash flows for Council is a key factor in setting the level of rates and providing a guide to the level of capital expenditure that can be sustained with or without using existing cash reserves.

The analysis is based on three main categories of cash flows:

Operating activities - Refers to the cash generated or used in the normal service delivery functions of Council. Cash remaining after paying for the provision of services to the community may be available for investment in capital works, or repayment of debt.

Investing activities - Refers to cash generated or used in the enhancement or creation of infrastructure and other assets. These activities also include the acquisition and sale of other assets such as vehicles, property and equipment.

Financing activities - Refers to cash generated or used in the financing of Council functions and include borrowings from financial institutions and advancing of repayable loans to other organisations. These activities also include repayment of the principal component of loan repayments for the year.

2014/2015 Budget Analysis of Budgeted Cash Position

5.1 Budgeted cash flow statement

		Forecast		
		Actual	Budget	Variance
	Ref	2013/14	2014/15	
		\$'000	\$'000	\$'000
Cash flows from operating activities	5.1.1			
Receipts				
Rates and charges		63,626	69,078	5,452
Grants - operating		19,879	23,403	3,524
Grants - capital		9,855	13,677	3,822
User fees and fines		15,323	14,679	(644)
Interest		1,596	1,294	(302)
Developer Contributions		46	41	(5)
Other Receipts		2,784	3,688	904
		113,109	125,860	12,751
Payments				
Employee costs		(56,310)	(50,473)	5,837
Materials and services		(33,146)	(31,318)	1,828
Other Payments		(11,436)	(10,806)	630
		(100,892)	(92,597)	8,295
Net cash provided by operating activities		12,217	33,263	21,046
Cash flows from investing activities	5.1.2			
Proceeds from sales of property, plant &		629	1,635	1,006
equipment				
Payments for property, plant & equipment		(29,955)	(43,230)	(13,275)
Proceeds from sales of other financial assets		19,500	0	(19,500)
Net cash used in investing activities		(9,826)	(41,595)	(31,769)
Cash flows from financing activities	5.1.3			
Finance costs		(1,183)	(1,129)	54
Proceeds from borrowings		8,970	3,350	(5,620)
Repayment of borrowings		(3,705)	(3,341)	364
Net cash used in financing activities		4,082	(1,120)	(5,202)
Net increase (decrease) in cash held		6,473	(9,452)	(15,925)
Cash and cash equivalents at the beginning of	the year	27,663	34,136	6,473
Cash and cash equivalents at the end of the	5.1.4	34,136	24,685	9,451
year				

2014/2015 Budget Analysis of Budgeted Cash Position

5.1.1 Operating activities (\$21.046 million increase)

The increase in cash inflows from operating activities is due mainly to a \$5.452 million increase in rates and charges, which is due to a rate increase of 3.9% together with the assumption that majority of the 2013/14 outstanding rates will be collected during 2014/15. Both operating and capital grants have increased significantly which will assist in funding the capital works program and one off projects.

The net cash flows from operating activities does not equal the surplus (deficit) for the year as the expected revenues and expenses of the Council include non-cash items which have been excluded from the Cash Flow Statement. The budgeted operating result is reconciled to budgeted cash flows available from operating activities as set out in the following table.

	Forecast	B. 16.4	10-2
	Actual 2013/14	Budget 2014/15	Variance
	\$'000	\$'000	\$'000
Surplus (deficit) for the year	3,614	11,880	8,266
Depreciation	22,740	23,300	560
Finance Costs	1,183	1,129	(54)
Developer contributed assets	(2,000)	(2,000)	0
Net movement in current assets and liabilities	(13,320)	(1,046)	12,275
Cash flows available from operating activities	12,217	33,263	21,047

5.1.2 Investing activities (\$31.769 million decrease)

The increase in payments for investing activities represents the planned increase in capital works expenditure disclosed in section 6 of this budget report. This increase is largely due to an increase in government grants for the 2014/15 capital program. Proceeds from sale of other financial assets is forecast to be \$19.500 million in 2013/14 which relates to the redemption of cash investments of greater than 3 months. As at the 30 June 2015 there is anticipated to be no investments with a maturity of greater than 3 months to be held.

5.1.3 Financing activities (\$5.202 million decrease)

For 2014/15 the total of loan principal repayments is \$0.364 million less than the 2013/14 year and interest payments are decreasing by \$0.054 million. New borrowings of \$3.350 million are proposed in 2014/15 to assist in funding the Morwell Heavy Industrial Park road infrastructure construction and the next stage of the Moe Rail Precinct Revitalisation Project.

5.1.4 Cash at end of the year (\$9.452 million decrease)

Total cash holdings are forecast to decrease by \$9.452 million primarily due to net capital works of \$7.708 million funded in 2013/14 but carried forward for completion in 2014/15, together with operating programs that received advance funding, but will be completed in 2014/15.

2014/2015 Budget Analysis of Budgeted Cash Position

5.2 Restricted and unrestricted cash and investments

Cash and cash equivalents held by Council are restricted in part, and not fully available for Council's operations. The budgeted cash flow statement above indicates that Council is estimating at 30 June 2014 it will have cash and investments of \$24.684 million, which has been restricted as shown in the following table.

	Ref	Forecast Actual 2014 \$'000	Budget 2015 \$'000	Variance \$'000
Total cash and investments		34,136	24,685	(9,451)
Restricted cash and investments			**	
- Statutory reserves	5.2.1	(1,862)	(1,903)	(41)
- Trust funds and deposits	5.2.2	(1,566)	(1,613)	(47)
Unrestricted cash and investments	5.2.4	30,708	21,169	(9,539)

Source: Appendix A

5.2.1 Statutory reserves (\$1.903 million)

These funds must be applied for specified statutory purposes in accordance with various legislative requirements. While these funds earn interest revenues for Council, the funds are not available for other purposes. During the 2014/15 year \$0.041 million is budgeted to be transferred to Statutory Reserves. Statutory reserves include funds held by Council for specific development purposes including off street parking, road works, street lighting, drainage, playgrounds and public open space and tree planting development.

5.2.2 Trust funds and deposits (\$1.613 million)

These funds include security deposits, contract retention and other sundry deposits and bonds. These must be held and refunded in accordance with various legislative and contractual requirements. Whilst these funds earn interest income for Council, they are not available for other purposes.

5.2.4 Unrestricted cash and investments (\$21.169 million)

These funds are free of all specific Council commitments and represent funds available to meet daily cash flow requirements, unexpected short term needs and any budget commitments which will be expended in the following year such as grants and contributions. Council regards these funds as the minimum necessary to ensure that it can meet its commitments as and when they fall due without borrowing further funds. A high level of working capital is required as 60% of Council's rate income is not received until February and onwards each year. The cash balance remaining is predominantly associated with liabilities for employee provisions together with landfill reserves to assist in funding future landfill cell constructions.

6. Analysis of capital budget

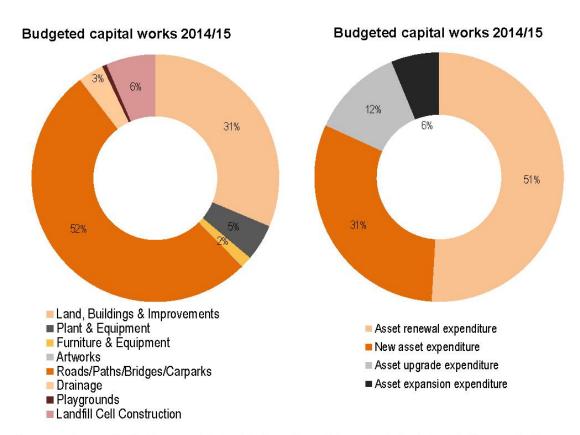
This section of the report analyses the planned capital expenditure budget for the 2014/15 year and the sources of funding for the budget.

6.1 Capital works

		Forecast		A100 01
Comital Michiga Busine	D-6	Actual	Budget 2014/15	Variance
Capital Works Areas	Ref	2013/14 \$'000	\$'000	\$'000
Works carried forward	6.1.1	V 555	¥ 333	Q Q Q Q
Property				
Land, Buildings & Improvements		604	2,093	1,489
Total Property		604	2,093	1,489
Plant & Equipment				
Plant & Equipment		86	0	(86)
Furniture & Equipment	16	441	84	(357)
Total Plant & Equipment	18	527	84	(443)
Infrastructure		0.700	4 200	000
Roads		3,763	4,392	629
Footpaths & Cycleways		765 25	104	(661)
Bridges & Culverts		798	0	(25)
Off Street Carparks		790	270 764	(528) 764
Drainage Playgrounds		340	764	(340)
Landfill Cell Construction		167	0	(167)
Total Infrastructure	(2	5,859	5,530	(328)
Total works carried forward	8	6,990	7,708	718
Newwyce	i s	30 * 22000	•	
New works	610			
Property	6.1.2	5,364	11,461	6.007
Land, Buildings & Improvements Total Property	8	5,364	11,461	6,097 6,097
Plant & Equipment	6.1.3	0,004	11,401	0,007
Plant & Equipment	0.1.5	2,311	2,065	(246)
Furniture & Equipment		1,034	558	(476)
Artworks		15	15	Ó
Total Plant & Equipment	\$6** **********************************	3,360	2,638	(722)
Infrastructure	6.1.4			<u></u>
Roads		11,287	15,550	4,263
Footpaths & Cycleways		1,162	1,390	228
Bridges & Culverts		700	500	(200)
Off Street Carparks		355	240	(115)
Drainage		322	691	369
Playgrounds		415	252	(163)
Landfill Cell Construction	8	12 30 0000000000	2,800	2,800
Total Infrastructure		14,241	21,423	7,182
Total new works		22,965	35,522	12,557
Total capital works		29,955	43,230	13,275

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Represented by:				
Asset renewal expenditure	6.1.5	21,269	22,023	755
New asset expenditure	6.1.5	6,453	13,339	6,886
Asset upgrade expenditure	6.1.5	2,233	5,173	2,940
Asset expansion expenditure	6.1.5	0	2,695	2,695
Total capital works		29.955	43,230	13.275



Source: Appendix A. A more detailed listing of capital works is included in Appendix C.

6.1.1 Carried forward works (\$7.708 million)

At the end of each financial year there are projects which are either incomplete or not commenced due to planning issues, weather delays, extended consultation etc. For the 2013/14 year it is forecast that \$7.708 million of capital works will be incomplete and be carried forward into the 2014/15 year. The more significant projects include Road Rehabilitation Program (\$1.138 million), Hazelwood Pondage Caravan Park Wastewater Upgrade Project (\$0.987 million), Moe Rail Precinct Revitalisation Project (\$0.895 million), Churchill ACP Pedestrian Plaza/Access Rd (\$0.846 million) and Jumbuk Road from Junction Road to Jumbuk Hall - Timber Haulage (\$0.532 million).

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6.1.2 Property (\$11.461 million)

Land, Buildings & Improvements includes community facilities, municipal offices, sports facilities, pavilions.

For the 2014/15 year, \$11.461 million will be expended, the more significant projects include Moe Rail Precinct Revitalisation Project (\$7.850 million), Latrobe Regional Airport Upgrade Works (\$1.300 million), Latrobe Leisure Maintenance Program (\$0.650 million) and the Harold Preston Reserve Traralgon Olympians Change Pavilion (\$0.450 million).

6.1.3 Plant & Equipment (\$2.638 million)

Plant and equipment includes plant, motor vehicles, machinery and equipment, office furniture & equipment, computers and telecommunications, leisure equipment and artworks.

For the 2014/15 year, \$2.638 million will be expended on the ongoing cyclical replacement of plant, fleet, IT equipment, performing arts equipment leisure equipment and office furniture & equipment, together with purchase of new artworks.

6.1.4 Infrastructure (\$21.423 million)

Infrastructure includes roads, bridges, footpaths and cycleways, drainage, playgrounds, landfill, off street car parks and other structures.

