



LATROBE CITY COUNCIL

MINUTES FOR THE ORDINARY COUNCIL MEETING

HELD IN NAMBUR WARIGA MEETING ROOM
CORPORATE HEADQUARTERS, MORWELL
AT 6.07 PM ON
05 DECEMBER 2016

CM493

PRESENT:

Councillors:	Cr Kellie O'Callaghan, Mayor	East Ward
	Cr Graeme Middlemiss, Deputy Mayor	Central Ward
	Cr Alan McFarlane	Central Ward
	Cr Darren Howe	East Ward
	Cr Dale Harriman	East Ward
	Cr Dan Clancey	East Ward
	Cr Darrell White	South Ward
	Cr Brad Law	West Ward
	Cr Sharon Gibson	West Ward
Officers:	Sarah Cumming	Acting Chief Executive Officer
	Sara Rhodes-Ward	General Manager Community Services
	Phil Stone	General Manager City Development
	Angelo Saridis	Acting General Manager Corporate Services
	Steven Piasente	General Manager Infrastructure & Recreation
	Susan Gillett	Manager Governance
	Kylie Stockdale	Acting Coordinator Governance
	Helen Proctor	Governance Advisor
	Lisa Mawson	Coordinator Communications

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The Mayor read the opening prayer.

2. ACKNOWLEDGEMENT OF THE TRADITIONAL OWNERS OF THE LAND

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

3. APOLOGIES AND LEAVE OF ABSENCE

Nil

4. DECLARATION OF CONFLICT OF INTEREST

Nil

5. ADOPTION OF MINUTES**MOTION**

Moved: Cr Gibson
Seconded: Cr McFarlane

That the minutes of the Ordinary Council Meeting held on 14 November 2016 be confirmed.

CARRIED UNANIMOUSLY

6. ACKNOWLEDGEMENTS

Nil

7. PUBLIC QUESTION TIME**7.1 PUBLIC SPEAKERS****MOTION**

Moved: Cr Gibson
Seconded: Cr Clancey

That Council suspend standing orders.

CARRIED UNANIMOUSLY / CARRIED / LOST

Council suspended standing orders at 6.09 pm

The following persons spoke on an item on the agenda:

Item 14.2 Consideration of Planning Panel Report for Amendment C90 - Glendonald Road, Churchill

- Mary Macalister

MOTION

Moved: Cr Harriman
Seconded: Cr Middlemiss

That Council grant an extension of speaking time to Mary Macalister.

CARRIED UNANIMOUSLY

The following persons spoke on an item on the agenda:

Item 14.2 Consideration of Planning Panel Report for Amendment C90 - Glendonald Road, Churchill

- Richard Stevenson
- Elizabeth Johnson
- Margaret Guthrie

Item 14.4 Phillip Parade Development Plan

- Simon Merrigan on behalf of the applicant
- Margaret Guthrie on behalf of Churchill & District Community Association
- Linda Reid

Item 14.6 Planning Application 2016/43- Development of land with six (6) dwellings in the General Residential Zone at 1-5 Kimberley Drive, Traralgon

- Brian Irving

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- Barbara Gapper
- Peter Lloyd on behalf of Maria Agostino
- Peter Lloyd
- Simon Merrigan on behalf of the applicant
- Ian Kennedy
- Lynette Lloyd on behalf of Stav Panayiotou

Cr Sharon Gibson left the meeting, the time being 07:10 pm

- Lynette Lloyd on behalf of Steve Gilham

Cr Sharon Gibson returned to the meeting, the time being 07:14 pm

Item 17.6 Proposed Council Meeting Dates for 2017

Linda Reid

Resumption of Standing Orders**MOTION**

Moved: Cr Gibson
Seconded: Cr Howe

That Council resumes standing orders.

CARRIED UNANIMOUSLY

Council resumed standing orders at 7:18 pm.

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

Council Meeting Date	Item	Resolution	Status Update
Chief Executive Office			
22 August 2016 City Development	Urgent Matter: Regional Victorian Cities Delegation to China 19-23 September 2016	That Council: 1. Participates in the delegation to China of Regional Victorian Cities from 19-23 September 2016; 2. Requests that the Chief Executive Officer, or nominated senior officer, participates on behalf of the Council; 3. Notifies the Minister for Regional Development of this decision; and 4. Requests that a report is presented to Council on the delegation and outcomes achieved.	<p>26 August 2016 CEO has accepted to attend State Government Delegation. Arrangements are currently underway to ensure all is in order for trip. Regional Development Victoria have been advised of this decision. A report will be presented to Council at the conclusion of the delegation.</p> <p>02 November 2016 A report is scheduled for the 05 December 2016 Council Meeting.</p> <p>18 November 2016 The report to Council has been rescheduled until 2017.</p>

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Council Meeting Date	Item	Resolution	Status Update
City Development			
<p>26 October 2015</p> <p>City Development</p>	<p>Economic Development Engagement Plan</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Approves the 2015/16 Economic Development Engagement Plan to improve information sharing and active communication with Council staff, investors, government, business and industry leaders. 2. Receives quarterly reports during the 2015/16 financial year on the activities of the Economic Development Engagement Plan, and 3. Receives a report in September 2016 detailing the annual results of the Economic Development Engagement Plan. 	<p>05 February 2016 The Economic Development Engagement Plan Quarterly report was presented to Council in February 2016. Report to be presented to the Ordinary Council Meeting on 29 February 2016.</p> <p>10 March 2016 The next quarterly report will be presented to Council in May 2016.</p> <p>The annual report will go to Council for consideration in September 2016.</p> <p>28 April 2016 The Economic Development Engagement Plan was presented to Council on 29 February 2016.</p> <p>20 September 2016 The annual report has been rescheduled to 05 December 2016.</p>

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Council Meeting Date	Item	Resolution	Status Update
07 December 2015 City Development	Federation University Australia Gippsland Campus Initiatives with Taizhou, China (continued below)	That Council: 1. Supports the consideration of an allocation of Council resources to complement the Gippsland Campus of Federation University Australia proposed initiatives with Latrobe City's Sister City, Taizhou China. 2. Requests a further report be brought back in 2016, in accordance with the Sister Cities Policy.	Complete Email correspondence has recently taken place with the Taizhou Foreign Affairs Officer in relation to a proposed Educational Marketing Campaign in Taizhou and also a possible Taizhou Foreign Affairs Officer secondment for 8 weeks in February/March 2016. However, due to time constraints it is unlikely that the secondment will come to fruition. Initial feedback on the marketing campaign was positive; we are waiting to hear more information in coming weeks. Positive feedback from the Taizhou Foreign Affairs office indicates that the Federation University marketing campaign in Taizhou is a real possibility. Further conversation will be held once Dr Harry Ballis returns from overseas in late January. 05 February 2016 Contact will be made this month with Dr Ballis. 09 March 2016 Correspondence has been sent to the Taizhou Government. Further information will be provided once a response is received.

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Council Meeting Date	Item	Resolution	Status Update
07 December 2015 City Development	Federation University Australia Gippsland Campus Initiatives with Taizhou, China (continued)	As above	<p>10 March 2016 During April 2016, Federation University Australia, Gippsland Campus is embarking on another marketing campaign to Taizhou, China. The purpose of the visit will be to further progress the collaborative partnerships with Taizhou Polytechnic, Taizhou University and Taizhou High Schools with the aim of establishing programs and exchanges for mutual benefits.</p> <p>The delegation is planned for 18th to 22 April 2016, will focus on finalising collaborative partnership initiatives, showcase Federation University Australia Gippsland and Latrobe City as a destination of choice for Taizhou students and their families.</p> <p>18 November 2016 Adopted at the Council Meeting on 14 November 2016.</p>

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Council Meeting Date	Item	Resolution	Status Update
07 December 2015 City Development	Federation University Australia Gippsland Campus Initiatives with Taizhou, China (continued)	As above	<p>08 June 2016 The delegation occurred from 18 to 22 April 2016, which focused on finalising collaborative partnership initiatives, showcasing Federation University Australia Gippsland and Latrobe City as a destination of choice for Taizhou students and their families. It is anticipated that a delegation of high level education representatives will visit Latrobe City late in the 2016 calendar year and Federation University are planning for students in 2017.</p> <p>21 September 2016 Due to a number of staff changes in the Taizhou Foreign Affairs Office, the potential for a secondment position no longer exists. It will be revisited at a later date.</p> <p>02 November 2016 A report will be presented to the Ordinary Council Meeting on 14 November 2016.</p>

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Council Meeting Date	Item	Resolution	Status Update
<p>20 June 2016</p> <p>City Development</p>	<p>2016/13 - Remembrance Day And ANZAC Day Road Closures</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Covers the cost associated with the Latrobe City RSL's road closures for Remembrance Day 2016; 2. Continues to lobby the State and Federal Governments to cover the ongoing costs associated with ANZAC and Remembrance Day; and 3. Seek a further report regarding options to support these events in future years. 	<p>29 June 2016 Following the Notice of Motion at the Council Meeting on 20 June 2016, Council will cover the cost of RSL road closures for Remembrance Day 2016. Accordingly, the Events Team is in the process of engaging a contractor to undertake the Morwell Remembrance Day Road Closure and has submitted notification to LV Bus Lines and PTV, and will be taking a copy of the 2016 Remembrance Day Public Transport Traffic Management Plan to the Morwell RSL for sign off today.</p> <p>31 August 2016 A report regarding ANZAC Day and Remembrance Day commitments from 2017 will be prepared for Council's consideration.</p> <p>27 October 2016 A report on this matter is scheduled for the Briefing on 21 November and Council Meeting on 5 December 2016.</p> <p>23 November 2016 A report on this matter will now be scheduled for a Briefing in February 2016.</p>

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Council Meeting Date	Item	Resolution	Status Update
11 July 2016 City Development	Installation Of CCTV Head Street Traralgon - Dumped Rubbish	<p>That Council:</p> <ol style="list-style-type: none"> 1. Make a resolution approving the installation of CCTV at 135 Argyle Street Traralgon to allow Latrobe City Local Laws Officers to conduct an investigation in accordance with the <i>Environment Protection Act 1970</i>. 2. A sign be installed in the area informing the community of the installation of the CCTV units. 3. A further report be presented to Council at the conclusion of the trial period to report on the effectiveness of this action and any subsequent prosecution in progress. 	<p>19 July 2016 Arrangements are currently being discussed with staff from the depot to install the CCTV hardware. Signage has been ordered to clearly advise the community about the cameras.</p> <p>10 August 2016 CCTV cameras to be installed and signage erected by Friday 19 August.</p> <p>04 October 2016 It is anticipated that a report will be presented to Council to provide details about the outcome of the trial in December 2016.</p> <p>15 November 2016 A report has been completed and will be presented to Council on 05 December 2016 providing an update on the progress of the trial and requesting an extension on the surveillance period.</p>

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Council Meeting Date	Item	Resolution	Status Update
<p>03 October 2016</p> <p>City Development</p>	<p>Planning Scheme Amendment C85 - Crinigan Road, Morwell</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Notes that the landowner of Lot 1 PS 634891 Crinigan Road, Morwell will proceed with Planning Scheme Amendment C85. 2. Notes that a further report seeking Council's consideration of submissions received to Amendment C85 will be presented at a future Ordinary Council Meeting. 3. Advises those persons who made written submissions to Amendment C85 of Council's decision. 	<p>11 October 2016 Notification to submitters notifying them of the outcome of the 3 October 2016 Ordinary Council Meeting will be provided following the caretaker period.</p> <p>28 October 2016 Notification to submitters occurred on 28 October 2016.</p> <p>21 November 2016 A report will be presented to Council in 2017, subject to receiving further information from the proponent.</p>

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Council Meeting Date	Item	Resolution	Status Update
Infrastructure & Recreation			
06 November 2013 Infrastructure & Recreation	Latrobe Regional Motorsport Complex (continued below)	<ol style="list-style-type: none"> 1. That Council requests the members of the Latrobe Regional Motorsports Complex Advisory Committee to investigate potential sites for the motorsports complex and to advise Council of any sites identified so that further investigation can be undertaken by Council officers. 2. That Council officers meet with Energy Australia to discuss other possible sites for a motorsports complex on their land. 3. That a further report be presented to Council at such time that site options have been investigated 	<p>2015 Initial advice from Energy Australia and HVP is that land is not currently available for this use. Officers continuing to work with both parties to identify potential sites for further investigation.</p> <p>An on-site meeting with Cr Middlemiss occurred in December 2014 to investigate further site options.</p> <p>Further evaluation will be undertaken of sites identified during on-site meeting.</p> <p>A briefing report and Council report will be presented in April 2016.</p> <p>30 March 2016 Further evaluation will be undertaken of 10 sites identified during on-site meeting. A briefing report will be presented in May 2016.</p>

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Council Meeting Date	Item	Resolution	Status Update
06 November 2013 Infrastructure & Recreation	Latrobe Regional Motorsport Complex (continued)	As above	<p>08 April 2016 Officers have recently met with Cr. Middlemiss in relation to investigating a number of possible options for the development of a motorsports complex. These ten sites are currently being assessed for their suitability. When this assessment is complete a further report will be presented to Council detailing and findings.</p> <p>26 May 2016 A briefing report will be presented to Councillors at the 30 May 2016 Councillor Briefing.</p> <p>30 May 2016 A report was presented to the Councillor Briefing on 30 May 2016, and a further report will follow in September.</p> <p>10 June 2016 A briefing report was presented to Council on 3 May 2016. A tour of possible sites is to be organised for the Latrobe Motorsport Advisory Committee and a letter to be sent to CAMS regarding the possibility of hosting significant motorsport events is to be sent. A report to be provided to Council at a later date when these actions have been completed.</p>

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Council Meeting Date	Item	Resolution	Status Update
06 November 2013 Infrastructure & Recreation	Latrobe Regional Motorsport Complex (continued)	As above	20 September 2016 A tour of possible sites for the development of a Motorsport Complex will be organised for early in 2017. A letter seeking CAMS interest in hosting a significant motorsport event in Latrobe City is currently being prepared.
20 June 2016	Draft Drainage Asset Management Plan 2016	That Council: 1. Endorses the draft Drainage Asset Management Plan 2016 for public consultation for 7 weeks from 10 October 2016 to 28 November 2016. 2. Requests that a further report be brought to Council following the public consultation with a draft Drainage Asset Management Plan 2016 that considers the feedback from the community consultation.	05 July 2016 Following adoption Officers are reviewing the improvement plan and will discuss Consultation with Communication Department to prepare a plan to consult immediately following the caretaker period. 21 September 2016 Consultation will commence once the Caretaker period has finished. 23 November 2016 Consultation is arranged for December through to February 2017.

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Council Meeting Date	Item	Resolution	Status Update
11 July 2016 Infrastructure and Recreation	Latrobe Leisure Moe Newborough Hydrotherapy Program	<p>That Council:</p> <ol style="list-style-type: none"> 1. Continue the hydrotherapy program at LLMN on Sundays until a report is presented to Council in early 2017, which will provide time to assess the impact of the opening of the newly redeveloped Warragul Leisure Centre. 2. Advise key stakeholders (Pre-schools, schools, LCC childcare centres, aged care facilities, and medical centres) of Councils decision to continue the hydrotherapy program at LLMN until a report is presented to Council in early 2017. 	<p>20 July 2016 A report will be presented to Council in 2017.</p>

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Council Meeting Date	Item	Resolution	Status Update
<p>22 August 2016</p> <p>Infrastructure & Recreation</p>	<p>Bickerton Road and Riggall Road Glengarry North - Special Charge Scheme</p>	<p>1. That in accordance with section 163 of the <i>Local Government Act 1989</i>:</p> <p>a. Council declares its intention to levy a Special Charge Scheme at the Ordinary Council Meeting on 14 November 2016 for funding the construction of a sealed roadway surface on parts of Bickertons Road and Riggall Road, Glengarry North; and</p> <p>b. Council gives public notice of its intention to make a declaration of a Special Charge Scheme; and</p> <p>c. Council notifies persons liable to pay the \$1776.32 special charge by sending a notice.</p> <p>2. That Council, in accordance with section 223 of the <i>Local Government Act 1989</i> consider any submissions received in relation to the declaration of its intention to levy a Special Charge Scheme to seal parts of Bickertons Road and Riggall Road, Glengarry North at the Ordinary Council Meeting on 14 November 2016.</p>	<p>Complete</p> <p>31 August 2016 A report will be presented to the 14 November 2016 Council Meeting.</p> <p>15 November 2016 Council considered a report on the consultation arising from this resolution on 14 November 2016. No further action required.</p>

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Council Meeting Date	Item	Resolution	Status Update
12 September 2016 Infrastructure & Recreation	2016/25 - Footpaths in Central Business District and Moe CBD on Street Car Parking (continued below)	That Council: 1. Develops a report investigating the Moe, Morwell, Traralgon and Churchill Central Business Districts footpaths that includes the following information: a) A current asset condition assessment. b) The number of current defects that require rectification. c) The number of customer requests that have been received over the past five years. d) The number of insurance claims that have been received by Council. e) The history of major reconstruction works that have been undertaken in each centre since 1994. f) What work, indicative costs and timeframe would be required to redevelop the CBD's to an adequate standard	20 September 2016 Preparation of the plans is underway. 17 October 2016 Visited site and identified where adjustments could be made to line marking to better accommodate trees, and where this is not possible. Have also 75% of the data for the footpath condition report. 23 November 2016 Data processing continues. Report in draft form awaiting findings from data analysis.

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Council Meeting Date	Item	Resolution	Status Update
12 September 2016 Infrastructure & Recreation	2016/25 - Footpaths in Central Business District and Moe CBD on Street Car Parking (continued)	g) If any major works are to be proposed for Council's consideration as part of Council's future capital works programs; and 2. Receives a report in relation to the potential changes to the layout of parking bays in the Moe Central Business District that would alleviate the current problems associated with the on-street car parking areas where street trees are located in the road.	As above
12 September 2016 Infrastructure & Recreation	2016/26 - Parking and Traffic Management, Queen Street, Moe	That Council receives a report in relation to the options, and associated costings, to improve parking and traffic management arrangements in the area of Queen Street, Moe between Elizabeth Street and Margaret Street.	20 September 2016 Officers will prepare a report for a future Council Meeting. 05 October 2016 A site visit has been undertaken and options prepared. A report will be prepared as soon as practical. 24 October 2016 Report preparation started. 23 November 2016 Report preparation continues. Target date for presentation is February 2017.

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Council Meeting Date	Item	Resolution	Status Update
12 September 2016 Infrastructure & Recreation	Outdoor Pool Operating Hours 2016/17	That Council: ... (see minutes for full resolution)... 2. In relation to the Traralgon Outdoor Pool... Officers provide a report to Council after the end of the outdoor pool season regarding the trial including an evaluation of operating expenses, operating revenue, hourly visitation and community feedback throughout the trial.	20 September 2016 A report was presented to the 12 September 2016 Ordinary Council meeting. Council resolved to implement amended operating hours for the 2016/17 outdoor pool season in accordance with the resolution. Due to the caretaker period an advertising campaign will commence for a 7 week period (minimum) following the caretaker period. A report will be presented to Council at the end of the outdoor pool season (March 2017).
12 September 2016 Infrastructure & Recreation	Country Football Netball Program	That Council requests the CEO to review the TTU Football Netball Club Project and bring a report back to Council.	20 September 2016 Officers will prepare a report for a future Council Meeting. 02 November 2016 A report will be presented to the Councillor Briefing on 28 November 2016.

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Council Meeting Date	Item	Resolution	Status Update
Community Services			
18 February 2013 Community Services	Affordable Housing Project – Our Future Our Place (continued below)	<p>1. That Council proceeds to publically call for Expressions of Interest as a mechanism to assess the viability and interest in developing an affordable housing project on land known as the Kingsford Reserve in Moe.</p> <p>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.</p>	<p>Project review underway, almost at completion.</p> <p>09 March 2016 A report will be presented to a Councillor Briefing in May 2016</p> <p>08 June 2016 The Briefing report has been rescheduled to 27 June 2016.</p> <p>20 July 2016 A briefing report was prepared for the Councillor briefing on 27 June. Feedback from the briefing was received and a further briefing report is being presented to the Councillor briefing on 25 July. The report outlines an option for gifting the land to a not for profit organisation for a social housing project.</p> <p>09 August 2016 A briefing report was presented to the Councillor briefing on 25 July. Feedback from the Councillors is currently being considered and a further briefing report will be presented at a future briefing.</p>

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Council Meeting Date	Item	Resolution	Status Update
<p>18 February 2013 Community Services</p>	<p>Affordable Housing Project – Our Future Our Place (continued)</p>	<p>As above</p>	<p>26 August 2016 Research to inform a briefing report that examines the viability of establishing a Community Garden at the Hinkler Street Reserve site is currently underway. The briefing report will be scheduled when sufficient information has been collated.</p> <p>05 October 2016 Information currently being collated from research to inform briefing report content.</p> <p>28 October 2016 Report scheduled in for Councillor Briefing (2) on Monday, 28 November 2016.</p> <p>07 November 2016 Councillor Briefing Report to be presented in Feb 2017 once a revised valuation of the property is received. The report will present further options for the site including its potential usage as a community garden.</p>

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Council Meeting Date	Item	Resolution	Status Update
<p>20 June 2016</p> <p>Community Services</p>	<p>2016/12 - Future Economic Development of Latrobe City</p> <p>(continued below)</p>	<p>That Council, as a result of the increasing community concern around media speculation on the future of the Latrobe Valley based brown coal electricity generation industry;</p> <ol style="list-style-type: none"> 1. Convenes a meeting within one month of all government, semi-government, union, community and business organisations who have been identified as preparing proposals for the future economic development of Latrobe City; and 2. Invites each organisation to give a brief presentation of their proposals, in order to avoid duplication of efforts around economic development in Latrobe City; and 3. Invites the Premier to open the meeting and outline the State position on this issue; and 4. Invites observers from relevant organisations to the meeting; and 	<p>30 June 2016 Forum has been organised for 27 July 2016. State Government Ministers will attend. Community groups invited to present and participate in workshop.</p> <p>11 August 2016 The Community Conversation was held on 21st July at the Italian Social Club. Approximately 100 people attended this session.</p> <p>Ministers Wade Noonan and Jaala Pulford attended a briefing session with Councillors, business leaders and agencies on the 27 July 2016.</p> <p>As per Council resolution, a Positioning paper is being prepared and will be presented to a Briefing as soon as possible.</p> <p>20 September 2016 The Positioning Paper was presented at a Briefing on 05 September 2016. A further report will be presented to Council.</p> <p>02 November 2016 A further report will be presented to a Councillor Briefing in November 2016.</p>

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Council Meeting Date	Item	Resolution	Status Update
20 June 2016 Community Services	2016/12 - Future Economic Development of Latrobe City (continued)	5. Requests a Positioning Paper be produced incorporating the direction and issues identified, and that this paper to be used as the basis of further meetings to coordinate and accelerate economic development in Latrobe City; and 6. Requests a report be presented to Council to consider adoption of the Positioning Paper as soon as practicable.	07 November 2016 A report will be presented to a Councillor Briefing on Monday 28 November 2016.
22 August 2016 Community Services	2016/21 - Hinkler Street Reserve Site	That Council requests a report to establish if the Hinkler Street Reserve site could be utilised as a Community Garden site.	26 August 2016 Research to inform a briefing report that examines the viability of establishing a Community Garden at the Hinkler Street Reserve site is currently underway. The briefing report will be scheduled when sufficient information has been collated. 07 November 2016 Councillor Briefing Report to be presented once a revised valuation of the property is received. The report will present further options for the site including its potential usage as a community garden.

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Council Meeting Date	Item	Resolution	Status Update
<p>12 September 2016 Community Services</p>	<p>2016/27 - Use of Telephone and Mobile Device Applications for Improving Communication between our Community and Council</p>	<p>That Council requests a report on the use of telephone and mobile device applications for improving communication between our community and council. Particularly in regard to reporting faults with council infrastructure and services; with the report examining the effectiveness of existing applications used by other councils and the cost implications of their use.</p>	<p>20 September 2016 Officers will prepare a report for a future Council Meeting.</p> <p>02 November 2016 A report will be presented to Council in 2017.</p>

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05 DECEMBER 2016 (CM493)**

Council Meeting Date	Item	Resolution	Status Update
Corporate Services			
22 August 2016 Corporate Services	Potential Road Discontinuance and Sale of Land - Sullivans Track, Yallourn	<p>That Council:</p> <ol style="list-style-type: none"> 1. Pursuant to Section 206 and Schedule 10 Clause 3 of the <i>Local Government Act 1989</i> gives Public notice of its intention to consider the potential discontinuance and sale by private treaty of the unconstructed road reserve described as Road R1 on PS412576W, contained in Certificate of Title Volume 10462 Folio 229 and invite written submissions pursuant to Section 223 of the <i>Local Government Act 1989</i>. 2. Considers any written submissions received regarding the potential discontinuance and sale by private treaty of the unconstructed Road R1 on PS412576W, contained in Certificate of Title Volume 10462 Folio 229, at its meeting to be held on Monday 14 November 2016. 3. Notifies the owner of Lot 1 Sullivans Track, Yallourn of its decision. 	<p>Complete 26 August 2016 Public Notice has been prepared and will be published in the Council Noticeboard on 1 and 8 September 2016 inviting written submissions. A letter to NBA Group is being drafted.</p> <p>03 October 2016 Public Notices were published in the Council Noticeboard on 1 and 8 September 2016. One verbal enquiry for further information was received and satisfied. A report will be prepared for the 14 November 2016 Council Meeting. NBA Group has been advised.</p> <p>26 October 2016 Council report prepared for the 9 November 2016 Councillor Briefing.</p> <p>17 November 2016 Council considered and adopted the recommendation at the 14 November Council Meeting.</p>

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)**

Council Meeting Date	Item	Resolution	Status Update
22 August 2016 Corporate Services	Report into Grant Acquittal Practices	That Council: 1. Receives and notes this progress report into grant acquittal practices; 2. Notes the management actions contained within the Community Grants and Sponsorships internal audit report; and 3. A further report to be presented by 2 December 2016 detailing the progress of designing the new Grants and Sponsorship Framework and demonstrating how it addresses the Audit objectives.	24 August 2016 A report will be prepared for the Council Meeting in December 2016 which will outline the progress / completion of implementing the new Grants & Sponsorships Management including addressing the Audit objectives.

Comments provided 21 November 2016. Any further updates after this time will be provided in the next Council Meeting Agenda.

NOTICES OF MOTION

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)****9. NOTICES OF MOTION****9.1 2016/29 - PARKING IN HENRY STREET, TRARALGON****Cr Dale Harriman**

I, Cr Harriman hereby give notice of my intention to move the following motion at the Council Meeting to be held on Monday, 05 December 2016:

MOTION**Moved:** Cr Harriman**Seconded:** Cr Clancey**That Council:**

- 1. Requests that a report be brought back to the first Council Meeting in 2017 regarding the introduction of a permit zone for resident parking in Henry Street, Traralgon between Breed Street and Albert Street that explores, at a minimum, the parking characteristics, potential impacts, and how a permit system could be implemented; and**
- 2. Undertake consultation with the residents in Henry Street in relation to the proposal for a permit zone.**

CARRIED UNANIMOUSLY**Attachments**
Nil

Signed
Cr Dale Harriman
29 November 2016

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)****9.2 2016/30 - WOOD ENCOURAGEMENT POLICY AND ECONOMIC
DEVELOPMENT OF LATROBE CITY****Cr Graeme Middlemiss**

I, Cr Middlemiss hereby give notice of my intention to move the following motion at the Council Meeting to be held on Monday, 05 December 2016:

MOTION

Moved: Cr Middlemiss
Seconded: Cr Harriman

That Council having considered the Latrobe City Council's Wood Encouragement Policy as a key element of the future Economic Development of Latrobe City;

- 1. Requests the Mayor write to the Victorian Minister for Energy, Environment and Climate Change, the Hon. Lily D'Ambrosio, seeking that the current delays being experienced in the renewal of State Plantation Land leases be addressed as a matter of urgency; and**
- 2. Forwards a copy of this correspondence for the information of all State Ministers associated with the new Latrobe Valley Authority.**

CARRIED UNANIMOUSLY

Attachments
Nil

Signed
Cr Graeme Middlemiss
01 December 2016

9.3 2016/31 - FEDERATION TRAINING STAFF CUTBACKS**Cr Graeme Middlemiss**

I, Cr Middlemiss, hereby give notice of my intention to move the following motion at the Council Meeting to be held on Monday, 05 December 2016:

MOTION**Moved:** Cr Middlemiss**Seconded:** Cr Gibson**That Council:**

- 1. Acknowledges that the decline in employment in the Brown Coal/Power Generation industry means that TAFE will play a key role in re-skilling redundant Latrobe City Power Workers and in equipping the next generation of those workers with the skills appropriate to new employment opportunities; and**
- 2. Requests the Mayor write to the Victorian Minister for Education, the Hon James Merlino, and the Victorian Minister for Training and Skills, the Hon Gayle Tierney, drawing attention to the Federation Training staff cutbacks of 30 November 2016, and advising that further staffing and program cutbacks are anticipated. The letter should request to immediately reverse any staff and program reductions and to resource Federation Training to enable it to meet the challenges of re-skilling the Latrobe City workforce; and**
- 3. Forwards a copy of this correspondence for the information of all State Ministers associated with the new Latrobe Valley Authority.**

CARRIED UNANIMOUSLY**Attachments**

Nil

Signed
Cr Graeme Middlemiss
01 December 2016

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)****9.4 2016/32 - SITING OF THE FUTURE EMERGENCY SERVICES HUB
IN MORWELL****Cr Graeme Middlemiss**

I, Cr Middlemiss, hereby give notice of my intention to move the following motion at the Council Meeting to be held on Monday, 05 December 2016:

MOTION

Moved: Cr Middlemiss
Seconded: Cr McFarlane

That Council writes to the Victorian Minister for Emergency Services, the Hon James Merlino, seeking an opportunity to be formally consulted on the siting of the future emergency services hub (Ambulance Victoria & Country Fire Authority) in Morwell Victoria, before any decision is made on the final location.

CARRIED UNANIMOUSLY

Attachments
Nil

Signed
Cr Graeme Middlemiss
01 December 2016

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)****9.5 2016/33 - PUBLIC TRANSPORT VICTORIA BUS NETWORK
CHANGES****Cr Sharon Gibson**

I, Cr Gibson, hereby give notice of my intention to move the following motion at the Council Meeting to be held on Monday, 05 December 2016:

MOTION

Moved: Cr Gibson
Seconded: Cr Middlemiss

That Council writes to Public Transport Victoria and the Victorian Minister for Transport, the Hon Jacinta Allan, asking them to provide Council, and the Latrobe City Community, with the outcomes, and any proposed changes to the Latrobe City Bus Network, that are to be delivered based on the consultation undertaken by them during 2016.

CARRIED UNANIMOUSLY

Attachments
Nil

Signed
Cr Sharon Gibson
02 December 2016

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

9.6 2016/34 - BERRY STREET SCHOOL RELOCATION

Cr Graeme Middlemiss

I, Cr Middlemiss, hereby give notice of my intention to move the following motion at the Council Meeting to be held on Monday, 05 December 2016:

That Council:

1. Acknowledges the work being done by the Victorian State Government and Agencies to address poor school retention rates in Latrobe City; and
2. Notes that the Berry Street School, Morwell who operate in this field, are housed in a factory building that falls well short of best practice standards; and
3. Requests the Mayor write to the Victorian Minister for Education, the Hon James Merlino, seeking discussions around the possibility of transferring the Berry Street School, Morwell operations to one of the three Morwell State Primary School sites that will be become vacant this month;

MOTION

Moved: Cr Middlemiss

Seconded: Cr McFarlane

That Council:

1. **Acknowledges the work being done by the Victorian State Government and Agencies to address poor school retention rates in Latrobe City; and**
2. **Notes that the Berry Street School, Morwell who operate in this field, are housed in a factory building that falls well short of best practice standards; and**
3. **Requests the Mayor write to the Victorian Minister for Education, the Hon James Merlino, seeking discussions around the possibility of transferring the Berry Street School, Morwell operations to one of the three Morwell State Primary School sites that will be become vacant this month; and**
4. **Forwards a copy of this correspondence for the information of all State Ministers associated with the new Latrobe Valley Authority.**

CARRIED UNANIMOUSLY

Attachments
Nil

Signed
Cr Graeme Middlemiss
02 December 2016

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

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

Nil reports

CORRESPONDENCE

11. CORRESPONDENCE

11.1 GIPPSLAND TECH SCHOOL IN MORWELL

General Manager

Chief Executive Office

For Decision

PURPOSE

To seek Council Support to sign the Strategic Charter created to record the commitment of project partners to support the successful creation and operation of the Gippsland Tech School in Morwell.

Endorsement for the Chief Executive Officer to represent Council on the Tech School Committee is also sought.

EXECUTIVE SUMMARY

The Victorian Government is investing \$128 Million to establish ten state – of - the - art tech schools as learning centres of excellence in Victoria. These tech schools have been designed to use leading edge technology, discovery and innovation to engage and inspire students across the State and connect students to their future. One of these tech schools will be located in Morwell.

The Chief Executive Officer has chaired the interim tech school committee and the project has progressed to the stage of appointing architects to commence design work on the building and a curriculum working group has been established to develop the innovation curriculum for the centre.

In recognition of this unique opportunity a charter has been developed to record the commitment of the Department of Education and Training, the host, Federation Training and project partners. Council has been identified as one of the key partners.

MOTION

Moved: Cr White

Seconded: Cr Middlemiss

That Council:

- 1. Authorises the Chief Executive Officer to sign the Strategic Charter for the Gippsland Tech School in Morwell; and**
- 2. Endorses the Chief Executive Officer to represent Council on the Gippsland Tech School Committee.**

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

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

OFFICER COMMENTS

Nil

Attachments

1. Letter from Federation Training
2. Strategic Charter (Published Separately) (Confidential)

11.1

Gippsland Tech School in Morwell

1	Letter from Federation Training	43
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Latrobe City Council



DOC16/25429

Date Received: 06-Sep-2016

The Mayor,
Latrobe City Council
Cr Michael Rossiter
PO Box 264,
Morwell, VIC 3840

Dear Councillor Rossiter,

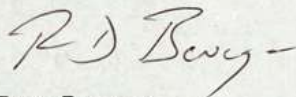
The governance arrangements for the Morwell Tech School have been finalized and the Interim Committee has requested that the Shire CEO Gary Van Driel, be the representative for the City of Latrobe and continue as Chairperson of the Morwell Tech School Committee.