For the 2014/15 year, \$21.423 million will be expended. The more significant projects include Heavy Industrial Park road infrastructure construction (\$5.000 million), new landfill cell constructions (\$2.800 million), local roads reseals (\$4.500 million), road rehabilitation (\$4.500 million), Gravel Road Resheet Program (\$1.000 million) and Footpath replacements and expansions (\$1.000 million) and bridge and major culvert works (\$0.500 million).

6.1.5 Asset renewal (\$22.023 million), new assets (\$13.339 million), upgrade (\$5.173 million) and expansion (\$2.695 million)

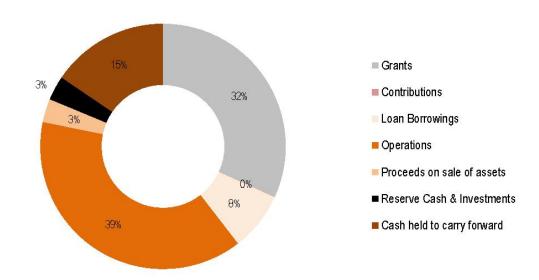
A distinction is made between expenditure on new assets, asset renewal, upgrade and expansion. Expenditure on asset renewal is expenditure on an existing asset, or on replacing an existing asset that returns the service of the asset to its original capability. Expenditure on new assets does not have any element of expansion or upgrade of existing assets but will result in an additional burden for future operation, maintenance and capital renewal.

The major projects included in the above categories, which constitute expenditure on new assets are Moe Rail Precinct Revitalisation Project (\$7.850 million), new landfill cell construction (\$2.800 million) and new drainage works (\$0.451 million). The remaining capital expenditure represents renewals and expansion/upgrades of existing assets.

6.2 Funding sources

Common of fronting	D.f	Forecast Actual	Budget 2014/15	Variance
Sources of funding	Ref	2013/14 \$'000	2014/15 \$'000	\$'000
Works carried forward				
Current year funding				
Grants		0	1,000	1,000
Contributions		0	0	0
Cash held to carry forward	_	6,990	6,708	(282)
Total works carried forward	6.2.1	6,990	7,708	718
New works				
Current year funding				
Grants	6.2.2	9,855	12,721	2,866
Contributions	6.2.3	261	20	(241)
Loan Borrowings	6.2.4	2,000	3,350	1,350
Council cash				
- Operations	6.2.5	9,583	16,706	7,123
 Proceeds on sale of assets 	6.2.6	629	1,335	706
- Reserve Cash & Investments	6.2.7	637	1,390	753
Total new works		22,965	35,522	12,556
Total funding sources		29,955	43,230	13,274

Budgeted total funding sources 2013/14



Source: Appendix A. A more detailed listing of capital works is included in Appendix C.

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6.2.1 Carried forward works (\$7.708 million)

A total of \$7.708 million of incompleted works during 2013/14 will be funded from the accumulated surplus.

6.2.2 Grants (\$12.721 million)

Capital grants include all monies received from State and Federal sources for the purposes of funding the capital works program. Significant grants are budgeted to be received for the Moe Rail Precinct Revitalisation Project (\$7.000 million), Heavy Industrial Park road infrastructure construction (\$2.500 million), Latrobe Regional Airport Upgrade Works (\$1.300 million) and Roads to Recovery program (\$1.175 million).

6.2.3 Contributions (\$0.020 million)

Capital contributions include all monies received from community sources for the purposes of funding the capital works program.

6.2.4 Loan borrowings (\$3.350 million)

New borrowings of \$3.350 million are proposed to assist in funding large capital projects, specifically the Heavy Industrial Park road infrastructure construction (\$2.500 million) and the next stage of the Moe Rail Precinct Revitalisation Project (\$0.850 million).

6.2.5 Operations (\$16.706 million)

During the year Council generates cash from its operating activities, which is used as a funding source for the capital works program. It is forecast that \$16.706 million will be generated from operations to fund the 2014/15 capital works program. Refer section 5. "Budgeted Cash Position" for more information on funds from operations.

6.2.6 Proceeds from sale of assets (\$1.335 million)

Proceeds from sale of assets includes proposed sale of land deemed inappropriate for open space development as identified in the public open space strategy of \$0.700 million (plus an additional \$0.300 million within the operating capital budget - refer to appendix C) together with plant & equipment sales of \$0.650 million, these asset sales have been assumed to sell at the current book value.

6.2.7 Reserve Cash & Investments (\$1.390 million)

The funding from reserves predominantly relates to landfill constructions works being undertaken during 2014/15 of which \$1.300 million has been funded through previous financial years.

2014/2015 Budget Analysis of Budgeted Financial Position

7. Analysis of budgeted financial position

This section of the budget report analyses the movements in assets, liabilities and equity between 2013/14 and 2014/15. It also considers a number of key performance indicators.

7.1 Budgeted balance sheet

	Ref	Forecast Actual 2014 \$'000	Budget 2015 \$'000	Variance
Current assets Cash and cash equivalents Trade and other receivables Prepayments Non-current assets held for sale	7.1.1	34,136 9,087	24,685 9,667	(9,451) 580
		354 0	365 0	11 0
Total current assets		43,577	34,717	(8,860)
Non-current assets	7.1.2			
Trade and other receivables		10	0	(10)
Property, infrastructure, plant and equipment		1,057,666	1,099,114	41,448
Other financial assets		2	2	0
Total non-current assets		1,057,678	1,099,116	41,438
Total assets		1,101,255	1,133,833	32,578
Current liabilities	7.1.3			
Trade and other payables		7,267	7,693	426
Interest bearing liabilities		3,341	3,395	54
Employee Benefits		10,976	11,470	494
Provisions		1,500	1,500	0
Other current liabilities Total current liabilities		1,566 24,650	1,613 25,671	47 1, 021
Total current habilities		24,000	20,071	1,021
Non-current liabilities	7.1.4			
Interest bearing liabilities		16,309	16,264	(45)
Employee Benefits		1,538	1,607	69
Provisions		13,781	12,281	(1,500)
Total non-current liabilities		31,628	30,152	(1,476)
Total liabilities		56,278	55,823	(455)
Net assets		1,044,977	1,078,010	33,033
Equity	7.1.5			
Accumulated surplus		624,732	636,571	11,839
Reserves		420,245	441,439	21,194
Total equity		1,044,977	1,078,010	33,033

Source: Appendix A

2014/2015 Budget Analysis of Budgeted Financial Position

7.1.1 Current assets (\$8.860 million decrease)

The decrease in current assets is mainly due to a reduction in cash reserves associated with capital expenditure projects from 2013/14 that are expected to be completed in 2014/15. A more detailed analysis of this change is included in section 5. "Analysis of budgeted cash position".

7.1.2 Non current assets (\$41.438 million increase)

The increase in non-current assets is the net result of the capital works program, asset revaluation movements, the depreciation of non-current assets and the disposal through sale of property, plant and equipment. Long term debtors relating to loans to community organisations will reduce slightly in accordance with agreed repayment terms.

7.1.3 Current liabilities (\$1.021 million increase)

The increase in current liabilities (that is, obligations council must pay within the next year) is estimated to be \$0.426 million for suppliers and \$0.494 million for employee entitlements which are expected to increase marginally due to current increases being reflected in balances being held. Loan principal repayable in 2013/14 is \$3.341 million this will increase by \$0.054 million to \$3.395 million in 2014/15. Loan repayments remain constant over this period with increasing principal portions as the loans approach maturity. Provisions relate to landfill rehabilitation of \$1.500 million which reflects the rehabilitation work expected to be undertaken in the 2014/15 year.

7.1.4 Non current liabilities (\$1.476 million increase)

The decrease in non current liabilities (that is, obligations council must pay beyond the next year) is predominantly a result of a decrease in the provision for landfill rehabilitation resulting from the rehabilitation works scheduled in 2013/14. There are no other significant changes in non current liabilities.

7.1.5 Equity (\$33.033 million increase)

Total equity always equals net assets and is made up of the following components:

- Asset revaluation reserve which represents the difference between the previously recorded value of assets and their current valuations. Asset valuations are predicted to increase by 2% or \$21.153 million.
- Other reserves that are funds that Council wishes to separately identify as being set aside
 to meet a specific purpose in the future and to which there is no existing liability. These
 amounts are transferred from the Accumulated Surplus of the Council to be separately
 disclosed
- Accumulated surplus which is the value of all net assets less Reserves that have accumulated over time. The increase in accumulated surplus of \$11.839 million results directly from the surplus for the year together with the movement in statutory reserves.

2014/2015 Budget Analysis of Budgeted Financial Position

7.1 6 Working capital (\$9.881 million decrease)

Working capital is the excess of current assets above current liabilities. This calculation recognises that although Council has current assets, some of those assets are already committed to the future settlement of liabilities in the following 12 months, and are therefore not available for discretionary spending.

Council has also committed further current assets to specific and restricted purposes, represented by reserves, which may not yet be represented as current liabilities at 30 June.

Ref	Forecast Actual 2014 \$'000	Budget 2015 \$'000	Variance \$'000
Current assets	43,577	34,717	8,860
Current liabilities	24,650	25,671	(1,021)
Working capital	18,927	9,046	9,881
Restricted cash and investment current asset	s		
- Statutory reserves	(1,862)	(1,903)	41
- Discretionary reserves	30,708	21,169	9,539
Unrestricted working capital*	47,773	28,312	19,461

^{*} Unrestricted working capital may also be committed to completion of carry forward capital works. Refer to table 6.2 for funding of capital works carried forward out of prior years.

7.2 Key assumptions

In preparing the Budgeted Balance Sheet for the year ended 30 June 2014 it was necessary to make a number of assumptions about key assets, liabilities and equity balances. The key assumptions are as follows:

- A total of 97% of total rates and charges raised will be collected in the 2014/15 year (2013/14: 97% forecast actual).
- Trade creditors to be based on total capital and operating expenditure less written down value of assets sold, depreciation and employee costs. Payment cycle is 14 days.
- Other debtors and creditors to remain consistent with 2013/14 levels.
- Employee entitlements to be increased by Enterprise Bargaining Agreement and general banding movements only. No increase in the average rate of leave taken is expected.
- Repayment of loan principal to be \$3.341 million.
- New borrowings to be \$3.350 million.
- Total capital expenditure to be \$43.230 million.
- Employee entitlements to be increased by the Collective Agreement outcome offset by the impact of more active management of leave entitlements of staff.

8. Strategic resource plan and financial Performance Indicators

This section includes an extract of the adopted Strategic Resource Plan to provide information on the long term financial projections of the Council.

8.1 Plan development

The Act requires a Strategic Resource Plan (SRP) to be prepared covering both financial and non-financial resources (including human resources) for at least the next four financial years to achieve the strategic objectives in the Council Plan.

Council has prepared a SRP for the four years 2014/15 to 2017/18 as part of Council's ongoing financial planning to assist in adopting a budget within a longer term framework. The SRP takes the strategic objectives and strategies as specified in the Council Plan and expresses them in financial terms for the next four years.

The key objective, which underlines the development of the SRP, is financial sustainability in the medium to long term, whilst still achieving Council's strategic objectives as specified in the Council Plan. The key financial objectives, which underpin the SRP, are:

- Maintain existing service levels
- · Achieve a breakeven underlying operating result within two years
- · Reduce the infrastructure gap
- Ensure borrowings are only used to fund new assets or lump sum funding calls by the Trustee of the Local Authorities Superannuation Fund (LASF).
- Achieve a balanced budget on a cash basis.

In preparing the SRP, Council has also been mindful of the need to comply with the following Principles of Sound Financial Management as contained in the Act:

- Prudently manage financial risks relating to debt, assets and liabilities
- Provide reasonable stability in the level of rate burden
- Consider the financial effects of Council decisions on future generations
- Provide full, accurate and timely disclosure of financial information.