As you are aware, the Morwell Tech School aims to utilise leading edge technology, discovery learning, design principles and innovation to equip students with the knowledge, skills and dispositions that will connect them to successful futures. The Tech School proposal has been developed within a broader concept of establishing the Latrobe Valley Education & Innovation Precinct. The precinct will facilitate industry connected education and training focussed on the industry sectors that will drive future economic development in the region.

The Interim Committee believes that Gary will bring considerable expertise, awareness and impartiality as both a representative and Chair of this Committee. We believe he would be a significant asset to the deliberations of the Committee and as a consequence to the development of the Tech School within the Region. Gary has indicated a willingness to take on the role but suggested we write to you in your capacity as Mayor for formal approval.

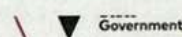
We look forward to receiving confirmation of your approval for Gary's participation on the Tech School Committee and of course your ongoing interest and involvement with the project.

Yours sincerely



Ross Bevege
Regional Project Leader
September 1, 2016

POST PO Box 3279 Gippsland Main Centre Morwell VIC 3841
EMAIL enquiries@federationtraining.edu.au
CALL 1300 133 717 | WEB federationtraining.edu.au
ABN 42 624 574 808 | NATIONAL PROVIDER NUMBER 0417

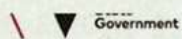


**TECH/
SCHOOLS**

GIPPSLAND

Federation
TRAINING 

POST PO Box 3279 Gippsland Main Centre Morwell VIC 3841
EMAIL enquiries@federationtraining.edu.au
CALL 1300 133 717 | WEB federationtraining.edu.au
ABN 42 624 574 808 | NATIONAL PROVIDER NUMBER 0417



PRESENTATION OF PETITIONS

12. PRESENTATION OF PETITIONS

**12.1 MOE LIBRARY FACILITY TO INCORPORATE A LOCAL
INFORMATION CENTRE AND THE DISPLAY AND SALE OF
LOCAL ARTWORKS.**

General Manager

Community Services

For Decision

PURPOSE

The purpose of this report is to present to Council a petition received on 29 September 2016, during Caretaker Period, requesting that Council incorporate an information centre and local artwork display, and sale, in the Moe Service Centre.

EXECUTIVE SUMMARY

A petition containing 186 signatories was received on 29 September 2016 stating:

We, the undersigned, petition Council to better utilise the new Moe Library building to incorporate a local Information Centre and to display/ sell local artworks”.

The petition was presented by Guss Lambden, who was a Local Government election candidate at the time of the petition, and is included in attachment 1.

MOTION

Moved: Cr Gibson

Seconded: Cr Law

That Council:

- 1. Agrees to lay the petition requesting Council better utilise the new Moe Library building to incorporate a local Information Centre and to display/ sell local artworks, on the table until the Ordinary Council Meeting to be held in the first quarter of the 2017 calendar year.**
- 2. Advises the head petitioner of Council’s decision in relation to the petition requesting better utilisation of the new Moe Library building to incorporate a local Information Centre and to display/ sell local artworks.**

CARRIED UNANIMOUSLY

**ORDINARY COUNCIL MEETING MINUTES
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DECLARATION OF INTEREST

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

CONCLUSION

It is usual practice for petitions to lay on the table as per Clause 63 of Council's Local Law No.1

Attachments

1. Petition -- Guss Lambden re Moe Library (Published Separately) (Confidential)

CHIEF EXECUTIVE OFFICE

13. CHIEF EXECUTIVE OFFICE

Nil reports

CITY DEVELOPMENT

14. CITY DEVELOPMENT

**14.1 AUTHORISATION REQUEST FOR THE PREPARATION OF A
PLANNING SCHEME AMENDMENT TO IMPLEMENT THE
ADOPTED LATROBE CITY PUBLIC OPEN SPACE STRATEGY
2013**

General Manager

City Development

For Decision

PURPOSE

This report is for Council to consider a request to be made to the Minister for Planning to authorise the preparation and exhibition of a proposed amendment to the Latrobe Planning Scheme. In accordance with Section 8A (3) of the *Planning and Environment Act 1987* (the Act)

EXECUTIVE SUMMARY

Council adopted the *Latrobe City Public Open Space Strategy* (the Strategy) on 20 May 2013 but is yet to implement the recommendations of the Strategy relating to the Latrobe Planning Scheme.

As part of the Strategy, a draft Public Open Space Policy was developed for inclusion into the Scheme which outlines:

- Guidelines for considering planning permit applications for subdivision and the assessment of the percentage contribution to open space (whether by providing land or charging a levy).
- Recommended planning scheme changes to Clauses of the Municipal Strategic Statement (MSS) and the Particular Provisions of the Latrobe Planning Scheme.

Since adoption of the Strategy in 2013, discussions have been held with landowners and developers regarding the future application of the Strategy's recommendations. This information has been useful to understand prior to implementation via a future planning scheme amendment.

As a result of these discussions, and further review of the Strategy by council officers it was determined that further analysis was required to strategically justify and strengthen the application of the newly proposed public open space contribution rates. The further analysis would also assist council in supporting a planning scheme amendment proposal at an independent panel hearing if a hearing was required.

A planning consultant was engaged in April 2016 to undertake this further analysis. This work was completed in October 2016 and is intended to form an addendum to the Strategy. Their findings and final report the *Review of Proposed Public Open Space Contribution Rates October 2016* was presented to Council via a briefing paper on 21 November 2016 (see Attachment 1 - Review of Proposed Public Open Space Contribution Rates October 2016).

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The further analysis concluded that amended public open space contribution rates should be sought that are different to those set out in the Strategy and that improvements to Council administration processes and records were required.

Having completed the further analysis, Council is now in a position to progress with a Planning Scheme Amendment to implement the Strategy.

The amendment proposes to:

- Introduce the *Latrobe City Public Open Space Strategy 2013 (including Addendum)* into the Latrobe Planning Scheme as an integrated component of the Municipal Strategic Statement;
- Amend the schedule to Clause 52.01 (public open space contribution rate and subdivision) of the Latrobe Planning Scheme; and
- Rectify existing zoning anomalies in the Latrobe Planning Scheme to better reflect current and future land use.

By including the Strategy in the Latrobe Planning Scheme, amending Clause 52.01 and rectifying zoning anomalies to the Scheme, Council can:

- provide clearer direction on the spatial considerations of open space and when land developer contributions are to be considered;
- amend public open space contribution rates to ensure Council can continue to meet its future open space needs;
- reduce the current ability for applicants to challenge the planning process of land/cash contributions through VCAT and panel hearing processes; and
- limit the acquisition of encumbered land that doesn't meet the public open space needs of the community.

A review of the current zoning of all existing open space areas across the municipality has also been undertaken by officers. The review identified that 277 land parcels are inappropriately zoned and require rezoning to a public land use type zone. These mapping updates form part of this Authorisation request for the Preparation of a Planning Scheme Amendment.

A mapping reference table (Attachment 2) and an example of a draft updated planning scheme map (Attachment 3) are attached to this report.

MOTION

Moved: Cr Harriman
Seconded: Cr Middlemiss

That Council, in accordance with Section 8A(3) of the *Planning and Environment Act 1987* requests authorisation from the Minister for Planning to prepare and exhibit the proposed amendment to the Latrobe Planning Scheme, which seeks to:

- 1. Introduce the Latrobe City Public Open Space Strategy 2013 (including Addendum) into the Latrobe Planning Scheme as an integrated component of the Municipal Strategic Statement;**
- 2. Amend the Schedule to Clause 52.01 (public open space contribution rate and subdivision) of the Latrobe Planning Scheme; and**
- 3. Rectify existing zoning anomalies in the Latrobe Planning Scheme to better reflect current and future land use.**

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

No officer declared a conflict of 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 Objective - Recreation***

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

Strategic Objective - Natural Environment

In 2026, Latrobe Valley enjoys a beautiful natural environment that is managed and protected with respect, to ensure a lasting legacy for future generations.

Strategic Objective - Built Environment

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

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

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

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

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

To enhance the visual attractiveness and liveability of Latrobe City.

Strategic Direction –

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

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

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

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

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

Theme 5: Planning for the future

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

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

Strategic Direction – Plan and coordinate the provision of key services and essential infrastructure to support new growth and developments.

Strategy & Plans

Public Open Space Strategy (2013)

Morwell Outdoor Recreation Plan (2008)

Moe/Newborough Outdoor Recreation Plan (2007)

Southern Towns Outdoor Recreation Plan (2009)

Northern Towns Outdoor Recreation Plan (2010)

Soccer Plan (2008)

Tennis Plan (2008)

BMX/Skate Plan (2009)

Public Toilet Strategy (2010)

Playground Strategy (2006-2021)

BACKGROUND

The Strategy builds on previous work undertaken as part of the *Public Open Space Plan (2007)* and sets out a preferred rate for public open space contributions along with an implementation plan that will provide for a sustainable network of accessible open space which supports the recreational, environmental, social and health needs of the community. At the Ordinary Council Meeting held on Monday 20 May 2013, Council resolved as follows:

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

Since adoption of the Strategy in 2013, discussions have been held with landowners and developers regarding the future application of the Strategy's recommendations. This information has been useful to understand prior to implementation via a future planning scheme amendment.

As a result of these discussions, and further review of the Strategy by council officers, it was determined that further analysis was required to strategically justify and strengthen the application of the newly proposed public open space contribution rates. The further analysis would also assist council in supporting a planning scheme amendment proposal at an independent panel hearing if a hearing was required.

A planning consultant was engaged in April 2016 to undertake this further analysis. This work was completed in October 2016 and is intended to form an addendum to the Strategy. Their findings and final report the *Review of Proposed Public Open Space Contribution Rates October 2016* was presented to Councillors on the 21 November 2016 via a briefing paper followed by a presentation on the 28 November 2016 (see Attachment 1 - *Review of Proposed Public Open Space Contributions Rates October 2016 and Attachment 4 – Table 1 Public Open Space Comparison Table*).

A review of the current zoning of all existing open space areas across the municipality has also been undertaken by officers. The review identified that 277 land parcels are inappropriately zoned and require rezoning to a public land use type zone. These mapping updates form part of this Authorisation request for the Preparation of a Planning Scheme Amendment.

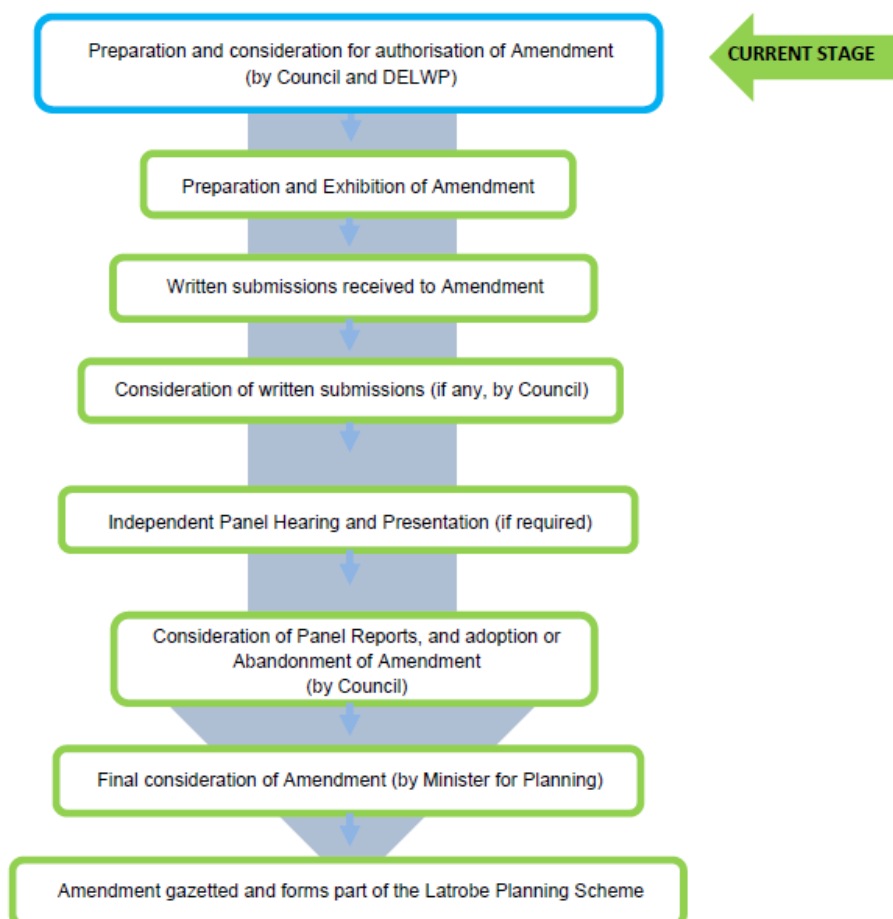
A mapping reference table (Attachment 2) and an example of a draft updated planning scheme map (Attachment 3) are attached to this report.

A Planning Scheme Amendment is now required to implement the Strategy into the Latrobe Planning Scheme.

Statutory Requirements

The planning scheme amendment process is shown in the figure below and provides an indication of the current stage.

Planning Scheme Amendment Process



In accordance with Section 9 of the Act, the Minister for Planning may authorise a municipal council to prepare an amendment to State and local standard provisions of a planning scheme in force in its municipal district.

Municipal councils, as the planning authority, have a number of duties and powers. These duties and powers are listed at Section 12 of the Act. Under Section 12 a planning authority must have regard to (*inter alia*):

- The objectives of planning in Victoria;
- The Minister's directions;
- The Victoria Planning Provisions;
- The Latrobe Planning Scheme; and
- Any significant effects which it considers a planning scheme amendment might have on the environment or which it considers the environment might have on any use or development envisaged by the amendment.

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This Amendment proposal has had regard to Section 12 of the Act and is consistent with the requirements of Section 12.

In addition each amendment must address the Department of Environment, Land, Water and Planning (DELWP) publication *Strategic Assessment Guidelines for Planning Scheme Amendments*. A response to these guidelines is outlined in the attached Explanatory Report, (see Attachment 5).

The proposal is consistent with the State Planning Policy Framework and the Municipal Strategic Statement (MSS). This is explained in the attached Explanatory Report, (see Attachment 5).

Planning Scheme Amendments

Implementation of the Strategy has been identified in the Strategic Work Program by the *Latrobe Planning Scheme Review (2014)* as a priority with the Amendment Implementation to be completed within 12 months (i.e. by 2015).

INTERNAL/EXTERNAL CONSULTATION

The amendment is subject to the prescribed process in accordance with the public notice and consultation requirements of Section 19 of the Act.

This will include advertising in the government gazette and local newspapers as well as written notification to all persons who made written submission to the original Strategy.

All statutory and servicing authorities likely to be materially affected will also be notified of the proposed amendment.

KEY POINTS/ISSUES

The issues which need to be considered as a result of the amendment include the following.

Land Use and Zoning

Not all sites identified as public open spaces are zoned appropriately to reflect their primary role/purpose (i.e. Public Park and Recreation Zone (PPRZ) or Public Conservation and Recreation Zone (PCRZ)). This amendment provides an opportunity to correct these anomalies. In concluding which zone needs to be corrected, consideration has been made to the location of the land, its current and future contribution to the public open space and ownership status. Therefore some sites that were identified by the Strategy are not proposed to be rezoned as part of this amendment.

Community Perception

The Latrobe Planning Scheme Review (2014) background report noted the following regarding open space issues in Latrobe City:

“open space was the most commented on issue in the online survey and the one-on-one consultations with the community. The issues varied from the lack of open space, the need for greater connectivity by cycling and walking paths, poor maintenance of existing facilities, the opportunities to promote regional sporting facilities and the

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

requirements to provide an open space contribution as part of a planning permit application”.

Introducing the Strategy into the Latrobe Planning Scheme, and in particular the introduction of an open space contribution rate, will enable Council to demonstrate progress towards the implementation of the Strategy.

Open Space Contribution Rates

The current approach for public open space contributions in the Latrobe City is through the *Subdivision Act 1988*. These contributions are limited but provide an important source of revenue for funding new acquisition and capital improvement of open space.

The Strategy utilises guidelines and standards prepared by the Victorian Planning Authority (VPA), formerly the Growth Areas Authority as a benchmark for the provision of open space.

The Strategy recommended applying similar principles but not direct replication of VPA guidelines. This is because the provision of open space in metropolitan growth areas does not necessarily directly apply to growth in major regional centres such as Latrobe City due to differences in residential densities, levels of use, infrastructure requirements and access to non-urban areas (including State and National Parks).

Analysis was also undertaken to justify the application of the proposed public open space contribution rates and review the open space contributions and supporting policy in the context of relevant legislation, and policy and decisions by the Victorian Civil and Administrative Tribunal (VCAT) and Planning Panels.

On review of the Strategy, Council officers determined that further analysis was required to strategically justify and strengthen the application of the newly proposed public open space contribution rates. The further analysis would also assist council in supporting a planning scheme amendment proposal at an independent panel hearing if a hearing was required. The further analysis undertaken by consultants concluded that amended public open space contribution rates should be sought that are different to those set out in the Strategy and that improvements to Council administration processes and records were required.

The revised public open space contributions rates were based on current and future open space demands, population projections, benchmarking, growth in residential and non-residential areas and projected open space expenditure. The revised open space contributions include the following:

- Residential (infill): 5% unencumbered;
- Residential (greenfield): 8% unencumbered;
- Commercial and industrial: 2% unencumbered;
- Mixed use: 5% unencumbered.

Unencumbered land is land that is suitable for development. *Encumbered land* is land that is constrained for development purposes and includes easements for powerlines, sewer, gas, waterways/drainage, retarding basins/wetlands, landfill, conservation and heritage areas.

Benefits of Implementation through a Planning Scheme Amendment

The proposed public open space planning scheme amendment will fill a current policy void by:

- providing clearer direction on the spatial considerations of open space and when land developer contributions are to be considered;
- amending public open space contribution rates to ensure Council can continue to meet its future open space needs;
- reducing the current ability for applicants to challenge the planning process of land/cash contributions through VCAT and panel hearing processes; and
- limiting the acquisition of encumbered land that doesn't meet the public open space needs of the community.

The proposed policy changes to the MSS (21.08 – Liveability) and the Schedule to Clause 52.01 (public open space contribution rate and subdivision) of the Particular Provisions are to be revised in accordance with the recommendations of the Strategy and the further analysis undertaken as part of the *Review of Proposed Public Open Space Contributions October 2016*.

RISK IMPLICATIONS

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

This report presents a risk to Council if the recommendation is not adopted.

Failure to adopt the recommendation would not be in line with previously Council adopted recommendations that have been expressed through the *Latrobe City Public Open Space Strategy (2013)* and the *Latrobe Planning Scheme Review (2014)*.

Adoption of the recommendation will demonstrate progress on the open space issue and the already Council adopted recommendations of the *Latrobe City Public Open Space Strategy (2013)* and the *Latrobe Planning Scheme Review (2014)*. Council will be progressing towards appropriate developer land/cash contributions for open space requirements.

The current ability for applicants to challenge the planning process of land/cash contributions would remain. The extent of land/cash contributions for open space to Council would be limited and the acquisition of land that doesn't meet the needs of the community may continue.

FINANCIAL AND RESOURCES IMPLICATIONS

The prescribed fees for planning scheme amendments are detailed in the *Planning and Environment (Fees) Regulations 2016*. The costs associated with a planning scheme amendment include: considering a request to amend a planning scheme, consideration of submissions, providing assistance to a panel and adoption and approval of an amendment.

Funds have been allocated in the current 2016/2017 budget year to enable the planning scheme amendment to proceed.

OPTIONS

The options available to Council are as follows:

1. That Council pursues the proposed amendment and supports the request to be made to the Minister for Planning to authorise the preparation and exhibition of the amendment to the Latrobe Planning Scheme.

Or

2. That Council does not support the request to be made to the Minister for Planning, to authorise the preparation and exhibition of the amendment to the Latrobe Planning Scheme and therefore abandons the amendment.

CONCLUSION

The proposed amendment provides the opportunity to:

- Introduce the *Latrobe City Public Open Space Strategy 2013* (including Addendum) into the Latrobe Planning Scheme as an integrated component of the Municipal Strategic Statement;
- Amend the Schedule to Clause 52.01 (public open space contribution rate and subdivision) of the Latrobe Planning Scheme; and
- Rectify existing zoning anomalies in the Latrobe Planning Scheme to better reflect current and future land use.

It is considered that the proposed Amendment is appropriate as the Strategy (and addendum) provides a clear strategic direction for the future acquisition, development and improvement of public open space in Latrobe City.

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

Recommendations in the Strategy have been developed having regard to the results from a review of the existing supply and demand for open space, site analysis and consultation with the community, including the community's vision and suggested priorities. Further consultation with the community will take part when and if the Planning Scheme Amendment is Authorised and formally exhibited.

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)**

Having completed the further analysis, Council is now in a position to progress with a Planning Scheme Amendment to implement the Strategy.

SUPPORTING DOCUMENTS

Latrobe Public Open Space Strategy Volume 1 and 2 May 2013.

Attachments

1. Attachment 1 - Review of Proposed Public Open Space Contribution Rates
October 2016
2. Attachment 2 - Mapping Reference Table
3. Attachment 3 - Draft Planning Scheme Map 48
4. Attachment 4 - Table 1 - Public Open Space Comparison Table
5. Attachment 5 - Draft Explanatory Report

14.1

Authorisation Request for the Preparation of a Planning Scheme Amendment to Implement the Adopted Latrobe City Public Open Space Strategy 2013

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REVIEW OF PROPOSED PUBLIC OPEN SPACE CONTRIBUTIONS RATES

LATROBE CITY COUNCIL

OCTOBER 2016

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EXECUTIVE SUMMARY

Urban Enterprise was engaged by Latrobe City Council (Council) to review the proposed public open space contributions policy and rates which form part of the Latrobe City Public Open Space Strategy 2013 (the Strategy).

The broad aim of the project is to review the proposed approach to public open space contributions and supporting policy in the context of relevant legislation, policy and decisions by VCAT and Planning Panels and make recommendations regarding the most appropriate approach to contributions to implement the Strategy.

STATUTORY FRAMEWORK

Open space contributions can be collected through the Subdivision Act, the Planning Scheme (Clause 52.01), a Development Contributions Plan (DCP) or by voluntary agreement.

All land in the City of Latrobe except the Lake Narracan PSP area is not currently subject to a public open space contribution under Clause 52.01 of the Latrobe Planning Scheme, and therefore contributions can only be collected through the Subdivision Act, a DCP or by agreement.

There is a clear absence of guidance or practice notes specifically regarding the introduction of a schedule to Clause 52.01 in the Victorian Planning Scheme. This has led to lengthy panel hearings and debates regarding the appropriateness of proposed rates. In general:

- The 5% rate set as the upper limit of contributions collected under the Subdivision Act is often used as a reference point for introducing a new rate in Clause 52.01, with rates exceeding 5% often opposed by submitters;
- Panels in recent examples in established metropolitan areas have supported the inclusion of higher rates (between 5% and 9%) for areas that are expected to experience significant population growth; and
- Most methods for calculating proposed open space calculations rates include an analysis of expected revenue against the expected costs of acquiring and improving open space to meet future open space needs.

LATROBE CITY PUBLIC OPEN SPACE STRATEGY

The Strategy was prepared by Insight Leisure Planning and adopted by Council in March 2013. The Strategy found that there is a significant quantity of open space available and recommended that Council's focus should be on improving the quality and appeal of existing open space reserves as opposed to new open space acquisition to service existing population.

The Strategy notes that "failure by Councils to include specified amounts of open space contributions in Clause 52.01 results in considerable uncertainty in requests for review that can end up at the Victorian Civil and Administrative Tribunal" and proposed the following approach to contributions:

- In residential areas, new subdivision should be levied at 10% of NDA as total public open space, of which a minimum of 5% must be unencumbered; and
- In major commercial and industrial employment areas, approximately 2% of NDA area must be provided as a public open space contribution (cash or land).

Although the Strategy references previous VCAT cases and metropolitan open space provision standards, there is relatively limited analysis underpinning the recommendation to seek a 10% public open space contribution through the Planning Scheme.

Based on recent subdivision activity and current land values, it is estimated that the proposed open space contributions rates would generate POS cash revenue from urban residential, commercial and industrial subdivisions of between \$237,800 and \$381,800 per annum.

The additional population projected by Victoria in Future between 2016 and 2031 (8,560 new residents) is expected to account for 10% of the total 2031 Latrobe City population.

OPEN SPACE BENCHMARKS AND OPTIONS FOR CONTRIBUTIONS

A comparison against other municipalities found that the open space provision in Latrobe City townships of 17.6 ha per 1,000 residents is somewhat higher than typical metropolitan provision ratios, but falls within the range of regional centre case studies analysed, significantly lower than Greater Geelong but somewhat higher than Ballarat and Greater Bendigo. Open space contributions rates and mechanisms vary greatly across Victoria. Rates typically range from 5% to 10% in regional areas, and are generally higher in residential growth areas (usually 8% to 10%).

Given that the Strategy found that there is no shortage of open space *quantity* in established areas, it is considered appropriate in principle for a lower rate to be applied to these areas to reflect the likelihood of lower costs. In new growth areas, both land acquisition for new open spaces *and* improvements to those open spaces are required, meaning that it is appropriate for the growth area rate to be somewhat higher.

It is considered appropriate that a lower rate is applied to employment areas, such as subdivisions within Latrobe's industrial and commercial zones, to reflect the lower demand for open space generated by these land uses.

In order to ensure an equitable and consistent approach, open space contributions rates should relate to unencumbered land only, with supporting policy drafted relating to circumstances where Council will accept encumbered land for open space in addition to unencumbered land.

OPEN SPACE EXPENDITURE AND DELIVERY

Council proposes to expend an average of \$844,800 per annum over the next 5 years on passive open space improvements to implement the Strategy, in addition to \$1.9m expenditure per annum on active open space improvements, resulting in a total ongoing open space expenditure of \$2.75m per annum (note: this relates to the average Council expenditure from 2010 to 2016 and excludes external funding such as grants).

Council's approach to public open space in growth areas typically requires developers to provide land and fund all public open space within the development area. The percentage of land dedicated to open space varies on a case by case basis, with recent examples ranging from 8% (Traralgon North) and 10% (Lake Narracan).

Council does not appear to have a policy that guides the allocation of capital expenditure on public open space, resulting in the vast majority of open space expenditure being sourced from general rates and limited use of cash contributions collected. Improvements to administration processes and records are required to ensure transparency.

DISCUSSION

The use of Clause 52.01 of the planning scheme provides Council with the opportunity to introduce a consistent and equitable mechanism through which proponents of new development contribute to open space. However, it is uncommon and difficult for encumbered land to be included in an open space requirement. Not all land proposed to be subdivided will contain encumbered areas, especially smaller subdivisions in established areas. This could lead to significant inequities if a schedule to Clause 52.01 is introduced as drafted in the Strategy with encumbered land included as part of the open space requirement.

Residential subdivisions place different demands on the open space network depending on their setting:

- Subdivisions in established areas will generally be able to benefit from the significant existing supply of local open space across the City, but will generate additional demand for capital improvements and capacity increases to the network; and

- In new growth areas, there is a clear need and policy support for new land to be provided for open space to ensure that residents have access to passive and active open space reserves within walking distance to dwellings.

Therefore, a different approach is required to setting the rate and open space policy for each development setting.

In order to reflect lower residential densities in Latrobe City relative to metropolitan Melbourne and to allow for a suitable quantum of both passive and active open space land to be provided in proximity to new houses, it is considered that an appropriate open space contributions rate for greenfield areas in Latrobe is 8% unencumbered, including both passive and active open space.

The open space contributions rate for infill development should have regard to the balance of demand for open space between existing residents in established areas and new residents that will be accommodated by subdivision in these areas. Projected population growth over the next 15 years will account for 10% of the total population in 2031 – therefore, in the absence of further detail in the open space strategy, it would be appropriate for new development to fund in the order of 10% of Council's open space costs (through public open space contributions). Based on estimates of likely revenue, a 5% infill residential open space contributions rate (unencumbered) would more equitably reflect the balance of expenditure to meet demand from existing and new residents than the 10% rate proposed in the Strategy.

RECOMMENDATIONS

1. Clause 52.01 is an appropriate mechanism for collecting funds to contribute to the implementation of the Open Space Strategy, and will increase transparency, certainty, equity and ease of administration for all parties;
2. Council should apply differential rates for established and growth area subdivisions to reflect the different levels of demand generated by development in each setting, primarily the need for new open space land in greenfield areas to maintain local accessibility;
3. It is not necessary or equitable in the case of Latrobe City to set a different rate for each town. Each town has a reasonable level of public open space provision per capita based on current population levels, and it is more equitable for a flat rate to be applied across all towns. However, Council should establish an open space expenditure policy that directs open space contributions towards those areas that are experiencing the most subdivision activity;
4. The following public open space contributions rates are recommended:
 - Residential (infill): 5% unencumbered;
 - Residential (greenfield): 8% unencumbered;
 - Commercial and industrial: 2% unencumbered; and
 - Mixed Use: 5% unencumbered.
5. Encumbered land should be removed from the proposed contributions rate, but retained as a potential means by which further usable public open space can be provided, particularly in greenfield areas.
6. For subdivisions in greenfield areas, Council should continue to seek full developer provision of open space whereby developers are required to provide a suitable quantum of open space land within the development area including passive and active open spaces, and fund the improvements through an equalisation scheme or Development / Infrastructure Contributions Plan.
7. For Infill residential, commercial and industrial subdivisions, Council should collect monetary payments in lieu of land contributions, except in locations where key future open space areas / linkages are identified. These areas should be broadly indicated on a plan included in the open space contributions policy.
8. Improvements to administration processes and records are required to ensure transparency. Policy should be introduced to guide open space expenditure, and centralised records are needed to account for open space contributions received (cash and land), expenditure on passive and active open spaces (including any land acquisition) and sources of funds.

1. PROJECT BACKGROUND

1.1. ENGAGEMENT

Urban Enterprise was engaged by Latrobe City Council (Council) to review the proposed public open space contributions policy and rates which form part of the Latrobe City Public Open Space Strategy 2013 (the Strategy).

1.2. PROJECT AIMS AND OBJECTIVES

The broad aim of the project is to review the proposed approach to public open space contributions and supporting policy in the context of relevant legislation, policy and decisions by VCAT and Planning Panels.

The project identifies and addresses information gaps and areas of inconsistency prior to the implementation of the Strategy through the Planning Scheme Amendment, and proposes appropriate contributions rates.

1.3. DEFINITIONS

The following definitions are used throughout this report.

Public Open Space: Land that is set aside for public recreation or public resort; or as parklands; or for similar purposes. Incorporates active and passive open space.

Active Open Space: Land set aside for the specific purpose of formal outdoor sports by the community.

Passive Open Space: Open space that is set aside for parks, gardens, linear corridors, conservation bushlands, nature reserves, public squares and community gardens that are made available for passive recreation, play and unstructured physical activity including walking, cycling, hiking, revitalisation, contemplation and enjoying nature.

Encumbered land: Land that is constrained for development purposes. Includes easements for power/transmission lines, sewers, gas, waterways/drainage; retarding basins/wetlands; landfill; conservation and heritage areas. This land may be used for a range of activities (e.g. walking trails, sports fields). This is not provided as a credit against public open space requirements. However, regard is taken to the availability of encumbered land when determining the open space requirement.

Greenfield development: Subdivision / development which creates 15 or more lots at or near the urban fringe of a town.

Infill development: Subdivision / development which creates less than 15 lots/dwellings, and is usually located in an established urban area.

2. STATUTORY FRAMEWORK

2.1. INTRODUCTION

This section provides an overview of the current statutory framework and policy provisions that are relevant to determining open space contributions in Victoria, including relevant clauses of the State Planning Policy Framework (SPPF) and the Local Planning Policy Framework (LPPF), the provisions of the Subdivision Act 1988 and the principles that guide the levying of development contributions.

2.2. PLANNING SCHEME

2.2.1. STATE PLANNING POLICY FRAMEWORK

The SPPF refers to open space planning in Clause 11.03 Open Space. The Clause has the following objective:

"To assist in the creation of a diverse and integrated network of public open space commensurate with the needs of the community".

The reference to creating open space "commensurate with the needs of the community" is considered to be a guiding principle when assessing public open space contributions proposals.

Clause 11.03 includes the following strategies (not exhaustive), selected due to their relevance to public open space contributions:

- "Ensure that land is set aside and developed in residential areas for local recreational use and to create pedestrian and bicycle links to commercial and community facilities;
- Improve the quality and distribution of open space and ensure long-term protection;
- Ensure land identified as critical to the completion of open space links is transferred for open space purposes;
- Protect the overall network of open space by ensuring that where there is a change in land use or in the nature of occupation resulting in a reduction of open space, the overall network of open space is protected by the addition of replacement parkland of equal or greater size and quality; and
- Provide new parkland in growth areas and in areas that have an undersupply of parkland."

2.2.2. LOCAL PLANNING POLICY FRAMEWORK

The Local Planning Policy Framework of the Latrobe Planning Scheme provides the following references to open space:

- Clause 21.04-5 (Urban Design Overview) states that the community is increasingly demanding high quality architectural and urban design outcomes for built form and open spaces;
- Clause 21.05-2 (Main Towns Overview) aims to encourage well designed, infill residential development throughout the existing urban area, especially in locations close to activity centres, areas of open space and areas with good public transport accessibility; and aims to ensure various parcels of land are transferred to complete certain links;
- Clause 21.06-2 aims to maintain and enhance existing public open space reserves and implement the recommendations of the Latrobe City Public Open Space Plan;
- Clause 21.06-6 (Implementation) proposes to apply the Public Park and Recreation Zone or Public Conservation and Recreation Zone to public open space areas and conservation areas, as appropriate;

- Clause 21.08-3 (Healthy Urban Design Overview and Good Practice Guideline) identifies that meeting the Healthy by Design Objectives is an initiative of Council which aims to accommodate the community, pedestrians and cyclists as a first priority in street, building and open space design:
 - a. To provide for walkable neighbourhoods, ensuring public transport, shops, public open space and mixed-use community centres are close to all dwellings; and
 - b. To co-locate neighbourhood centres with complementary uses, such as public open space or schools.