8.2 Financial resources

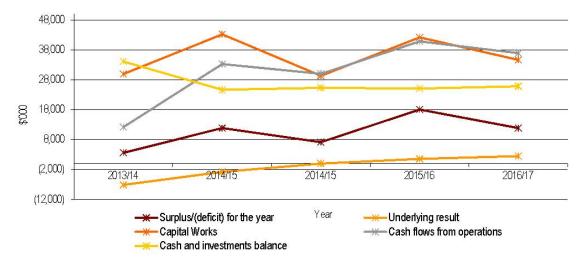
The following table summaries the key financial results for the next four years as set out in the SRP for years 2014/15 to 2016/17. Appendix A includes a more detailed analysis of the financial resources to be used over the four year period.

	Forecast Actual	Budget	et Strategic Resource Plan Projections		Trend	
	2013/14 \$'000	2014/15 \$'000	2014/15 \$'000	2015/16 \$'000	2016/17 \$'000	+/o/-
Surplus/(deficit) for the year	3,614	11,880	7,192	18,070	11,877	+
Adjusted underlying result	(7,112)	(2,727)	40	1,576	2,532	+
Cash and investments balance	34,136	24,685	25,350	25,090	25,855	O
Cash flows from operations	12,217	33,263	29,996	40,875	36,936	0
Capital works expenditure	29,955	43,230	29,336	42,182	34,673	0

Key to Forecast Trend:

- + Forecast improvement in Council's financial performance/financial position indicator
- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecast deterioration in Council's financial performance/financial position indicator

The following graph shows the general financial indicators over the four year period.



The key outcomes of the Plan are as follows:

- Financial sustainability (section 5) Cash and investments is forecast to increase marginally over the four year period from \$24.685 million to \$25.857 million, which indicates a balanced budget on a cash basis in each year.
- Rating strategy (section 9) Rate increases are forecast over the four years at an average of 4.35% which incorporates increases in garbage charges to enable full cost recovery of landfill operations, which is required in order to maintain service levels and a robust capital expenditure program.
- Service delivery strategy (section 10) Service levels have been maintained throughout the four year period. Despite this, operating surpluses are forecast over the four year period as a result of significant capital grant revenue being received to fund the annual capital works program. However, excluding the effects of non-operating items such as capital contributions, the underlying result sees a surplus achieved in three years of the four year period. The underlying result is a measure of financial sustainability and is an important measure as once-off items can often mask the operating result.

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- Borrowing strategy (section 10) Borrowings are forecast to increase from \$19.659 million to \$21.355 million over the four year period. This includes new borrowings of \$3.350 million in 2014/15, \$4.000 million in 2015/16, \$4.000 million in 2016/17 and \$3.000 in 2017/18.
- Infrastructure strategy (section 10) Capital expenditure over the four year period will total \$149.420 million at an average of \$37.356 million.

8.3 Financial performance indicators

The following table highlights Council's current and projected performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be used in the context of the organisation's objectives.

Indicator	Measure	es	Forecast Actual	Dudget	Strategic Resource Plan Budget Projections			Trend
indicator	Weasure	Notes	2013/14	2014/15	2015/16	2016/17	2017/18	+/o/-
Operating P								
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	(6.6%)	(2.4%)	0.0%	1.3%	2.0%	+
<i>Liquidity</i> Working Capital	Current assets / current liabilities	2	176.8%	135.2%	135.3%	132.9%	132.9%	-
Unrestricted Cash	Unrestricted cash / current liabilities		124.6%	82.5%	84.1%	79.7%	81.0%	(=)
Obligations								
Loans & Borrowings	Interest bearing loans and borrowings / rate revenue	3	29.6%	28.3%	27.8%	28.7%	26.5%	+
Loans & Borrowings	Interest and principal repayments / rate revenue		7.4%	6.4%	6.3%	5.9%	6.3%	o
Indebtedness	Non-current liabilities / own source revenue		36.7%	34.3%	32.1%	30.6%	27.3%	+
Asset renewal	Asset renewal expenditure / depreciation	4	93.5%	94.5%	66.3%	64.8%	74.8%	
Stability	_							
Rates concentration	Rate revenue / adjusted underlying revenue	5	62.0%	61.0%	62.2%	63.0%	63.6%	(#)
Rates effort	Rate revenue / property values (CIV)		0.7%	0.7%	0.7%	0.7%	0.7%	(=)

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Indicator	Measure	Notes	Forecast Actual 2013/14	Budget 2014/15	and the second second	c Resource rojections 2016/17	Plan 2017/18	Trend +/o/-
Efficiency Expenditure level	Total expenditure / no. of assessments		\$3,052	\$3,112	\$3,131	\$3,208	\$3,315	+
Revenue level	Residential rate revenue / No. of residential assessments		\$1,431	\$1,484	\$1,551	\$1,620	\$1,693	+
Workforce tumover	No. of resignations & terminations / average no. of staff		11.4%	11.5%	11.5%	11.5%	11.5%	o

Key to Forecast Trend:

- + Forecast improvement in Council's financial performance/financial position indicator
- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecast deterioration in Council's financial performance/financial position indicator

Notes to indicators

- **1** Adjusted underlying result An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. Improvement in financial performance expected over the period, although continued losses means reliance on Council's cash reserves or increased debt to maintain services.
- **2 Working Capital** The proportion of current liabilities represented by current assets. Working capital is forecast to decrease significantly in 2014/15 year due to a run down in cash reserves to fund the capital program. The trend in later years is to remain steady at an acceptable level.
- 3 **Debt compared to rates** Trend indicates Council's reducing reliance on debt against its annual rate revenue through redemption of long term debt.
- 4 Asset renewal This percentage indicates the extent of Council's renewals against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets.
- **5** Rates concentration Reflects extent of reliance on rate revenues to fund all of Council's on-going services. Trend indicates Council will become more reliant on rate revenue compared to all other revenue sources.

8.4 Non-financial resources

In addition to the financial resources to be consumed over the planning period, Council will also consume non-financial resources, in particular human resources. A summary of Council's anticipated human resources requirements for the 2014/15 year is shown below and further detail is included in section 4.3.1 of this budget. A statement of Human Resources is included in Appendix A.

Indicator	Forecast Actual	Budget	Strategic Resource Plan Projections			
	2013/14	2014/15	2014/15	2015/16	2016/17	
Employee costs (\$'000)						
- Operating	49,929	51,216	53,072	55,168	57,343	
- Capital	49	46	0	0	0	
Total	49,978	51,262	53,072	55,168	57,343	
Employee numbers (FTE)	593	589	588	588	588	

9. Rating information

This section contains information on Council's past and foreshadowed rating levels along with Council's rating structure and the impact of changes in property valuation. This section should be read in conjunction with Council's Rating Strategy which is available on Council's website.

9.1 Rating Context

In developing the Strategic Resource Plan (referred to in Section 8), rates and charges was identified as an important source of income, accounting for approximately 56% of the total income received by Council annually. Planning for future rate increases has therefore been an important component of the Long Term Financial Planning process. The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the Latrobe community.

However, it has also been necessary to balance the importance of rate income as a funding source with community sensitivity to increases, particularly given the change to bi-annual general revaluations. To ensure that deliberations about future rate increases have been made on an informed basis, comparisons were made of historical rate increases between the Council and other similar sized councils. The following table shows a comparison of the last five years and also the average rates per capita for the 2014/15 year.

Year	Latrobe City Council
2009/10	5.2%
2010/11	5.5%
2011/12	5.8%
2012/13	5.8%
2013/14	5.2%
Average increase	5.5%
Average per capita 2013/14	\$770

The table indicates that over the past five years Council's rate increases have averaged 5.5% and that the average per capita rates for 2013/14 (excluding rating Agreements) were \$770.

9.2 Current year rate

The 2014/15 operating position is predicted to be significantly impacted by wages growth and reductions in government funding. It will therefore be necessary to achieve future income growth whilst containing costs in order to achieve an underlying breakeven operating position by 2015/16 as set out in the Strategic Resource Plan. The contribution from operations toward capital investment of \$17.425 million for the 2014/15 year is less than the desired level of \$18.702 million and therefore, unless it can be increased, it will be difficult to maintain robust capital works programs in the future.

In order to achieve these objectives whilst maintaining service levels and a robust capital expenditure program, overall rates and charges will increase by 3.90% in 2014/15 raising total rates of \$69.400 million, including \$0.407 million generated from supplementary rates. General rates (including Electricity Act and Rating agreement payments) and municipal charge increase by 3.93% or \$2.207M while garbage charges increase by \$10 per service which equates to 3.50% or \$0.335 million. In addition the State Government imposed Landfill levy increases by 8.0% or \$0.047 million, Council will need to unfortunately pass these increases onto residents. In the interests of clarity the EPA levy component was separated from the Garbage Charge in 2011/12 and this will again occur in 2014/15.

The following table sets out future projected rate increases and total rates to be raised, based on the forecast financial position of Council as at 30 June 2014 and the long term financial plan.

Year	General Rate Increase %	Municipal Charge Increase %	Garbage Charge Increase %	Landfill Levy Increase %	Total Rates Raised \$'000
2013/14	4.5	4.4	9.6	10.0	66,530
2014/15	3.9	4.2	3.5	8.0	69,400
2015/16	4.5	4.5	4.5	10.0	72,949
2016/17	4.5	4.5	4.5	10.0	76,676
2017/18	4.5	4.5	4.5	10.0	80,592

9.3 Rating structure

Council has established a rating structure which is comprised of three key elements. These are:

- Property values, form the central basis of rating under the Local Government Act 1989.
- A user pays component to reflect usage of certain services provided by Council.
- A fixed municipal charge per property to cover some of other administrative costs of the Council.

Striking a proper balance between these elements provides equity in the distribution of the rate burden across residents.

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Council makes a further distinction within the property value component of rates based on the purpose for which the property is used, that is, whether the property is used for residential, commercial, industrial or farm purposes.

Council has previously made a decision to apply a Capital Improved Value (CIV) basis to calculating individual property rates on the grounds that it provides the most equitable distribution of rates across the municipality. There are currently no plans to change this basis.

The existing rating structure comprises two differential rates (general and farm) and a rate concession for recreational land. These rates are structured in accordance with the requirements of section 161 "Differential Rates" of the Act. Under the Cultural and Recreational Lands Act 1963, provision is made for a Council to grant a rating concession to any "recreational lands" which meet the test of being "rateable land" under the Act. The farm rate is set at 75 % of the general rate and the rate concession for recreational land is set at 50% of the general rate. In addition, there are two recreational assessments which receive an additional rebate. These rebates are applied as a result of significant changes in the CIV valuations resulting from the rezoning of land and changes in valuation methodologies. It was considered that without applying a rebate the levied amounts would fail to take into consideration the requirement under the Cultural and Recreational Lands Act 1963 of the need for having regard to the services provided by Council in relation to such lands, and the benefit to the community derived from such recreational lands. Council reaffirmed its intention to maintain the existing rating relativities for farm rates in the 2014/15 Budget. Council also has a municipal charge, a garbage charge and the State Government Landfill Levy charges as allowed under the Act.

The following table summarises the rates to be determined for the 2014/15 year. A more detailed analysis of the rates to be raised is contained in Appendix B "Statutory Disclosures".

Rate type	How applied	2013/14	2014/15	Change
General Rates	Cents/\$ CIV	0.00442245	0.00458663	3.7%
Farm Rates	Cents/\$ CIV	0.00331684	0.00343997	3.7%
Recreational Rates	Cents/\$ CIV	NA	NA	
Municipal charge	\$/ property	\$120.00	\$125.00	4.2%
Garbage charge	\$/ property	\$285.00	\$295.00	3.5%
Landfill levy charge	\$/ property	\$17.60	\$19.00	8.0%

9.4 General revaluation of properties

During the 2013/14 year, a revaluation of all properties within the municipality was carried out and will apply from 1 January 2014 for the 2014/15 year. The outcome of the general revaluation has been a minor change in total property valuations throughout the municipality. Overall, property valuations across the municipal district have increased by 0.93%. Of this increase, residential properties have increased by 0.68%, commercial properties by 0.76%, industrial properties by 1.82% and farms by 3.12%.

Council will be maintaining the existing differential rate for the farming properties and a discount for cultural recreation land for the 2014/15 year. Therefore, in aggregate, total rates and charges will increase by 3.90% excluding supplementary rates compared to 2013/14.

2014/2015 Budget Other Strategies

10. Other strategies

This section sets out the strategies that have been developed and incorporated into the Strategic Resource Plan including borrowings, infrastructure and service delivery.

10.1 Borrowings

In developing the Strategic Resource Plan (SRP) (see Section 8.1), borrowings were identified as an important funding source for the capital works programs. In the past, Council has borrowed to finance specific infrastructure projects and significant unfunded defined benefits superannuation liability calls.

The SRP includes the results of an analysis of Council's debt position against the recommended ratios used by the Victorian State Government to assess the loan capacity of local governments. It also shows the results of the 'obligations' indicators that are part of the prescribed financial reporting indicators. The outcome of the analysis highlighted that a debt of \$19.659 million could be comfortably accommodated. Council's future borrowing requirements may be influenced by external government funding opportunities that require some contribution from council in order to finance major capital projects.

For the 2014/15 year, Council has decided to borrow an additional \$3.350 million to fund the Morwell Heavy Industrial Park road infrastructure construction and the Moe Rail Revitalisation Precinct project, after making loan repayments of \$3.341 million, its total borrowings will increase to \$19.659 million as at 30 June 2015. The following table sets out future proposed borrowings, based on the forecast financial position of Council as at 30 June 2014.

Year	New Borrowings \$'000	Principal Paid \$'000	Interest Paid \$'000	Balance 30 June \$'000
2013/14	8,970	3,705	1,183	19,650
2014/15	3,350	3,341	1,129	19,659
2015/16	4,000	3,395	1,201	20,264
2016/17	5,000	3,255	1,299	22,009
2017/18	3,000	3,654	1,445	21,355

The table below shows information on borrowings specifically required by the Regulations.

	2013/14	2014/15
	\$	\$
Total amount borrowed as at 30 June of the prior year	14,386	19,650
Total amount to be borrowed	8,970	3,350
Total amount projected to be redeemed	(3,705)	(3,341)
Total amount proposed to be borrowed as at 30 June	19,650	19,659

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2014/2015 Budget Other Strategies

10.2 Infrastructure

The Council has developed an Asset management Strategy and is currently reviewing and developing various Asset Management Plans, which sets out the capital expenditure requirements of the Council for the next 10 years by class of asset and project and is a key input to the long term financial plan. It predicts infrastructure consumption, renewal needs and considers infrastructure needs to meet future community service expectations. The Strategy development process includes a rigorous process of consultation and evaluation. The key aspects of the process are as follows:

- Long term capital planning process which integrates with the Council Plan, Strategic Resource Plan and Annual Budget processes.
- Listing of all known capital projects and adopted strategies and plans, prioritised within classes on the basis of evaluation criteria.
- Transparent process for evaluating and prioritising capital projects.
- Methodology for allocating annual funding to classes of capital projects.
- Standard templates for officers to document capital project submissions.

The capital planning process is undertaken annually and used to ensure that Infrastructure Strategy represents the current capital expenditure requirements of the Council.

A key objective of the Infrastructure Strategy is to maintain or renew Council's existing assets at desired condition levels. If sufficient funds are not allocated to asset renewal then Council's investment in those assets will reduce, along with the capacity to deliver services to the community. A measure of Council's performance in respect to infrastructure management is the sustainability index. This is the proportion of the total asset value consumed (equivalent to the annual depreciation charge), compared to the amount spent in preserving the asset (expenditure aimed at ensuring the asset reaches its intended useful life) on an annual basis. A value of 100% (or greater in the short term) is the desired target and the Long Term Financial Plan aims to maintain a sustainability index of 100%.

The following influence had a significant impact on the Infrastructure Strategy for the 2014/15 year:

 Continuation of significant Federal funding for upgrade of roads (Roads to Recovery funding of \$1.175 million has been assumed for 2014/15).

The following table summarises Council's forward outlook on capital expenditure including funding sources for the next four years.

Year	Total Capital Program \$'000	Grants and Contrib's \$'000	Borrowings \$'000	Asset Sales \$'000	Statutory Reserves \$'000	Council Cash \$'000
2013/14	29,955	9,855	2,000	629	637	16,834
2014/15	43,230	13,741	3,350	1,335	0	24,804
2015/16	26,836	6,285	4,000	600	120	15,831
2016/17	44,682	15,625	5,000	600	0	23,457
2017/18	34,675	8,475	3,000	600	120	22,480

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2014/2015 Budget Other Strategies

In addition to using cash generated from its annual operations, borrowings and external contributions such as government grants, Council has significant cash or investment reserves that are also used to fund a variety of capital projects. These reserves are either 'statutory' or 'discretionary' cash reserves. Statutory reserves relate to cash and investments held by Council that must be expended on a specific purpose as directed by legislation or a funding body, and include contributions to car parking, drainage and public resort and recreation. Discretionary cash reserves relate to those cash and investment balances that have been set aside by Council and can be used at Council's discretion, even though they may be earmarked for a specific purpose.

10.3 Service delivery

I his section of the report considers the Council's service delivery strategy including strategy development, key influences and service delivery outcomes. A number of service delivery strategies will be developed and/or reviewed during 2014/15 year. Latrobe 2026 and the Council Plan 2013-2017 identify key service area reviews and strategy development for service areas. The Rating Information (see Section 9.) also refers to modest rate increases into the future. With these key objectives as a basis, a number of internal and external influences have been identified through discussions with management which will have a significant impact on the scope and level of services to be provided over the next four years.

The general influences affecting all operating revenue and expenditure include the following:

	2014/15 %	2015/16 %	2016/17 %	2017/18 %
Consumer Price Index	2.5	3.0	3.0	3.0
Rate increases	3.9	4.5	4.5	4.5
Property growth	0.7	0.7	0.7	0.7
Wages growth	4.7	4.3	4.0	4.0
Government funding	2.0	2.0	2.0	2.0
Statutory fees	3.0	3.0	3.0	3.0
Investment return	4.0	4.0	4.0	4.0

The service delivery outcomes measured in financial terms are shown in the following table.

Year	Surplus (Deficit) for the year \$'000	Adjusted Underlying Surplus (Deficit) \$'000
2013/14	3,614	(7,112)
2014/15	11,880	(2,727)
2015/16	7,192	40
2016/17	18,070	1,576
2017/18	11,877	2,532

Service levels have been maintained throughout the four year period. The operating surplus forecast for 2013/14 year is primarily in line with the original budget forecast after taking into account the effect of capital income and funding that had been received in 2012/13 for programs/projects in 2013/14. Excluding the effects of non-operating income such as capital contributions, the underlying result predicts a deficit for 2014/15 and a surplus for the following three years.

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Appendices

The following appendices include voluntary and statutory disclosures of information which provide support for the analysis contained in sections 1 to 10 of this report.

This information has not been included in the main body of the budget report in the interests of clarity and conciseness. Council has decided that whilst the budget report needs to focus on the important elements of the budget and provide appropriate analysis, the detail upon which the annual budget is based should be provided in the interests of open and transparent local government.

The contents of the appendices are summarised below:

Appendix	Nature of information	Page
Α	Budgeted statements	66
В	Rates and charges	73
С	Capital works program	79
D	Fees and charges schedule	87

Appendix A

Budgeted standard statements

This appendix presents information in regard to the Budgeted Financial Statements and Statement of Human Resources. The budget information for the years 2014/15 to 2017/18 has been extracted from the Strategic Resource Plan.

At the end of each financial year Council is required to include in the Financial Statements in its Annual Report a comparison of actual income and expenditure compared with the income and expenditure in the financial statements in the Budget.

The appendix includes the following budgeted information:

- Budgeted Comprehensive Income Statement
- Budgeted Balance Sheet
- Budgeted Statement of Changes in Equity
- Budgeted Statement of Cash Flows
- · Budgeted Statement of Capital Works
- Budgeted Statement of Human Resources

Budgeted Comprehensive Income Statement

For the four years ending 30 June 2018

	Forecast Actual	Budget	Strategic Resource Plan Projections		lan
	2013/14	2014/15	2015/16	2016/17	2017/18
	\$'000	\$'000	\$'000	\$'000	\$'000
Income					
Rates and charges	66,404	69,400	72,949	76,676	80,592
Grants - Operating (recurrent)	16,724	22,158	22,601	23,053	23,514
Grants - Operating (non-recurrent)	3,155	2,598	1,653	1,367	1,394
Grants - Capital (recurrent)	1,175	1,175	1,175	1,175	1,175
Grants - Capital (non-recurrent)	8,680	12,566	5,110	14,450	7,300
Interest	1,596	1,300	1,300	1,300	1,300
User fees and charges	15,323	14,747	15,190	15,645	16,115
Other Income	2,783	2,415	2,405	2,477	2,551
Developer contributions	46	41	42	44	45
Developer contributed assets	2,000	2,000	2,000	2,000	2,000
Total income	117,886	128,400	124,425	138,187	135,986
Expenses					
Employee costs	49,978	51,262	53,072	55,168	57,343
Materials and services	35,082	35,659	33,644	33,239	33,790
Bad and doubtful debts	20	16	17	17	18
Finance costs	1,183	1,129	1,201	1,299	1,445
Other Expenditure	5,269	5,154	4,938	5,086	5,238
Depreciation and amortisation	22,740	23,300	24,361	25,308	26,275
Total expenses	114,272	116,520	117,233	120,117	124,109
Surplus (deficit) for the year	3,614	11,880	7,192	18,070	11,877
Other comments are in the comment					
Other comprehensive income	40.400	04.450	00.040	00.505	00.400
Net Asset Revaluation movement	19,130	21,153	22,013	22,595	23,428
Total comprehensive result	22,744	33,033	29,205	40,665	35,305

Budgeted Balance Sheet

For the four years ending 30 June 2018

	Forecast Actual	Budget_	Strategic Resource Plan Projections		
	2014	2015	2016	2017	2018
<u></u>	\$'000	\$'000	\$'000	\$'000	\$'000
Current assets	04.400		05.050	05.000	05.055
Cash and cash equivalents	34,136	24,685	25,350	25,090	25,855
Trade and other receivables	9,087	9,667	9,426	10,361	10,301
Prepayments	354	365	376	387	398
Total current assets	43,577	34,717	35,152	35,838	36,554
Non-current assets	9820	2	2	121	3729
Trade and other receivables	10	0	0	0	0
Property, infrastructure, plant and					
equipment	1,057,666	1,099,114	1,127,501	1,168,370	1,201,595
Other financial assets	2	2	2	2	2
Total non-current assets	1,057,678	1,099,116	1,127,503	1,168,372	1,201,597
Total assets	1,101,255	1,133,833	1,162,655	1,204,210	1,238,151
Current liabilities					
Trade and other payables	7,267	7,693	7,701	7,820	8,070
Interest bearing liabilities	3,341	3,395	3,255	3,654	3,464
Employee Benefits	10,976	11,470	11,871	12,289	12,717
Provisions	1,500	1,500	1,500	1,500	1,500
Trust funds and deposits	1,566	1,613	1,661	1,711	1,763
Total current liabilities	24,650	25,671	25,988	26,974	27,514
Total current habilities	24,000	25,671	20,900	20,974	21,514
Non-current liabilities					
Interest bearing liabilities	16,309	16,264	17,009	18,355	17,891
Employee Benefits	1,538	1,607	1,663	1,722	1,782
Provisions	13,781	12,281	10,781	9,281	7,781
Total non-current liabilities	31,628	30,152	29,453	29,358	27,454
Total liabilities	56,278	55,823	55,441	56,332	54,968
Net assets	1,044,977	1,078,010	1,107,214	1,147,878	1,183,183
F					
Equity Accumulated surplus	624,732	636,571	643,839	661,864	673,814
Asset revaluation reserve	418,383	439,536	461,549	484,144	507,575
Other Reserves	1,862	1,903	1,825	1,869	1,794
	90040000-00		1000	WASHE SHIP	300,400 50 30
Total equity	1,044,977	1,078,010	1,107,214	1,147,878	1,183,183