2.2.3. PARTICULAR PROVISIONS

CLAUSE 52.01

Clause 52.01 allows a Council to impose a public open space contribution as follows:

"A person who proposes to subdivide land must make a contribution to the council for public open space in an amount specified in the schedule to this clause (being a percentage of the land intended to be used for residential, industrial or commercial purposes, or a percentage of the site value of such land, or a combination of both). If no amount is specified, a contribution for public open space may still be required under section 18 of the Subdivision Act 1988."

The trigger for a public open space contribution under Clause 52.01 is subdivision, not development, and two-lot subdivisions are exempt from public open space contributions under Clause 52.01 if Council considers that it is unlikely that the lots will be further subdivided.

In the Latrobe Planning Scheme, a schedule to Clause 52.01 currently imposes a public open space contribution of 5.29% for land within the Lake Narracan PSP area. **All other land in the City of Latrobe is not currently subject to a public open space contribution under the planning scheme, and therefore contributions can only be collected through the Subdivision Act or by agreement.**

CLAUSE 56 – RESIDENTIAL SUBDIVISION

Clause 56.05 of the Planning Scheme outlines the public open space provision objectives for residential subdivisions which apply across the State. The objectives are:

- "To provide a network of quality, well-distributed, multi-functional and cost-effective public open space that includes local parks, active open space, linear parks and trails, and links to regional open space;
- To provide a network of public open space that caters for a broad range of users;
- To encourage healthy and active communities;
- To provide adequate unencumbered land for public open space and integrate any encumbered land with the open space network; and
- To ensure land provided for public open space can be managed in an environmentally sustainable way and contributes to the development of sustainable neighbourhoods." (Clause 56.05).

These objectives are supported by Standard C13, which states that "the provision of public open space **should** [among other standards] provide a network of well-distributed neighbourhood public open space that includes:

- Local parks (generally 1 hectare in area) within 400m safe walking distance of at least 95% of all dwellings;
- Additional small local parks or public squares in activity centres and higher density residential areas;
- Active open space of at least 8 hectares within 1 kilometre of 95% of all dwellings; and
- Linear parks and trails along waterways, vegetation corridors and road reserves within 1 kilometre of 95% of all dwellings.

The objectives and standards of Clause 56.05 reflect the Standards included in the **Precinct Structure Planning Guidelines**, which were prepared by the (former) Growth Areas Authority in 2009 and are often referenced in terms of open space quantity and quality for new residential areas.

The Precinct Structure Planning Guidelines also include Standards (S2 and S3) that are not translated into the planning scheme but require Precinct Structure Plans to allow for “approximately 10% of the net developable area as total public open space, of which 6% is active open space”, and “approximately 2% of net developable area as public open space, usually with a passive recreation function” in major employment areas.

2.3. SUBDIVISION ACT

Section 18 of the Subdivision Act 1988 (**Subdivision Act**) also provides for the collection of public open space contributions by Councils.

The provisions of Clause 52.01 under the Planning and Environment Act 1987 and Section 18 of the Subdivision Act 1988 are linked, in that the Subdivision Act generally acts as a ‘default’ mechanism to collect public open space contributions if no contributions amount is specified in the relevant Schedule to Clause 52.01. Recent amendments to the Planning and Environment Act 1987, known as the Planning and Environment Amendment (General) Act, clarify that Section 18 of the Subdivision Act does not apply where there is a contribution amount specified in the Planning Scheme (Clause 52.01).

The Subdivision Act states that *“if a requirement for public open space is not specified in the planning scheme, a Council, acting as a responsible authority or a referral authority under the Planning and Environment Act 1987 may require the applicant who proposes to create any additional separately disposable parcel of land by a plan of subdivision to:*

- *Set aside on the plan, for public open space, in a location satisfactory to the Council, a percentage of all of the land in the subdivision intended to be used for residential, industrial or commercial purposes, being a percentage set by the Council not exceeding 5 per cent; or*
- *Pay or agree to pay to the Council a percentage of the site value of all of the land in the subdivision intended to be used for residential, industrial or commercial purposes, being a percentage set by the Council not exceeding 5 per cent; or*
- *Do a combination of (a) and (b) so that the total of the percentages required under (a) and (b) does not exceed 5 per cent of the site value of all the land in the subdivision.” (Section 18)*

Part 1A of Section 18 of the Act states that *“the Council may only make a public open space requirement if it considers that, as a result of the subdivision, there will be a need for more open space, having regard to:*

- *The existing and proposed use or development of the land;*
- *Any likelihood that existing open space will be more intensively used after than before the subdivision;*
- *Any existing or likely population density in the area of the subdivision and the effect of the subdivision on this;*
- *Whether there are existing places of public resort or recreation in the neighbourhood of the subdivision, and the adequacy of these;*
- *How much of the land in the subdivision is likely to be used for places of resort and recreation for lot owners;*
- *Any policies of the Council concerning the provision of places of public resort and recreation.”*

As quoted above, the maximum allowable public open space contributions under the Subdivision Act is set at 5% of land to be subdivided, or 5% of the value of the land to be subdivided (or a combination of both).

The Subdivision Act requires Councils to demonstrate the **need** for more open space on a case by case basis, and acknowledges that the level of need may vary depending on various factors, including the proposed land use and the location and adequacy of existing places of public resort or recreation.

2.4. DEVELOPMENT CONTRIBUTIONS

In addition to Clause 52.01 and the Subdivision Act, public open space can also be acquired as part of a Development Contributions Plan under the Planning and Environment Act 1987.

A Ministerial Direction titled "Development Contributions Plans" defines Development Infrastructure which can be the subject of a Development Infrastructure Levy under a Development Contributions Plan (DCP). With respect to public open space, the definition includes:

- "Acquisition of land for public open space; and
- Basic improvements to public open space, including earthworks, landscaping, fencing, seating and playground equipment."

In areas subject to a DCP, public open space is often collected through a combination of the relevant Planning Scheme (Clause 52.01 is typically used to acquire land for *passive* open space) and the DCP (typically used to acquire land for *active* open space).

An Administrative Appeals Tribunal decision known as the Eddie Barron decision¹ is considered to be the landmark decision relating to the principles which underpin development contributions in Victoria. The Tribunal identified the following four principles that were to be met in order for a levy to be applied as a permit condition:

- Need - The need created by the development and the measures to satisfy the need must be adequately identified;
- Equity - The payment or levy must be a fair and reasonable apportionment of the cost of implementing the need satisfaction measures;
- Accountability - The responsible authority should implement procedures to ensure that the money collected cannot be used for any purpose other than that for which it was levied and which clearly show how, when and where the money collected is spent;
- Nexus - There must be a reasonable nexus between the development and the need satisfaction measures.

The Standard Development Contributions Advisory Committee (SDCAC), which was appointed by the Minister for Planning to prepare a review of the current development contributions framework in Victoria, notes that the Eddie Barron decision "*was a landmark case for the understanding of the legal principles which underpin development contributions within the framework of the Victorian Planning System*" and "*as a 'first principles' authority on the implementation of development contributions in Victoria, this decision is an important guide for the Committee*".²

2.5. GUIDANCE ON INTRODUCING A NEW SCHEDULE TO CLAUSE 52.01

There is a clear absence of guidance or practice notes specifically regarding the introduction of a schedule to Clause 52.01 in the Victorian Planning Scheme. The only Practice Note of relevance is Planning Practice Note 70 (PPN70): Open Space Strategies. Although PPN 70 does not include any specific guidance on the introduction of a schedule to Clause 52.01, it does include the following general comments relevant to open space contributions:

- "As part of the [open space] strategy development process, gaps in the open space network will be identified, along with an understanding of the type of open space required. There is an opportunity to rectify gaps through public open space contributions but it is important to:
 - Specify the locations where a land contribution is sought (this could be shown as a map in the strategy); and
 - Provide criteria that define the types of land sought as land contributions.
- An OSS must have an implementation plan. This may form part of the main strategy or be a separate document that provides more detail on each of the implementation tasks, responsibilities, cost estimates and priorities;
- An OSS should consider which open space contribution tool is best for its municipality" [including the Subdivision Act, Clause 52.01, Development Contributions and negotiated agreements].

¹Eddie Barron Constructions Pty Ltd v Shire of Pakenham & Anor (1990)

² Report 1: Setting the Framework, Standard Development Contributions Advisory Committee (2012) Page 15.

Given the lack of clear direction for the introduction of a new schedule to Clause 52.01, it is important to have regard to the test of need which is required by the Subdivision Act, as well as the findings of recent Planning Panel hearings.

It is considered that there is a close relationship between open space contributions and development contributions, and that the principles underpinning development contributions in Victoria (those of need, nexus, equity and accountability) provide a basis for determining public open space contributions. This approach is supported by previous Planning Panel reports, including those for Amendment C20 to the Glen Eira Planning Scheme, and Amendments C30 and C37 to the Manningham Planning Scheme.

The Panel for Amendment C30 and C37 to the Manningham Planning Scheme noted that:

"The question of which contribution rate is appropriate is a vexed one. Unlike a Development Contributions Plan where a comprehensive planning framework and method has evolved over time, there is no clear guidance for calculating the rate for the schedule to Clause 52.01."
(p.67)

The Panel for Glen Eira Amendment C20 found that the following principles should apply to determining open space contributions:

- *"Establish a framework for increasing and/or improving open space to satisfy the community's expectations;*
- *Develop a formula for improving/increasing open space based on increased densities or changing demography.*
- *Understand the open space requirements of new dwellings in a more comprehensive and rigorous manner. For example, how much more demand for open space is likely to be generated by certain types of developments? Will a three-unit development on a 1000 square metre site place different demands on municipal open space than a ten-unit multi-storey apartment block? If so, what are these demands?*
- *Develop an open space contribution based on the need to bring existing open space to a reasonable level based on an anticipated population density on a precinct by precinct basis."* (p.38)

Other recent metropolitan Planning Panel hearings have considered the merits of introducing new open space contributions rates to the Stonnington and Melbourne Planning Schemes.

In the City of Melbourne, Council proposed to introduce new contributions rates through Amendment C209, including 8% in Urban Renewal Areas and 5% in established areas. The Panel agreed with submitters to the hearing that the Eddie Baron principles of need, nexus and equity should apply, and that population growth was driving the need for more open space in the municipality. The Panel supported the introduction of a 5% flat rate to parts of the City that were expected to experience incremental residential growth, and endorsed the application of a higher rate for Urban Renewal Areas. The rate that is now included in the Planning Scheme is 7.06% for Urban Renewal Areas, 5% for established areas, and 8% for land in the Fishermans Bend Urban Renewal Area.

The Panel noted that despite the relatively generous provision of existing open space in the City of Melbourne on a per capita basis, this should not *"result in efforts to 'wind back' open space provision by providing less in future, but rather be seen as a valuable contributor to Melbourne's liveability that should be maintained and enhanced."* (p.33)

Although the development setting and residential densities are very different in Latrobe compared with the City of Melbourne, the principle of seeking to maintain a high existing level of open space per capita can readily be adapted to the Latrobe circumstances.

There is no differential rate for commercial development in the City of Melbourne, meaning that all development types contribute the same percentage of land value towards public open space.

In the City of Stonnington, Council proposed to introduce higher public open space contributions through Amendment C186, including 8% in some suburbs expected to experience high growth, and 5% in other suburbs. The panel supported the approach in general, but recommended narrowing the application of the higher rate of 8% to only include those areas that are expected to experience significant growth (Armadale, Prahran and Windsor).

2.6. KEY FINDINGS

- The SPPF and LPPF provide policy support for the provision of public open space to meet community needs;
- All land in the City of Latrobe except the Lake Narracan PSP area is not currently subject to a public open space contribution under Clause 52.01 of the Latrobe Planning Scheme, and therefore contributions can only be collected through the Subdivision Act or by agreement;
- The Precinct Structure Planning Guidelines allow for “approximately 10% of the net developable area as total public open space, of which 6% is active open space”, and “approximately 2% of net developable area as public open space, usually with a passive recreation function” in major employment areas;
- There is a clear absence of guidance or practice notes specifically regarding the introduction of a schedule to Clause 52.01 in the Victorian Planning Scheme. This has led to lengthy panel hearings and debates regarding the appropriateness of proposed rates. In general:
 - The 5% rate set as the upper limit of contributions collected under the Subdivision Act is often used as a reference point for introducing a new rate in Clause 52.01, with rates exceeding 5% often opposed by submitters;
 - Panels in recent examples in established metropolitan areas have supported the inclusion of higher rates (between 5% and 9%) for areas that are expected to experience significant population growth;
 - Most methods for calculating proposed open space calculations rates include an analysis of expected revenue against the expected costs of acquiring and improving open space to meet future open space needs.

3. LATROBE CITY PUBLIC OPEN SPACE STRATEGY

3.1. INTRODUCTION

This section provides a review of the Latrobe City Public Open Space Strategy 2013 (the **Strategy**) and the proposed approach to collecting open space contributions.

3.2. LATROBE PUBLIC OPEN SPACE STRATEGY

The Strategy was prepared by Insight Leisure Planning and adopted by Council in March 2013. The Strategy included findings on existing provision of open space and recommendations for improvements to the collection of open space contributions.

OPEN SPACE SUPPLY AND DEMAND

Table 1 shows the level of overall open space provision by town in Latrobe City. Public open space within townships (i.e. excluding rural areas) equates to 17.6 hectares of open space per 1,000 residents, or 176 sqm per person. Township open space provision is highest in per capita terms in Moe/Newborough and Churchill, and lower in Morwell and Traralgon.

TABLE 1 CURRENT PUBLIC OPEN SPACE PROVISION RATIOS, MAJOR TOWNS IN LATROBE CITY

	Open Space Provision Ratio	
	Ha/1000 people	Sqm/person
Morwell	10.72	107.2
Traralgon	8.99	89.9
Moe/Newborough	31.65	316.5
Churchill	36.03	360.3
Township average (excl. rural)	17.62	176.2
Rural areas	116.46	1164.6

Source: Public Open Space Strategy Volume 1: Strategy and Recommendations, Insight Leisure Planning, 2013.

The Strategy includes a projection of future demand for open space based on an annual population growth rate of 0.86%, which would result in 2,500 – 3,000 additional people living in the City over the 5 year period from 2013 to 2018. The Strategy notes that this level of population growth *“is unlikely to significantly increase demand for access to new/additional open space during the life of this plan (i.e. next five years). However, the provision of locally accessible open space for informal recreation will remain important in future residential developments.”* (p.6)

OPEN SPACE TYPE AND USAGE

The most common types of public open space described in the Strategy include:

- **Sport open space** – reserves set aside primarily to accommodate active sports use;

- **Parkland (general use)** – 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;
- **Waterway/drainage** – open space reserves set aside to cater for waterway conservation, access and/or drainage management;
- **Parkland (special use)** – reserves set aside to accommodate a range of special uses, depending on individual site requirements; and
- **Community facility open space** – reserves set aside to accommodate a range of community facilities.

The Strategy found that the majority of public open space in Latrobe is parkland, sport reserves and linear open space. There is a significant degree of variability of public open space across the major towns, summarised as follows:

- Morwell – only a small proportion of sport open space compared to other public open space provision in the town;
- Traralgon – sport open spaces account for one third of the total open space land in the town;
- Moe/Newborough – parkland (general use) and waterway/drainage reserves account for 70% of open space sites in the town;
- Churchill – Parkland (general use) accounts for the majority of open space provision in Churchill; and
- Rural other – There is a low level of land for parkland (general use) and sports open space. Community facility open space is well represented.

The Strategy found that approximately two-thirds of existing open space is considered ‘low use’, indicating that *“there is considerable scope within existing venues to accommodate greater levels of use. However, the existing low levels of use may reflect the poor quality and appeal of many sites.”*

The Strategy also notes that “the majority of ‘high use’ sites are categorised as Sports reserves, indicating that that *“there may be demand for additional active open space”* and/or the need to improve the capacity of existing sites to accommodate high levels of use. (p.47)

STRATEGY RECOMMENDATIONS

Overall, the Strategy found that there is a significant quantity of open space available and recommended that Council’s focus should be on improving the quality and appeal of existing open space reserves as opposed to new open space acquisition to service existing population.

The Strategy notes that: *“A major theme to emerge from the research has been a desire to improve open space linkages and connections”* and identifies opportunities to *“enhance existing networks and establish a broader system of paths, trails, walking loops and linear reserves.”* (p.5)

In order to address current and future needs, the Strategy prioritises creation of parcels of new open space with an emphasis on completing missing open space links in key areas and ensuring locally accessible reserves in emerging urban growth areas.

The key municipal-wide recommendations relating to future open space provision and improvements (selected) are considered to include the following:

- *“Develop a municipal-wide Pathways, Tracks and Trail Strategy which identifies gaps opportunities and infrastructure requirements, including establishment of township specific walking trails and loops, as well as connections between townships”* (Recommendation 4);
- *“Undertake a Feasibility Study to investigate demand and options for the possible establishment of a Regional multi-use Sports reserve, inclusive of multi-use synthetic surfaces”*(7);
- *“Inclusion of public art in open space reserves”*(8);
- *“Continue to implement Council’s Playground Strategy and Public Toilet Plan”* (14);
- *“Consider opportunities to improve the appeal of existing spaces for young people and families, including installation of multi-use half-court areas, park seating, drinking taps, shade/shelter, public toilets and informal gathering spaces where appropriate”* (15);
- *“Increase installation of outdoor fitness stations and exercise equipment at selected ‘District’ reserves across the City”* (21); and

- *"Improve provision of infrastructure that supports increased physical activity participation including paths, seating, drinking taps, fitness stations, way finding signage, interpretive information, half-court facilities etc." (22)*

Further recommendations for each township are identified in the Strategy, which generally follow the direction of the municipal-wide recommendations above. The Strategy does not include an action plan or any costings associated with the recommendations.

OPEN SPACE CONTRIBUTIONS

The Strategy notes that "failure by Councils to include specified amounts of open space contributions in Clause 52.01 results in considerable uncertainty in requests for review that can end up at the Victorian Civil and Administrative Tribunal" (Section 7).

The Strategy (Section 10) proposes that:

- In residential areas, new subdivision should be levied at 10% of NDA as total public open space, of which a minimum of 5% must be unencumbered. In major commercial and industrial employment areas, approximately 2% of NDA area must be provided as a public open space contribution (cash or land). The percentage amounts identified in the policy have been informed by a recent Victorian and Civil Tribunal (VCAT) decision and an investigation into open space contributions in growth areas. The (former) Growth Areas Authority (GAA) has sought in the order of 10 – 12% of open space contributions in Melbourne's growth areas which are similar lot sizes to those developing in some parts of Latrobe City;
- New residential areas, or undeveloped land residentially zoned in Development Plan areas, should look to achieve 10% provision for open space in land contributions;
- Active open space generally requires at least 8ha of land, and local parks shall generally comprise a minimum area of 0.75 – 1ha; and
- Developers shall be required to either fund or undertake basic development works in parks and open space areas (in order to render the site usable by the community and fit for its intended purpose) as part of their contribution, over and above the contribution of the land.

Although the Strategy references previous VCAT cases and metropolitan open space provision standards, there is relatively limited analysis underpinning the recommendation to seek a 10% public open space contribution through the Planning Scheme. The proposed Open Space Policy and Schedule to Clause 52.01 are included in **Appendix A** to this report.

3.3. OPEN SPACE CONTRIBUTIONS REVENUE

Over the period July 2006 to April 2016, Council collected a total of \$1.02m in public open space cash contributions. Only \$166,409 has been expended from the open space account, resulting in a current POS account balance in the order of \$858,000. The value of land provided to Council in satisfaction of public open space contributions requirements was not available to inform this project.

Annual revenue has increased considerably in recent years, from between \$40,000 and \$80,000 per annum from 2009 to 2013, up to a peak of \$194,000 in 2015, as shown in Table 2.

In the first four months of 2016, \$201,000 has already been collected, indicating that this trend is expected to continue to increase. It is noted, however, that some smaller greenfield subdivision stages completed in 2016 made open space contributions in cash rather than by providing land – land contributions are more common in a greenfield setting. This is likely to account for some of the increase in revenue in 2016 compared with previous years. The quantum of cash revenue will continue to vary depending on the size and location of subdivisions and changes in land values over time.

TABLE 2 CASH CONTRIBUTIONS COLLECTED FOR OPEN SPACE

Year	Cash Collected	Expenditure	Annual Balance
2006	\$148,700	\$117,409	\$31,291
2007	\$20,100	\$0	\$20,100
2008	\$22,970	\$0	\$22,970
2009	\$55,250	\$0	\$55,250
2010	\$40,500	\$49,000	-\$8,500
2011	\$78,750	\$0	\$78,750
2012	\$71,730	\$0	\$71,730
2013	\$69,950	\$0	\$69,950
2014	\$119,628	\$0	\$119,628
2015	\$194,960	\$0	\$194,960
2016 (Jan-April)	\$201,561	\$0	\$201,561
Total	\$1,024,099	\$166,409	\$857,690

Source: Latrobe City Council.

The Strategy proposes to introduce a new schedule to Clause 52.01 which requires a public open space contributions of 10% from residential subdivisions (of which at least 5% is unencumbered) and 2% from non-residential subdivisions.

An estimate of potential open space contributions revenue has been calculated, so as to compare this revenue against expected open space expenditure. In order to estimate future revenue, a number of assumptions are necessary and are outlined as follows:

- The average annual rate of residential, commercial and industrial subdivision activity between March 2011 and June 2016 has been used as a basis for a linear projection of future subdivision activity. Infill residential subdivisions have averaged 1.8ha per annum across the City over this period, commercial 0.2ha and industrial 4 ha;
- Two-lot subdivisions are not included in the calculation as they are typically exempt from public open space contributions in accordance with Clause 52.01 in the Planning Scheme (if Council considers that it is unlikely that the lots will be further subdivided);
- Although some subdivisions may have the opportunity to provide encumbered land that is fit for purpose as public open space to satisfy part of the required contribution, it is expected that the majority of subdivisions would either not include encumbered land, or include encumbered land that is not suitable as public open space. This is particularly the case in established areas, which are more likely to be required to contribute cash, rather than land. Therefore, the value of encumbered land has been excluded from calculations;
- Greenfield residential subdivisions (i.e. subdivisions of at least 15 lots in urban residential zones in outer suburban locations) are expected to provide land to satisfy their public open space contribution, and therefore are not expected to generate cash revenue for Council; and
- Average land values in 2016 have been applied to each land use based on valuation information provided by Council: established area residential land average of \$160 per sqm; commercial land average of \$300/sqm; and industrial land average of \$100/sqm. These values represent the average land value in Council's rates database for each major town, with the average residential value weighted towards Traralgon given that at least 50% of all new dwellings are expected to be constructed in Traralgon over the next 15 years.

Based on these assumptions, future open space contributions revenue is projected at various public open space contribution rate scenarios of 5%, 6%, 7%, 8%, 9% and 10% (for residential) and 2% for commercial and industrial.

Tables 3 and 4 show the forecast annual public open space contributions revenue from residential, commercial and industrial subdivisions in the City of Latrobe. Depending on the open space contributions rate, it is estimated that Council could collect POS cash contributions of:

- Between \$144,000 and \$288,000 per annum from 'infill' residential subdivisions; and
- \$12,000 per annum from commercial subdivisions; and
- \$81,800 per annum from industrial subdivisions.

The total annual POS cash revenue from urban residential, commercial and industrial subdivisions is projected to range from \$237,800 to \$381,800 per annum.

TABLE 3 PROJECTED PUBLIC OPEN SPACE CONTRIBUTIONS REVENUE FROM RESIDENTIAL SUBDIVISIONS (2016 VALUES)

POS Requirement %	Average Annual Subdivision Area (ha)	Average Land Value per ha	Annual POS Contributions Revenue
5%	1.8	\$1,600,000	\$144,000
6%			\$172,800
7%			\$201,600
8%			\$230,400
9%			\$259,200
10%			\$288,000

Source: Latrobe City, analysed by Urban Enterprise, 2016.

TABLE 4 PROJECTED PUBLIC OPEN SPACE CONTRIBUTIONS REVENUE FROM COMMERCIAL AND INDUSTRIAL SUBDIVISIONS (2016 VALUES)

POS Requirement %	Commercial			Industrial		
	Average Annual Subdivision Area (ha)	Ave. Land Value per ha	Annual POS Contributions Income	Average Annual Subdivision Area (ha)	Ave. Land Value per ha	Annual POS Contributions Income
2%	0.20	\$3,000,000	\$12,000	4.09	\$1,000,000	\$81,800

Source: Latrobe City, analysed by Urban Enterprise, 2016.

3.4. OPEN SPACE DEMAND INDICATORS SINCE STRATEGY ADOPTION

POPULATION GROWTH

The Estimated Resident Population (ERP) of the City has actually declined since the Strategy was adopted in 2013 (-0.2% per annum, ABS), although the towns of Traralgon and Churchill have experienced some population growth in the past 2 years.

Victoria in Future projections are for the overall municipal population to increase at a rate of 0.7% per annum over the period 2016 to 2031, which would result in an additional 2,747 persons over a 5 year period from 2016 to 2021 (Victoria in Future 2015).

This analysis shows that population growth over the short to medium term is not expected to be significant, and the assumptions on which the Strategy was based remain appropriate.

Table 5 shows the total population growth projected for Latrobe City from 2016 to 2031 (15 year period, Victoria in Future). The additional population between 2016 and 2031 is expected to account for 10% of the total 2031 population.

TABLE 5 POPULATION PROJECTIONS, LATROBE CITY 2016 - 2031

Area	2016 Population	2031 Population	Additional population 2016-31	Additional population % of 2031 population
Latrobe City	73,900	82,460	8,560	10.4%

Source: Victoria in Future 2015.

PROJECTED LOCATION AND TYPE OF RESIDENTIAL DEVELOPMENT

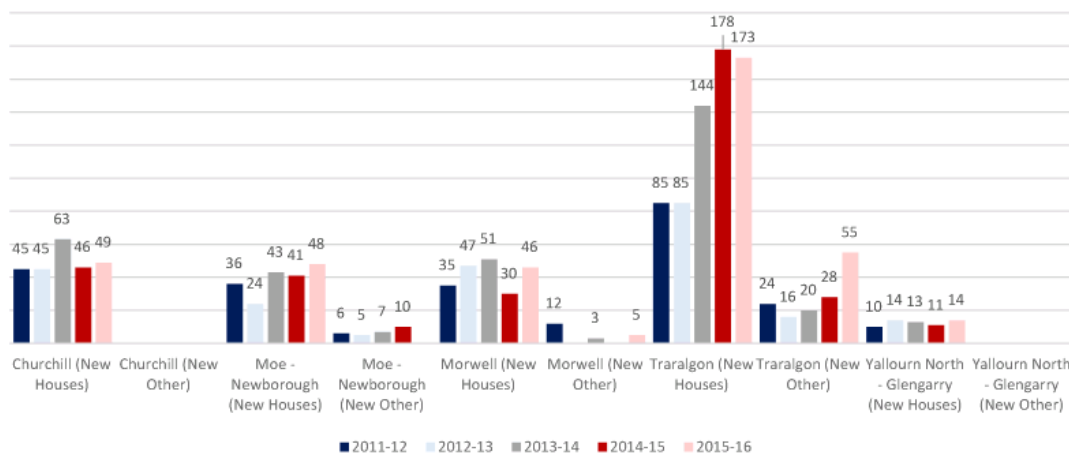
Economic research prepared by Essential Economics for the ‘Live Work Latrobe’ project in 2016 found that there will be demand for approximately 5,000 new dwellings over the 15 year period from 2016 to 2031, 55% of which are projected to be located in Traralgon.

Lone person households are projected to comprise the greatest number of additional households (44%), followed by couple families without children (33%). Lone person households in Traralgon alone are expected to increase by 999 households over the next 15 years, which is likely to result in significant demand for smaller dwellings and retirement living, driving demand for low rise infill development in proximity to shops and services in Traralgon.

Despite the relatively low population growth in recent years across the municipality, there has been relatively strong dwelling approval activity in Traralgon since 2011-12 as shown in Figure 1. This includes both new houses (average 133 per annum) and new other residential buildings (flats, units and townhouses, average 29 per annum).

This analysis indicates that the majority of recent infill development has occurred in Traralgon, and that this is expected to continue over the coming years.

FIGURE 1 DWELLING APPROVALS BY DWELLING TYPE AND SA2, 2011-12 TO 2015-16



Source: ABS Building Approvals.

RECENT COMMUNITY CONSULTATION

A review of the Latrobe Planning Scheme was undertaken in October 2014 and was informed by community consultation. During the consultation process, open space was the most common issue raised, including the following topics relevant to open space provision and contributions:

- Concern was expressed that small urban lots were being sold by Council for housing whereas they should be kept for open spaces/recreation/passive recreation as public land;
- There is a lack of open space;
- There is a need for greater connectivity by cycling and walking paths;
- Poor maintenance of existing facilities;
- Requirements to provide an open space contribution as part of a planning permit application;
- Need for adequate public open space in planning for new growth areas;
- Need to ensure that areas set aside for open space are not encumbered by other uses such as detention basins or drainage reserves;
- Planning scheme is deficient in not specifying an open space contribution in the Planning Scheme; and
- Council has recreation plans and an Open Space plan that it does very little with.

Further consultation undertaken to inform Council's 'Live Work Latrobe' Strategy in late 2015 elicited the following comments regarding open space:

- Participants frequently discussed the need for infrastructure closer to housing, including green open space;
- Access to quality open space was discussed, particularly in terms of the positive health benefits of being able to walk and exercise more in the local area;
- There is a lack of provision of walking paths, shaded parks and recreational space in local areas;
- There are poor walking and cycling links between the smaller and larger towns;
- Making better use of existing open space or creating more opportunities for shared open space would assist in creating stronger community ties and connections between residents as well as improving health outcomes; and
- There is a need for public realm improvements including streetscapes, parks and open spaces.

The commentary across these two consultation exercises indicates broad community support for open spaces to be improved and connected to better meet the needs of the existing and future communities (both in established and growth areas of major towns).

3.5. KEY FINDINGS

- There is a good supply of public open space in the Latrobe City, however there is an uneven distribution across the municipality, and open space provision is lowest on a per capita basis in Morwell and Traralgon. These towns have experienced the highest rate of residential development activity over recent years;
- Many open space types are not well aligned to the needs of the community and experience low levels of usage, while active open space reserves are generally in high demand;
- Improving public open space was found to be a clear focus for the community through consultation for the Strategy and in other recent consultation processes;
- Despite low population growth projections, the Strategy clearly identifies the need to improve the quality of existing open spaces to increase utility and relevance of the space to meet resident needs. The Strategy recommends a range of improvements to the open

space network, primarily focused on improving existing open space and establishing a stronger network of open spaces, as opposed to additional land acquisition in established areas;

- The Strategy recommends an open space contributions rate of 10% for all residential development and 2% for non-residential development, primarily based on the Precinct Structure Planning Guidelines. Encumbered land can comprise up to half (5%) of the residential open space provision;
- Based on recent subdivision activity and current land values, it is estimated that the proposed open space contributions rates would generate POS cash revenue from urban residential, commercial and industrial subdivisions of between \$237,800 and \$381,800 per annum;
- Residential demand projections show that Traralgon will be expected to accommodate more than half of all dwellings constructed in the City over the next 15 years, with increasing demand for smaller dwellings that are likely to be required within the established township areas. Traralgon currently has the lowest provision of open space per capita.
- The additional population projected between 2016 and 2031 (8,560 new residents) is expected to account for 10% of the total 2031 population.

4. OPEN SPACE BENCHMARKS

4.1. CURRENT OPEN SPACE PROVISION RATIOS

Plan Melbourne notes that most municipalities in Metropolitan Melbourne have less than 11 hectares of open space available per 1,000 people (110 sqm per person).

Table 6 shows the current (or recent) open space provision per resident in selected Melbourne and regional Victorian municipalities. The open space provision in Latrobe City of 17.6 ha per 1,000 residents is somewhat higher than typical metropolitan provision ratios, but falls within the range of regional centre case studies analysed.

TABLE 6 PUBLIC OPEN SPACE PROVISION RATIOS, SELECTED METROPOLITAN AND REGIONAL CENTRES

LGA	Ha per 1,000 persons	sqm per resident
Regional Centre LGAs		
Latrobe (excluding rural)	17.6	176
Greater Geelong	46.0	460
Ballarat	9.7	97
Greater Bendigo ³	12.1	121
Metropolitan LGAs		
Melbourne	5.6	56
Moonee Valley	5.0	50
Port Phillip	4.9	49
Moreland	4.0	40
Maribyrnong	3.7	37
Yarra	3.1	31
Stonnington	2.0	20
Greater Dandenong	3.6	
Knox	10	100

Source: Amendment C209 Melbourne Planning Scheme, Expert Evidence Statement, Urban Enterprise, June 2014; Greater Geelong Open Space Strategy (Draft) 2014; Ballarat Open Space strategy (Volume 1), 2008; Greater Bendigo Public Space Plan: Strategic Context and Issues Paper, August 2016.

³ Includes City owned and/or managed public space.

4.2. CONTRIBUTIONS RATES

Given the wide range of mechanisms available to councils and the lack of a clear and consistent model for calculating an appropriate contributions rate, a range of rates are applied through Clause 52.01 across Victoria. Table 7 shows examples of Councils in regional Victoria and the outer eastern / south-eastern municipalities of Melbourne.