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Budgeted Statement of Changes in Equity

For the four years ending 30 June 2018

	Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2015			050,0000,000	
Balance at beginning of the financial year	1,044,977	624,732	418,383	1,862
Comprehensive result	33,033	11,880	21,153	0
Transfer to reserves	0	(41)	0	41
Transfer from reserves	0	Ó	0	0
Balance at end of the financial year	1,078,010	636,571	439,536	1,903
*				 -
2016				
Balance at beginning of the financial year	1,078,010	636,571	439,536	1,903
Comprehensive result	29,205	7,192	22,013	0
Transfer to reserves	0	(42)	0	42
Transfer from reserves	0	120	0	(120)
Balance at end of the financial year	1,107,214	643,841	461,549	1,825
•				
2017				
Balance at beginning of the financial year	1,107,214	643,839	461,549	1,825
Comprehensive result	40,665	18,070	22,595	0
Transfer to reserves	0	(44)	0	44
Transfer from reserves	0	0	0	0
Balance at end of the financial year	1,147,878	661,865	484,144	1,869
2018				
Balance at beginning of the financial year	1,147,878	661,864	484,144	1,869
Comprehensive result	35,305	11,877	23,428	0
Transfer to reserves	0	(45)	0	45
Transfer from reserves	0	120	0	(120)
Balance at end of the financial year	1,183,183	673,816	507,572	1,794

Budgeted Statement of Cash Flows

For the four years ending 30 June 2018

	Forecast	B44	CONTRACTOR OF THE PROPERTY OF	jic Resource I	Plan
	Actual 2013/14	Budget _ 2014/15	2015/16	Projections 2016/17	2017/18
	\$'000	\$'000	\$'000	\$'000	\$'000
	Inflows	Inflows	Inflows	Inflows	Inflows
	(Outflows)	(Outflows)	(Outflows)	(Outflows)	(Outflows)
Cash flows from operating activities					
Rates and charges	63,626	69,078	73,082	76,141	80,617
Grants - operating	19,879	23,403	24,027	24,292	24,960
Grants - capital	9,855	13,677	6,296	15,516	8,478
User fees and fines	15,323	14,679	15,217	15,536	16,120
Interest	1,596	1,294	1,302	1,291	1,300
Developer Contributions	46	41	42	44	45
Other Receipts	2,784	3,688	2,728	2,465	2,558
Employee costs	(56,310)	(50,473)	(52,615)	(54,630)	(56,713)
Materials and services	(33,146)	(31,318)	(30,721)	(31,606)	(32,511)
Other Payments	(11,436)	(10,806)	(9,362)	(8,174)	(7,918)
Net cash from operating activities	12,217	33,263	29,996	40,875	36,936
Cash flows from investing activities					
Proceeds from property, plant and equipment	629	1,635	600	600	600
Proceeds from sale of investments	19,500	0	0	0	0
Payments for property, plant and equipment	(29,955)	(43,230)	(29,336)	(42,181)	(34,672)
Net cash used in investing activities	(9,826)	(41,595)	(28,736)	(41,581)	(34,072)
Cash flows from financing activities					
Finance costs	(1,183)	(1,129)	(1,201)	(1,299)	(1,445)
Proceeds from borrowings	8,970	3,350	4,000	5,000	3,000
Repayment of borrowings	(3,705)	(3,341)	(3,394)	(3,255)	(3,654)
Net cash provided by (used in)	4,082	(1,120)	(595)	446	(2,099)
financing activities		30000000000 es 900	7000		00 00 00
Net increase/(decrease) in cash &	6,473	(9,452)	665	(260)	765
cash equivalents	9340046 20007114A		man and a second a constraint of	20020 (5000000)	
Cash & cash equivalents at beginning of year	27,663	34,136	24,685	25,350	25,090
Cash & cash equivalents at end of year	34,136	24,685	25,350	25,090	25,855

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Budgeted Statement of Capital Works

For the four years ending 30 June 2018

	Forecast Actual	Budget	Strategic Resource Plan Projections		lan
	2013/14	2014/15	2015/16	2016/17	2017/18
	\$'000	\$'000	\$'000	\$'000	\$'000
Property	5400 MM150_80		450000000000000000000000000000000000000	N-0000A 1200A0024001	5952 NO. 100 100 100
Land, Buildings & Improvements	6,537	13,554	10,975	17,260	12,211
Total property	6,537	13,554	10,975	17,260	12,211
Plant and Equipment					
Plant & Equipment	2,397	2,065	2,030	2,030	2,030
Furniture & Equipment	1,020	642	510	510	1,043
Artworks	15	15	15	15	15
Total Plant and Equipment	3,432	2,722	2,555	2,555	3,088
Infrastructure					
Roads	15,050	19,942	10,912	10,916	10,900
Footpaths & Cycleways	1,927	1,494	1,450	1,350	1,300
Bridges & Culverts	725	500	850	1,050	1,800
Off Street Carparks	1,040	510	315	150	150
Drainage	322	1,455	643	7,261	3,580
Playgrounds	755	252	136	140	144
Landfill Cell Construction	167	2,800	1,500	1,500	1,500
Total Infrastructure	19,986	26,954	15,806	22,367	19,374
Total capital works expenditure	29,955	43,230	29,336	42,182	34,673
Represented by:					
New asset expenditure	6,453	13,339	11,265	24,706	13,865
Asset renewal expenditure	21,268	22,023	16,139	16,411	19,658
Asset expansion expenditure	0	3,328	450	550	150
Asset upgrade expenditure	2,233	4,540	1,482	516	1,000
Total capital works expenditure	29,955	43,230	29,336	42,182	34,673

Budgeted Statement of Human Resources

For the four years ending 30 June 2018

	Forecast Actual	Budget		ic Resource F Projections	Plan
	2013/14 \$'000	2014/15 \$'000	2015/16 \$'000	2016/17 \$'000	2017/18 \$'000
Staff expenditure					
Employee costs - operating	49,929	51,216	53,072	55,168	57,343
Employee costs - capital	49	46			
Total staff expenditure	49,978	51,262	53,072	55,168	57,343
	FTE	FTE	FTE	FTE	FTE
Staff numbers					
Employees	593.4	588.8	587.7	587.7	587.7
Total staff numbers	593.4	588.8	587.7	587.7	587.7

Appendix B

Rates and charges

This appendix presents information which the Act and the Regulations require to be disclosed in the Council's annual budget.

1. Rates and charges

1.1 The rate in the dollar to be levied as general rates under section 158 of the Act for each type or class of land compared with the previous financial year

Type or class of land	2013/14 cents/\$CIV	2014/15 cents/\$CIV	Change
General rate for rateable residential properties	0.00442245	0.00458663	3.7%
General rate for rateable farm properties	0.00331684	0.00343997	3.7%
Rate concession for rateable recreational			
properties	NA	NA	NA

1.2 The estimated total amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates, compared with the previous financial year

Type or class of land	2013/14 \$	2014/15 \$	Change
General	40,016,685	41,806,752	4.5%
Farm	2,752,881	2,944,274	7.0%
Recreational*	48,105	50,202	4.4%
Total amount to be raised by general rates	42,817,671	44,801,228	4.6%

^{*}Includes additional rate rebates totalling \$20,800 to be applied to two Recreational properties.

1.3 The number of assessments in relation to each type or class of land, and the total number of assessments, compared with the previous financial year

Type or class of land	2013/14	2014/15	Change
General	35,829	36,105	0.8%
Farm	1,310	1,320	0.8%
Recreational	16	16	0.0%
Total number of assessments	37,155	37,441	0.8%

- 1.4 The basis of valuation to be used is the Capital Improved Value (CIV)
- 1.5 The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year

Type or class of land	2013/14 \$	2014/15 \$	Change
General	9,048,533,000	9,114,917,000	0.7%
Farm	829,971,000	855,901,000	3.1%
Recreational	30,809,000	30,938,000	0.4%
Total	9,909,313,000	10,001,756,000	0.9%

1.6 The municipal charge under section 159 of the Act compared with the previous financial year

	Type of Charge	Per Rateable Property 2013/14 \$	Per Rateable Property 2014/15 \$	Change
Municipal		120.00	125.00	4.2%

1.7 The estimated total amount to be raised by municipal charges compared with the previous financial year

Type of Charge		2013/14	2014/15	Change	
Municipal		4,413,960	4,625,375	4.8%	

1.8 The rate or unit amount to be levied for each type of service rate or charge under section 162 of the Act compared with the previous financial year

	Per Rateable Property	Per Rateable Property	
Type of Charge	2013/14	2014/15	Change
Garbage collection	285.00	295.00	3.5%
Landfill levy	17.60	19.00	8.0%

1.9 The estimated total amount to be raised by each type of service rate or charge, and the estimated total amount to be raised by service rates and charges, compared with the previous financial year

Type of Charge	2013/14 \$	2014/15 \$	Change
Garbage collection	9,488,616	9,912,540	4.5%
Landfill levy	588,453	640,319	8.8%

Where exemptions are granted, waste services will be charged for services utilized as follows:

Type of Charge	Per Rateable Property 2013/14 \$	Per Rateable Property 2014/15 \$	Change
Garbage 120L Bin	192.00	200.00	4.2%
Garbage 240L Bin	285.00	295.00	3.5%
Garbage 240L Bin - Special	220.00	227.00	3.2%
Recycling	49.00	50.00	2.0%
Organics/Green Waste	44.00	45.00	2.3%

1.10 The estimated total amount to be raised by all rates and charges compared with the previous financial year

	2013/14 \$	2014/15 \$	Change
Rates and charges	66,073,978	68,992,585	4.4%
Supplementary rates and charges	456,022	407,415	(10.7%)
Total	66,530,000	69,400,000	4.3%

- 1.11 The estimated amount to be raised from the Power Generators and Australian Paper is \$9,013,123 compared to the previous year of \$8,765,279.
- 1.12 There are no known significant changes, which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:
 - The making of supplementary valuations;
 - The variation of returned levels of value (e.g. valuation appeals);
 - Changes of use of land such that rateable land becomes non-rateable land and vice versa; and
 - Changes of use of land such that residential land becomes business land and vice versa.

2. Differential rates

2.1 Rates to be levied

The rate and amount of rates payable in relation to land in each category of differential are:

• A farm rate of .00343997 for all rateable farm properties.

Each differential rate will be determined by multiplying the Capital Improved Value of each rateable land (categorised by the characteristics described below) by the relevant percentages indicated above.

Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions. Details of the objectives of each differential rate, the types of classes of land, which are subject to each differential rate and the uses of each differential rate, are set out below.

2.2 Farm Land

Farm land is as defined in Section 2 of the Valuation of Land Act 1960, namely, any rateable land which is not less than 2 hectares in area and which is used primarily for carrying on one or more of the following businesses or industries:

- (i) grazing (including agistment)
- (ii) dairying
- (iii) pig farming
- (iv) poultry farming
- (v) fish farming
- (vi) tree farming
- (vii) bee keeping
- (viii) viticulture
- (ix) horticulture
- (x) fruit growing
- (xi) the growing of crops of any kind, and

that is used by a business:

- (i) that has a significant and substantial commercial purpose or character; and
- (ii) that seeks to make a profit on a continuous or repetitive basis from its activities on the land; and
- (iii) that is making a profit from its activities on the land, or that has a reasonable prospect of making a profit from its activities on the land if it continues to operate in the way it is operating.

The reasons for the use of this rate are that:

- (i) the types and classes of land to which the rate applies can be easily identified;
- (ii) it is appropriate to have a farm rate so as to fairly rate farm land;
- (iii) the level of the farm rate is appropriate having regard to all relevant matters including the use to which farm land is put and the amount to be raised by Council's Municipal charge;
- (iv) the level of the farm rate is appropriate to ensure that the burden of the payment of general rates is fairly apportioned across all rateable land within the Municipal district;

which objectives the Council considers are consistent with the economical and efficient carrying out of its functions.

2.3 Recreational Land

Recreational land is defined in accordance with Section 4 of the Cultural & Recreational Lands Act 1963.

The rate concession for recreational land is set at 50% of the general rate. In addition, there are two recreational assessments which receive an additional rebate. These rebates are applied as a result of significant changes in the CIV valuations resulting from the rezoning of land and changes in valuation methodologies. It was considered that without applying a rebate the levied amounts would fail to take into consideration the requirement under the Cultural and Recreational Lands Act 1963 of the need for having regard to the services provided by Council in relation to such lands, and the benefit to the community derived from such recreational lands.

2.4 General Rate

The General Rate is applied to any rateable land that is not defined as farm land or recreational land.

The reasons for the use of that rate are that:-

- (i) the types and classes of land to which the rate applies can be easily identified;
- (ii) it is appropriate to have a general rate so as to fairly rate lands other than recreational and farm lands;
- (iii) the level of this rate is appropriate having regard to all relevant matters including the use to which farm land is put and the amount to be raised by Council's Municipal charge;
- (v) the level of the farm rate is appropriate to ensure that the burden of the payment of general rates is fairly apportioned across all rateable land within the Municipal district.

which objectives the Council considers are consistent with the economical and efficient carrying out of its functions.

Appendix C

Capital works program

This appendix presents a listing of the capital works projects that will be undertaken for the 2014/15 year.

The capital works projects are grouped by class and include the following:

- New works for 2014/15
- · Works carried forward from the

The capital works detailed report also includes a list of works that, although not classified as assets for accounting purposes, will be undertaken in conjunction with the capital works program. The funding for these works and associated expenditure forms part of the operating budget.

For the year ending 30 June 2015					
1. New works					
	Project	Sun	nmary of fun	aing sourd Council	es
Capital Works Area	Cost \$'000	Grants \$'000	Contrib's \$'000	Cash \$'000	Borrow's \$'000
PROPERTY					
Land, Buildings & Improvements					
New Works					
Moe Rail Precinct Revitalisation Project	7,850	7,000			850
TEDAS Pavilion	230	10		220	
Renewal					
Boiler Replacement Traralgon Performing Arts Centre	35			35	
Latrobe Leisure Maintenance and Upgrades	650			650	
Upgrade					
Moe Tennis Courts Reconstruction project	276	36		240	
Agnes Brereton Reserve pavilion	400	50		350	
Expansion					
Traralgon Court House Upgrades	270	180		90	
Latrobe Regional Airport upgrade works stage 2 (Growing Aerospace Manufacturing)	1,300	1,300			
Harold Preston Reserve - Traralgon Olympians Change Pavilion	450	50	20	380	
Total Land, Buildings & Improvements	11,461	8,626	20	1,965	850
TOTAL PROPERTY	11,461	8,626	20	1,965	850
PLANT & EQUIPMENT					
Plant & Equipment Renewal					
Plant & Equipment Replacement Program	685			685	
Fleet Replacement Program	1,380			1,380	
Total Plant & Equipment	2,065	0	0	2,065	0
Furniture & Equipment	1200 A 100 A				
Renewal					
Latrobe Leisure Equipment Replacement	50			50	
Performing Arts Lighting & Sound Stage	25			25	
Equipment Replacement Program					
IT Equipment Replacement Program	463			463	
Office Furniture & Equipment Replacement	20		Waster Commencer	20	
Total Furniture & Equipment	558	0	0	558	0
<u>Artworks</u>					
New Works	**************************************			A27.52- 17	
Artworks acquisitions - Morwell LRG	15			15	12
Total Artworks	15	0	0	15	0
TOTAL PLANT & EQUIPMENT	2,638	0	0	2,638	0

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	Project	Sun	nmary of fun		es
Capital Works Area	Cost \$'000	Grants \$'000	Contrib's \$'000	Council Cash \$'000	Borrow's \$'000
INFRASTRUCTURE					
Bridges					
Renewal				500	
Bridge and Major Culvert works	500 500	0	0	500 500	0
Total Bridges	500	U	U	500	U
Footpaths & Cycleways					
Renewal					
Footpath replacement program	750			750	
Upgrade	400			400	
Bicycle Plan - Final stage of Tramway road works	100			100	
Expansion					
Churchill east west link shared path	290	250		40	
construction design contribution					
New footpaths to link existing footpath networks	250			250	
Total Footpaths & Cycleways	1,390	250	0	1,140	0
Off Street Carparks					
Upgrade					
Recreation Reserves Roads & Off Street Car	140			140	
Park Resealing Program - Cumberland Park					
Preschool Carpark, Traralgon					
Expansion Recreation Reserves Roads & Off Street Car	100			100	
Park Resealing Program - Star Hotel &	100			100	
Hazelwood Pondage					
Total Off Street Carparks	240	0	0	240	0
Peodo					
Roads Renewal					
Gravel Road Resheet Program	1,000			1,000	
Road Rehabilitation Program	4,500	1,175		3,325	
Local Road Reseal program	4,500	.,		4,500	
Heavy Industrial Park road infrastructure construction	5,000	2,500		TOTAL STORMOL REPORTED	2,500
Upgrade					
Difficult to maintain pavements program	150			150	
Rural Gravel Road Sealing Program	250			250	
Crinigan Road, Morwell	150		30,00	150	
Total Roads	15,550	3,675	0	9,375	2,500

	Project	Summary of funding sources			
		-		Council	
Capital Works Area	Cost \$'000	Grants \$'000	Contrib's \$'000	Cash \$'000	Borrow's \$'000
Business					
<u>Drainage</u>					
New Works 2014/15 Drainage Design Works	105			105	
Erin Park Estate, Traralgon open earth drain	200			200	
45 N	10000000				
Josie Place, Morwell open earth drain	16			16	
Morwell Park Oval - Drainage	130	50		80	
Upgrade					
Moe northwest precinct drainage Stage 2	200			200	
Drainage augmentation along the Tyers Road plantation	30			30	
Drainage augmentation vicinity Oak/Poplar	10			10	
Aves, Traralgon - Minor earthworks					
Total Off Roads	691	50	0	641	0
Landfill New Works Landfill Cell 4 Construction	2.000			2 800	
	2,800	0	0	2,800 2,800	0
Total Landfill	2,800	U	U	2,000	U
<u>Playgrounds</u> Renewal					
Playground Improvement Implementation Plan	252	120		132	
Total Playgrounds	252	120	0	132	0
,,					
TOTAL INFRASTRUCTURE	21,423	4,095	0	14,828	2,500
TOTAL NEW CARITAL WORKS FOR 2044/45	05 500	40.704	00	40 404	0.050
TOTAL NEW CAPITAL WORKS FOR 2014/15	35,522	12,721	20	19,431	3,350
REPRESENTED BY:					
Asset renewal expenditure	19,810	3,795	0	13,515	2,500
New asset expenditure	11,346	7,060	Ö	3,436	850
Asset upgrade expenditure	1,706	86	Ö	1,620	0
Asset expansion expenditure	2,660	1,780	20	860	0

2. Works carried forward from th	ne 2013/	14 yea	7		
	Project	Summary of funding sources Council			
Capital Works Area	Cost \$'000	Grants \$'000	Contrib's \$'000	Cash \$'000	Borrow's \$'000
PROPERTY					
<u>Land, Buildings & Improvements</u> New Works					
Taxi Rank at Churchill Town Centre Moe Rail Precinct Revitalisation Project	25 895			25 895	
Upgrade Hazelwood Pondage Caravan Park Wastewater Upgrade Project	1,138	1,000		138	
Expansion Gaskin Park Churchill - Design	35			35	
Total Land, Buildings & Improvements	2,093	1,000	0	1,093	0
TOTAL PROPERTY	2,093	1,000	0	1,093	0
PLANT & EQUIPMENT					
Furniture & Equipment Renewal					
Performing Arts Lighting & Sound Stage Equipment Replacement Program Latrobe Leisure Maintenance and Upgrade	22 62			22 62	
Program		20			
Total Furniture & Equipment	84	0	0	84	0
TOTAL PLANT & EQUIPMENT	84	0	0	84	0
INFRASTRUCTURE					
Footpaths & Cycleways New Works					
Bicycle Plan Projects: Tramway Road, Churchill	104			104	
Total Foopaths & Cycleways	104	0	0	104	0
Off Street Carparks Renewal					
Clifton Street Precinct Moe - Stage 4	88			88	
Upgrade Newman Park, Traralgon - Access track & Carpark	182			182	
Total Off Street Carparks	270	0	0	270	0

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	Project	Summary of funding sources			
	T TOTAL			Council	1707
Capital Works Area	Cost \$'000	Grants \$'000	Contrib's \$'000	Cash \$'000	Borrow's \$'000
Roads					
New Works					
Churchill ACP Pedestrian Plaza/Access Rd	846			846	
Moe Roundabout	122			122	
Renewal					
Road Rehabilitation Program	2,041			2,041	
Upgrade					
Timber Haulage Prog: Safety Improvement	500			500	
Jumbuk Rd from Junction Rd to Jumbuk Hall	633			633	
Crinigan Road, Morwell - Drainage	250			250	
Total Roads	4,392	0	0	4,392	0
Drainage					
Upgrade					
Moe North West - Drainage	574			574	
Montane Estate, Newborough - Drainage	50			50	
Milburn Court Drainage	140			140	
Total Off Roads	764	0	0	764	0
		_			
TOTAL INFRASTRUCTURE	5,530	0	0	5,530	0
TOTAL CARRIED FWD WORKS 2013/14	7,708	1,000	0	6,708	0
10 1) (L 0) ((((LB) 1 1) B 1) ((((LB) 1 1) 1) ((((LB) 1 1) 1) 1) (((((LB) 1 1) 1) 1) (((((LB) 1 1) 1) 1) 1) (((((((LB) 1 1) 1) 1) 1) 1) ((((((((((((LB) 1 1) 1) 1) 1) 1) 1) 1) 1) (((((((((((7,700	1,000	<u> </u>	0,700	
REPRESENTED BY:					
Asset renewal expenditure	2,214	0	0	2,214	0
New asset expenditure	1,993	0	0	1,993	0
Asset upgrade expenditure	3,467	1,000	0	2,467	0
Asset expansion expenditure	35	0	0	35	0

	Project	Summary of funding sources Council			es
Capital Works Area	Cost \$'000	Grants \$'000	Contrib's \$'000	Cash \$'000	Borrow's \$'000
Asset renewal expenditure	22,023	3,795	0	15,728	2,500
New asset expenditure	13,339	7,060	0	5,429	850
Asset upgrade expenditure	5,173	1,086	0	4,087	0
Asset expansion expenditure	2,695	1,780	20	895	0
TOTAL CAPITAL WORKS	43,230	13,721	20	26,139	3,350

4. CAPITAL WORKS (OPERATING)

(These projects are of a capital nature but do not meet the definition of capital expenditure due to them either not being on Council owned/or controlled assets or not relating to an asset class recognised by Council. Expenditure on these projects appears in the Budgeted Standard Income Statement).