Table 7 shows that the contribution rates vary from 4.5% to 10%, with only the Mornington Peninsula (with 12% as the upper bound of the range) exceeding 10%. There is also significant variation in the way in which the rates are applied, including:

- Whether the schedule delineates between encumbered and unencumbered land;
- Whether a different rate (or any contribution at all) applies to non-residential land;
- Whether a sliding scale or a flat rate is applied; and
- Whether a different rate applies to growth areas as opposed to established areas.

TABLE 7 OPEN SPACE CONTRIBUTIONS RATES (CLAUSE 52.01)

	Residential	Non Residential
Latrobe		
Current	Lake Narracan: 5.29%; All other land: none specified. (Note: various Development Plans and S173 Agreements provide for POS contributions)	None Specified
Proposed	All land: 10% of NDA, at least 5% unencumbered.	2% of NDA (unencumbered)
Other Gippsland		
South Gippsland	Min. 5%	Min. 5%
Baw Baw	All land within Warragul and Drouin PSPs: 4.5% of NDA (passive)	None Specified
Wellington	5% (All land within GRZ1, LDRZ, TZ, RLZ or TZ)	None Specified
Bass Coast	None Specified	None specified
East Gippsland	None specified	None specified
Other Regional Centres		
Greater Geelong	Armstrong Creek: 10% unencumbered (includes passive and active).	3.1% (Armstrong Creek - North East Industrial Precinct)
Wodonga	5%	None specified
Ballarat	Ballarat West: 5.3% of GDA (passive) Other land in UGZ: 10% (residential); All other land: 5%	10% for land in Urban Growth Zone (commercial & industrial); 5% all other land
Bendigo	None specified	None specified
Eastern Metropolitan		
Dandenong	5% default	2% for all INZ1, INZ2, INZ3, B3Z, B4Z
Knox	5% to 8.5%	None specified
Mornington Peninsula	5% to 12%	5% commercial & industrial
Cardinia	8%	None or 5.5% within UGZ3 & UGZ4

Source: Amendment C209 Melbourne Planning Scheme, Expert Evidence Statement, Urban Enterprise, June 2014; Public Open Space Strategy Volume 1: Strategy and Recommendations, Insight Leisure Planning, 2013; Greater Geelong, Wodonga, Ballarat, South Gippsland, Baw Baw and Wellington Planning Schemes.

4.3. DIFFERENTIAL RATES

As evident in Table 7, some Councils have applied differential rates, for example between established and growth areas, and between residential and non-residential developments, due to the varying levels of demand for open space generated by each development setting.

GROWTH AND ESTABLISHED AREAS

Some methods used to strike an open space contributions rate have relied on a detailed assessment of potential income through subdivisions and a similarly detailed estimate of the cost of all proposed open space improvements and acquisitions in order to ensure that the relevant open space strategy can be delivered or at least subsidised through open space contributions.

Latrobe has different circumstances, however, whereby significant new open space acquisition is not proposed within established areas, but costs will be incurred to make existing open space fit for purpose for existing and new residents.

Given that the Strategy found that there is no shortage of open space *quantity* in established areas, it is considered appropriate in principle for a lower rate to be applied to these areas to reflect the likelihood of lower costs. In new growth areas, both land acquisition for new open spaces *and* improvements to those open spaces are required, meaning that it is appropriate for the growth area rate to be somewhat higher.

NON-RESIDENTIAL DEVELOPMENT

As shown in Table 7, differential open space contribution rates are often applied to commercial and industrial subdivision, and in some cases no contributions apply to these land uses. The differential rates are typically lower than the contribution rates for residential subdivision, reflecting the lower level of demand generated for public open space by workers compared with residents.

The differential treatment of non-residential development with respect to open space is also reflected in Development Contributions Plans. Of the 26 DCPs approved since 2008 which contain a levy for non-residential development, only three require contributions towards open space land or improvements from non-residential development. Each of these three DCPs applies to an area with very low levels of non-residential development and have applied a flat rate for administrative simplicity.

A differential rate for commercial and industrial subdivision is also recommended in the Precinct Structure Planning Guidelines (GAA, 2012). The public open space provision recommended for residential growth areas is 10% of Net Developable Area, whilst for Employment Areas the recommended rate is 2% (Part 2, p.34). This reflects the difference in demand for open space generated by residential development compared with commercial and industrial development.

It is therefore considered appropriate that a lower rate is applied to employment areas, such as subdivisions within Latrobe's industrial and commercial zones.

4.4. ENCUMBERED LAND

It is uncommon for encumbered land to be specified as part of an open space requirement under clause 52.01. It is common practice for Councils to only accept unencumbered land in satisfaction of public open space contributions. The City of Greater Geelong explicitly requires the public open space contribution to be 'unencumbered', while most other Councils simply require all contributions to be unencumbered.

The PSP Guidelines for metropolitan Melbourne growth areas state that "in meeting standards S2 and S3 [which require 10% of net developable area to be provided as open space], encumbered land should be used productively for open space." It is common for this standard to be applied by designing the open space network within a greenfield area in such a way that unencumbered open spaces are adjacent to encumbered land (especially linear corridors), as opposed to substantially reducing unencumbered open space as a percentage of net developable area to take account of the contribution made by encumbered areas. Examples include:

- The Armstrong Creek East Precinct in Greater Geelong, where a 10% unencumbered open space contribution was required, as well as acquisition of encumbered land for active open space funded through the Development Contributions Plan; and
- The Botanic Ridge Precinct in Casey, where a 10.93% unencumbered open space contribution was required, as well as encumbered land set aside for conservation, drainage, heritage and defensible space purposes which increased the overall open space provision to 24.35%.

Importantly, not all land proposed to be subdivided in Latrobe will contain encumbered areas, especially smaller subdivisions in established areas. This could lead to significant inequities if the proposed schedule to Clause 52.01 is introduced as currently drafted, whereby some parcels with no encumbered land would be required to make a 10% contribution, and others with encumbered land would only contribute 5% unencumbered land along with 5% encumbered land for open space.

In order to ensure an equitable and consistent approach, open space contributions rates should relate to unencumbered land only, with supporting policy drafted relating to circumstance where council will accept encumbered land for open space in addition to unencumbered land.

4.5. KEY FINDINGS

The key findings of this section are as follows:

- The open space provision in Latrobe City of 17.6 ha per 1,000 residents is somewhat higher than typical metropolitan provision ratios, but falls within the range of regional centre case studies analysed, significantly lower than Greater Geelong but somewhat higher than Ballarat and Greater Bendigo;
- Open space contributions rates and mechanisms vary greatly across Victoria. Rates typically range from 5% to 10% in regional areas, and are generally higher in residential growth areas (usually 8% to 10%);
- Given that the Strategy found that there is no shortage of open space *quantity* in established areas, it is considered appropriate in principle for a lower rate to be applied to these areas to reflect the likelihood of lower costs. In new growth areas, both land acquisition for new open spaces *and* improvements to those open spaces are required, meaning that it is appropriate for the growth area rate to be somewhat higher; and
- It is considered appropriate that a lower rate is applied to employment areas, such as subdivisions within Latrobe's industrial and commercial zones, to reflect the lower demand for open space generated by these land uses;
- In order to ensure an equitable and consistent approach, open space contributions rates should relate to unencumbered land only, with supporting policy drafted relating to circumstance where council will accept encumbered land for open space in addition to unencumbered land.

5. OPEN SPACE EXPENDITURE AND DELIVERY

5.1. INTRODUCTION

This section provides an overview of Council's recent and proposed open space expenditure. The section also summarises the approach to open space delivery in Latrobe City's growth areas.

5.2. OPEN SPACE IMPROVEMENTS

Council's Open Space Unit has separate budgets for capital improvements to passive and active open spaces. Information provided by the Open Space Unit is as follows. All expenditure amounts relate to capital expenditure only (all operating and maintenance costs are excluded), and capital costs include any land acquired.

PASSIVE OPEN SPACE

Council's recent passive open space improvements capital expenditure is shown in Table 8. From July 2011 to June 2016, Council expended a total of \$1.9m on passive open space, equating to an average of \$380,400 per annum.

There were no land acquisitions made by Council during this period (other than open space areas that were vested in Council as public open space land contributions at the time of residential subdivisions at no cost to Council). Given that this expenditure has not been accounted for in the public open space account, it is assumed that funds have been obtained through other sources such as general rates.

TABLE 8 PASSIVE OPEN SPACE IMPROVEMENTS 2011/12 – 2015/16

Project Name	Area	Capital Expenditure
Missing Links (paths)	Municipal Wide	\$250,000
Street Furniture	Municipal Wide	\$260,000
Playspace	Municipal Wide	\$675,000
Skate Parks	Morwell	\$117,000*
	Yinnar	\$110,000
	Traralgon South	\$80,000
Morwell Town Common Playspace	Morwell	\$310,000
Boolarra Railway Park	Boolarra	\$70,000*
Commercial Rd Lighting	Morwell	\$30,000
Total passive open space capital expenditure		\$1,902,000
Average per annum		\$380,400

Source: Latrobe City Council.* funding from other parties excluded from expenditure. Figures rounded to the nearest \$1,000.

Over the next 5 years (2016/17 – 2021/22), Council proposes to increase capital expenditure on passive open space to \$4.22m. This will equate to an average of \$844,800 per annum, which is more than double the expenditure over the past 5 years (Table 9). It is understood that the overarching justification for budget allocations and expenditure decisions is drawn from the Open Space Strategy.

Much of the increase is due to a new allocation to implement the Tracks, Trails and Paths Strategy (a key outcome of the Strategy), and increased annual expenditure budgeted for new and upgraded playgrounds, also a recommendation of the Strategy.

Council has advised that there are no plans at present to acquire additional open space land (other than land vested in Council through growth area subdivisions).

It is understood that the majority of recent and proposed expenditure is located within established areas. This is designed to improve the overall standard and relevance of existing open space assets to meet the needs of existing residents, changing demographics and incremental increases in population. Open space works in growth areas are primarily delivered by developers through public open space contributions and section 173 Agreements.

TABLE 9 PASSIVE OPEN SPACE IMPROVEMENTS 2016/17 – 2020/21

Project Name	Area	Capital Expenditure	Year
Paths	Municipal Wide	\$556,000	16/17
Streetscapes (playspaces)	Municipal Wide	\$415,000	16/17
Street Furniture	Municipal Wide	\$260,000	16 – 21
Drinking Fountains	Municipal Wide	\$52,000	17/18
Way Finding	Municipal Wide	\$50,000	17/18
Track Trails and Paths	Municipal Wide	\$1,000,000	17-21
Playgrounds	Municipal Wide	\$458,000	17/18
Playgrounds	Municipal Wide	\$445,000	18/19
Playgrounds	Municipal Wide	\$520,000	19/20
Playgrounds	Municipal Wide	\$468,000	20/21
Lighting	Municipal Wide	TBC	TBC
Total		\$4,224,000	
Average per annum		\$844,800	

Source: Latrobe City Council.

ACTIVE OPEN SPACE

Council provided information on active open space projects undertaken between 2011 and May 2016. Latrobe City's capital contribution to a total of 45 projects over this period was \$10.4m, an average of approximately \$1.9m per annum (across 5.5 years, excluding grants and other non-Council funding sources). A full list of active open space projects is included in **Appendix B**.

Projects include pavilion upgrades (28% of active costs), tennis courts (24%), sporting surface upgrades and drainage improvements (19%), lighting (10%), netball courts (3%) and other planning and small projects (17%). The majority of projects are upgrades and improvements to existing active open space reserves, as opposed to acquisition and construction of new facilities.

It is understood that active open space expenditure is funded through a rolling annual budget allocation and is not funded by open space contributions that are collected each year. No expenditure of open space contributions collected has occurred since 2010. There is a clear

relationship between the open space contributions collected and the ongoing active and passive open space projects undertaken by Council – this revenue should be used to contribute to active and passive open space projects.

5.3. GREENFIELD RESIDENTIAL AREAS

Subdivision proponents in Latrobe's residential growth areas are generally required to provide land contributions and improvements to satisfy public open space contributions (with some exceptions where a cash contributions is made in lieu of land). Examples of recent approaches to open space provision and contributions in larger growth areas include Traralgon North, Morwell North West and Lake Narracan.

The **Traralgon North** Growth Area is subject to a Development Plan which:

- Requires land owners to provide a passive open space contribution of 6% (unencumbered land);
- Funds improvements to passive open spaces through a development contributions levy; and
- Funds acquisition and improvement of a multi-purpose active open space reserve through a development contributions levy.

The total area of unencumbered open space (8.53ha) equates to 8.4% of the Net Developable Area.

Encumbered land is not included in the open space provision, however unencumbered open spaces are located adjacent to encumbered areas such as drainage corridors and conservation areas to enable use of encumbered land for recreation where possible.

The Traralgon North Development Plan includes a public open space equalisation scheme which is designed to balance the cost of providing land and undertaking improvements to open space equally across all landowners in the growth area, without the need for any capital expenditure by Council.

The **Morwell North West** Development Plan allows for a provision of 1.61ha of passive open space within the growth area, which has a Net Developable Area of 112.34ha. The unencumbered open space equates to 1.4% of the NDA. Encumbered open space is also provided along drainage reserves, which has been included in the overall open space provision at a discounted land value.

No active open space is provided in the DP area, due to the close proximity to an existing reserve.

Open space provision is wholly contained with the development plan area. That is, developers deliver the open space throughout the area and there is no remaining cash contribution to open space elsewhere in the municipality.

The **Lake Narracan** Growth Area is within the Urban Growth Zone and is subject to a Precinct Structure Plan, Development Contributions Plan (DCP) and Public Open Space contributions under Clause 52.01.

Land owners are required to provide a public open space contribution of 5.29% of NDA for local open space. Land owners are also required to pay an open space levy as part of the DCP, which goes towards active open space land acquisition and improvement costs. The overall unencumbered public open space contributions equates to 10% of the Net Developable Area.

5.4. KEY FINDINGS

The key findings of this section are as follows:

- Council proposes to expend an average of \$844,800 per annum over the next 5 years on passive open space improvements to implement the Strategy, in addition to the rolling \$1.9m expenditure per annum on active open space improvements, resulting in a total ongoing open space expenditure of \$2.75m per annum.
- Council's approach to public open space in growth areas typically requires developers to provide land and fund all public open space within the development area. The percentage of land dedicated to open space varies on a case by case basis, with recent examples ranging from 8% (Traralgon North) and 10% (Lake Narracan);

- Council does not appear to have a policy that guides the allocation of capital expenditure on public open space, resulting in the vast majority of open space expenditure being sourced from general rates and limited use of cash contributions collected. Improvements to administration processes and records are required to ensure transparency.

6. DISCUSSION AND RECOMMENDATIONS

6.1. IMPLEMENTING THE OPEN SPACE STRATEGY

It is clear that Council's budget for required open space expenditure over the next 5 years is significantly higher than the previous 5 year period, owing primarily to the need to implement initiatives identified in the Strategy. In essence, the Strategy is being progressively costed and implemented.

Although open space improvements are largely being funded through general rates at the moment, it is more appropriate for public open space cash contributions to be allocated to open space projects, and for the open space contributions rate(s) to be set such that revenue reflects the additional demand placed on the open space network by new development. Introducing a schedule to Clause 52.01 is particularly important in the context of rates capping, which is likely to restrict Council's financial capacity to increase open space expenditure to align with the needs outlined in the Strategy.

The use of Clause 52.01 of the planning scheme provides Council with the opportunity to introduce a consistent and equitable mechanism through which proponents of new development contribute to open space. There are significant benefits in introducing consistent rates in the planning scheme, including:

- Transparency: development proponents, Council and the community are aware of the required contributions rates payable for each type of land use;
- Certainty and equity: all subdivisions within the same land use and development setting are required to make the same contribution relative to the land value. At present, contributions can vary on a case by case basis, including in growth areas (through individual Development Plans and similar) and infill areas (through application of the provisions of the Subdivision Act). Under Clause 52.01, a consistent rate will be applied on an ongoing basis, providing certainty to both Council and the development industry;
- Ease of administration: eliminating the need for individual open space assessments reduces the time and resource requirements associated with subdivisions, and simplifies accounting and administration for Council and development planning for subdivision proponents.

6.2. ENCUMBERED LAND

It is uncommon and difficult for encumbered land to be included in an open space requirement. For example, the City of Greater Geelong explicitly requires the public open space contribution to be 'unencumbered', and most Councils only accept unencumbered land to satisfy public open space contributions.

Not all land proposed to be subdivided will contain encumbered areas, especially smaller subdivisions in established areas. This could lead to significant inequities if a schedule to Clause 52.01 is introduced as drafted in the Strategy with encumbered land included as part of the open space requirement.

It is recommended that any encumbered land that is usable for open space should simply be made fit for purpose and vested in Council as part of subdivision works, especially where encumbered land can be co-located with unencumbered open spaces, waterways and trail corridors to enhance the overall open space network. In a greenfield setting, the cost of improving any encumbered areas that are deemed by Council to be suitable for inclusion in the local open space network can be apportioned across all land owners in the development plan area through development contributions or open space equalisation methods (where a Development Contributions Plan or Development Plan with an open space equalisation table applies).

6.3. DIFFERENT LAND USES AND DEVELOPMENT SETTINGS

As discussed earlier in this report, different land uses place different demands on public open space. It is recommended that differential (lower) contribution rates are applied to commercial and industrial subdivisions to reflect the lower demand generated by these land uses relative to residential subdivision. The rate of 2% for industrial and commercial land uses proposed by the Open Space Strategy is considered to be appropriate and in-line with industry practice and PSP Guidelines.

Residential subdivisions place different demands on the open space network depending on their setting. Subdivisions in established areas will generally be able to benefit from the significant existing supply of local open space across the City, but will generate additional demand for capital improvements and capacity increases to the network.

In new growth areas, however, there is a clear need and policy support for new land to be provided for open space to ensure that residents have access to passive and active open space reserves within walking distance to dwellings. Therefore, a different approach is required to setting the rate and open space policy for each development setting.

6.4. SETTING A RATE FOR GREENFIELD RESIDENTIAL DEVELOPMENT

The Open Space Strategy proposed a contributions rate of 10% of NDA (of which at least 5% is to be unencumbered). A 10% contributions rate would align with the Precinct Structure Planning Guidelines. However:

- Greenfield dwelling densities in Latrobe are typically lower (eg. 11-12 lots per hectare) than those in metropolitan Melbourne (at least 15 lots per hectare), resulting in lower population densities and therefore lower concentrations of demand for open space; and
- The approach to encumbered land could lead to a broad range of open space outcomes and potentially inequitable outcomes as discussed earlier.

Although greenfield population densities are often lower than in metropolitan areas, there remains the need to deliver suitably sized and designed open spaces that are accessible to all residents.

Planning for Latrobe's growth areas has resulted in a variety of open space provision rates in recent years, from 8% in Traralgon North to 10% in Lake Narracan. In some cases, residents of new growth areas may be able to utilise capacity available in nearby existing open space areas, which is less common in Melbourne.

In order to reflect lower residential densities in Latrobe City relative to metropolitan Melbourne and to allow for a suitable quantum of both passive and active open space land to be provided in proximity to new houses, it is considered that an appropriate open space contributions rate for growth areas in Latrobe is 8% unencumbered, including both passive and active open space.

Although some growth areas in metropolitan Melbourne and other regional areas exclude active open space from Clause 52.01 (and fund through a DCP), the Greater Geelong approach of funding both passive and active open space through the planning scheme is preferred due to the certainty it provides Council. Land contributions should be sought as a default, with any equalisation required within growth areas possible through a DCP or similar.

6.5. SETTING A RATE FOR INFILL RESIDENTIAL DEVELOPMENT

The open space contributions rate for infill development should have regard to the balance of demand for open space between existing residents in established areas and new residents that will be accommodated by subdivision in these areas.

Council proposes to expend an average of \$2.75m per annum on passive and active open space improvements over the short to medium term. The scope of proposed projects and accuracy of costs have not been reviewed as part of this project. However, it is apparent that some of the proposed open space projects relate to 'backlog' works – that is, works that are required to improve the existing open space network

to meet demand from existing residents only. It would be inequitable to require proponents of new subdivisions to fund all open space works required to meet both existing ('backlog') and new demand.

Other works appear to relate to network and capacity improvements to meet incremental and future increases in open space demand caused by recent and projected population growth. The information provided to support the Open Space strategy does not allow an assessment of the proportion of works and costs that relate to backlogs as opposed to those required to support demand growth. This information gap makes the tasks of apportioning future costs to current and future populations difficult.

In the absence of this information, the relative proportions of 'existing' population (2016) and 'new' population (projected increase from 2016 to 2031) provides a guide to the breakdown of demand for open space generated by existing residents that should generally be funded by rates and Council grants, and demand generated by new population that should be funded through open space contributions.

Projected population growth over the next 15 years will account for 10% of the total population in 2031 – therefore, in the absence of further detail in the open space strategy, it would be appropriate for new development to fund in the order of 10% of Council's open space costs (through public open space contributions). A higher contribution would be appropriate if a greater proportion of future open space costs are designed to meet additional demand generated by new development.

It is assumed that the vast majority of infill developments will satisfy public open space contributions through monetary payments. This report estimates that the following revenue could be received by Council through open space cash contributions as proposed in the Open Space Strategy:

- \$237,800 per annum under a 5% residential rate (infill only) and 2% commercial / industrial rate, equating to 9% of the total proposed open space expenditure per annum; or
- \$381,800 per annum under a 10% residential rate (infill only) and 2% commercial / industrial rate, equating to 14% of the total proposed open space expenditure per annum.

Based on these estimates, a 5% infill residential open space contributions rate (unencumbered) would more equitably reflect the balance between expenditure to meet demand from existing and new residents than the 10% rate proposed in the Open Space Strategy. An infill rate of 5% would generate consistent revenue towards the implementation of the Open Space Strategy, while recognising that the balance of open space costs would need to be funded through alternative sources (primarily general rates revenue and grants) to meet the needs of existing residents.

Even if subdivision activity and land values increase significantly in the future, Council's open space expenditure requirements are likely to continue to significantly exceed open space contributions revenue.

As noted earlier, it is considered inequitable for encumbered land to be included as part of the open space contributions rate, especially in infill areas that are unlikely to (a) make land contributions; and (b) include any areas of encumbered land.

6.6. ADMINISTRATION

There is a disconnect between open space contributions revenue and expenditure by Council. There does not appear to be a policy to guide open space expenditure, including the expenditure of open space cash contributions received.

Administration of public open space contributions, including land vested in Council, cash contributions received, policy regarding how funds should be expended, records of expenditure on passive and active open spaces (including any land acquisition) and sources of funds all need to be clearly documented and accounted for.

Improvements to administration processes and records are required to ensure transparency, particularly if and when a new open space contributions rate is introduced.

6.7. RECOMMENDATIONS

GENERAL

1. Clause 52.01 is an appropriate mechanism for collecting funds to contribute to the implementation of the Open Space Strategy, and will increase transparency, certainty, equity and ease of administration for all parties;
2. Council should apply differential rates for established and growth area subdivisions to reflect the different levels of demand generated by development in each setting, primarily the need for new open space land in greenfield areas to maintain local accessibility;
3. It is not necessary or equitable in the case of Latrobe City to set a different rate for each town. Each town has a reasonable level of public open space provision per capita based on current population levels, and it is more equitable for a flat rate to be applied across all towns. However, Council should establish an open space expenditure policy that directs open space contributions towards those areas that are experiencing the most subdivision activity;

PUBLIC OPEN SPACE CONTRIBUTIONS RATES

4. The following public open space contributions rates are recommended:
 - Residential (infill): 5% unencumbered;
 - Residential (greenfield): 8% unencumbered;
 - Commercial and industrial: 2% unencumbered;
 - Mixed use: 5% unencumbered.
5. Encumbered land should be removed from the proposed contributions rate, but retained as a potential means by which further usable public open space can be provided, particularly in greenfield areas.

PUBLIC OPEN SPACE IMPLEMENTATION / COLLECTION METHODS

6. For subdivisions in greenfield areas, Council should continue to seek full developer provision of open space whereby developers are required to provide a suitable quantum of open space land within the development area including passive and active open spaces, and fund the improvements through an equalisation scheme or Development / Infrastructure Contributions Plan.
7. For Infill residential, commercial and industrial subdivisions, Council should collect monetary payments in lieu of land contributions, except in locations where key future open space areas / linkages are identified. These areas should be broadly indicated on a plan included in the open space contributions policy.

ADMINISTRATION

8. Improvements to administration processes and records are required to ensure transparency. Policy should be introduced to guide open space expenditure, and centralised records are needed to account for open space contributions received (cash and land), expenditure on passive and active open spaces (including any land acquisition) and sources of funds.

APPENDIX A PROPOSED OPEN SPACE POLICY AND SCHEDULE TO CLAUSE 52.01 (2013 STRATEGY)

10 Sample Draft Latrobe City Public Open Space Policy

This policy is divided into the following two sections:

1. Guidelines for considering planning permit applications for subdivision and the assessment of the percentage contribution to open space (whether by levy or land).
2. Recommended planning scheme changes to Clause 21.01 and the schedule to Clause 52.01 of the Latrobe Planning Scheme.

It should be noted that for the guidelines in this section to be successfully implemented, changes to the Latrobe Planning Scheme are required generally in the form of the recommended planning scheme amendment changes provided in section 10.2.

10.1 Guidelines for planning permit applications and Development Plans

Policy Basis

Latrobe City currently owns and manages a diverse range of public parks and reserves across the municipality. A well planned and connected network of open space contributes to the liveability of a municipality and provides opportunities for formal sport and passive recreation. Effective open space provision is therefore integral to the promotion of health and wellbeing outcomes for communities. There is a need to improve the existing open space system so that it is more effective in meeting the needs of the Latrobe community. There is demand for parcels of new open space with an emphasis on completing missing open space links in key areas and ensuring locally accessible reserves in emerging urban growth areas.

The open space levies on subdivision contributions in accordance with the *Subdivision Act 1988* and Clause 52.01 of the planning scheme, provide an important source of revenue for funding new acquisition and capital improvement of open space. Open space requirements may also be outlined in adopted structure plans, urban design frameworks, development and contribution plans, activity centre plans and other relevant strategic planning documents. This policy stems from the Municipal Strategic Statement which directs Council to actively seek funding towards new or improved open spaces and recreation facilities.

The *Latrobe Public Open Space Strategy (2013)* provides a comprehensive framework for the management, use and development of open space assets. The strategy establishes guidelines to ensure that open space areas are attractive, sustainable and contribute to the liveability of the community.

The percentage amounts identified in the policy have been informed by a recent Victorian and Civil Administrative Tribunal (VCAT) decision and an investigation into open space contributions in growth areas. The determination made by VCAT regarding open space contributions in *Stupak v Hobsons Bay CC (2011 VCAT 618)* has significant consequences for

Victorian Councils. Similarly, the Growth Areas Authority (GAA) has sought in the order of 10 – 12% of open space contributions in Melbourne’s growth areas which are similar lot sizes to those developing in some parts of Latrobe City.

Open Space Policy

It is policy that:

- In residential areas, new subdivision be levied at 10% of the net developable area as total open public space, of which a minimum of 5% must be unencumbered and where required, suitable for active open space development.
- In major commercial and industrial employment areas, approximately 2% of net developable area must be provided as a public open space contribution (cash or land) usually with a passive recreation function.
- In meeting this standard, encumbered land should be used productively for open space. Encumbered land usually includes land retained for drainage, electricity, biodiversity and cultural heritage purposes. The parkland created by such sharing and integration should be suitable for the intended open space function/s, including maintenance.
- A diversity of open space and recreational opportunity must be pursued.
- Active Open Space is defined as being of an appropriate size i.e. sufficient to incorporate two football / cricket ovals, but small enough to enable regular spacing of active open provision across residential areas. This would generally require at least 8ha of land that is:
 - a) Appropriate for its intended open space use in terms of quality and orientation;
 - b) Located on flat land (which can be cost effectively graded);
 - c) Located with access to, or making provision for a recycled or other sustainable water supply;
 - d) Designed to achieve sharing of space between sports (where appropriate);
 - e) Linked to pedestrian and cycle paths;
 - f) Environmental issues such as heritage and local culture can be taken into account in the location and development of open space;
 - g) Open space has potential for a high degree of accessibility and Universal Access; and
 - h) Open space provision in residential areas is based on the objectives of Clause 56.

Location Considerations

Guidelines to inform the location of open space in residential areas include:

- Requirements as outlined in Council adopted Structure Plan, Urban Design Frameworks or other relevant strategic planning documents.
- Open space areas and facilities should be provided in locations that maximise accessibility for all users, including people with poor mobility, such as older adults and people with a physical disability, and parents with prams and strollers.

- Local open spaces should not be located on major roads, however, there should be good sightlines into an open space area from neighbouring streets, houses, schools or other buildings.
- Local parks and playgrounds should have active frontages on at least two dominant sides to provide surveillance, and where possible should avoid bordering rear yards.
- Local parks shall generally comprise a minimum area of 0.75 – 1.0 hectare. Exceptions may include small linear link reserves that may be required to provide vital connections between areas.
- Aside from open space whose primary function is to create linear links, long narrow areas should be avoided as open space contributions.
- Isolated pockets of land within a park (i.e. “dead” spaces) or those areas which cannot be overlooked, should be avoided.
- The provision of public open space should not be considered separate from the design of a subdivision. Rather, open space should be a primary consideration in the design of new subdivisions, rather than open space being simply provided after the housing and roadway layers have been prepared.
- Designed to protect native remnant vegetation and other significant natural features.

Guidelines to inform the location of open space in commercial and industrial areas include:

- Requirements as outlined in Council adopted Structure Plan, Urban Design Frameworks or other relevant strategic planning documents.
- Open space areas and facilities should be provided in locations that maximise accessibility for all users, including people with poor mobility, such as older adults and people with a physical disability, and parents with prams and strollers.
- Located so as to maximise opportunities for personal safety and security in siting and design, including consideration of sightlines.
- Located in areas of high pedestrian activity.
- Whilst there are no minimum or maximum sizes required, open spaces must be of an appropriate size (and design) to be attractive, appealing, usable and fit for purpose.
- Have regard to overshadowing, orientation and weather patterns (i.e. avoid siting open space in cold, dark, windy locations).
- Aside from open space whose primary function is to create linear links, long narrow areas should be avoided as open space contributions.
- Isolated pockets of land within a park (i.e. “dead” spaces) or those areas which cannot be overlooked, should be avoided.

Design Considerations

In considering applications for use and development the responsible authority will take into account:

- Any adopted structure plan, urban design framework, development and contribution plan, activity centre plan and other relevant strategic planning documents that may require public open space.
- The need for a variety of open space areas (categories, functions, character and standard) in the context of broader municipal open space and recreation provision.
- Healthy Urban Design Good Practice Guidelines and other relevant planning guides (e.g. Food-sensitive Planning and Urban Design, National Heart Foundation, March 2011).
- Changing community standards and expectations for recreation.
- Co-location of open space with other community facilities.
- The usability of the space for its intended purpose.
- The desire for passive surveillance of open space areas, including streets/housing to front open space reserves.
- *Universal Access* design principles, including accessibility by pedestrians to open space.
- Utilisation of natural features in the design of open space.

Additional considerations include:

- No linear open space area provided to carry a path should be less than 10m wide, and where practical locate paths along routes where clear sightlines are possible to assist navigation, to enhance security, and to provide visibility of potential hazards (i.e. people and cars).
- Avoid dense shrubbery along linear paths and set plantings well back from path edges.
- The minimum width of shared paths should be not less than 2.5m and for pedestrian paths the minimum width should be not less than 1.5m.
- Linear paths should primarily be provided to add to and/or link to a broader trail/path system, and should be located to connect residential areas with community facilities, shopping/commercial areas, other residential areas, or other key destinations/attractions.
- Where possible, circuits of varying lengths should be considered to maximise the opportunity for people to utilise linear paths for exercise.
- Developers shall be required to either fund or undertake basic development works in parks and open space areas (in order to render the site usable by the community and fit for its intended purpose) as part of their contribution, over and above the contribution of the land.
- Where Developers undertake the works to develop open space areas provided as part of their contribution, a concept plan showing the park plan should firstly be approved by Council as part of the subdivision approvals process.

- The landscape design and standard of development of new open space areas provided by Developers shall be at a level that is able to be sustained by Council after the responsibility for maintaining the site is passed onto Council.

Developer Contributions: Cash & Land

The following shall be considered by Council when assessing requirements for land or cash contributions.

- Any adopted structure plan, urban design framework, development and contribution plan, activity centre plan and other relevant strategic planning documents that may require land for public open space or a cash contribution.
- Land should be taken in preference to a cash contribution in instances where:
 - There is demand for open space in that location (having regard to the proximity, accessibility and capacity of surrounding open space) and the proposed site will enhance the overall network of open space available to the community.
 - An existing open space corridor could be enhanced.
 - There is a strategically important link required with adjoining open space or other land uses.
 - There are mature trees, or features of regional (or greater) environmental or cultural significance. Such sites may be considered encumbered and provide limited usability for the community. In such instances, only partial contribution credit may be considered by Council.
 - The nature and condition of the land is compatible with the preferred end use/purpose, and its development for that purpose can be cost effective.
 - New residential areas, or undeveloped land residentially zoned in Development Plan areas, should look to achieve 10% provision for open space in land contributions.
 - New commercial or industrial areas, or undeveloped commercial or industrial land zoned in Development Plan areas, should look to achieve 2% provision for open space in land contributions.
- Cash should be accepted from a Developer in lieu of land where:
 - The size of the subdivision does not allow sufficient land to be taken as open space to meet the demand for identified functions and setting types within the boundaries of the subdivision.
 - An adequate range of functions and setting types are already available within the locality.
 - Resources are needed to develop a regional recreational resource.
 - It is possible that the cash taken in lieu of open space land can be used to enhance an alternative site in the vicinity of where it was taken to service that communities needs.



The recommended changes to the schedule of Clause 52.01 Public Open Space Contribution and Subdivision are highlighted in yellow below.