	Project Summary of funding sour Council				es
Capital Works Area	Cost \$'000	Grants \$'000	Contrib's \$'000	Cash \$'000	Borrow's \$'000
4.1 NEW WORKS FOR 2014/15					
Recreation					
Unserviceable Street Furniture Replacement Program	40			40	
Removal of old Morwell Skate Park	25			25	
Gippsland Plains Rail Trail - Glengarry to Traralgon Project	52			52	
Moe Netball Lighting project	160	50		110	
Churchill Bowling Club Synthetic Green	400	100		300	
Reconstruction of Moe Netball Courts - Design 2014/15	20			20	
Total Recreation	697	150	0	547	0
Other Land, Buildings & Improvements					
Small Town Works Program	70			70	
Lighting Latrobe year 2 & 3 of 3 year program	1,941	1,015		927	
Gippsland Heritage Walk	260	120	80	60	
Dunbar Road rehabilitation works	400			400	
Mapleson Drive retaining wall	200			200	
Total Other Land, Buildings & Improvements	2,871	1,135	80	1,657	0
Landfill					
Rehabilitation of Latrobe City landfill sites including Moe, Morwell, Traralgon, Yallourn	1,500			1,500	
Total Landfill	1,500	0	0	1,500	0
Other					
Community Minor Capital Grant Program	360			360	
Public Lighting Replacement Program	45	-		45	
Total Other	405	0	0	405	0
TOTAL 2014/15 NEW CAPITAL WORKS (OPERATING)	5,473	1,285	80	4,109	0

	Project	Project Summary of funding sources Council				
Capital Works Area	Cost \$'000	Grants \$'000	Contrib's \$'000	Cash \$'000	Borrow's \$'000	
4.2 WORKS CARRIED FORW	ARD FROM	2013/	14			

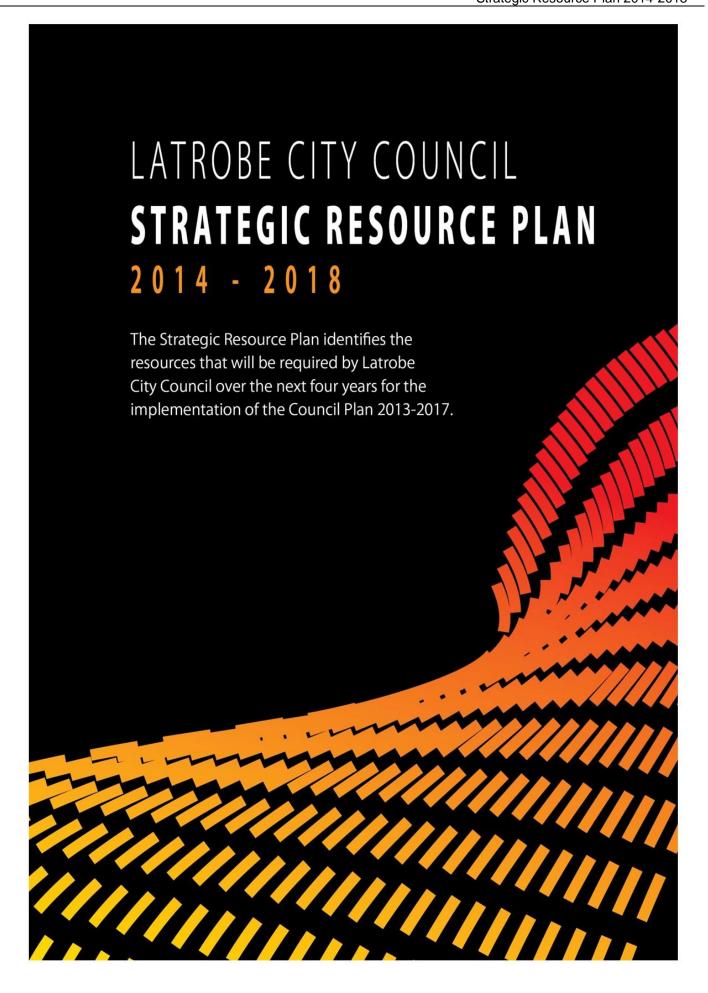
Recreation					
Traralgon City Soccer - Lighting project	90			90	
Total Recreation	90	0	0	90	0
Other Land, Buildings & Improvements					
Small Town Structure	23			23	
Lighting Latrobe year 1 of 3 year program	474			474	
Total Other Land, Buildings &	498	0	0	498	0
Improvements					
TOTAL WORKS CARRIED FORWARD FROM 2013/14	587	0	0	587	0
TOTAL CAPITAL WORKS (OPERATIONAL)	6,061	1,285	80	4,696	0
TOTAL 2014/15 CAPITAL WORKS	49,290	15,006	100	30,835	3,350
PROGRAM					

2014/2015 Budget Appendices

Appendix D

Fees and charges schedule

The Fees and Charges adopted as part of the 2014/15 budget process are set out in the attached document, entitled "Latrobe City Fees and Charges 2014/15".



Comprehensive Income Statement

For the four years ending 30 June 2018

	2014/15 \$'000	2015/16 \$'000	2016/17 \$'000	2017/18 \$'000
Income	\$ 000	\$ 000	\$ 000	\$ 000
Rates and charges	69,400	72.949	76,676	80,592
	22,158	22,601	23,053	23,514
Grants - Operating (recurrent) Grants - Operating (non-recurrent)	2,138	1,653	1,367	1,394
	1,175	1,033	1,307	1,175
Grants - Capital (recurrent)			14,450	
Grants - Capital (non-recurrent) Interest	12,566 1,300	5,110 1,300	1,300	7,300 1,300
User fees and charges	14,747	15,190	15,645	16,115
Other Income	2,415	2,405	2,477	2,551
Developer contributions	41	42	44	45
Developer contributed assets	2,000	2,000	2,000	2,000
Total income	128,400	124,425	138,187	135,986
Expenses				
Employee costs	51,262	53,072	55,168	57,343
Materials and services	35.659	33,644	33,239	33,790
Bad and doubtful debts	16	17	17	18
Finance costs	1,129	1,201	1,299	1,445
Other Expenditure	5,154	4,938	5,086	5,238
Depreciation and amortisation	23,300	24.361	25,308	26,275
Total expenses	116,520	117,233	120,117	124,109
Surplus (deficit) for the year	11.880	7.192	18.070	11,877
Surplus (delicit) for the year	11,000	1,192	16,070	11,077
Other comprehensive income				
Net Asset Revaluation movement	21,153	22,013	22,595	23,428
Total comprehensive result	33,033	29,205	40,665	35,305

The Standard Income Statement shows what is expected to happen over the next four years in terms of revenues, expenses and other gains/losses.

The 'bottom line' shows the movement in Council's financial position during the next four years which is reflected in the movement in net assets/total equity in the Standard Balance Sheet.

Key Assumptions

- Wage rate rise agreements of 4.00% p.a. included in the current Enterprise Bargaining Agreement which is due to be renewed during 2014/15 with a 3.00% increase assumed from 2015/16 onwards inline with CPI forecasts.
- General rates & charges income is projected to increase by 3.9% (excluding growth) in 2014/15. This includes a 3.32% increase (excluding growth) on revenue generated from general rates, municipal charge and rating agreements and a \$10 or 0.5% increase in the garbage charge plus a .07% increase in the State Government Landfill Levy on municipal waste. Overall projected increases in the following three years (excluding growth) of 4.5% per annum will enable Council to achieve waste full cost recovery in accordance with the Waste Management Strategy 2010 -17 and places Council in a sound financial position for the long term.
- User charges, fees & fines will increase by 3.0 percent annually in accordance with CPI.
- Recurrent operating grants and contributions are increased by 2.0 percent annually (CPI less 1%) except where actual funding is already known.
- Materials and consumables will increase by 3.0 percent annually excluding utilities which has an assumed increase of 5.0 percent per annum.
- Finance costs vary according to Council's loan repayment schedules and for new borrowings, an interest rate of 8.0 percent is assumed.
- Projected increases in net surplus from operations will primarily be used to meet the requirements in capital renewal to address the projected infrastructure gap.

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Balance Sheet

For the four years ending 30 June 2018

	2015 \$'000	2016 \$'000	2017 \$'000	2018
Command against	\$,000	\$,000	\$.000	\$'000
Current assets	24.005	25.250	25,000	25.055
Cash and cash equivalents	24,685	25,350	25,090	25,855
Trade and other receivables	9,667	9,426	10,361	10,301
Prepayments	365	376 35,152	387	398
Total current assets	34,717	35, 152	35,838	36,554
Non-current assets				
Trade and other receivables	0	0	0	0
Property, infrastructure, plant and equipment	1,099,114	1,127,501	1,168,370	1,201,595
Other financial assets	2	2	2	2
Total non-current assets	1,099,116	1,127,503	1,168,372	1,201,597
Total assets	1,133,833	1,162,655	1,204,210	1,238,151
Current liabilities				
Trade and other payables	7,693	7,701	7,820	8,070
Interest bearing liabilities	3,395	3,255	3,654	3,464
Employee Benefits	11,470	11,871	12,289	12,717
Provisions	1,500	1,500	1,500	1,500
Trust funds and deposits	1,613	1,661	1,711	1,763
Total current liabilities	25,671	25,988	26,974	27,514
Non-current liabilities				
Interest bearing liabilities	16,264	17,009	18,355	17,891
Employee Benefits	1,607	1,663	1,722	1,782
Provisions	12,281	10,781	9,281	7,781
Total non-current liabilities	30,152	29,453	29,358	27,454
Total liabilities	55,823	55,441	56,332	54,968
Net assets	1,078,010	1,107,214	1,147,878	1,183,183
1101 000010		1,101,211	1,111,070	1,100,100
Equity				
Accumulated surplus	636,571	643,839	661,864	673,814
Asset revaluation reserve	439,536	461,549	484,144	507,575
Other Reserves	1,903	1,825	1,869	1,794
Total equity	1,078,010	1,107,214	1,147,878	1,183,183

The Standard Balance Sheet provides a snapshot of the Council's expected financial position at the end of each of the next four years. The 'bottom line' of this statement is net assets/total equity which is the net worth of Council.

The change in net assets/total equity is the result of the total comprehensive result shown in the Standard Income Statement.

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Statement of Changes in Equity

For the four years ending 30 June 2018

	Total \$'000	Accumulate d Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
2015				
Balance at beginning of the financial year	1,044,977	624,732	418,383	1,862
Comprehensive result	33,033	11,880	21,153	0
Transfer to reserves	0	(41)	0	41
Transfer from reserves	0	0	0	0
Balance at end of the financial year	1,078,010	636,571	439,536	1,903
2016				
Balance at beginning of the financial year	1,078,010	636,571	439,536	1,903
Comprehensive result	29,205	7,192	22,013	0
Transfer to reserves	0	(42)	0	42
Transfer from reserves	0	120	0	(120)
Balance at end of the financial year	1,107,214	643,841	461,549	1,825
2017				
Balance at beginning of the financial year	1,107,214	643,839	461,549	1,825
Comprehensive result	40,665	18,070	22,595	0
Transfer to reserves	0	(44)	0	44
Transfer from reserves	0	Ò	0	0
Balance at end of the financial year	1,147,878	661,865	484,144	1,869
2018				-2
Balance at beginning of the financial year	1,147,878	661,864	484,144	1,869
Comprehensive result	35,305	11,877	23,428	0
Transfer to reserves	0	(45)	0	45
Transfer from reserves	0	120	0	(120)
Balance at end of the financial year	1,183,183	673,816	507,572	1,794

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Statement of Cash Flows

For the four years ending 30 June 2018

	2014/15 \$'000	2015/16 \$'000	2016/17 \$'000	2017/18 \$'000
	Inflows	Inflows	Inflows	Inflows
	(Outflows)	(Outflows)	(Outflows)	(Outflows)
Cash flows from operating activities	505 100000	50000 T000000	6000 B 600	200.000 0000000
Rates and charges	69,078	73,082	76,141	80,617
Grants - operating	23,403	24,027	24,292	24,960
Grants - capital	13,677	6,296	15,516	8,478
User fees and fines	14,679	15,217	15,536	16,120
Interest	1,294	1,302	1,291	1,300
Developer Contributions	41	42	44	45
Other Receipts	3,688	2,728	2,465	2,558
Employee costs	(50,473)	(52,615)	(54,630)	(56,713)
Materials and services	(31,318)	(30,721)	(31,606)	(32,511)
Other Payments	(10,806)	(9,362)	(8,174)	(7,918)
Net cash from operating activities	33,263	29,996	40,875	36,936
Cash flows from investing activities				
Proceeds from property, plant and equipment	1,635	600	600	600
Proceeds from sale of investments	0	0	0	0
Payments for property, plant and equipment	(43,230)	(29,336)	(42,181)	(34,672)
Net cash used in investing activities	(41,595)	(28,736)	(41,581)	(34,072)
Cash flows from financing activities				
Finance costs	(1,129)	(1,201)	(1,299)	(1,445)
Proceeds from borrowings	3,350	4.000	5,00Ó	3,000
Repayment of borrowings	(3,341)	(3,394)	(3,255)	(3,654)
Net cash provided by (used in) financing activities	(1,120)	(595)	446	(2,099)
Net increase/(decrease) in cash & cash equivalents	(9,452)	665	(260)	765
Cash & cash equivalents at beginning of year	34,136	24.685	25,350	25,090
Cash & cash equivalents at end of year	24,685	25,350	25,090	25,855

The Standard Cash Flow Statement shows the expected movement in cash over the next four years.