DRAFT SCHEDULE TO CLAUSE 52.01

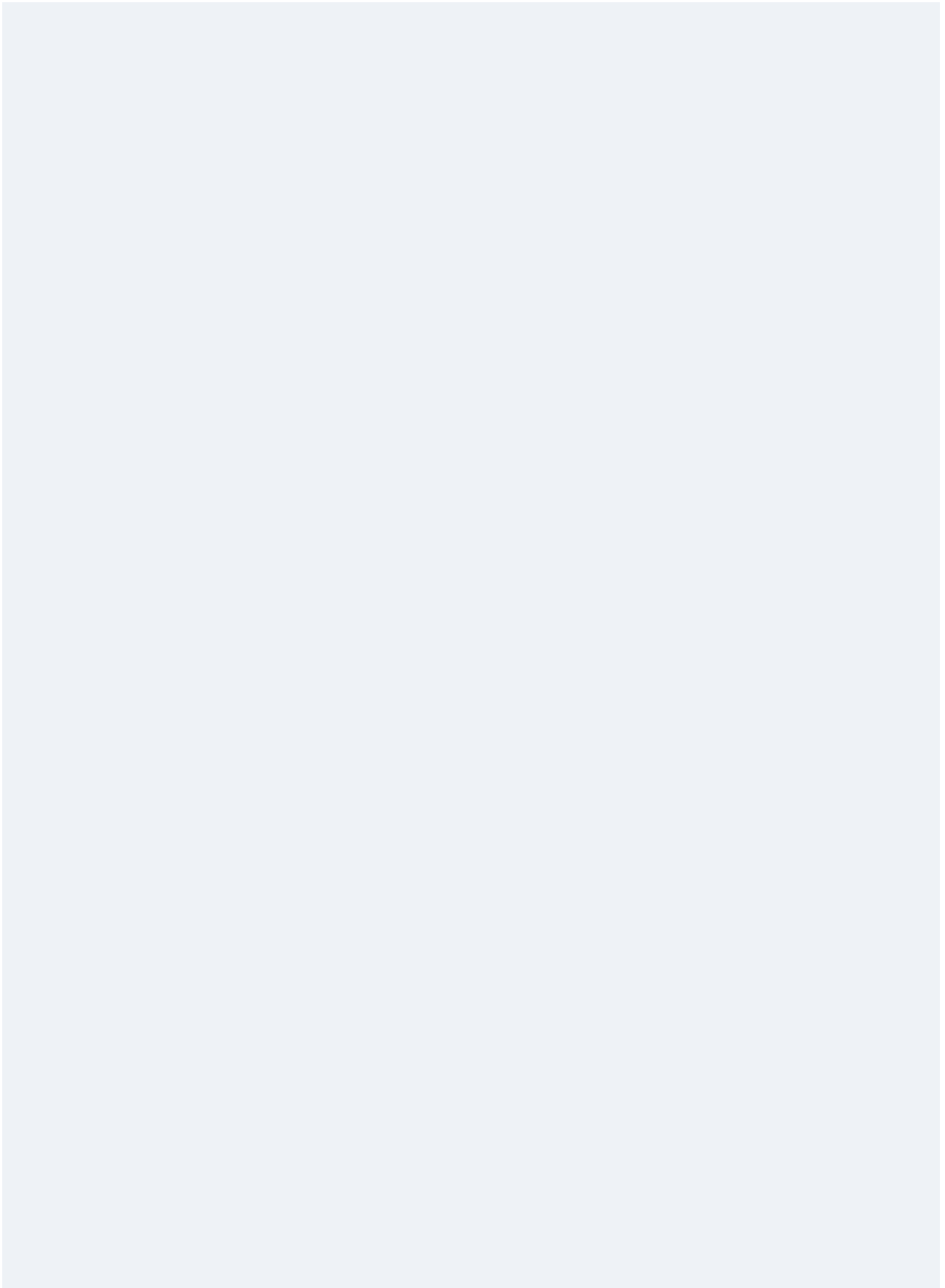
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Type or location of subdivision	Amount of contribution for public open space
Residential Subdivision	<p>Land Contribution 10% of the net developable area of which a minimum of 5% must be unencumbered.</p> <p>Cash Contribution 10 % of the site value of the net developable area.</p> <p>Combination: Cash and Land Contribution A combination of cash and land contribution can be negotiated up to the value of 10% of net developable area. In such instances, the first 5% of any land provided must be unencumbered.</p>
Industrial Subdivision	2% of the net developable area in cash or land contribution. Land provided must be unencumbered.
Commercial Subdivision	2% of the net developable area in cash or land contribution. Land provided must be unencumbered.

APPENDIX B LATROBE CITY ACTIVE OPEN SPACE PROJECTS 2011 – 2016

YEAR	RESERVE	PROJECT	TOTAL COST	LCC FUNDING ⁴
2011	Boolarra Memorial Park	Netball Courts & Lighting	\$100,000	\$100,000
2011	Burrage Reserve Newborough	Pavilion Upgrade	\$60,000	\$60,000
2011	Tyers Recreation Reserve	Lighting Project	\$80,000	\$80,000
2011	Harold Preston Reserve Traralgon	Pavilion Upgrade	\$100,000	\$40,000
2011	Toners Lane Reserve Morwell	Road access	\$40,000	\$40,000
2011	Burrage Reserve Newborough	Lighting project	\$100,000	\$100,000
2011	Morwell Recreation Reserve	Ground improvements	\$250,000	\$150,000
2011	Keegan Street Reserve Morwell	Lighting project	\$100,000	\$40,000
2011	Northern Reserve Morwell	Pavilion construction	\$320,000	\$320,000
2011	Crinigan Road South Reserve Morwell	Pavilion upgrade	\$244,000	\$184,000
2011	Ted Summerton Reserve Moe	Pavilion & ground upgrade	\$6,000,000	\$340,000
2011	Federation (formerly Monash) University Churchill	Construction of synthetic pitch	\$900,000	\$600,000
2011	Various reserves	Upgrade to soccer grounds	\$150,000	\$50,000
2012	Ronald Reserve Morwell	Lighting project	\$90,000	\$30,000
2012	Tyers Recreation Reserve	Upgrade to Football/Netball change facility	\$280,000	\$230,000
2012	Moe Olympic Reserve	Construction of pavilion	\$680,000	N/A
2012	Monash Reserve Newborough	Upgrade of pavilion	\$50,000	N/A
2012	Harold Preston Reserve Traralgon	Upgrade to Traralgon Tennis Centre	\$714,000	\$100,000
2013	Yallourn North Town Oval	Construction of new pavilion	\$680,000	\$340,000
2013	Glengarry Recreation Reserve	Construction of 4 multi-use Netball/Tennis Courts	\$500,000	\$430,000
2013	Tyers Recreation Reserve	Construction of Soccer pavilion	\$420,000	\$400,000
2013	Moe Outdoor Pool	Facility Upgrade	\$2,630,000	\$790,000
2013	Yallourn North Bowling Green	Construction of synthetic bowling green	\$200,000	N/A
2013	Harold Preston Reserve Traralgon	Installation of drainage on pitch 2	\$55,000	\$40,000
2013	Morwell Recreation Reserve	Morwell Recreation Reserve Precinct master plan	\$60,000	\$30,000
2014	Harold Preston Reserve	Female change pavilion	\$420,000	\$350,000
2014	Gaskin Park	Installation of Lighting	\$200,000	\$100,000
2014	Harold Preston Reserve	Installation of lighting	\$140,000	\$90,000
2014	Latrobe City Sports & Entertainment Stadium	Installation of irrigation and drainage	\$150,000	\$100,000
2014	Moe Netball Park	Installation of lighting	\$160,000	\$110,000
2014	Catterick Crescent Reserve	Master plan	\$70,000	\$25,000
2014	Maryvale Reserve	Master plan	\$30,000	\$10,000
2014	Traralgon Recreation Reserve & Showgrounds	Master plan	\$45,000	\$15,000
2014	N/A	Tracks, Trails and Paths Strategy	\$100,000	\$70,000
2015	Agnes Brereton Reserve	Pavilion upgrade	\$400,000	\$350,000
2015	Duncan Cameron Park	Reconstruction of oval – install drainage	\$450,000	\$400,000
2015	Gaskin Park	Construction of a synthetic bowling green	\$400,000	\$400,000
2015	Morwell Park	Installation of drainage on the oval	\$60,000	\$20,000
2015	Harold Preston Reserve	Construction of a show court at the Traralgon Tennis Centre	\$1,300,000	\$550,000
2015	Ted Summerton Reserve	Reconstruction of the oval	\$600,000	\$600,000
2015	Moe Botanic Gardens	Reconstruction of the Moe Tennis Courts	\$1,600,000	\$1,600,000
2015	Various Reserves	Design of a range of recreation pavilions, tennis courts and lighting projects	\$400,000	\$400,000
2016	Glengarry Recreation Reserve	Construction of a Netball/Tennis pavilion	\$335,000	\$235,000
2016	Stoddart Oval	Upgrade to existing pavilion	\$100,000	\$10,000
2016	Joe Tabuteau Reserve	Upgrade to existing pavilion	\$100,000	\$25,000
2016	Traralgon Recreation Reserve & Showgrounds	Construction of match standard lighting	\$550,000	\$450,000
Total			\$22,414,000	\$10,404,000

⁴ LCC funding includes only the proportion of expenditure sourced directly from Council. This excludes grant funding and other non-Council revenue sources.



ATTACHMENT 2 - MAPPING REFERENCE TABLE

Property Number	Planning Scheme No.	Legal Description	House No.	Street Name	Suburb	PostCode	Owner Name	Address	Town/Postcode
19902	118	CA24F Sec 1	7	Austin Street	BOOLARRA	3870	Department of Environment, Land, Water and Planning	71 Hotham Street	TRARALGON VIC 3844
19900	117, 118	CA 24G Sect 1, CA 24F Sect 1, CA 24 Sect 1	1-3	Austin Street	BOOLARRA	3870	Department of Environment, Land, Water and Planning	71 Hotham Street	TRARALGON VIC 3844
20116	117, 118	2 CA 16	0	Church Street	BOOLARRA	3870	Department of Environment, Land, Water and Planning	71 Hotham Street	TRARALGON VIC 3844
18400	96	RES 1 PS 408855R	0	Cutler Crescent	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
18600	96	RES 1 LP 70672	34-36	Fraser Crescent	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
18921	96	RES 2 LP 73979	0	Manning Drive	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
19466	96	RES 1 LP 73979	0	Shaw Street	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
19627	96	L B LP 72657	0	Walker Parade	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
19766	96	Lot A LP72657	0	White Parade	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45621	96	PTL 445 LP 72835	0	McDonald Way	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52023	96	L 34 LP 72657	0	Switchback Road	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52024	96	L A LP 72657	0	Monash Way	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22039	93, 94	RES 1 LP 144840	0	Tramway Road	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52024	93, 94	RES 1 LP144840	0	Monash Way	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45624	93, 96	L 11 LP 83764	0	Wattle Crescent	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
18939	95, 96	Lot 1 TP885206 TP892663, TP892666	0	Manning Drive	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
18399	96, 98	L C LP 72657	8	Cutler Crescent	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52026	96, 98	RES 1 LP 134841, RES 1 LP 135623	0	Amaroo Drive	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52134	98	RES 1 PS636750	0	Glendonald Road	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52024	96, 98	RES 1 LP 134843	0	Monash Way	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49094	17	RES 1 LP 133920	106	Traralgon Maffra Road	GLENGARRY	3854	Latrobe City Council	PO Box 264	MORWELL VIC 3840
35949	23	RES 1 LP 41808	0	Ferguson Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
36999	23	Pt 18A	59-61	Moore Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
42736	26	L 31 LP 78272, Pt 165E	2	Watsons Road	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
41073	27	L 1 TP907565	0	Bristol Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
41074	27	L 1 TP907512	0	Bristol Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
41096	27	L 81 LP 51836	0	Caldwell Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46065	27	RES 1 PS 441953	0	Parkside Drive	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47459	27	RES 4 PS 441953	0	Truscott Road	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
36808	28	L 585 LP 50942	0	Mann Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
37620	28	L 2 PS 212534	0	Vale Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
42146	32	RES 1 LP 131337	0	Randall Crescent	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49065	32	RES 1 LP 136030	0	Scorpio Drive	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49066	32	RES 2 LP 136030	0	Scorpio Drive	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
41535	33	L 273 LP 50954	0	John Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
41849	33	L 405 LP 50949	23	Margaret Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
42005	33	L 100A LP 50950	0	Phillip Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
42303	33	L 6 LP 43607	0	Scott Avenue	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
42596	33	L 169 LP 66888, L 170 LP 66888, L 171 LP 66888	10-14	Stoddart Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45706	33	RES 1 LP 146106	0	Orion Court	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45707	33	RES 1 LP 139475	0	Prince Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49085	33	RES 1 PS 308023	0	Billingsley Court	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
35697	34	1 Pt 2	0	Cemetery Road	MOE	3825	Department of Environment, Land, Water and Planning	71 Hotham Street	TRARALGON VIC 3844
47058	34	RES 1 LP 145925	88	Coalville Road	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49128	34	RES 1 LP 149156	21	Wirrana Drive	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
37473	22, 27	RES 1 LP 114759	0	Saxtons Drive	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52849	26, 27	RES 1 PS704989, RES 1 PS704990	0	Avoca Place	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45639	73	RES 1 LP138848	0	Bridle Road	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45678	76	RES 2 LP218992	0	Maryvale Road	MORWELL		Latrobe City Council	PO Box 264	MORWELL VIC 3840
51914	76	RES 1 PS649424	2	Heritage Boulevard	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45673	78	RES 1 PS427750	0	Nindoo Drive	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49073	73, 78	RES 1 LP137072	0	Nindoo Drive	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
13683	72	CA 74J	39-47	Savage Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
14149	72	L 4 LP 60016	23-29	Well Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45665	72	RES LP 69946	0	Bruton Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
14825	73	RES 4 LP 120200	0	Dargo Crescent	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
14832	73	RES 5 LP 120200	0	Dargo Crescent	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
15908	73	RES 3 LP 120200	0	Waratah Drive	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46756	73	RES 1 LP 127793	0	Wyung Drive	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840

Property Number	Planning Scheme No.	Legal Description	House No.	Street Name	Suburb	PostCode	Owner Name	Address	Town/Postcode
46814	73	RES 1 PS 518811	22	Glenrowan Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47386	73	RES 1 PS 527851	0	St George Terrace	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
10332	75	RES 1 PS 649420, RES 2 PS 649420, RES 3 PS 649420	40	Catherine Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
11042	75	RES 1 LP 20579	0	Helen Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
17201	76	L 47 LP 15160	33	McDonald Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
17554	76	L 53 LP 16912	30	Spry Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45657	76	RES 1 LP 15358	2-6	Fairfield Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
13632	77	CA 73A	0	Robertson Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
16434	77	L 34 PS 28022	0	Churchill Road	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
16872	77	L 58 LP 52679	0	Houigan Road	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
17629	77	L 9 LP 52683	15	Tulloch Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45659	77	RES1 LP 32756, RES2 LP 32756	0	Granya Grove	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
14293	78	RES 1 LP 112057	99-109	Airlie Bank Road	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
14566	78	RES 4 LP 115393	0	Bulga Court	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
15654	78	RES 3 LP 115393	0	Tambo Crescent	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
15670	78	RES 2 LP 115393	0	Tambo Crescent	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
15733	78	RES 1 LP 55890	0	The Avenue	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
12204	81	CA 11J, CA 11K	0	Wallace Street	MORWELL	3840	Department of Environment, Land, Water and Planning	71 Hotham Street	TRARALGON VIC 3844
17231	82	CA 68C	0	10-14 McMillan Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
48392	71,	RES 1 PS 540159	16	Josie Place	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45680	72, 76, 77	RES 1 LP 218993, RES 2 LP 218993	0	Maryvale Road	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
15935	73, 78	RES 2 LP 120200	0	Waratah Drive	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45674	73, 78	RES 1 LP 134136, RES 1 PS 521413	0	Airlie Bank Road	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
10009	75, 80	CA 11E4	11	Aherin Street	MORWELL	3840	Department of Environment, Land, Water and Planning	71 Hotham Street	TRARALGON VIC 3844
16183	76, 77	CA68A	0	Barry Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
17386	81, 82	L 22 PS 28022	0	Princes Drive	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
51915	76	RES 3 PS649424	0	Heritage Boulevard	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
51998	71	RES 2 PS 649425	6A	Sowerby Road	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50332	23	RES 1 PS 604325	6	Leadbeater Mews	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50333	24	RES 2 PS 604325	0	Montane Boulevard	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50334	24	RES 3 PS 604325	0	Old Sale Road	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50335	24	RES 4 PS 604325	0	Montane Boulevard	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50656	24	RES 1 PS 619801	0	Copperhead Court	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50920	24	RES 1 PS 627181	0	Old Sale Road	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
37214	29	RES 1 PS 323530	0	Rita Court	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
37214	29	L 1 LP 61872	114-130	Narracan Drive	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
37949	29	RES 1 LP 145405	0	Banksia Street	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
38548	29	RES 2 LP 127969	0	Dudley Court	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
40125	29	RES 1 PS 515859	0	Shelton Street	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
40217	29	L 66 LP 118479	31	Southwell Avenue	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49087	29	RES 1 PS 319314	0	Tresswell Avenue	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49119	29	RES 1 PS 339839	0	Newark Avenue	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
37885	30	RES 1 and 2 LP 115791	0	Avon Court	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
38083	30	L 22 LP 55346, L 23 LP 55346	50-52	Boolarra Avenue	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
38097	30	L 12 LP 55786	65	Boolarra Avenue	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
38603	30	Pt 4C	0	Eastern Avenue	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
38805	30	L 8 LP 55351	16-18	Hallston Street	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
39607	30	L 28 LP 55086	18	Newstead Street	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
40847	30	L 23 LP 55347	9-11	Yinnar Street	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49150	30	CA 5M	0	John Field Drive	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
38334	35	RES 1 LP 27650	0	Cross Street	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
38864	35	RES 1 LP 95219	55	Haunted Hills Road	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
40160	35	L 15 LP 69603	16	Smallburn Avenue	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
39950	29,	L 17 LP 55089	9-13	Retford Street	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
40318	29, 30	L 5 LP 55083	2	Stearman Street	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47954	29, 30	L 7 PS 608285	32	Northern Avenue	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
43986	6	CA 5 Sect 17	9	Victoria Street	TOONGABBIE	3856	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49052	6	CA 10D, CA 2001	0	Cowen Street	TOONGABBIE	3856	Toongabbie Recreation Reserve Committee Inc	Post Office	TOONGABBIE VIC 3856
33022	8	CA 17 Sect 7, CA 27, CA 2002	34	Stringer Road	TOONGABBIE	3856	Department of Environment, Land, Water and Planning	71 Hotham Street	TRARALGON VIC 3844

Property Number	Planning Scheme No.	Legal Description	House No.	Street Name	Suburb	PostCode	Owner Name	Address	Town/Postcode
51597	49	RES 1 PS 635544	0	St Georges Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
53110	50	RES 2 PS724314	0	Harvard Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25129	51	L A LP147033	0	Edward Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49284	51	RES 2 LP 145801	0	Pepperdine Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47014	56	RES 1 PS509285	0	Lawn Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49120	56	L 18 LP 40103	4	Mayne Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49281	56	RES 1 LP 17881	0	Tanjil Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45655	57	RES 1 PS408861	0	Tulloch Way	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
29267	61	RES 1 LP 114042	0	Mapleson Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23236	48	RES 1 LP 115970	0	Alpine Close	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
26487	48	RES 4 LP 123467	0	Grubb Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27451	48	RES1 LP 98903	0	James Parade	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
29380	48	RES 2 LP 123467	0	Parkwood Way	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
29434	48	RES 1 LP 148038, RES 1 LP 206482	0	Parslow Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
29856	48	RES 1 LP 120284	0	Rangeview Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
31255	48	RES 1 LP 23924	3	West Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46655	48	RES 1 PS 519259	104	Riverslea Boulevard	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46656	48	RES 2 PS 519259	16	Wellington Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46780	48	RES 1 LP 133699	0	Grubb Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46781	48	RES 1 LP 127974	0	Grubb Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46781	48	RES 1 LP122790	0	Douglas Parade	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46800	48	RES 1 LP 217700, RES 1 PS322585	0	Merindah Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46998	48	RES 1 PS 531365	0	Cross's Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47108	48	RES 1 LP 132840	0	Cross's Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47109	48	RES 1 LP 123467	0	Cross's Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47110	48	RES 3 LP 123467	0	Parkwood Way	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47243	48	RES 2 PS 528331	8	Thomson Rise	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47999	48	RES 1 PS 537951	0	Independent Way	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
48062	48	RES 2 PS 542480	18	Graduate Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
48705	48	RES 1 LP 145387, RES 1 LP 137756	0	Hillcrest Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23504	49	RES 1 LP 53595	0	Barker Crescent	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
24486	49	L 3 LP 121785	110	Church Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25549	49	RES 3 PS 536623	0	Michael Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25550	49	RES 1 PS 536623	0	Michael Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
26010	49	RES 1 LP 20015	0	Gilwell Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
26257	49	L 32 LP 42384, L 33 LP 42384	0	Grant Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46570	49	RES 1 PS 514890	13	Sherwood Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47381	49	RES 1 PS 527838	0	Hedges Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49057	49	RES 1 PS 602225	26	Bradman Boulevard	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23710	50	RES 1 LP 149065, RES 2 LP 149972	0	Blair Athol Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25489	50	RES 1 LP 129405, RES 1 LP 209712	0	Firmin Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
29335	50	L 64 PS 417656, RES 1 PS 417656	0	Wentworth Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46790	50	RES 3 LP 149616, RES 1 LP 205125, RES 1 PS 333983	0	Marshalls Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46802	50	RES 1 PS 320050	0	Alfred Close	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47112	50	RES 1 PS 431809, RES 1 PS 328537	0	Oxley Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49112	50	RES 1 PS 431808	0	Flinders Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27418	51	RES 1 LP 143176, RES 1 LP 144103	0	Illyarrie Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30594	51	RES 1 LP 125480	0	Strathcole Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30595	51	RES 1 LP 144102	0	Strathcole Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30595	51	RES 1 LP 145801	0	Strathcole Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46846	51	RES 1 PS 525738	6	Waterrun Close	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49251	51	RES 1 PS 603046	141-145	Hammersmith Circuit	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49284	51	RES 1 LP 138845	0	Morgan Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50158	51	RES 1 PS 614947	10	Highfield Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30755	53	RES 1 LP 143299	0	Swallow Grove	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
24005	54	RES 2 LP 124358	0	Brolga Boulevard	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
24926	54	RES 1 LP 19178	12	Dawn Grove	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25459	54	RES 1 LP 97112	5	Field Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27992	54	RES 1 LP 144947	0	Lamprey Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840

Property Number	Planning Scheme No.	Legal Description	House No.	Street Name	Suburb	PostCode	Owner Name	Address	Town/Postcode
29895	54	L 21 LP 21153, L 22 LP 21153	0	Ray Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30707	54	RES 1 LP 118601	0	Sunderland Circuit	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
31298	54	RES 3 LP 135796, RES 2 LP 133448	0	Willaroo Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
31298	54	RES 1 LP506499	0	Kay Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
31298	54	RES 1 LP 124358	0	Phillip Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
44270	54	RES 1 LP 15435	19A & B	Cumberland Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46782	54	RES 1 LP 17926	0	Pollock Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46783	54	RES 1 PS 420064	0	Sunderland Circuit	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23622	55	L 20 LP 19077, L 9 LP 19078	0	11-13 Bennett Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23624	55	L 9 LP 19078	13	Bennett Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23782	55	RES 1 LP 78498	2A	Blundell Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23944	55	RES 1 LP 19179	0	Breen Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
24033	55	RES 1 LP 16357	0	Brookes Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
26024	55	L 3 LP 21042	2	Glenlee Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27065	55	L 48 LP 20160	7	Hicks Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
29307	55	L 24 LP 41799, L 25 LP 41799	8-10	Orr Brien Crescent	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23818	56	RES 1 LP 135121	0	Bonighton Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
24649	56	L 17 LP 40103, L 18 LP 40103	4	Coulson Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25007	56	RES 1 LP 17928, RES 1 LP 17881	0	Dowling Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27284	56	RES 1 LP 125039	0	Hunter Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27798	56	RES 2 LP 135123	0	Keith Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23295	57	RES 1 LP 143055, RES 1 LP 149673	0	Archer Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
28092	57	RES 1 LP 137070	0	Liddiard Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
28379	57	L 261 LP 55508	0	Lyndon Crescent	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
28609	57	L 74 LP 51881	0	Maguire Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
28693	57	L 105 LP 59038	24A	Maskrey Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30310	57	L 8 LP 65812	0	Shakespeare Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
31094	57	RES 1 LP 145274	0	Trivalve Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46786	57	L 74 LP 51881	0	Roberts Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46787	57	RES 1 LP 116749	0	Murphy Crescent	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49014	57	RES 1 PS 549872	0	Newman Crescent	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25437	59	RES 1 LP 146718	0	Fernlea Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27497	59	RES 1 LP 134527	0	Jarrah Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
43573	59	RES 1 PS 349083	3	Ash Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46356	59	RES 1 PS 436146	10	Cagney Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46784	59	RES 1 LP 97154	8	Myrtle Crescent	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46958	59	RES 2 PS 526916	0	Oak Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49492	59	RES 3 PS 603030	0	Donegal Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50208	59	RES 1 PS 618971, RES 2 PS 603030	0	Hazelwood Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50498	59	RES 1 PS 618977	0	Hazelwood Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50499	59	RES 2 PS 618977	0	Hazelwood Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27280	60	L 17 LP 41443	5	Hugh Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23541	61	RES 1 LP 149688	0	Bayley Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25401	61	RES 1 and 2 LP 131311	0	Farren Close	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27285	61	RES 1 LP 114042	0	Mapleson Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27440	62	RES 1 LP 130891, RES 1 LP 133326	0	Jakobi Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
28446	62	RES 1 LP 133329	0	McDonald Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30950	62	L 248 LP 70806	12	Thexton Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30950	62	L 216 LP 70806	50	Cameron Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30956	62	L 208 LP 70806	19	Thexton Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
31243	62	RES 1 LP 116192	0	Welch Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30756	47, 53	RES 1 LP 135796	0	Swallow Grove	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30757	48, 54	RES 2 LP 135796	0	Swallow Grove	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49613	49, 50	RES 1 PS 524078	4	Windsor Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49283	50, 51	RES 1 LP 140022	0	Pepperdine Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
29342	51,	RES 1 LP 23836	10	Park Lane	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46957	54, 59	RES 1 PS 526916, RES 1 PS 349084	0	Oak Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25217	54, 60	L 21 LP 76242	24	Elliott Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
29267	56, 61	RES 1 LP 135122, RES 1 LP 135123	0	Ormond Road & Mapleson	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840

Property Number	Planning Scheme No.	Legal Description	House No.	Street Name	Suburb	PostCode	Owner Name	Address	Town/Postcode
29066	57, 62	RES 1 LP 115540	27	Murphy Crescent	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
51849	49	RES 1 P5620558	13	Tintern Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
51971	49	RES 1 P5635554N	0	Rye Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
51972	49	RES 2 P5635554N	0	Rye Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
53626	49	RES 1 P5709720	0	Eton Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52569	47	RES 1 PS 708164	0	Cross's Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52696	49	RES 1 PS 635563	0	Oxford Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52739	59	RES 1 PS 714294	0	Bank Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
53002	59	RES 1 PS 722083	0	McNulty Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
53003	59	RES 2 PS 722083	0	McNulty Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
53109	50	RES 1 PS 724314	0	Harvard Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52570	47	RES 2 PS 708164	0	Cross's Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52697	49	RES 2 PS 635563	0	Oxford Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52698	49	RES 3 PS 635563	0	Oxford Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52598	47	RES 4 PS 712141	0	Cross's Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52931	47	RES 7 PS 716718	0	Jersey Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
53637	50	RES 1 PS 733683	0	Harvard Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45649	50	RES 1 PS 437668	0	Lawson Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45650	57	RES 1 PS 448339	0	Ellavale Drive	TRARALGON EAST	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45652	57	RES 1 PS 339162	0	Winston Court	TRARALGON EAST	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45656	57	RES 1 PS 339163	0	Ellavale Drive	TRARALGON EAST	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30150	58	RES 1 LP 206438	0	Ryeburn Close	TRARALGON EAST	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46801	58	RES 1 PS 301974	0	Ellavale Drive	TRARALGON EAST	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49570	58	RES 1 PS 603057	0	Ellavale Drive	TRARALGON EAST	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52168	58	RES 1 P5644123	0	Ellavale Drive	TRARALGON EAST	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52169	58	RES 2 P5644123	0	Ellavale Drive	TRARALGON EAST	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
33500	101, 102	L 2 P5330752	3	Keith Morgan Drive	TRARALGON SOUTH	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
34278	45	L 1 LP 77102, Pt 5E	0	Mount Hope Road	TYERS	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
34492	45	L 1 LP 303294	0	Tyers-Walhalla Road	TYERS	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22565	41	L 31 LP 54609	0	Boundary Road	YALLOURN NORTH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22521	42	RES 1 LP 54605	0	Anderson Avenue	YALLOURN NORTH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22776	42	L 9 LP 53761	0	Low Road	YALLOURN NORTH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22833	42	RES 1 LP 53759	87	North Road	YALLOURN NORTH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22956	42	L 1 TP 644220	0	12-16 Third Street	YALLOURN NORTH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22962	42	L 1 LP 133602, RES 1 LP 54232	0	Reserve Street	YALLOURN NORTH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49080	42	L 1 TP 602483	0	Marshall Street	YALLOURN NORTH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22974	40, 42	L 4 LP 26855, L 5 LP 26855	21	Rossmore Avenue	YALLOURN NORTH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22178	107	Pt 12B	0	Wicks Street	YINNAR	3869	Latrobe City Council	PO Box 264	MORWELL VIC 3840
19865	109	RES 1 PS 312555, RES 1 LP 138434, RES 1 LP 142226	0	Albert Street	YINNAR	3869	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46059	109	RES 1 LP 144817	0	Albert Street	YINNAR	3869	Latrobe City Council	PO Box 264	MORWELL VIC 3840
21131	107, 108	CA 57	0	Main Street	YINNAR	3869	Department of Environment, Land, Water and Planning	71 Hotham Street	TRARALGON VIC 3844

LATROBE PLANNING SCHEME - LOCAL PROVISION

ATTACHMENT 3 - DRAFT PLANNING SCHEME MAP 48



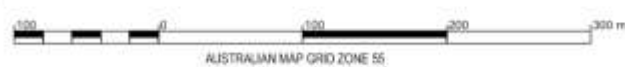
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This map should be read in conjunction with additional Planning Overlay Maps (if applicable) as indicated on the RCDER TO MAPS.

Public Land

- Public Park and Recreation Zone

--- Municipal Boundary



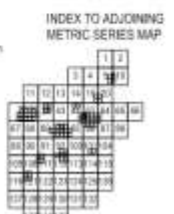
PREPARED BY: Planning Mapping Services



Environment, Land, Water and Planning

Project: 28/2016

AMENDMENT C91



ZONES

MAP No 48

Existing Conditions	Latrobe Public Open Space Strategy 2013	Review of Public Open Space Strategy and Contribution Rates
Open Space Contributions		
<p>Collection of open space contributions are currently via the <i>Subdivision Act 1988 Section 18(1)</i> (with the exception for Lake Narracan Precinct Structure Plan (PSP) which is via the Schedule to Clause 52.01 of the Latrobe Planning Scheme).</p> <p>Requirements for open space contributions under the <i>Subdivision Act 1988 Section 18(1)</i></p> <p>(a) Land not exceeding 5% of all land in the subdivision (including residential, industrial or commercial); or</p> <p>(b) Money not exceeding 5% of the site value; or</p> <p>(c) A combination of (a) and (b)</p>	<p>Proposes to utilise the Schedule to Clause 52.01 (Public Open Space Contributions and Subdivision) of the Latrobe Planning Scheme.</p> <p>Proposed rates for open space contributions are as follows:</p> <p>Residential Subdivision</p> <p><u>Land Contribution</u> 10% of the net developable area of which a minimum of 5% must be unencumbered.</p> <p><u>Cash Contribution</u> 10 % of the site value of the net developable area.</p> <p><u>Combination: Cash and Land Contribution</u> A combination of cash and land contribution can be negotiated up to the value of 10% of net developable area. In such instances, the first 5% of any land provided must be unencumbered.</p> <p>Industrial and Commercial Subdivision 2% of the net developable area in cash or land contribution. Land provided must be unencumbered.</p>	<p>Proposes to utilise the Schedule to Clause 52.01 (Public Open Space Contributions and Subdivision) of the Latrobe Planning Scheme.</p> <p>Proposed new rates for open space contributions based on, but not limited to; current and future open space demands, population projections, benchmarking, growth in residential and non-residential areas and projected open space expenditure.</p> <p>Proposed rates for open space contributions are as follows:</p> <p>Residential Subdivision</p> <p><u>Greenfield Areas</u> 8% of the net developable land or site value. Land provided must be unencumbered.</p> <p><u>Infill Areas</u> 5% of the net developable land or site value. Land provided must be unencumbered.</p> <p>Commercial, Industrial and Mixed Use Subdivision 2% of the net developable land or site value. Land provided must be unencumbered.</p> <p><i>(Given that the Strategy found that there is no shortage of open space quantity in established areas (infill), it is considered appropriate in principle for a lower rate to be applied to these areas to reflect the likelihood of lower costs. In new growth areas (greenfield), both land acquisition for new open spaces and improvements to those open spaces are required,</i></p>

		Contribution Rates
Open Space Contributions continued		
		<i>meaning that it is appropriate for the growth area rate to be somewhat higher. Additionally commercial and industrial subdivisions have typically lower contribution rates than residential subdivision, reflecting the lower level of demand generated for public open space by workers compared with residents).</i>
Encumbered and Unencumbered Land		
No Existing Policy unless specified in an adopted Structure Plan, Urban Design Frameworks, Activity Centre Plans, Development Plans, Development Contribution Plans or Precinct Structure Plans.	<p>The Strategy generally supports the Victorian Planning Authority (VPA) (previously the Growth Areas Authority) Guidelines around encumbered land which states:</p> <p><i>'Encumbered land should be used productively for open space. Encumbered land usually includes land retained for drainage, electricity, biodiversity and cultural heritage purposes. The parkland created by such sharing and integration should be suitable for the intended open space function/s, including maintenance'.</i></p> <p>The Strategy does however vary slightly from the VPA Guidelines to afford greater flexibility in contribution negotiations to ensure sites are 'fit for purpose' and usable.</p> <p>The Strategy proposes that:</p> <ul style="list-style-type: none"> • Residential Land – up to 5% (of 10%) can be encumbered; and • Industrial and Commercial Land – 2% No land to be encumbered. 	<p>Recommendation that;</p> <ul style="list-style-type: none"> • All land (residential, commercial and industrial must be unencumbered (however Council may accept encumbered land for open space in addition to unencumbered land - encumbered land can be retained as a potential means by which further usable public open space can be provided, particularly in greenfield areas) <p><i>It is common for this standard to be applied by designing the open space network within a greenfield area in such a way that unencumbered open spaces are adjacent to encumbered land (especially linear corridors), as opposed to substantially reducing unencumbered open space as a percentage of net developable area to take account of the contribution made by encumbered areas.</i></p> <p><i>Importantly, not all land proposed to be subdivided in Latrobe will contain encumbered areas, especially smaller subdivisions in established areas. This could lead to significant inequities if the proposed schedule to Clause 52.01 is introduced as currently drafted within the Strategy.</i></p>

		Contribution Rates
Encumbered and Unencumbered Land continued		
	<p>Recommendation #1 & 23: Adopt the Draft Open Space Policy and Guidelines as outlined in Section 10 as integrated components of the Municipal Strategic Statement (MSS)/Planning Scheme in order to guide future open space acquisition and development, including direction on when to accept land and/or cash contributions. Consider partial credit for open space development contributions for encumbered land where such land contributes to the 'walkability' of neighbourhoods and townships (refer to the Draft Open Space Policy, Section 10).</p>	<p><i>In order to ensure an equitable and consistent approach, open space contributions rates should relate to unencumbered land only, with supporting policy drafted relating to circumstance where council will accept encumbered land for open space in addition to unencumbered land.</i></p>
Land vs Cash		
<p>No Existing Policy unless specified in an adopted Structure Plan, Urban Design Frameworks, Activity Centre Plans, Development Plans, Development Contribution Plans or Precinct Structure Plans..</p>	<p>The Strategy developed Guidelines to guide future open space acquisitions and development, including direction on when to accept land and/or cash contributions. The guidelines recommended that land should be taken in preference to a cash contribution in instances where:</p> <ul style="list-style-type: none"> • There is demand for open space in that location (having regard to the proximity, accessibility and capacity of surrounding open space) and the proposed site will enhance the overall network of open space available to the community. • An existing open space corridor could be enhanced. • There is a strategically important link required with adjoining open space or other land uses. • There are mature trees, or features of regional (or greater) environmental or cultural significance. Such sites may be considered encumbered and provide limited usability for the community. In such instances, only partial contribution credit may be considered by Council. 	<p>No proposed changes but did recommend improvements to record keeping processes for open space contributions received (both cash and land).</p>

		Contribution Rates
Land Vs Cash Continued		
	<ul style="list-style-type: none"> The nature and condition of the land is compatible with the preferred end use/purpose, and its development for that purpose can be cost effective. <p>Cash should be accepted from a Developer in lieu of land where:</p> <ul style="list-style-type: none"> The size of the subdivision does not allow sufficient land to be taken as open space to meet the demand for identified functions and setting types within the boundaries of the subdivision. An adequate range of functions and setting types are already available within the locality. Resources are needed to develop a regional recreational resource. It is possible that the cash taken in lieu of open space land can be used to enhance an alternative site in the vicinity of where it was taken to service that community's needs. <p>Recommendation #1 & 23:</p> <ul style="list-style-type: none"> Adopt the Draft Open Space Policy and Guidelines as outlined in Section 10 as integrated components of the MSS/Planning Scheme in order to guide future open space acquisition and development, including direction on when to accept land and/or cash contributions. Consider partial credit for open space development contributions for encumbered land where such land contributes to the 'walkability' of neighbourhoods and townships (refer to the Draft Open Space Policy, Section 10). 	

		Contribution Rates
Administration		
No proposed changes/recommendations	No proposed changes/recommendations	Recommendation that improvements to administration processes and records are required to ensure transparency such as: <ul style="list-style-type: none"> • Develop policy to guide open space expenditure; and • Create centralised records to account for open space contributions received (cash and land), expenditure on passive and active open spaces (including any land acquisition) and sources of funds.

ATTACHMENT 5

Planning and Environment Act 1987

LATROBE PLANNING SCHEME**AMENDMENT C91****EXPLANATORY REPORT****Who is the planning authority?**

This amendment has been prepared by the Latrobe City Council which is the planning authority for this amendment.

Land affected by the Amendment

The Amendment applies to all land within the Municipality.

What the amendment does

The amendment modifies the planning scheme to include the recommendations of the *Latrobe City Public Open Space Strategy (2013)* ('the Strategy') into the Latrobe Planning Scheme.

Specifically the amendment proposes to revise the following clauses of the Municipal Strategic Statement (MSS):

- Clause 21.08-4 (Implementation) – renumbers Clause 21.08-4 to Clause 21.08-5.
- Clause 21.08-4 (Public Open Space Overview) - inserts new general content to the overview, objective and strategy statements for public open space.
- Clause 21.08-5 (Implementation) – Deletes the redundant requirement to review public open space contributions for new residential, commercial and industrial subdivisions and inserts the requirement to monitor the application and efficacy of public open space contributions for new residential, commercial, industrial and mixed use subdivisions.
- Clause 21.08-6 (Reference Documents) – Deletes the redundant *Public Open Space Plan 2007* and inserts the *Latrobe City Public Open Space Strategy 2013* and other adopted related plans as reference documents in the planning scheme.

The amendment also updates the Schedule to Clause 52.01 (Public Open Space Contribution and Subdivision) in the Particular Provisions of the Latrobe Planning Scheme. The new schedule introduces a percentage for public open space contributions for all subdivisions, including residential, commercial, industrial and mixed use zoned land. The change specifies an 8% public open space contribution rate for greenfield residential subdivisions, 5% for infill residential subdivisions and 2% for commercial, industrial and mixed use subdivisions.

The amendment proposes to also rezone public land to appropriate public land use zones. A mapping reference table is attached to this Explanatory Report that lists all the land proposed to be rezoned to Public Park and Recreation Zone and Public Conservation and Recreation Zone.

Strategic assessment of the Amendment

• Why is the Amendment required?

The amendment is required to introduce the Strategy into the Latrobe Planning Scheme, which makes recommendations relating to the future management and designation of public open space within the municipality.

The Strategy has been produced in response to Clause 21.08-4 of the Latrobe Planning Scheme which identified the need for further strategic work to review public open space contributions for new residential, commercial, and industrial subdivisions.

The Strategy includes:

- an evaluation of usage, capacity and distribution of existing open space;
- an assessment of the indicated demand and supply of open space across the City;
- considers opportunities for additional provision (where appropriate) including possible regional or district open space;
- considers opportunities for rationalisation of underutilised or oversupply open space;
- enhances linear linkages and connections; and
- strengthens the Latrobe Planning Scheme provisions for open space contribution and acquisition.

The Strategy sets out an implementation plan that will provide for a sustainable network of accessible open space which supports the recreational, environmental, social and health needs of the community.

The current approach for public open space contributions in the Latrobe City is through the *Subdivision Act 1988*. This method is no longer considered appropriate if council is to meet future open space needs, the Schedule to Clause 52.01 of the Latrobe Planning Scheme needs to be amended to include new contribution rates for public open space.

The Strategy recommended applying new public open space contributions rates, applying similar principles but not direct replication of VPA guidelines. This was because the provision of open space in metropolitan growth areas does not necessarily directly apply to growth in major regional centres such as Latrobe City due to differences in residential densities, levels of use, infrastructure requirements and access to non-urban areas (including State and National Parks).

Analysis was also undertaken to justify the application of the proposed public open space contribution rates and review the open space contributions and supporting policy in the context of relevant legislation, and policy and decisions by the Victorian Civil and Administrative Tribunal (VCAT) and Planning Panels.

On review of the Strategy, Council officers determined that further analysis was required to strategically justify the application of the newly proposed public open space contribution rates. The further analysis concluded that amended public open space contribution rates should be sought that were different to those set out in the Strategy. The amended public open space contribution rates form part of the planning scheme amendment proposal.

The amendment is also required to correct several zone mapping anomalies identified through a public land review audit. The amendment includes the rezoning of public land to appropriate public land uses.

How does the Amendment implement the objectives of planning in Victoria?

The amendment implements the objectives of planning in Victoria as follows:

- *1a - to provide for the fair, orderly, economic and sustainable use and development of land* - by providing a clear and concise policy framework for the management, use and development of the municipality's open space assets.
- *1b - to provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity* - by providing a public open space framework which will help supply, support, protect and maintain the natural environment.
- *1c - to secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria* - by aiding the provision of public open spaces and supply of a pleasant and efficient recreational environment to meet future needs.
- *1e - to protect public utilities and other public assets and enable the orderly provision and co-ordination of public utilities and other facilities* - by seeking to provide a well-balanced open space network which incorporates formal parkland, sporting reserves, recreation parkland, conservation areas, linear parklands such as waterways, lakes, streetscapes and urban spaces.
- *1g - to balance the present and future interests of all Victorians* - by assisting with the strategic management of funds to supply new open space and improve existing public open space to meet future needs.

How does the Amendment address any environmental, social and economic effects?

Environmental Effects

The amendment will have a positive impact on the environment, through improvements to existing public open space and the provision of new areas. These benefits include the provision and improvement of wildlife corridors, protection of significant vegetation and revegetation where possible. A priority for Council for the improvement of the open space system is the development of linkages and linear open spaces. Open space and the natural environment form an integral part of the Latrobe City's character, including as settings for a range of sport and recreation activities. The features of rivers, creeks and rail corridors currently provide good linkages and this is an area that Council will continue to improve as opportunities arise.

Social Effects

The amendment encourages more equal provision of public open space throughout the community, through increasing the total open space network. This will be enabled through the establishment and improvement of open space from the public open space contributions scheme. Latrobe's open space network plays an important role in contributing towards the health and wellbeing of the individuals that make up the Latrobe City's community. The open space network is important for these connections including the pedestrian and bicycle paths and trails.

The open space network will contribute towards developing, enhancing and supporting communities that are connected physically, socially and emotionally. These social benefits are created through the provision of settings for social networks, creating a sense of community and meeting others.

Economic Effects

The implementation of the *Strategy* will result in set percentages for public open space contributions that can be utilised by Council. Therefore the amendment will allow Council to more effectively plan for our present and future communities, through the availability of financial and land resources for the allocation and improvement of public open space. The

amendment will also enable developers to factor in the cost of public space contributions for future subdivision applications with more certainty than presently exists.

Does the Amendment address relevant bushfire risk?

The amendment has been assessed to determine whether the changes proposed will result in any increase to the risk to life, property, community infrastructure and the natural environment from bushfire.

It is not considered that the proposed amendment will result in an increase in bushfire risk in the Latrobe City.

The view of the relevant fire authority will be sought and applied during the formal exhibition of the amendment.

Does the Amendment comply with the requirements of any Minister's Direction applicable to the amendment?

The amendment is consistent with the Ministerial Direction on the Form and Content of Planning Schemes under section 7(5) of the Act.

The amendment is consistent with Ministerial Direction 11 – Strategic Assessment of Amendments under section 12(2) of the Act.

There are no other Ministerial Directions which are applicable to this amendment.

How does the Amendment support or implement the State Planning Policy Framework and any adopted State policy?

The amendment is consistent with the State Planning Policy Framework (SPPF) and supports its objectives as follows:

The amendment supports the objective in Clause 11.03 Open Space of the SPPF, which is - *to assist creation of a diverse and integrated network of public open space commensurate with the needs of the community*. This amendment implements the Strategy which acknowledges that the Latrobe City is faced with many issues relating to the provision of an open space network that meets the needs of the community. Part of the directive in the *Strategy* is to provide Council with a tool to guide planning assessment decisions about the future development and management of the City's open space network.

The amendment supports the objective in Subclause 12.04-2 Landscapes of the SPPF, which is - *to protect landscapes and significant open spaces that contribute to character, identity and sustainable environments*. The amendment supports this objective by implementing the Strategy which seeks to encourage protection, preservation and development of the natural environment including remnant vegetation, water quality and habitat areas. Moreover, the vision of the *Strategy* is that the City's open space will:

“provide a sustainable network of accessible open space which supports the recreational, environmental, social and health needs of the community and connects Latrobe to its past, present and future”.

The amendment is supportive of Clause 15 Built Environment and Heritage of the SPPF, which sets out more detailed objectives and strategies for the built environment. Subclause 15.01-3 Neighbourhood and subdivision design, prescribes that - *planning authorities should ensure the creation of a range of open spaces to meet a variety of needs with links to open space networks and regional parks where possible*. The amendment is supportive of this clause, as it provides key strategic directions which will guide Council in future development and provision of open space networks in new residential areas and in the development of existing areas.

How does the Amendment support or implement the Local Planning Policy Framework, and specifically the Municipal Strategic Statement?

The need to review the Public Open Space Strategy (in particular the public open space contributions for new residential, commercial and industrial subdivision) is identified under further strategic work in Clause 21.08 Liveability of the existing Latrobe Planning Scheme.

The amendment will strengthen the Local Planning Policy Framework (LPPF) by identifying open space as a key issue in the municipality and introduce a new subclause within Clause 21.08 Liveability (21.08-4 Public Open Space Overview), which provides context for the open space issues in the municipality and sets out the objectives, strategies and other actions for the management and provision of open space to reflect the recommendations of the Strategy. The amendment also proposes several other minor updates to the MSS in order to implement the Strategy, including in the implementation and reference documents sections of Clauses 21.08-5 and 21.08-6.

The changes proposed by this amendment will have a beneficial effect on the overall LPPF, as they will provide objectives and strategies for public open space management, which will better support implementation of the overall vision and long term directions of the MSS for land use and development.

Does the Amendment make proper use of the Victoria Planning Provisions?

The amendment makes proper use of the Victoria Planning Provisions by refining the Municipal Strategic Statement to address open space issues, along with utilising the Schedule to Clause 52.01 to specify the contribution rates for public open space requirements for subdivision applications in the municipality.

These changes will ensure a sound strategic basis in the Latrobe Planning Scheme to guide the management and development of public open space. Additionally, these changes will guide the day-to-day assessment of planning permit applications and the requirement for public open space contributions, in order to achieve better public open space outcomes for the community.

The proposed amendment is consistent with the following Victoria Planning Provisions Practice Notes:

- VPP Practice Note 4 – Writing a Municipal Strategic Statement;
- VPP Practice Note 8 - Writing a Local Planning Policy;
- VPP Practice Note 13 – Incorporated and Reference Documents; and
- VPP Practice Note 46 - Strategic Assessment Guidelines for preparing and evaluating planning scheme amendments.

Additionally, by correcting the identified open space mapping anomalies in the planning scheme the amendment makes proper use of the Victoria Planning Provisions.

How does the Amendment address the views of any relevant agency?

Significant consultation was held with relevant agencies during the preparation of the Strategy.

The views of other servicing authorities and relevant agencies will be sought during the exhibition period.

Does the Amendment address relevant requirements of the Transport Integration Act 2010?

The amendment is unlikely to have a significant impact on the transport system as defined by section 3 of the *Transport Integration Act 2010*, however, will assist to implement the

integrated planning of transport systems by encouraging the development of linkages between open space areas, residential areas and destination points via existing and proposed pedestrian and bicycle paths and trails.

There are considered to be no applicable statements of policy principles prepared under section 22 of the *Transport Integration Act 2010* that apply to the proposal.

Resource and administrative costs

- **What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?**

The new planning provisions will have a positive impact on the resource and administrative costs of Council. This will occur through the provision of a clear framework for the management and provision of public open space, which can be utilised when assessing development proposals. This includes the removal of uncertainty around the level of contributions that should be collected in turn reducing the amount of applications being challenged through the VCAT process.

It is also expected that this will result in increased public open space contributions, whether through financial means or the availability of land, which will help to service community needs for public open space.

Where you may inspect this Amendment

The Amendment is available for public inspection, free of charge, during office hours at the following places:

- Latrobe City Council, Corporate Headquarters, 141 Commercial Road, Morwell VIC 3840
- Latrobe City Council, Traralgon Service Centre, 34-38 Kay Street, Traralgon VIC 3844
- Latrobe City Council, Moe Service Centre, 44 Albert Street, Moe VIC 3825
- Latrobe City Council, Churchill Service Hub, 9-11 Philip Parade, Churchill VIC 3842

The Amendment can also be inspected free of charge at the Department of Environment, Land, Water and Planning website at www.delwp.vic.gov.au/public-inspection.

Submissions

Any person who may be affected by the Amendment may make a submission to the planning authority. Submissions about the Amendment must be received by [insert submissions due date].

A submission must be sent to:

Leah Pollard
Strategic Planner
Latrobe City Council
PO Box 264
MORWELL VIC 3840

Panel hearing dates

In accordance with clause 4(2) of Ministerial Direction No.15 the following panel hearing dates have been set for this amendment:

- directions hearing and panel hearing: dates to be confirmed.

MAPPING REFERENCE TABLE

Property Number	Planning Scheme No.	Legal Description	House No.	Street Name	Suburb	PostCode	Owner Name	Address	Town/Postcode
19902	118	CA24F Sec 1	7	Austin Street	BOOLARRA	3870	Department of Environment, Land, Water and Planning	71 Hotham Street	TRARALGON VIC 3844
19900	117, 118	CA 24G Sect 1, CA 24F Sect 1, CA 24 Sect 1	1-3	Austin Street	BOOLARRA	3870	Department of Environment, Land, Water and Planning	71 Hotham Street	TRARALGON VIC 3844
20116	117, 118	2 CA 16	0	Church Street	BOOLARRA	3870	Department of Environment, Land, Water and Planning	71 Hotham Street	TRARALGON VIC 3844
18400	96	RES 1 PS 408855R	0	Cutler Crescent	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
18600	96	RES 1 LP 70672	34-36	Fraser Crescent	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
18921	96	RES 2 LP 73979	0	Manning Drive	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
19466	96	RES 1 LP 73979	0	Shaw Street	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
19627	96	L B LP 72657	0	Walker Parade	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
19766	96	Lot A LP 72657	0	White Parade	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45621	96	PTL 445 LP 72835	0	McDonald Way	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52023	96	L 34 LP 72657	0	Switchback Road	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52024	96	L A LP 72657	0	Monash Way	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22039	93, 94	RES 1 LP 144840	0	Tramway Road	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52024	93, 94	RES 1 LP 144840	0	Monash Way	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45624	93, 96	L 11 LP 83764	0	Wattle Crescent	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
18939	95, 96	Lot 1 TP885206 TP892663, TP892666	0	Manning Drive	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
18399	96, 98	L C LP 72657	8	Cutler Crescent	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52026	96, 98	RES 1 LP 134841, RES 1 LP 135623	0	Amaroo Drive	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52134	98	RES 1 PS 636750	0	Glendonald Road	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52024	96, 98	RES 1 LP 134843	0	Monash Way	CHURCHILL	3842	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49094	17	RES 1 LP 133920	106	Traralgon Maffra Road	GLENGARRY	3854	Latrobe City Council	PO Box 264	MORWELL VIC 3840
35949	23	RES 1 LP 41808	0	Ferguson Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
36999	23	Pt 18A	59-61	Moore Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
42736	26	L 31 LP 78272, Pt 165E	2	Watsons Road	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
41073	27	L 1 TP907565	0	Bristol Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
41074	27	L 1 TP907512	0	Bristol Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
41096	27	L 81 LP 51836	0	Caldwell Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46065	27	RES 1 PS 441953	0	Parkside Drive	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47459	27	RES 4 PS 441953	0	Truscott Road	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
36808	28	L 585 LP 50942	0	Mann Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
37620	28	L 2 PS 212534	0	Vale Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
42146	32	RES 1 LP 131337	0	Randall Crescent	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49065	32	RES 1 LP 136030	0	Scorpio Drive	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49066	32	RES 2 LP 136030	0	Scorpio Drive	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
41535	33	L 273 LP 50954	0	John Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
41849	33	L 405 LP 50949	23	Margaret Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
42005	33	L 100A LP 50950	0	Phillip Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
42303	33	L 6 LP 43607	0	Scott Avenue	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
42596	33	L 169 LP 66888, L 170 LP 66888, L 171 LP 66888	10-14	Stoddart Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45706	33	RES 1 LP 146106	0	Orion Court	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45707	33	RES 1 LP 139475	0	Prince Street	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49085	33	RES 1 PS 308023	0	Billingsley Court	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
35697	34	1 Pt 2	0	Cemetery Road	MOE	3825	Department of Environment, Land, Water and Planning	71 Hotham Street	TRARALGON VIC 3844
47058	34	RES 1 LP 145925	88	Coalville Road	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49128	34	RES 1 LP 149156	21	Wirrana Drive	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
37473	22, 27	RES 1 LP 114759	0	Saxtons Drive	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52849	26, 27	RES 1 PS 704989, RES 1 PS 704990	0	Avoca Place	MOE	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45639	73	RES 1 LP 138848	0	Bridle Road	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45678	76	RES 2 LP 218992	0	Maryvale Road	MORWELL		Latrobe City Council	PO Box 264	MORWELL VIC 3840
51914	76	RES 1 PS 649424	2	Heritage Boulevard	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45673	78	RES 1 PS 427750	0	Nindoo Drive	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49073	73, 78	RES 1 LP 137072	0	Nindoo Drive	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
13683	72	CA 74J	39-47	Savage Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
14149	72	L 4 LP 60016	23-29	Well Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45665	72	RES LP 69946	0	Bruton Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
14825	73	RES 4 LP 120200	0	Dargo Crescent	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
14832	73	RES 5 LP 120200	0	Dargo Crescent	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
15908	73	RES 3 LP 120200	0	Waratah Drive	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46756	73	RES 1 LP 127793	0	Wyung Drive	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840

Property Number	Planning Scheme No.	Legal Description	House No.	Street Name	Suburb	PostCode	Owner Name	Address	Town/Postcode
46814	73	RES 1 PS 518811	22	Glenrowan Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47386	73	RES 1 PS 527851	0	St George Terrace	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
10332	75	RES 1 PS 649420, RES 2 PS 649420, RES 3 PS 649420	40	Catherine Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
11042	75	RES 1 LP 20579	0	Helen Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
17201	76	L 47 LP 15160	33	McDonald Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
17554	76	L 53 LP 16912	30	Spry Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45657	76	RES 1 LP 15358	2-6	Fairfield Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
13632	77	CA 73A	0	Robertson Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
16434	77	L 34 PS 28022	0	Churchill Road	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
16872	77	L 58 LP 52679	0	Hourigan Road	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
17629	77	L 9 LP 52683	15	Tulloch Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45659	77	RES1 LP 32756, RES2 LP 32756	0	Granya Grove	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
14293	78	RES 1 LP 112057	99-109	Airlie Bank Road	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
14566	78	RES 4 LP 115393	0	Bulga Court	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
15654	78	RES 3 LP 115393	0	Tambo Crescent	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
15670	78	RES 2 LP 115393	0	Tambo Crescent	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
15733	78	RES 1 LP 55890	0	The Avenue	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
12204	81	CA 11J, CA 11K	0	Wallace Street	MORWELL	3840	Department of Environment, Land, Water and Planning	71 Hotham Street	TRARALGON VIC 3844
17231	82	CA 68C	0	10-14 McMillan Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
48392	71L	RES 1 PS 540159	16	Josie Place	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45680	72, 76, 77	RES 1 LP 218993, RES 2 LP 218993	0	Maryvale Road	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
15935	73, 78	RES 2 LP 120200	0	Waratah Drive	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45674	73, 78	RES 1 LP 134136, RES 1 PS 521413	0	Airlie Bank Road	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
10009	75, 80	CA 11E4	11	Aherin Street	MORWELL	3840	Department of Environment, Land, Water and Planning	71 Hotham Street	TRARALGON VIC 3844
16183	76, 77	CA68A	0	Barry Street	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
17386	81, 82	L 22 PS 28022	0	Princes Drive	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
51915	76	RES 3 PS 649424	0	Heritage Boulevard	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
51998	71	RES 2 PS 649425	6A	Sowerby Road	MORWELL	3840	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50332	23	RES 1 PS 604325	6	Leadbeater Mews	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50333	24	RES 2 PS 604325	0	Montane Boulevard	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50334	24	RES 3 PS 604325	0	Old Sale Road	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50335	24	RES 4 PS 604325	0	Montane Boulevard	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50656	24	RES 1 PS 619801	0	Copperhead Court	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50920	24	RES 1 PS 627181	0	Old Sale Road	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
37214	29	RES 1 PS 323530	0	Rita Court	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
37214	29	L 1 LP 61872	114-130	Narracan Drive	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
37949	29	RES 1 LP 145405	0	Banksia Street	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
38548	29	RES 2 LP 127969	0	Dudley Court	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
40125	29	RES 1 PS 515859	0	Shelton Street	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
40217	29	L 66 LP 118479	31	Southwell Avenue	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49087	29	RES 1 PS 319314	0	Tresswell Avenue	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49119	29	RES 1 PS 339839	0	Newark Avenue	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
37885	30	RES 1 and 2 LP 115791	0	Avon Court	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
38083	30	L 22 LP 55346, L 23 LP 55346	50-52	Boolarra Avenue	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
38097	30	L 12 LP 55786	65	Boolarra Avenue	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
38603	30	Pt 4C	0	Eastern Avenue	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
38805	30	L 8 LP 55351	16-18	Hallston Street	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
39607	30	L 28 LP 55086	18	Newstead Street	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
40847	30	L 23 LP 55347	9-11	Yinnar Street	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49150	30	CA 5M	0	John Field Drive	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
38334	35	RES 1 LP 27650	0	Cross Street	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
38864	35	RES 1 LP 95219	55	Haunted Hills Road	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
40160	35	L 15 LP 69603	16	Smallburn Avenue	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
39950	29,	L 17 LP 55089	9-13	Retford Street	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
40318	29, 30	L 5 LP 55083	2	Steamer Street	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47954	29, 30	L 7 PS 608285	32	Northern Avenue	NEWBOROUGH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
43986	6	CA 5 Sect 17	9	Victoria Street	TOONGABBIE	3856	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49052	6	CA 10D, CA 2001	0	Cowen Street	TOONGABBIE	3856	Toongabbie Recreation Reserve Committee Inc	Post Office	TOONGABBIE VIC 3856
33022	8	CA 17 Sect 7, CA 27, CA 2002	34	Stringer Road	TOONGABBIE	3856	Department of Environment, Land, Water and Planning	71 Hotham Street	TRARALGON VIC 3844

Property Number	Planning Scheme No.	Legal Description	House No.	Street Name	Suburb	PostCode	Owner Name	Address	Town/Postcode
51597	49	RES 1 PS 635544	0	St Georges Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
53110	50	RES 2 PS724314	0	Harvard Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25129	51	L A LP147033	0	Edward Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49284	51	RES 2 LP 145801	0	Pepperdine Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47014	56	RES 1 PS509285	0	Lawn Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49120	56	L 18 LP 40103	4	Mayne Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49281	56	RES 1 LP 17881	0	Tanjil Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45655	57	RES 1 PS408861	0	Tulloch Way	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
29267	61	RES 1 LP 114042	0	Mapleson Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23236	48	RES 1 LP 115970	0	Alpine Close	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
26487	48	RES 4 LP 123467	0	Grubb Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27451	48	RES 1 LP 98903	0	James Parade	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
29380	48	RES 2 LP 123467	0	Parkwood Way	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
29434	48	RES 1 LP 148038, RES 1 LP 206482	0	Parslow Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
29856	48	RES 1 LP 120284	0	Rangeview Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
31255	48	RES 1 LP 23924	3	West Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46655	48	RES 1 PS 519259	104	Riverslea Boulevard	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46656	48	RES 2 PS 519259	16	Wellington Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46780	48	RES 1 LP 133699	0	Grubb Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46781	48	RES 1 LP 127974	0	Grubb Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46781	48	RES 1 LP122790	0	Douglas Parade	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46800	48	RES 1 LP 217700, RES 1 PS322585	0	Merindah Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46998	48	RES 1 PS 531365	0	Cross's Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47108	48	RES 1 LP 132840	0	Cross's Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47109	48	RES 1 LP 123467	0	Cross's Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47110	48	RES 3 LP 123467	0	Parkwood Way	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47243	48	RES 2 PS 528331	8	Thomson Rise	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47999	48	RES 1 PS 537951	0	Independent Way	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
48062	48	RES 2 PS 542480	18	Graduate Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
48705	48	RES 1 LP 145387, RES 1 LP 137756	0	Hillcrest Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23504	49	RES 1 LP 53595	0	Barker Crescent	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
24486	49	L 3 LP 121785	110	Church Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25549	49	RES 3 PS 536623	0	Michael Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25550	49	RES 1 PS 536623	0	Michael Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
26010	49	RES 1 LP 20015	0	Gilwell Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
26257	49	L 32 LP 42384, L 33 LP 42384	0	Grant Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46570	49	RES 1 PS 514890	13	Sherwood Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47381	49	RES 1 PS 527838	0	Hedges Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49057	49	RES 1 PS 602225	26	Bradman Boulevard	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23710	50	RES 1 LP 149065, RES 2 LP 149972	0	Blair Athol Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25489	50	RES 1 LP 129405, RES 1 LP 209712	0	Firmin Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
29335	50	L 64 PS 417656, RES 1 PS 417656	0	Wentworth Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46790	50	RES 3 LP 149616, RES 1 LP 205125, RES 1 PS 333983	0	Marshalls Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46802	50	RES 1 PS 320050	0	Alfred Close	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
47112	50	RES 1 PS 431809, RES 1 PS 328537	0	Oxley Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49112	50	RES 1 PS 431808	0	Flanders Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27418	51	RES 1 LP 143176, RES 1 LP 144103	0	Illyarrie Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30594	51	RES 1 LP 125480	0	Strathcole Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30595	51	RES 1 LP 144102	0	Strathcole Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30595	51	RES 1 LP 145801	0	Strathcole Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46846	51	RES 1 PS 525738	6	Waterrun Close	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49251	51	RES 1 PS 603046	141-145	Hammersmith Circuit	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49284	51	RES 1 LP 138845	0	Morgan Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50158	51	RES 1 PS 614947	10	Highfield Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30755	53	RES 1 LP 143299	0	Swallow Grove	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
24005	54	RES 2 LP 124358	0	Brolga Boulevard	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
24926	54	RES 1 LP 19178	12	Dawn Grove	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25459	54	RES 1 LP 97112	5	Field Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27992	54	RES 1 LP 144947	0	Lamprey Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840

Property Number	Planning Scheme No.	Legal Description	House No.	Street Name	Suburb	PostCode	Owner Name	Address	Town/Postcode
29895	54	L 21 LP 21153, L 22 LP 21153	0	Ray Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30707	54	RES 1 LP 118601	0	Sunderland Circuit	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
31298	54	RES 3 LP 135796, RES 2 LP 133448	0	Willaroo Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
31298	54	RES 1 LP 506499	0	Kay Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
31298	54	RES 1 LP 124358	0	Phillip Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
44270	54	RES 1 LP 15435	19A & B	Cumberland Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46782	54	RES 1 LP 17926	0	Pollock Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46783	54	RES 1 PS 420064	0	Sunderland Circuit	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23622	55	L 20 LP 19077, L 9 LP 19078	0	11-13 Bennett Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23624	55	L 9 LP 19078	13	Bennett Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23782	55	RES 1 LP 78498	2A	Blundell Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23944	55	RES 1 LP 19179	0	Breen Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
24033	55	RES 1 LP 16357	0	Brookes Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
26024	55	L 3 LP 21042	2	Glenlee Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27065	55	L 48 LP 20160	7	Hicks Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
29307	55	L 24 LP 41799, L 25 LP 41799	8-10	Orr Brien Crescent	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23818	56	RES 1 LP 135121	0	Bonighton Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
24649	56	L 17 LP 40103, L 18 LP 40103	4	Coulson Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25007	56	RES 1 LP 17928, RES 1 LP 17881	0	Dowling Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27284	56	RES 1 LP 125039	0	Hunter Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27798	56	RES 2 LP 135123	0	Keith Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23295	57	RES 1 LP 143055, RES R1 LP 149673	0	Archer Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
28092	57	RES 1 LP 137070	0	Liddiard Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
28379	57	L 261 LP 55508	0	Lyndon Crescent	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
28609	57	L 74 LP 51881	0	Maguire Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
28693	57	L 105 LP 59038	24A	Maskrey Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30310	57	L 8 LP 65812	0	Shakespeare Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
31094	57	RES 1 LP 145274	0	Trivalve Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46786	57	L 74 LP 51881	0	Roberts Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46787	57	RES 1 LP 116749	0	Murphy Crescent	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49014	57	RES 1 PS 549872	0	Newman Crescent	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25437	59	RES 1 LP 146718	0	Fernlea Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27497	59	RES 1 LP 134527	0	Jarra Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
43573	59	RES 1 PS 349083	3	Ash Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46356	59	RES 1 PS 436146	10	Cagney Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46784	59	RES 1 LP 97154	8	Myrtle Crescent	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46958	59	RES 2 PS 526916	0	Oak Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49492	59	RES 3 PS 603030	0	Donegal Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50208	59	RES 1 PS 618971, RES 2 PS 603030	0	Hazelwood Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50498	59	RES 1 PS 618977	0	Hazelwood Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
50499	59	RES 2 PS 618977	0	Hazelwood Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27280	60	L 17 LP 41443	5	Hugh Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
23541	61	RES 1 LP 149688	0	Bayley Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25401	61	RES 1 and 2 LP 131311	0	Farren Close	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27285	61	RES 1 LP 114042	0	Mapleson Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
27440	62	RES 1 LP 130891, RES 1 LP 133326	0	Jakobi Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
28446	62	RES 1 LP 133329	0	McDonald Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30950	62	L 248 LP 70806	12	Thexton Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30950	62	L 216 LP 70806	50	Cameron Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30956	62	L 208 LP 70806	19	Thexton Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
31243	62	RES 1 LP 116192	0	Welch Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30756	47, 53	RES 1 LP 135796	0	Swallow Grove	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30757	48, 54	RES 2 LP 135796	0	Swallow Grove	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49613	49, 50	RES 1 PS 524078	4	Windsor Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49283	50, 51	RES 1 LP 140022	0	Pepperdine Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
29342	51,	RES 1 LP 23836	10	Park Lane	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46957	54, 59	RES 1 PS 526916, RES 1 PS 349084	0	Oak Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
25217	54, 60	L 21 LP 76242	24	Elliott Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
29267	56, 61	RES 1 LP 135122, RES 1 LP 135123	0	Ormond Road & Mapleson	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840

Property Number	Planning Scheme No.	Legal Description	House No.	Street Name	Suburb	PostCode	Owner Name	Address	Town/Postcode
29066	57, 62	RES 1 LP 115540	27	Murphy Crescent	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
51849	49	RES 1 P5620558	13	Tintern Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
51971	49	RES 1 P5635554N	0	Rye Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
51972	49	RES 2 P5635554N	0	Rye Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
53626	49	RES 1 P5709720	0	Eton Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52569	47	RES 1 PS 708164	0	Cross's Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52696	49	RES 1 PS 635563	0	Oxford Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52739	59	RES 1 PS 714294	0	Bank Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
53002	59	RES 1 PS 722083	0	McNulty Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
53003	59	RES 2 PS 722083	0	McNulty Drive	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
53109	50	RES 1 PS 724314	0	Harvard Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52570	47	RES 2 PS 708164	0	Cross's Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52697	49	RES 2 PS 635563	0	Oxford Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52698	49	RES 3 PS 635563	0	Oxford Place	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52598	47	RES 4 PS 712141	0	Cross's Road	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52931	47	RES 7 PS 716718	0	Jersey Street	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
53637	50	RES 1 PS 733683	0	Harvard Avenue	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45649	50	RES 1 PS 437668	0	Lawson Court	TRARALGON	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45650	57	RES 1 PS 448339	0	Ellavale Drive	TRARALGON EAST	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45652	57	RES 1 PS 339162	0	Winston Court	TRARALGON EAST	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
45656	57	RES 1 PS 339163	0	Ellavale Drive	TRARALGON EAST	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
30150	58	RES 1 LP 206438	0	Ryeburn Close	TRARALGON EAST	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46801	58	RES 1 PS 301974	0	Ellavale Drive	TRARALGON EAST	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49570	58	RES 1 PS 603057	0	Ellavale Drive	TRARALGON EAST	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52168	58	RES 1 P5644123	0	Ellavale Drive	TRARALGON EAST	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
52169	58	RES 2 P5644123	0	Ellavale Drive	TRARALGON EAST	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
33500	101, 102	L 2 PS330752	3	Keith Morgan Drive	TRARALGON SOUTH	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
34278	45	L 1 LP 77102, Pt SE	0	Mount Hope Road	TYERS	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
34492	45	L 1 LP 303294	0	Tyers-Walhalla Road	TYERS	3844	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22565	41	L 31 LP 54609	0	Boundary Road	YALLOURN NORTH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22521	42	RES 1 LP 54605	0	Anderson Avenue	YALLOURN NORTH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22776	42	L 9 LP 53761	0	Low Road	YALLOURN NORTH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22833	42	RES 1 LP 53759	87	North Road	YALLOURN NORTH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22956	42	L 1 TP 644220	0	12-16 Third Street	YALLOURN NORTH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22962	42	L 1 LP 133602, RES 1 LP 54232	0	Reserve Street	YALLOURN NORTH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
49080	42	L 1 TP 602483	0	Marshall Street	YALLOURN NORTH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22974	40, 42	L 4 LP 26855, L 5 LP 26855	21	Rossmore Avenue	YALLOURN NORTH	3825	Latrobe City Council	PO Box 264	MORWELL VIC 3840
22178	107	Pt 12B	0	Wicks Street	YINNAR	3869	Latrobe City Council	PO Box 264	MORWELL VIC 3840
19865	109	RES 1 PS 312555, RES 1 LP 138434, RES 1 LP 142226	0	Albert Street	YINNAR	3869	Latrobe City Council	PO Box 264	MORWELL VIC 3840
46059	109	RES 1 LP 144817	0	Albert Street	YINNAR	3869	Latrobe City Council	PO Box 264	MORWELL VIC 3840
21131	107, 108	CA 57	0	Main Street	YINNAR	3869	Department of Environment, Land, Water and Planning	71 Hotham Street	TRARALGON VIC 3844

**14.2 CONSIDERATION OF PLANNING PANEL REPORT FOR
AMENDMENT C90 - GLENDONALD ROAD, CHURCHILL****General Manager****City Development****For Decision****PURPOSE**

The purpose of this report is for Council to consider the Planning Panel report recommendations regarding proposed Amendment C90 to the Latrobe Planning Scheme and to seek approval to progress the amendment.