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⁻ The net cash flows from operating activities shows the expected cash available after providing services to the community. Surplus funds have been allocated to fund ongoing capital requirements.

⁻ The decrease in the 'cash held' forecast in 2014/15 is principally a result of grant funding received in one financial year to be spent in the following year, together with capital projects commenced in one year and completed the next.

Asset upgrade expenditure

Total capital works expenditure

Statement of Capital Works For the four years ending 30 June 2018 2014/15 2015/16 2016/17 2017/18 \$'000 \$'000 \$'000 \$'000 **Property** Land, Buildings & Improvements 13,554 10,975 17,260 12,211 **Total property** 13,554 10,975 17,260 12,211 Plant and Equipment Plant & Equipment 2,065 2,030 2,030 2,030 Fumiture & Equipment 642 510 510 1,043 15 15 Artworks 15 15 **Total Plant and Equipment** 2,722 2,555 2,555 3,088 Infrastructure 10,916 10,900 Roads 19,942 10,912 Footpaths & Cycleways 1,494 1,450 1,350 1,300 Bridges & Culverts 500 850 1,050 1,800 Off Street Carparks 510 315 150 150 7,261 643 3,580 Drainage 1,455 Playgrounds 252 136 140 144 Landfill Cell Construction 2,800 1,500 1,500 1,500 **Total Infrastructure** 26,954 15,806 22,367 19,374 Total capital works expenditure 43,230 29,336 42,182 34,673 Represented by: New asset expenditure 24,706 13,339 11,265 13,865 22,023 16,139 16.411 19.658 Asset renewal expenditure Asset expansion expenditure 3,328 450 550 150

4,540

43,230

1,482

29,336

516

42,182

1,000

34,673

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Statement of Human Resources

For the four years ending 30 June 2018

	2014/15 \$'000	2015/16 \$'000	2016/17 \$'000	2017/18 \$'000
Staff expenditure				
Employee costs - operating	51,216	53,072	55,168	57,343
Employee costs - capital	46			
Total staff expenditure	51,262	53,072	55,168	57,343
	FTE	FTE	FTE	FTE
Staff numbers				
Employees	588.8	587.7	587.7	587.7
Total staff numbers	588.8	587.7	587.7	587.7

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Other Information				
Summary of planned human resources expenditure				
	2014/15	2015/16	2016/17	2017/18
	\$'000	\$'000	\$'000	\$'000
Planning and Development				
- Permanent full time	4,993	5,190	5,395	5,608
- Permanent part time	579	601	625	650
Total Planning and Development	5,571	5,791	6,020	6,258
City Infrastructure				
- Permanent full time	11,704	12,166	12,646	13,146
- Permanent part time	1,978	2,056	2,137	2,222
Total City Infrastructure	13,681	14,222	14,784	15,368
Governance and Organisational Development				
- Permanent full time	5,034	5,233	5,439	5,654
- Permanent part time	651	676	703	731
Total Governance and Organisational Development	5,684	5,909	6,142	6,385
Community Liveability				
- Permanent full time	8,437	8,770	9,116	9,476
- Permanent part time	12,201	12,683	13,184	13,705
Total Community Liveability	20,637	21,453	22,300	23,181
Office of the CEO			***	*10
- Permanent full time	1,688	1,755	1,824	1,897
- Permanent part time	346	360	374	389
Total Office of the CEO	2,035	2,115	2,199	2,286
Total casuals and other	3,653	3,582	3,723	3,866
Total staff expenditure	51,262	53,072	55,168	57,343
	<u> </u>			
L	FTE	FTE	FTE	FTE
Planning and Development	47.5	47.6	47.0	47.0
- Permanent full time	47.0	47.0	47.0	47.0
- Permanent part time	6.8 53.8	6.8 53.8	6.8 53.8	6.8 53.8
Total Planning and Development	55.6	55.6	33.6	33.0
City Infrastructure				
- Permanent full time	134.0	134.0	134.0	134.0
- Permanent part time	29.1	29.1	29.1	29.1
Total City Infrastructure	163.1	163.1	163.1	163.1
Governance and Organisational Development				
- Permanent full time	47.0	47.0	47.0	47.0
- Permanent part time	8.5	8.5	8.5	8.5
Total Governance and Organisational Development	55.5	55.5	55.5	55.5
Community Liveability				
- Permanent full time	83.0	83.0	83.0	83.0
- Permanent part time	173.0	173.0	173.0	173.0
Total Community Liveability	256.0	256.0	256.0	256.0
Office of the CEO				
- Permanent full time	13.0	13.0	13.0	13.0
- Permanent part time	3.5	3.5	3.5	3.5
Total Office of the CEO	16.5	16.5	16.5	16.5
Total casuals and other	43.8	42.8	42.8	42.8
Total staff numbers	588.7	587.7	587.7	587.7
		300 - 1 00 - 100		170 T 100 T

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Financial Performance Indicators

The following table highlights Council's current and projected performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be used in the context of the organisation's objectives.

Indicator	Measure	Budget	Strategic Resource Plan Projections			Trend
mulcator	Weasure	2014/15	2015/16	2016/17		+/o/-
Operating Position Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	(2.4%)	0.0%	1.3%	2.0%	+
Liquidity						
Working Capital	Current assets / current liabilities	135.2%	135.3%	132.9%	132.9%	=
Unrestricted Cash	Unrestricted cash / current liabilities	82.5%	84.1%	79.7%	81.0%	-
Obligations						
Loans & Borrowings	Interest bearing loans and borrowings / rate revenue	28.3%	27.8%	28.7%	26.5%	+
Loans & Borrowings	Interest and principal repayments / rate revenue	6.4%	6.3%	5.9%	6.3%	o
Indebtedness	Non-current liabilities / own source revenue	34.3%	32.1%	30.6%	27.3%	+
Asset renewal	Asset renewal expenditure / depreciation	94.5%	66.3%	64.8%	74.8%	
Stability						
Rates concentration	Rate revenue / adjusted underlying revenue	61.0%	62.2%	63.0%	63.6%	-
Rates effort	Rate revenue / property values (CIV)	0.7%	0.7%	0.7%	0.7%	
Efficiency						
Expenditure level	Total expenditure / no. of assessments	\$3,118	\$3,138	\$3,215	\$3,322	+
Revenue level	Residential rate revenue / No. of residential assessments	\$1,484	\$1,551	\$1,620	\$1,693	+
Workforce turnover	No. of resignations & terminations / average no. of staff	11.5%	11.5%	11.5%	11.5%	0

Key to Forecast Trend:

- + Forecast improvement in Council's financial performance/financial position indicator
- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecast deterioration in Council's financial performance/financial position indicator

ORGANISATIONAL EXCELLENCE

ORDINARY COUNCIL MEETING MINUTES 30 JUNE 2014 (CM441)

17. ORGANISATIONAL EXCELLENCE

Nil reports

MEETING CLOSED TO THE PUBLIC

ORDINARY COUNCIL MEETING MINUTES 30 JUNE 2014 (CM441)

18. MEETING CLOSED TO THE PUBLIC

Section 89(2) of the Local Government Act 1989 enables the Council to close the meeting to the public if the meeting is discussing any of the following:

- (a) Personnel matters;
- (b) The personal hardship of any resident or ratepayer;
- (c) Industrial matters:
- (d) Contractual matters:
- (e) Proposed developments;
- (f) Legal advice;
- (g) Matters affecting the security of Council property;
- (h) Any other matter which the Council or Special Committee considers would prejudice the Council or any person;
- (i) A resolution to close the meeting to members of the public.

RECOMMENDATION

That the Ordinary Meeting of Council closes this meeting to the public to consider the following items which are of a confidential nature, pursuant to section 89(2) of the Local Government Act (LGA) 1989 for the reasons indicated:

18.1 ADOPTION OF MINUTES

Agenda item 0.0 *Adoption of Minutes* is designated as confidential as it relates to a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

18.2 QUESTIONS ON NOTICE - CONFIDENTIAL

Agenda item 18.1 *Questions on Notice - CONFIDENTIAL* is designated as confidential as it relates to a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

18.3 CONFIDENTIAL ITEMS

Agenda item 18.2 *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)

18.4 AUDIT COMMITTEE MINUTES REPORT

Agenda item 18.3 Audit Committee Minutes Report is designated as confidential as it relates to a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

18.5 COMMUNITY GRANTS REQUEST FOR CHANGE TO PROJECT PROJECT NO MCW131400095
Agenda item 18.4 COMMUNITY GRANTS REQUEST FOR

ORDINARY COUNCIL MEETING MINUTES 30 JUNE 2014 (CM441)

CHANGE TO PROJECT PROJECT NO MCW131400095 is designated as confidential as it relates to a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

18.6 MAYORAL SPONSORSHIP - GIPPSLAND COMMUNITY NETWORK BREAKFAST

Agenda item 18.5 Mayoral Sponsorship - Gippsland Community Network Breakfast is designated as confidential as it relates to a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

18.7 COUNCILLORS QUARTERLY EXPENSES REPORT - JANUARY 2014 - MARCH 2014

Agenda item 18.6 Councillors Quarterly Expenses Report - January 2014 - March 2014 is designated as confidential as it relates to a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

18.8 BAD DEBTS REPORT - MARCH 2014

Agenda item 18.7 BAD DEBTS REPORT - MARCH 2014 is designated as confidential as it relates to personal hardship of any resident or ratepayer (s89 2b)

18.9 FOOD SAMPLING ANALYSIS REPORT - JANUARY TO MARCH 2014

Agenda item 18.8 Food Sampling Analysis Report - January to March 2014 is designated as confidential as it relates to a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

- 18.10 LCC-175 SUPPLY AND DELIVERY OF QUARRY PRODUCTS
 Agenda item 18.9 LCC-175 SUPPLY AND DELIVERY OF QUARRY
 PRODUCTS is designated as confidential as it relates to
 contractual matters (s89 2d)
- 18.11 WOOD ENCOURAGEMENT POLICY

Agenda item 18.10 Wood Encouragement Policy is designated as confidential as it relates to proposed developments (s89 2e)

18.12 GIPPSLAND CARBON TRANSITION COMMITTEE

Agenda item 18.11 *Gippsland Carbon Transition Committee* is designated as confidential as it relates to a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

18.13 GOVERNANCE

Agenda item *Governance* 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 30 JUNE 2014 (CM441)

Moved: Cr Rossiter Seconded: Cr Harriman

That the Recommendation be adopted.

CARRIED UNANIMOUSLY

The Meeting closed to the public at 7.39 pm.

The Meeting was adjourned for a tea break at 7.39 pm.

The Meeting resumed at 7.53 pm.