EXECUTIVE SUMMARY

An application to amend the Latrobe Planning Scheme was received on 7 August 2014, by Hansen Partnership Pty Ltd acting on behalf of the land owner, to rezone approximately 49 hectares of land with frontage to Glendonald Road, Churchill from Rural Living Zone – Schedule 4 to a Low Density Residential Zone.

Council later endorsed the preparation and exhibition of Amendment C90 to the Latrobe Planning Scheme at the ordinary council meeting held 27 July 2015.

Amendment C90 was formally exhibited on the 5 November 2015 to 18 December 2015 (six weeks). A total of seventeen (17) written submissions were received.

The Planning Panel public hearing was subsequently held on the 18 and 19 July 2016 in Churchill to consider submissions. The Planning Panel later provided its report to Council on 13 September 2016, recommending that the proposed rezoning be supported with minor variations to the exhibited Development Plan Overlay.

The Panel agreed that the Amendment is strategically justified. More specifically, the Panel found that the Amendment is supported by, and implements, the relevant sections of the State and Local Planning Policy Framework.

It is recommended that following Council's consideration of the Planning Panel's report that Council proceed with rezoning of the subject land as recommended by the Planning Panel.

MOTION**Moved:** Cr White**Seconded:** Cr Law**That Council:**

- 1. Having considered the Planning Panel report recommendations for Amendment C90 adopts Amendment C90 with changes, identified in Attachment A, in accordance with Section 29 of the *Planning & Environment Act, 1987*.**
- 2. Advises those persons who made written submissions to Amendment C90 of Council's decision.**

For: Crs White, O'Callaghan, Middlemiss, Gibson, McFarlane, Howe, Clancey and Law**Against:** Cr Harriman**CARRIED****DECLARATION OF INTEREST**

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

STRATEGIC FRAMEWORK

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

Latrobe 2026: The Community Vision for Latrobe Valley***Strategic Objectives – Built Environment (City Planning)***

In 2026, Latrobe Valley benefits from a well-planned build environment that is complementary to its surroundings, and which provides for a connected and inclusive community. Latrobe City is a vibrant and diverse community. Council is ensuring that the changing needs and aspirations of our diverse community are met by providing facilities, services and opportunities that promote an inclusive and connected community.

Latrobe City Council Plan 2013 - 2017***Theme and Objectives******Theme 5: Planning for the future***

- *To provide a well-planned, connected and liveable community.*
- *To provide clear and concise policies and directions in all aspects of planning.*

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Strategic Direction – Planning for the future

- Provide efficient and effective planning services and decision making to encourage development and new investment opportunities.
- Plan and coordinate the provision of key services and essential infrastructure to support new growth and developments.

Legislation

The provisions of the Latrobe Planning Scheme and the following legislation apply to this amendment:

- *Local Government Act 1989.*
- *Planning and Environment Act 1987.*
- *Transport Integration Act 2010.*

The proposed amendment is consistent with the Latrobe Planning Scheme and the applicable legislation.

BACKGROUND

An application to amend the Latrobe Planning Scheme was received on 7 August 2014, by Hansen Partnership Pty Ltd acting on behalf of Junction Road Partnership.

The subject land is located at Glendonald Road, Churchill. The land is located immediately to the south of the Churchill town boundary. The subject land is 1.6km from the Hazelwood Village Shopping Centre, and a mix of residential and rural living allotments abut the land. A map of the subject land and current zoning is provided at Attachment 1.

The northern boundary of the subject land directly fronts Glendonald Road. Twenty conventional residential allotments (General Residential Zone), ranging from 570m² to 700m² are located immediately opposite this frontage.

To the east and west of the subject land, the allotments are zoned Rural Living 3 (RLZ3) and range from 0.15 to 4.8 hectares with 24 of these allotments interfacing with the subject land. Greater lot density exists in the north-east, where the lot sizes are more representative of Low Density Residential (LDRZ) 0.4 hectare subdivision outcomes.

Land adjoining to the south of the subject site is zoned Rural Living (RLZ3), where a current Planning Permit has been issued for Stage 1 of the subdivision of the land (13 allotments), with Stage 2 to follow in the short to medium term. Titles have yet to be issued for these 13 lots. These lots are consistent with the lot size allowed under the RLZ3.

The proposal requests permission to rezone the subject land from RLZ4 to LDRZ and to introduce the DPO8 to the land.

The proposed rezoning of land affects the following allotments:

- Title Plan 770344F - formerly Crown Allotment 39 Section A Parish of Hazelwood Vol 11056 Fol 808,809, 810.

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- Title Plan 792113C – formerly Crown Allotment 39C Section A Parish of Hazelwood Vol 11056 Folio 805, 806, 807.

The application for rezoning presents Council with the opportunity to increase the variety of future residential land available in Churchill, in particular, the provision of 'market ready' LDRZ land. Additionally, the proposed rezoning is considered to provide the opportunity to offset the anticipated intensification of development within areas of existing Low Density Residential land in Traralgon.

If the rezoning were to be approved, the subject site has the capacity to have a total lot yield of 92 allotments where reticulated sewerage was not made available (minimum lot size 0.4 hectare).

The amendment was formally exhibited on the 5 November 2015 to 18 December 2015 (six weeks). A total of sixteen (17) submissions were received with a total of ten submissions objecting to the proposed amendment.

A summary of key matters raised by the submissions and the Planning Panels response is provided within their report (see Attachment 2).

Statutory Requirements

In accordance with the Act, the municipal council, as a planning authority, has a number of duties and powers. These duties and powers are listed at Section 12 of the Act. Under Section 12 a planning authority must have regard to (*inter alia*):

- The objectives of planning in Victoria;
- The Minister's directions;
- The Victoria Planning Provisions;
- The Latrobe Planning Scheme;
- Any significant effects which it considers a planning scheme amendment might have on the environment or which it considers the environment might have on any use or development envisaged by the amendment.

Amendment C90 is consistent with the requirements of Section 12 of the Act and the Department of Planning and Community Development (DPCD) publication *Strategic Assessment Guidelines for Planning Scheme Amendments*.

The proposal is consistent with the State Planning Policy Framework and the Municipal Strategic Statement (MSS).

In accordance with the Act, the municipal council, as a planning authority, has a number of duties and powers. These duties and powers are listed at Section 12 of the Act. Under Section 12 a planning authority must have regard to (*inter alia*):

Amendment C90 has had regard to Section 12 of the Act and is consistent with the requirements of Section 12. In addition each amendment must address the Department of Planning and Community Development (DPCD) publication *Strategic Assessment Guidelines for Planning Scheme*

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Amendments. A response to these guidelines is outlined in the attached Explanatory Report, (see Attachment 3).

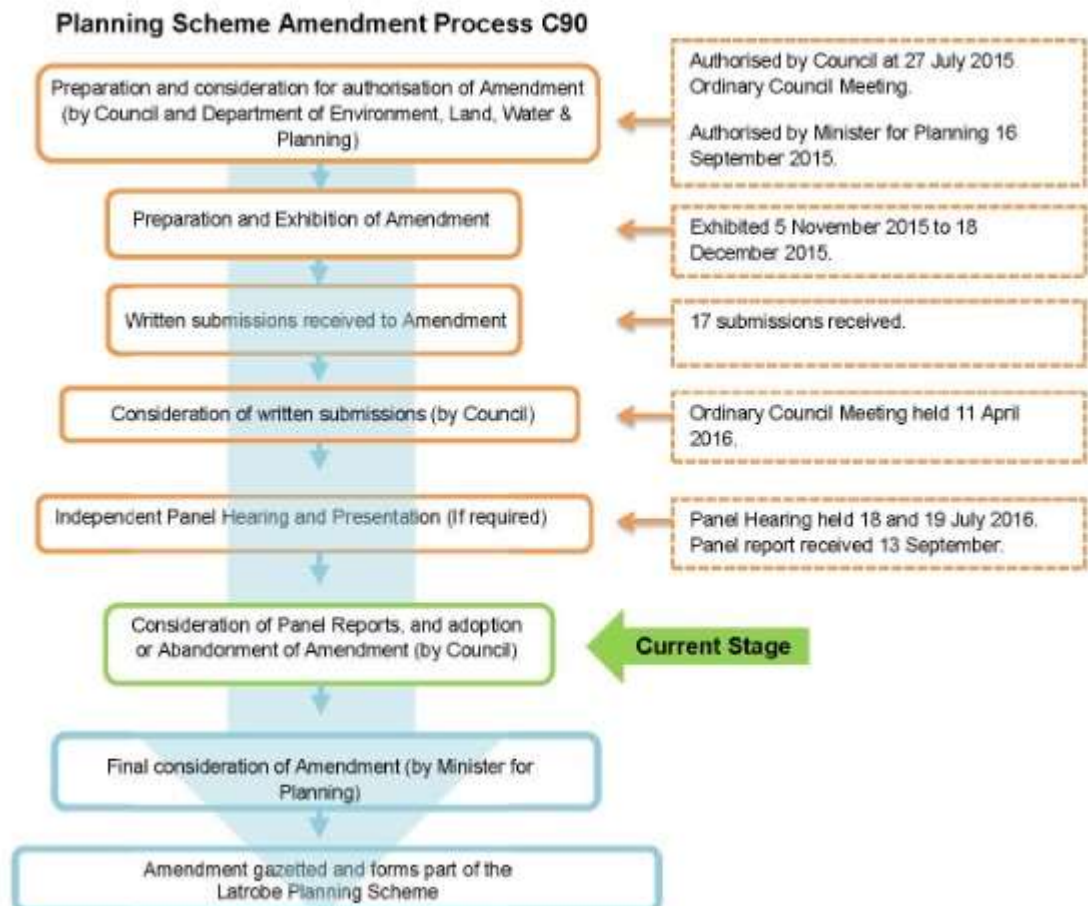
At the Ordinary Council meeting on 27 July 2015, Council resolved to seek the Minister for Planning's Authorisation to prepare and exhibit the proposed Amendment C90.

The Minister for Planning in accordance with Sections 8A(3) of the *Planning and Environment Act, 1987*, authorised Council to prepare the proposed Amendment C90 on 16 September 2015.

Amendment C90 was placed on public exhibition during the period 5 November 2015 to 18 December 2015 (six weeks).

Sections 22 and 23 of the Act require that Council must consider all submissions received to an amendment and where a submission requests a change that can't be satisfied, request the Minister for Planning to establish a planning panel to consider submissions. In accordance with this requirement, Council resolved at the ordinary Council meeting held 11 April 2011 to request that the Minister for Planning appoint a Planning Panel to consider submissions to the amendment.

The current stage of Amendment C90 process is shown in the figure below.



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Section 27(1) of the Act now requires Council to consider the panel's report before deciding whether or not to adopt the amendment. Section 29(1) of the Act enables Council after complying with the relevant sections of the Act, to adopt the amendment or that part with or without changes.

INTERNAL/EXTERNAL CONSULTATION

The amendment is subject to the prescribed process in accordance with the public notice and consultation requirements of Section 19 of the Act.

Amendment C90 was placed on public exhibition from 5 November 2015 to 18 December 2015 (six weeks).

This included advertising in the government gazette and local newspapers as well as written notification to landowners and occupiers that may be materially affected by the amendment.

All statutory and servicing authorities likely to be materially affected have also been notified of the proposed amendment.

During the formal exhibition period, a community information session was held 8 December 2015 at the Churchill Hub, where 13 local residents attended. A fact sheet to help inform landowners of the amendment was also made available during the process.

Following the exhibition period, a total of 17 written submissions were received which were considered at the Ordinary Council meeting held 11 April 2016.

KEY POINTS/ISSUES

The Planning Panel public hearing was subsequently held on the 18 and 19 July 2016 in Churchill to consider submissions.

The Planning Panel later provided its report to Council on 13 September 2016, recommending that the proposed rezoning be supported with minor variations to the exhibited Development Plan Overlay. The panel report was later made available to the public 19 September 2016, with electronic copies of the report provided to submitters.

The Panel considered all written submissions, as well as submissions presented to it during the Planning Panel Hearing. The report dealt with a couple of key issues including:

- Wastewater management
In Gippsland Water's submission and through information provided to the Planning Panel it was made clear that the subject land would not be able to be serviced through reticulated sewer. Gippsland Water clearly stated that it had no plans to service this site with reticulation due to the limited capacity of the existing infrastructure.
The Panel stated that it was comfortable with the submissions by Council and the Proponent, which were supported by a Land Capability Assessment and expert evidence, that the lots could contain septic tank and effluent systems onsite. As such, it made a suggestion that an approved Development Plan show indicative lot layouts and proposed building envelopes including effluent disposal

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field areas. This would mean future development of the sites should be developed in accordance with this plan.

- Infrastructure capacity

The issue that was considered was whether there is any other servicing and drainage issues, such as increased stormwater discharge onto adjoining neighbours' properties or any need for new services to encroach on adjoining properties. In considering these issues the Panel report states that:

'The Panel notes the preliminary investigations and advice suggest there are no critical infrastructure servicing or capacity issues preventing development of the site.'

At the time that a Development Plan is approved, Council and the community will again consider (with further detail and information) the final design and placement of onsite infrastructure. Any approval is likely to resolve this issue and ensure that onsite infrastructure and any stormwater can be appropriately managed.

- Traffic and access:

The issue that was considered was whether the proposed access arrangements to the developed site are acceptable and whether the impacts of increased traffic on the surrounding road network can be managed. A number of submitters discussed their concerns as well as the possibility of accessing in an eastern and/or western direction through the site, in particular into Riga Court and Roberts Road. At the hearing, expert traffic advice was considered in detail. The Panel accepted the findings about the likely traffic volumes and movements generated by the proposed development.

The Panel however, did agree that the access points into the site should generally be from Glendonald Road (northern boundary) and also Laughton Rise (to the south of the site). This would mean that within the finalised wording of the Development plan that there direction regarding the restriction of vehicle access through Riga Court and Roberts Road. The Panel did support the need for pedestrian links into both of the roads to ensure connectivity to the broader paths and trails in the area.

- Other issues, including, amenity and orderly planning, land rezoning and environmental considerations.

The Panel considered whether the Amendment appropriately responds to site amenity and orderly planning. One of the issues that were discussed by submitters was the fact that they had moved into the area for the rural lifestyle and were concerned with potential impacts between existing rural living and future low density development. In considering this issue the Panel agreed that the proposition to rezone the area to Low Density Residential Zone, with provisions for open space and a vegetation buffer along the western boundary, was appropriate.

The Panel agreed that the Amendment is strategically justified. More specifically, the Panel found that the Amendment is supported by, and

implements, the relevant sections of the State and Local Planning Policy Framework.

Whilst Churchill has considerable standard residential land supply to satisfy demand over the next 15 years, the panel agreed that the township (and broader municipality) did not have available Low Density Residential Zone land. The Panel therefore did not consider that the additional low density residential land would result in an oversupply of residential land.

During the panel hearing, the Panel members facilitated a 'without prejudice' discussion about the form of the Amendment, in particular the exhibited Development Plan Overlay (DPO-8).

The Panel then directed Council to provide a revised Development Plan Overlay Schedule that included changes in response to the matters raised prior to and during the panel hearing. Parties to the panel hearing were then provided with an opportunity to provide any feedback on the revised DPO.

The Panel commended Council and the proponent for positively responding to site specific concerns raised by submitters and proposing further changes to the exhibited Development Plan Overlay (DPO), recommending that the revised (DPO Schedule 9) be applied to the subject land.

The key recommendations of the Planning Panel are that the Latrobe Planning Scheme Amendment C90 be adopted as exhibited subject to the following:

1. Abandon the generic Development Plan Overlay Schedule 8 being applied to the subject land.
2. Introduce a new Development Plan Overlay Schedule 9 (as shown at Attachment 4).

Council has a responsibility to ensure that any changes to C90 post panel report do not impinge on natural justice rights of the community or result in C90 being transformed into a different proposal to that which was exhibited or from what the panel has recommended. The proposed amendments to the exhibited Development Plan Overlay – Schedule 8 are not considered to substantially change the nature or form of the land development opportunities to be enabled by the Amendment

In order for Amendment C90 to proceed, Council must now consider the recommendations of the Planning Panel and decide whether to adopt Amendment C90 as exhibited, adopt Amendment C90 with changes or abandon the amendment.

RISK IMPLICATIONS

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

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

FINANCIAL AND RESOURCES IMPLICATIONS

The prescribed fees for planning scheme amendments are detailed in the *Planning and Environment (Fees) Regulations 2016*. The costs associated with this stage of the planning scheme amendment include the fee for the panel report and the fee for the Minister's approval of an amendment if the amendment is adopted by Council.

Statutory fees associated with this proposed amendment will be met by the proponent.

OPTIONS

The options available to Council are as follows:

1. That Council, after considering the Planning Panel report recommendations for Amendment C90, resolves to adopt, seek certification and approve Amendment C90 without changes.
Or
2. That Council, after considering the Planning Panel report recommendations for Amendment C90, resolves to adopt and submit for approval to the Minister for Planning, Amendment C90 with changes.
Or
3. That Council, after considering the Planning Panel report recommendations received for Amendment C90, resolves to abandon the exhibited planning scheme amendment C90 and inform the Minister for Planning.

The recommendation to Council is to support option two. It should be noted that if Council wish to make substantial changes to Amendment C90 or abandon parts of the exhibited amendment, there is a risk that the Minister for Planning may refuse to approve the amendment and require a new planning scheme amendment be prepared and re-exhibited.

CONCLUSION

The Planning Panel have supported the rezoning of Glendonald Road, Churchill, from Rural Living Zine to Low Density Residential Zone, and recommend that a revised Development Plan Overlay be applied to the subject land.

Following consideration of the Planning Panel's report, it is recommended that Council endorse Amendment C90 to the Latrobe Planning Scheme in accordance with the recommendations of the Planning Panel.

SUPPORTING DOCUMENTS

Landowner submissions (confidential).

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Attachments

1. Attachment 1: Location and current land zoning map
2. Attachment 2: Planning Panel Report
3. Attachment 3: Explanatory Report
4. Attachment 4: Development Plan Overlay - Schedule 9

14.2

Consideration of Planning Panel Report for Amendment C90 - Glendonald Road, Churchill

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ATTACHMENT 1: SUBJECT SITE.

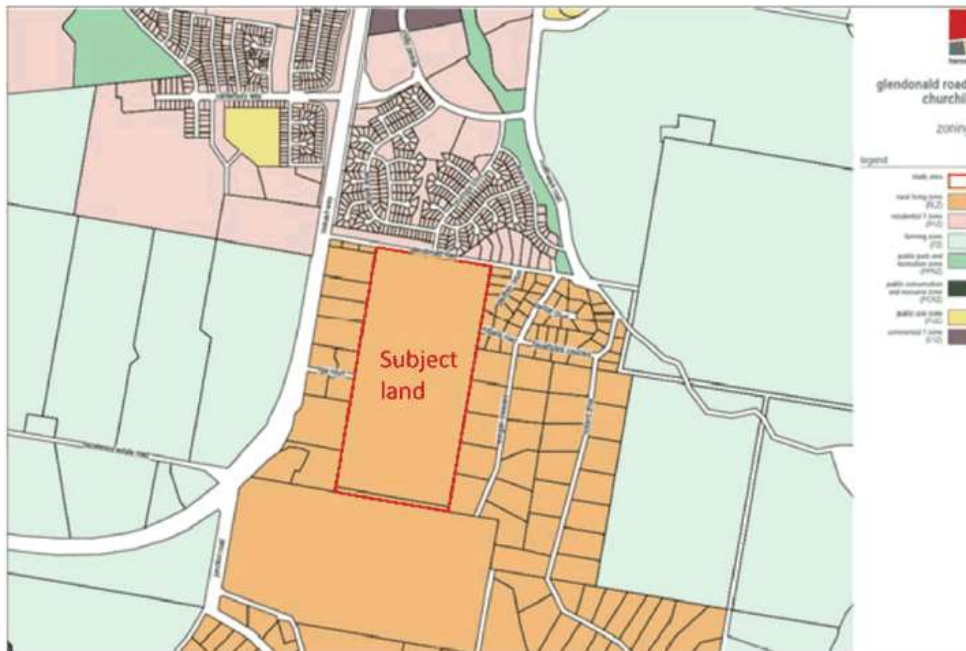
Title Plan 770344F - formerly Crown Allotment 39 Section A Parish of Hazelwood Vol 11056 Fol 808,809, 810.

Title Plan 792113C – formerly Crown Allotment 39C Section A Parish of Hazelwood Vol 11056 Folio 805, 806, 807.

Aerial Image:



Current Land Zoning Map:





Planning Panels Victoria
Department of Environment, Land, Water and Planning



Latrobe City Council
DOC16/26639
Date Received: 15-Sep-2016

13 September 2016

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Melbourne, Victoria 3001
Telephone (03) 8392 6397
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Mr Nathan Misiurka
Strategic Planning Unit
Latrobe City Council
PO Box 264
MORWELL 3840

Dear Mr Misiurka

**Latrobe Planning Scheme Amendment C90 –
Glendonald Road, Churchill**

Please find enclosed the report of the Panel appointed to consider Amendment C90 to the Latrobe Planning Scheme, together with a copy of the report on CD in Word and PDF formats.

Once Council has formally considered this Amendment it would be appreciated if a copy of the Council Report (or a link to it) be emailed to Planning Panels Victoria.

If you have any queries please contact Planning Panels Victoria on (03) 8392 6397 or planning.panels@delwp.vic.gov.au.

Yours sincerely

Con Tsotsoros
Panel Chair

Enc.

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Any personal information about you or a third party in your correspondence will be protected under the provisions of the Privacy and Data Protection Act 2014. It will only be used or disclosed to appropriate Ministerial, Statutory Authority, or departmental staff in regard to the purpose for which it was provided, unless required or authorised by law. Enquiries about access to information about you held by the Department should be directed to the Privacy Coordinator, Department of Environment, Land, Water and Planning, PO Box 500, East Melbourne, Victoria 8002.



Planning and Environment Act 1987

Panel Report

**Latrobe Planning Scheme Amendment C90
Glendonald Road, Churchill**

13 September 2016

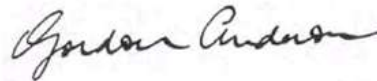


Planning and Environment Act 1987
Panel Report under section 25 of the Act
Latrobe Planning Scheme Amendment C90
Glendonald Road, Churchill

13 September 2016



Con Tsotsoros, Chair



Gordon Anderson, Member

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List of Abbreviations

DPO	Development Plan Overlay Note: A schedule number may be shown at the end
EPA	Environment Protection Authority

Overview

Amendment Summary	
The Amendment	Latrobe Planning Scheme Amendment C90
Subject land	49 hectares of land in Glendonald Road, Churchill (TP770344F and TP792113C), as shown in Figure 1
The Proponent	Junction Road Partnership
Planning Authority	Latrobe City Council
Authorisation	16 September 2015
Exhibition	5 November to 18 December 2015
Submissions	<p>Submissions were received from:</p> <ol style="list-style-type: none"> 1. West Gippsland Catchment Management Authority 2. Department Environment, Land, Water and Planning 3. APA Group 4. VicRoads 5. Gippsland Water 6. Rob de Souza-Daw 7. Derek Witte 8. Carol and Jeff Kemp 9. Carol Cleland 10. Bernard van Rossum 11. Chris Kypriotis 12. Bill Van Sambeek 13. Charles Uber 14. Mary Macalister 15. David and Elizabeth Thompson 16. Laurie and Wendy Howell 17. Philip and Sandra Thompson

Panel Process	
The Panel	Con Tsotsoros (Chair), Gordon Anderson
Directions Hearing	17 June 2016, Churchill
Panel Hearing	18 and 19 July 2016, Churchill
Site Inspections	Unaccompanied: 17 June 2016 Accompanied: 18 July 2016
Appearances	<ul style="list-style-type: none"> - Latrobe City Council represented by Mr Nathan Misiurka - Junction Road Partnership (Proponent) represented by Mr Richard Stevenson of Hansen Partnership and calling the following expert witnesses: <ul style="list-style-type: none"> - Mr Sven Nielson of Strata Environmental on land capability - Mr Chris Coath of GTA on traffic and access - Mr Jeffrey and Mrs Carol Kemp - Mr Philip Thompson - Ms Elizabeth Thompson - Ms Mary Macalister - Mr Bernard van Rossum <p>Mr Theodorus Witte requested to be heard at the Hearing and the Panel provided him the opportunity. Mr Witte did not appear at his scheduled time.</p>
Date of this Report	13 September 2016

Executive Summary

(i) Summary

Churchill is a master planned town and its unique university role forms part of a 'networked city' with Moe, Morwell and Traralgon. The subject land is predominantly vacant with some water bodies and standard residential development abutting Glendonald Road to its north and rural living to its eastern, southern and western boundaries. The subject land is currently zoned Rural Living Zone Schedule 4.

Latrobe Planning Scheme Amendment C90 seeks to rezone the subject land to the Low Density Residential Zone and apply a new Development Plan Overlay Schedule 8.

Key issues raised in submissions include whether the Amendment is strategically justified, wastewater and storm water management, infrastructure capacity, traffic and access, amenity and orderly planning.

The Panel acknowledges that there were resident submitters who opposed the subject land being rezoned to allow low density residential development. However, the Panel finds that the Amendment is strategically justified for reasons outlined in Chapter 3 of this report.

The Panel finds that the Amendment is supported by, and implements, the relevant sections of the State and Local Planning Policy Framework. Churchill has considerable land supply to satisfy demand over the next 15 years but it does not have available Low Density Residential Zone land. The Panel does not consider this additional residential land will result in an unreasonable oversupply of residential land.

The exhibited Development Plan Overlay Schedule 8 provisions go a long way to address planning issues associated with development sites. The Panel agrees with submitters that some more tailored provisions could be introduced to address issues such as wastewater, infrastructure, traffic and amenity and ensure orderly planning. The Panel commends Council and the Proponent for positively responding to these concerns and proposing further changes to the exhibited provisions. The Panel finds that new provisions needed for the subject land would not be applicable to land where the generic Development Plan Overlay Schedule 8 currently applies. It recommends applying a new Development Plan Overlay Schedule 9 that includes provisions tailored specifically for the subject land.

(ii) Recommendation

Based on the reasons set out in this report, the Panel recommends:

Latrobe Planning Scheme Amendment C90 be adopted as exhibited subject to the following:

1. **Abandon the generic Development Plan Overlay Schedule 8 being applied to the subject land.**
2. **Introduce a new Development Plan Overlay Schedule 9, as shown in Appendix B, and:**

- a) include the contents of the exhibited Development Plan Overlay Schedule 8 subject to other recommended changes.
- b) delete under 'Domestic Wastewater' reference to sewerage infrastructure not being provided.
- c) add under 'Domestic Wastewater' that the development plan must show: The proposed building envelopes and effluent disposal field areas within an indicative lot layout for the overall development plan area.
- d) add under 'Land use and subdivision' that the development plan must show: *The nominated connection points for storm water drainage infrastructure.*
- e) confine vehicular access to the site from its northern and southern boundaries.
- f) add under 'Infrastructure Services' that the development plan must show:
 - vehicle access points showing no through vehicle access to Riga Court and Roberts Road.
 - road widening including Glendonald Road pavement.
 - intersection concept plans including the intersection at Glendonald Road and Monash Way.
 - in consultation with relevant agencies and authorities, plans for works on any Arterial Road intersection prepared in accordance with the relevant VicRoads standards.
- g) revise under 'Open Space' the requirement for visual surveillance to include road frontages and open spaces.
- h) add under 'Open Space' that the development plan must show public spaces designed to provide: *Improved interface treatment with adjoining land, as appropriate.*
- i) Add under 'Waterways' the following requirement:
Unless otherwise agreed by the relevant Catchment Management Authority, the waterway buffer zone must be revegetated to provide for native plant and animal habitat, and improved waterway health and ecological outcomes consistent with the objectives of the West Gippsland Regional Catchment Strategy. Revegetation must accord with the relevant State Government standards for re-establishment of the relevant Ecological Vegetation Class using only indigenous plant species, to the satisfaction of the relevant State Government department and the responsible authority.
- j) Revise the first requirement under 'Flora and Fauna' to:
In consultation with relevant agencies and authorities, a flora and fauna assessment including but not limited to, a plan of all existing

natural and ecological features and landscape values and how these have been considered in the design and layout of the Development Plan and how flora and fauna values will be managed if required.

- k) include post-exhibition changes that clarify the provisions and improve its operation.

1. Introduction

1.1 The subject land

The Amendment applies to land shown in Figure 1.

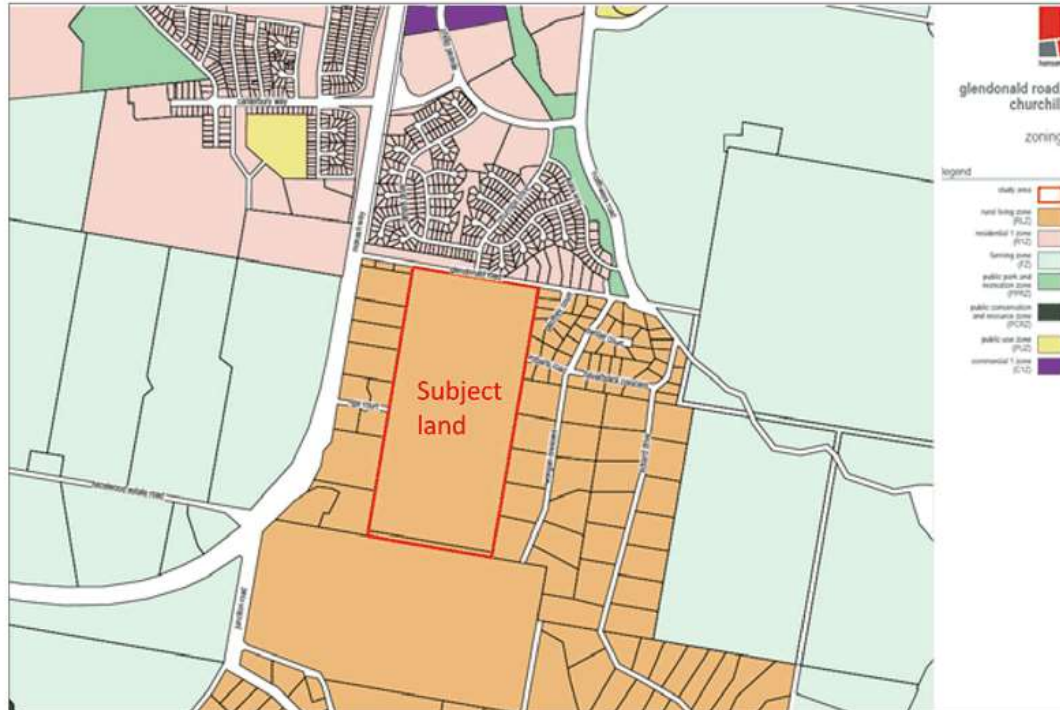


Figure 1 Subject land: Location and planning scheme zone¹

The subject land is on the south side of Glendonald Road, Churchill around 1.6 kilometres from the Churchill town centre. Churchill is a picturesque university town and its unique role forms part of a 'networked city' with Moe, Morwell and Traralgon.

It is approximately 49 hectares in area, with a Glendonald Road frontage of approximately 485 metres and a depth of 1,000 metres. It is mostly vacant with some small water bodies (farming dams) scattered around the site and a dilapidated farm shed at the southern edge of the property. The site is generally undulating and, while devoid of native vegetation, has a cover of introduced grass species from its active farming use for livestock grazing.

1.2 The Amendment

The Amendment proposes to:

- Rezone the land from Rural Living Zone (RLZ) to Low Density Residential Zone (LDRZ).

¹ Proponent submission

- Introduce the Development Plan Overlay Schedule 8 (DPO8) to the land to be rezoned, which sets out the requirements for a development plan which must be prepared before the land can be developed.
- Amend the existing DPO8 to provide greater flexibility regarding the availability of reticulated sewerage.

1.3 Issues dealt with in this report

The Panel considered all written submissions, as well as submissions presented to it during the Hearing. In addressing the issues raised in those submissions, the Panel has been assisted by the information provided to it as well as its observations from inspections of the site and other sites in and around Churchill.

Mr de Souza-Daw's submission used the Amendment exhibition process to request to be consulted on the naming of new roads or places on the subject land. Naming streets and places is not a planning issue, is administered through a separate process, and is not discussed further in this report.

This report deals with the issues under the following headings:

- Planning context
- Strategic justification
- Form and content of the Development Plan Overlay Schedule
- Wastewater management
- Infrastructure capacity
- Traffic and access
- Other issues
 - Amenity and orderly planning
 - Land rezoning
 - Environmental considerations.

2 Planning context

Council provided a response to the Strategic Assessment Guidelines as part of the Explanatory Report.

The Panel has reviewed the policy context of the Amendment and made a brief appraisal of the relevant zone and overlay controls and other relevant planning strategies.

2.1 Policy framework

Table 1 shows clauses relevant to the Amendment, as referenced in the Explanatory Report.

Table 1 Policy Framework

State Planning Policy Framework	
Clauses	
11	Settlement Planning is to anticipate and respond to the needs of existing and future communities through provision of zoned and serviced land for housing, employment, recreation and open space, commercial and community facilities and infrastructure. 11.02 Urban growth To ensure a sufficient supply of land is available for residential, commercial, retail, industrial, recreational, institutional and other community uses.
13	Environmental risks Planning should adopt a best practice environmental management and risk management approach which aims to avoid or minimise environmental degradation and hazards.
14	Natural resource management Planning is to assist in the conservation and wise use of natural resources including energy, water, land, stone and minerals to support both environmental quality and sustainable development.
15	Built Environment and Heritage Planning should ensure all new land use and development appropriately responds to its landscape, valued built form and cultural context, and protect places and sites with significant heritage, architectural, aesthetic, scientific and cultural value.
16	Housing 16.02 Housing form 16.02-1 Rural residential development Manage development in rural areas to protect agriculture and avoid inappropriate rural residential development. Encourage the consolidation of new housing in existing settlements where investment in physical and community infrastructure and services has already been made.
18	Transport Planning should ensure an integrated and sustainable transport system that provides access to social and economic opportunities, facilitates economic prosperity, contributes to environmental sustainability, coordinates reliable movements of people and goods, and is safe.
19	Infrastructure Planning for development of social and physical infrastructure should enable it to be provided in a way that is

efficient, equitable, accessible and timely.

Local Planning Policy Framework

Clauses

21 Municipal Strategic Statement

21.04 Built environment sustainability

21.04-2 Settlement overview

The towns of Moe, Morwell, Traralgon and Churchill are recognised as being part of a 'networked city' as well as being places with unique characteristics which contribute to the local sense of place and provide diversity.

...

Notwithstanding the 'networked city concept' it remains Latrobe City Council policy that each town grow in its own right and maintain a 10 to 15 year urban land supply within them.

21.04-3 Rural living overview

Objective 1 – Rural Living

To identify appropriate locations for rural residential activity.

Strategies

Support rural living or low density residential development in appropriate locations, taking into account current supply and demand for these types of subdivisions.

21.04-6 Infrastructure overview

Objective– 1 – Infrastructure

To maximise the use of existing infrastructure

Objective– 2 – Infrastructure

To provide clear guidelines for developers regarding engineering requirements ensuring that minimum design standards are achieved.

21.05 Main towns

21.05-2 Main towns overview

Objective 1 – Main towns

To provide the flexibility for development to occur in each town to accommodate the needs of its population as well as to contribute to the municipal networked city.

Objective 2 - Main towns

To facilitate development in accordance with the specific Town Structure Plan attached to this clause.

2.2 Planning scheme provisions

The Amendment proposes to rezone the subject land from the Rural Living Zone to the Low Density Residential Zone and apply the Development Plan Overlay. A common purpose of both zones and the overlay is:

To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.

(i) Zones

Other Rural Living Zone purposes are:

To provide for residential use in a rural environment.

To provide for agricultural land uses which do not adversely affect the amenity of surrounding land uses.

To protect and enhance the natural resources, biodiversity and landscape and heritage values of the area.

To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.

The other Low Density Residential Zone purpose is:

To provide for low-density residential development on lots which, in the absence of reticulated sewerage, can treat and retain all wastewater.

(ii) Development Plan Overlay Schedule 8

The existing and exhibited DPO8 have development requirements that apply to different properties throughout the municipality. Other purposes of the Development Plan Overlay are:

To identify areas which require the form and conditions of future use and development to be shown on a development plan before a permit can be granted to use or develop the land.

To exempt an application from notice and review if it is generally in accordance with a development plan.

2.3 Relevant planning strategies, policies and plans

(i) Gippsland Regional Growth Plan

The *Gippsland Regional Growth Plan* (Regional Growth Plan) is one of eight regional growth plans that provide broad direction for land use and development across regional Victoria.

Gippsland's population is expected to increase to between 386,000 and 465,000 people by 2041. Latrobe City is the grouping of Moe, Morwell, Traralgon and Churchill and is identified as Gippsland's regional city. The Regional Growth Plan states that Latrobe City has the capacity to accommodate this level of population and that Churchill's university campus is recognised as one of Latrobe City's significant assets. There is adequate electricity to accommodate Churchill's anticipated population growth, however it is unknown whether there is adequate local road capacity, drainage, water and gas. Sewerage may need to be upgraded to support growth.

(ii) Churchill Structure Plan

The Churchill Structure Plan (see Figure 2) forms part of the *Latrobe Structure Plans Background Report* which was adopted by Council in August 2007. The Plan includes an urban growth map that identifies future residential areas.



Figure 2 Churchill Structure Plan

2.4 Ministerial Directions and Practice Notes

The Explanatory Report states that the Amendment meets the relevant requirements of the following Ministerial Directions:

- Ministerial Direction No 11 - Strategic Assessment of Amendments
- The Form and Content of Planning Schemes (s7(5)).

The Amendment is consistent with Planning Practice Note 46 (Strategic Assessment Guidelines).

3 Strategic justification

Council referred to a previous panel report that recognised Churchill as a master-planned 'garden suburb' planned to accommodate 40,000 people and included extensive infrastructure to support this population. It added that Churchill's growth slowed significantly in the 1980s and 1990s in response to restructuring of energy and mining industries. In response to a direction from the Panel, Council presented land supply and demand figures for the Latrobe municipality and towns in the Latrobe City, including Churchill.

3.1 Planning context

Council submitted that the Amendment supports State and local planning policy and meets the relevant requirements of Ministerial Direction No 11 and the Ministerial Direction on the Form and Content of Planning Schemes (s7(5)). It added that the Amendment is consistent with *Latrobe 2026: The Community Vision for Latrobe Valley, Council Plan 2013-2017* and *Gippsland Regional Plan 2013*.

Council referenced its Municipal Strategic Statement that states at Clause 21.04-3:

Support rural living or low density residential development in appropriate locations, taking into account current supply and demand for these types of subdivisions.

Council submitted that further strategic work on land supply and demand was prepared, as outlined in Section 3.2.

3.2 Land supply and demand

Council referred to the *Latrobe City Council Residential and Rural Residential Land Assessment 2008* and tendered the Latrobe Planning Studies Economic Analysis prepared for Council by Essential Economics in January 2016. The 2008 report states that there was more than 20 to 30 years of Rural Living Zone land supply but there was no Low Density Residential Zone land supply.

The 2016 report states that:

- Churchill's population is forecast to increase from 11,660 people in 2016 to 12,910 people in 2031 (an increase of 1,250 people or 0.7%) according to *Victoria in Future 2015*
- Approximately 5,000 new dwellings will be required in the Latrobe municipality (average 330 dwellings each year)
- 14 per cent of new dwellings (680 dwellings) will be required in Churchill for 643 new households
- Churchill requires between 45 to 62 hectares to accommodate 680 dwellings
- Churchill has 232 hectares of existing and potential vacant residential land (excluding infill sites)
- Specific to the Low Density Residential Zone, Churchill has no vacant parcel and 30 hectares of vacant greenfield sites

- While there is adequate residential land supply, there are factors such as demand exceeding projections, quality and size of land parcels, and service availability
- Over the most recent 36-month period, new building approvals for Churchill have almost exclusively been for standard houses.

Council submitted that land supply and demand analysis prepared as part of the Amendment's strategic justification considered the broader municipality. This is relevant when referring to 'Networked City' policy at Clause 21.05-2 and supported in regional policy. It added that rezoning the subject land would offset the anticipated rezoning of Low Density Residential Land in Traralgon while strengthening the opportunity for Churchill's development with other main towns in the municipality. Council considered that the Amendment would increase diversity in future available residential land.

3.3 Discussion

The Amendment proposes to rezone the subject land to Low Density Residential Zone which would provide residential development that is different to standard residential development normally found in the General Residential Zone or other similar zones. While property sales figures provide interesting context of current and short-term circumstances, the Amendment would provide contribute towards 15 to 20 year residential land supply. It is therefore difficult to compare shorter-term residential land sales and supply with longer-term demand.

For low density residential, Clause 21.04-3 specifies "*taking into account current supply and demand for these types of subdivisions*". It differentiates between demand for standard residential and low density residential.

The Panel considers there is sufficient residential land supply in Churchill to meet future demand, however, additional land supply proposed by the Amendment is unlikely to result in an unreasonable oversupply. Existing residential land supply comprises mostly standard residential lots which would attract a different market to those seeking to purchase Low Density Residential Zone. Currently, there is no Low Density Residential Zone land in Churchill and there is limited supply in the immediate region.

3.4 Conclusion

The Panel concludes:

- The Amendment is supported by, and implements, the relevant sections of the State and Local Planning Policy Framework.
- The Amendment is strategically justified subject to addressing the more specific issues raised in submissions as discussed in the following chapters.

4 Form and content of the Development Plan Overlay Schedule

The Panel considers that DPO8 will:

- facilitate the orderly planning and development of the subject site and ensure the environmental and rural character qualities of the site are appropriately managed through a future subdivision and development of the land
- facilitate the integration of services such as road connections, bicycle and pedestrian links, public open space and connected public transport routes.

Council's approach to applying a standardised DPO8 to specific properties throughout the municipality is efficient and provides consistency and certainty. However, there were development responses raised in submissions and during the Hearing that are relevant only to the subject land. The Panel sought further insight into the form and content of the Development Plan Overlay Schedule.

The Panel, Council, the Proponent and community members participated in a 'without prejudice' discussion about the form of the Amendment. The Panel then directed Council to provide a revised Development Plan Overlay Schedule that included agreed changes. Parties were provided with an opportunity to provide any feedback on these changes.

Having considered the discussion and subsequent feedback, the Panel considers it important to have tailored planning provisions for the subject land. The Panel commends Council for being flexible and receptive to applying a new schedule to the Development Plan Overlay that would allow such provisions on the subject land.

The Panel concludes:

- A new Development Plan Overlay Schedule is warranted for the subject land.
- Council's revised changes, as included in Development Plan Overlay Schedule 8 shown in Appendix B, are appropriate.

The Panel recommends:

Abandon applying the generic Development Plan Overlay Schedule 8 to the subject land.

Introduce a new Development Plan Overlay Schedule 9 that:

- a) includes the contents of the exhibited Development Plan Overlay Schedule 8 and amends the Schedule, as shown in Appendix B, to include other recommendations in this report.**
- b) includes post-exhibition changes that clarify the provisions and improve its operation.**

For the balance of the report, DPO8 is referred to as Development Plan Overlay Schedule 9 (DPO9).

5 Wastewater management

5.1 The issue

Based on Gippsland Water's submission, it is unlikely reticulated sewerage will be available to the subject land. The issue is whether the Amendment appropriately and adequately responds to wastewater management.

5.2 Evidence and submissions

Several submitters (including Mr and Mrs Kemp, Mr and Mrs Thompson, Ms Macalister, and Mr and Mrs Howell) expressed concern about:

- The land's capability for on-site effluent treatment
- The public health and environmental impacts of potential wastewater run-off to neighbouring properties.

Gippsland Water, in its written submission and emails presented at the Hearing, confirmed the land is outside the sewerage district. It said the land is beyond the present capacity of the existing main sewer extending from Churchill to the water factory east of Morwell. The area identified as 'Area 7' on the Churchill Structure Plan (see Figure 2) east of the subject site will use the remaining capacity of the township's sewerage system. Significant capital investment would be required to expand the system so it could provide reticulated sewerage infrastructure to the subject land.

Gippsland Water had no objection to the development not connecting to reticulated sewerage.

In its submissions, Council said:

As a result of land not being connected to reticulated sewerage, Council will be required to ensure all lots created as part of the C90 Glendonald Road development will comply with the relevant septic tank code of practice and carry out any required monitoring and compliance actions. This will include relevant consideration of any complaints resulting from odour from residential septic tanks.

Council submitted there was no reason to expect the land, considering the minimum lot size of 0.4 hectares, would not be able to provide for the installation of on-site waste disposal systems based on:

- The preliminary Land Capability Assessment accompanying the Amendment
- Mr Nielson's expert evidence.

Council reiterated that, when it assesses a future development plan for the site, it would require a more detailed land capability assessment and reports. These would then inform future lot size and orientation, as well as help identify building envelopes and wastewater disposal fields.

The Proponent, based on its ongoing discussions, confirmed Gippsland Water's position on the present inability to connect to the reticulated sewer because of technical, financial and policy considerations. The Proponent added:

However this is not considered to be a substantial or significant issue given the Low Density Residential Zone (LDRZ) specifically contemplates the potential to either be connected to reticulated sewerage or otherwise to allow onsite effluent treatment. Therefore it is necessary for the current Amendment to consider and demonstrate that onsite effluent treatment can be facilitated.

Noting the Land Capability Assessment prepared and submitted to support the Amendment, it indicates that the land can suitably accommodate septic tanks to facilitate a low density 'rural living' style subdivision without negative environmental or health impacts.

Mr Nielson in his expert evidence summarised and drew conclusions on the land capability assessment and its findings. He said the Land Capability Assessment in December 2014 investigated site and soil constraints to on-site effluent treatment and disposal. It involved desktop research, field reconnaissance, laboratory analysis and reporting.

Mr Nielson gave evidence on the key site and soil constraints findings:

- *Soils over the site generally consisted of deep clayey silt/silty clay subsoils which have a low hydraulic conductivity for acceptance of treated effluent. This will lead to relative large land application areas (LAA) of treated effluent for any given volume.*
- *This is further impacted by climatic factors of relatively high rainfall and low evaporation/transpiration rates throughout winter months.*
- *Soil chemical analysis reveal that soils were generally suitable for application of effluent, possibly with some chemical amendment, as well as design consideration regarding long-term soil chemical stability from land application of effluent.*
- *Perched water tables may exist over these clays throughout wetter months when evapotranspiration rates are low. This may impact the functioning of some LAA designs.*
- *There were sensitive environmental receivers over the site associated with farm dams and shallow groundwater.*
- *Slopes over some areas of the land may require specific design land application design consideration, particularly where perched water tables or poor internal soil drainage occurs.*

Mr Nielson gave details of potential on-site treatment methods and the areas of land required and concluded:

It is my opinion that there are several design options for onsite wastewater retention which will allow for sustainable long term treatment and disposal of all effluent flows associated with the proposal to rezone to LDRZ with a minimum lot size of 4,000m².

Such strategies are compliant with both EPA 2013 and AS1547-2012 and make allowance for site limitations as identified by the Land Capability Assessment process.

These strategies incorporate modern, secondary levels of treatment technology as well as design mitigation of risk associated with impacting shallow groundwater or nearby surface waters. Some strategies also consider the effect of climate upon water balancing and therefore LAA size.

The concept designs offer several options for future potential wastewater system designs. Other potential designs exist which may be relevant however this can only be determined through a lot specific assessment and design.

In conclusion it is my opinion that the identified site limitations and proposed minimum lot size do not preclude long term effluent treatment and onsite disposal in such a way which is compliant with the Victorian Code of Practice for Onsite Wastewater Management and will limit public and environmental health risks to tolerable levels.

The Proponent submitted that the evidence confirms the land and proposed lot sizes do not preclude long-term effluent treatment and on-site disposal in a way which:

- Complies with the Victorian Code of Practice for Onsite Wastewater Management
- Would limit public and environmental health risks to acceptable levels.

The Proponent stressed that the expert evidence identified 'failsafe' measures to be built into the minimum Low Density Residential Zone (LDRZ) allotment size of 0.4 hectares and summarised further risk mitigation measures to ensure on-site retention of all effluent, and systems to ensure sustainable long-term performance, including:

- *Setback distances to comply with the minimum requirements of EPA Vic (2013) are achievable.*
- *Regular servicing of systems including:*
 - *Suitably qualified maintenance contractors to be engaged to service the system every three months (as required by Council under the approval to operate).*
 - *Regular inspection of treatment field to insure adequate function.*
 - *Potential for implementation of annual effluent sampling and analysis at an accredited laboratory.*
- *Interceptor drainage on sites where perched water tables likely to impact upon treatment fields.*

Based on the expert evidence, modelling and research, the Proponent submitted that the site and future subdivision and development were capable of on-site effluent treatment. The Proponent added that DPO9 provides conditions to be included on any permit issued to require the appropriate consideration of on-site effluent treatment of all created lots.

Council supported the findings.

5.3 Discussion

The Panel cannot understand how a town that was master planned for 40,000 people does not have a reticulated sewerage plan that can expand and respond accordingly. However, the Panel acknowledges that Gippsland Water did not identify any intention to expand the sewerage district to align with Churchill's expansion and did not identify any plan to expand system capacity. While this prevents the subject land from connecting to the reticulated

sewerage system, Gippsland Water does not oppose the land using on-site wastewater treatment methods.

The Panel is comfortable with the submissions by Council and the Proponent, supported by a Land Capability Assessment and expert evidence, about the work done to date and the detailed work still to be done and considered, such as the requirements of DPO9, before final subdivision, permits and implementation of any development on the site.

The Panel notes, after more detailed considerations, the minimum lot size for the development may be greater than 0.4 hectares. To give greater comfort and certainty, it would be desirable to strengthen DPO9 on matters of lot size, building envelopes and effluent disposal field areas.

Based on the submissions, the Land Capability Assessment and expert evidence, the Panel agrees there is adequate land available for sustainable long-term effluent treatment and on-site disposal of wastewater from residential development on individual minimum-sized lots of 0.4 hectare without imposing risks to community health and the environment.

5.4 Conclusion

The Panel concludes:

- The Amendment appropriately and adequately responds to wastewater management
- Changing DPO9 to better reflect indicative lot layouts and show proposed building envelopes and effluent disposal field areas would provide potential purchasers and the surrounding community greater certainty and comfort.

5.5 Recommendation

The Panel recommends:

Amend Development Plan Overlay Schedule 9, as shown in Appendix B, to:

- c) delete under 'Domestic Wastewater' reference to sewerage infrastructure not being provided.**
- d) add under 'Domestic Wastewater' that the development plan must show: *The proposed building envelopes and effluent disposal field areas within an indicative lot layout for the overall development plan area.***

6 Infrastructure capacity

6.1 The issue

The issue is whether there are any other servicing and drainage issues, such as the potential for increased stormwater discharge from development on the site onto neighbouring properties, or any need for new services to encroach on adjoining properties.

6.2 Evidence and submissions

(i) Stormwater run-off

Several submitters (including Mr and Mrs Kemp, Mr and Mrs Thompson, Ms Macalister, and Mr and Mrs Howell) expressed concern about managing stormwater run-off from the site.

In its submissions, Council confirmed some drainage and stormwater issues already exist for certain residents in the area, particularly in Roberts Road on the east side of the site.

Council noted:

- There are three points of discharge for the subject land provided by the existing designated waterway, adding that connection to these waterways will require approval from the West Gippsland Catchment Management Authority
- The requirements under DPO9 for any development not to increase stormwater discharge from the land, including:
 - Stormwater from each residential lot must be retained and treated on the lot (or within a subdivision-scale integrated stormwater treatment system) so as to ensure there are no adverse drainage or stormwater quality impacts on adjoining properties
 - An integrated stormwater management plan incorporating water sensitive urban design techniques which provides for the protection of natural systems, integration of stormwater treatment into the landscape, improved water quality, and reduction and mitigation of run-off and peak flows, including consideration of downstream impacts.

On the matter of drainage concerns, the Proponent's submissions closely mirrored those of Council, stressing the requirements of DPO9. It said it would ensure adequate consideration of stormwater drainage provisions at the development plan stage and said the discharge from the site would not exceed present levels.

(ii) Other services infrastructure

Some submitters expressed general concern about the provision of services.

The Proponent submitted that GHD undertook a preliminary servicing assessment² of the subject site as part of the original amendment request. The assessment did not reveal any

² *Junction Road Partnership, Glendonald Road, Churchill, Infrastructure Servicing Report, July 2014* attached as Appendix E to the exhibited Planning Report, January 2014, by Hansen Partnership.

limitations or impediments to connecting the site to essential infrastructure or otherwise managing the services appropriately on site.

In its written submission, APA Group said no existing gas reticulation is available for the subject site. It foreshadowed it would need to consider during the subdivision phase the viability of gas reticulation to the site and any developer contribution to associated gas installation works.

The Proponent said there would need to be further detailed investigations and the Development Plan and Planning Permit stage will consider exactly how future connections are provided. This would include consultation with affected neighbouring properties.

6.3 Discussion

The Panel expects more detailed investigation would resolve all infrastructure servicing requirements and this should happen when the proposals are more advanced and better understood, most likely at the Development Plan and permit application stages.

However, the Panel notes the preliminary investigations and advice suggest there are no critical infrastructure servicing or capacity issues preventing development of the site.

Even the matter of managing stormwater run-off from the site, the effects of which the Panel viewed at its accompanied site inspection, mainly where Roberts Road meets the eastern edge of the site, is well covered in DPO9. The adjoining owners should have confidence in Council and in the requirements set out in DPO9 to address present and potential run-off issues.

The Panel notes the Proponent's assurances about post-development stormwater run-off not exceeding present flows, particularly at Roberts Road.

The Panel supports strengthening DPO9 to require stormwater drainage connection points to be identified in the development plan for the subject land.

Based on the submissions of Council and the Proponent, the Panel agrees the matter of providing infrastructure services to development on the site should not present any unusual problems.

6.4 Conclusion

The Panel concludes:

- Infrastructure capacity issues can be appropriately managed through Development Plan Overlay Schedule 9.
- Changing DPO9 to require stormwater drainage connection points to be identified in the development plan for the site would provide greater certainty to potential purchasers and the surrounding community.

6.5 Recommendation

The Panel recommends:

4. Amend Development Plan Overlay Schedule 9, as shown in Appendix B, to:
 - a) add under 'Land use and subdivision' that the development plan must show:
The nominated connection points for storm water drainage infrastructure.

7 Traffic and access

7.1 The issue

Whether the proposed access arrangements to the developed site are acceptable and whether the impacts of increased traffic on the existing road network are manageable.

The early proposals contemplated the main access to the site from Glendonald Road along its northern frontage, with possible secondary access along Riga Court on the western boundary and Roberts Road on the eastern boundary.

7.2 Evidence and submissions

(i) Site access

Several submitters (including Mr and Mrs Kemp, Mr Kypriotis, Mr van Sambeek, Mr Uber, Ms Macalister, Mr and Mrs Howell, and Mr and Mrs Thompson) expressed concerns about providing vehicle access to the site from Riga Court and Roberts Road. The main concerns were likely extra traffic on roads not designed for it and, in the case of Riga Court, safety and the present limited access arrangements to Monash Way.

In submissions, the Proponent confirmed it would not be pursuing access at Riga Court and Roberts Road and would supplement the major access on Glendonald Road with one linking to Laughton Rise in the new Federation Rise Estate at the site's southern boundary.

Council, in its submissions, noted no formal subdivision or development plan is being considered as part of the amendment process. It confirmed any indicative plans showing potential access points would not be endorsed or hold any statutory weight. The development plan stage is when details of access to site would be resolved consistent with DPO9 which requires consideration and mitigation of potential negative impacts from increased traffic movements.

(ii) Traffic impacts

Several submitters (including Mr and Mrs Kemp, Mr Kypriotis, Mr Uber, and Mr and Mrs Thompson) were concerned about the capacity of the existing road network to cope with increased traffic movements from development of the site. A focus was on Glendonald Road, mainly its present narrow and 'one-sided' configuration (see Figure 3 and Figure 4), and its intersection with Monash Way.



Figure 3 Glendonald Road looking east³



Figure 4 Glendonald Road looking west⁴

³ From Transport Evidence Report by Chris Coath of GTA Consultants

⁴ From Transport Evidence Report by Chris Coath of GTA Consultants

Submitters at the Hearing made comments about Glendonald Road often being difficult to navigate because of parked cars in front of the new homes along the north side and garbage truck movements.

Mr and Mrs Kemp, supported by Ms Macalister, Ms Thompson and others, as well as highlighting the Glendonald Road shortcomings, drew attention to present 'bottlenecks' at Monash Way and some safety issues, such as during fog.

Ms Macalister raised concerns about the potential impacts of internal roads alongside or near to her property.

Monash Way is a declared arterial road and VicRoads is the Coordinating Road Authority under the *Road Management Act 2004*. VicRoads did not appear at the Hearing, but in its written submission did not agree with GTA's traffic impact assessment statement in the exhibited planning report⁵ on network capacity which stated:

There is adequate capacity in the surrounding network to cater for the traffic generated by the development of the site. No mitigation measures are required.

VicRoads said it would require further analysis on the key intersections, including Riga Court and Monash Way if Riga Court is used for secondary access to the site. It reviewed GTA's report⁶ (the source of the above statement) in conjunction with the *Austrroads – Guide to Road Design Part 4A: Unsignalised and Signalised Intersections* and determined the intersection of Glendonald Road and Monash Way would require an upgrade to a channelised CHR(S) and AUL(S) turn treatment.

VicRoads sought changes to the DPO9 provisions to include:

- *The development plan must include concept plans of the proposed CHR(S)/AUL(S) treatment at the intersection of Glendonald Road and Monash Way.*
- *The Concept Plans for works on the Arterial Road intersections must be prepared in accordance with the relevant Australian Guidelines, 'Safe System' philosophy, 'Smart Roads' plans, VicRoads Tree Planting Policies, and VicRoads checklists to the satisfaction of VicRoads.*
- *Any associated works will be at no cost to VicRoads.*
- *Works required at the intersection of Glendonald Road & Monash Way will need to be completed prior to issuing statement of compliance for the subdivision.*
- *Any subdivision of land within Development Plan Overlay 8 that utilises connection to Riga Court and Laughton Rise must undertake a Traffic Impact Assessment of the intersections of Monash Way & Riga Court and Monash Way & Junction Road.*

In its submissions, Council said it was cautious about transforming the DPO9 which applies to another site in the municipality, so it did not support VicRoads' suggested changes.

⁵ Prepared by Hansen Partnership January 2015

⁶ *Transport Impact Assessment*, 23 July 2014, by GTA Consultants

However, following discussion with VicRoads, Council made drafting changes to the DPO9 by strengthening the requirements for a traffic impact assessment. VicRoads agreed with the changes on the basis the DPO9 was established as a generic schedule.

To further address submitter concerns, Council reiterated there would be a more detailed report on traffic and infrastructure at the development plan stage after confirming the lot configuration and layouts. This would include the locations and designs of all roads, any improvements to roads and, as required by DPO9, consideration and mitigation of potential negative impacts resulting from increased traffic movements.

In its submissions, the Proponent summarised some of the key investigations and findings of GTA Consultants' work as part of the original amendment documentation and more recently:

GTA Traffic Consultants provided both inputs to the project during the developmental phase and have undertaken further updated investigations and analysis which has been presented in the previously circulated Traffic Expert Evidence (refer to the Evidence Statement previously circulated). Their initial work included undertaking preliminary traffic impact assessments of existing roads surrounding the subject site to identify the most appropriate locations for potential future access to effectively manage traffic movement. The outcome of this assessment indicates that a single access point would suitably service the site and any associated subdivision of the land.

As part of the original traffic analysis for the Amendment a potential primary access point was identified from Glendonald Road approximately 300m east of the intersection with Monash Hwy. Secondary access was also noted to the south, involving connection to the new road at the southern boundary to facilitate specific connection and integration with the subject site. Additional secondary access points were noted to be potentially provided from Roberts Road to the east of the site and Riga Court to the west (if required).

Following consideration of the submissions received to the Amendment, the removal of secondary vehicle connections from the site to Roberts Road and Riga Court has been contemplated to appease raised concerns. By potentially removing these secondary access points, it will ensure that the proposed Amendment does not impact and reduce the amenity of the local road network surrounding the site and mitigate concerns regarding Monash Hwy connections. However it was then necessary for a formal traffic assessment to consider their potential removal to ensure that traffic within the surrounding street network could function without reliance on these secondary access points. This was completed as part of the additional background work underpinning the Traffic Expert Evidence.

Noting that traffic movement surveys were previously undertaken in June 2014 to accompany GTA's Transport Impact Assessment report (dated 23 July 2014) (submitted with the request to rezone the site), further traffic movement surveys were undertaken in June, 2016, given that since the time of the

original surveys, residential development located on the northern side of Glendonald Road has been completed.

Likewise given the various traffic issues raised in submissions, GTA commissioned additional weekday AM and PM peak traffic movement counts on Wednesday 15 June 2016 during the AM and PM peak periods, which are documented within and have informed the Expert Evidence statement (refer to Expert Evidence previously circulated).

When conducting their further investigations, GTA considered maximum potential traffic to be generated from this site, which would be associated with the subdivision into 0.2 ha lots (i.e. if site sewerage connection can be provided). This however was a largely theoretical exercise, as based on information provided by Gippsland Water, the ability to connect to reticulated sewerage in future is unlikely. While sewerage connection is covered in greater detail later within this submission, it is likely the development of the site will proceed on the basis of 0.4 ha lots, which in turn would substantially reduce traffic volumes to be generated. However for clarity, GTA's Expert Evidence has contemplated both development outcomes associated with 0.2 or 0.4 ha minimum lot sizes.

Mr Coath presented the key findings of his expert evidence, largely as summarised above, and including a summary of present conditions, site access, likely traffic generation from the proposed development and network capability, as well as responses to some questions:

- Present daily two-way traffic volumes on key roads: Monash Way – around 3,500 (south of Glendonald Road); Glendonald Road – around 700 (east of Monash Way); Churinga Drive – around 250 (north of Glendonald Road); Junction Road – around 1,400 (east of Monash Way).
- A primary access point on Glendonald Road around 300 metres east of Monash Way (taking into account the Glendonald Road vertical profile, the location of the Churinga Drive intersection and driver sightline requirements) with a secondary access point from Naughton Rise at the site's southern boundary – see Figure 5.
- Daily traffic movements generated from 210 lots: 2,100 (based on 10 traffic movements a day for each residential lot).
- Peak hour traffic movements generated from 210 lots: 210 (based on one traffic movement in each peak hour, morning and afternoon, for each residential lot)
- Distribution of generated traffic: 70 per cent to/from the west (Monash Way/Glendonald Road intersection), 15 per cent to/from the east (Glendonald Road/Northways Road intersection), 5 per cent to/from Churinga Drive, 10 per cent to south (Monash Way/Junction Road intersection).
- An assessment of the performance of key intersections (using SIDRA INTERSECTION 6⁷) indicated they would continue to operate with an excellent level of service with

⁷ Sidra Intersection (previously called Sidra and aaSidra) is a software package used for intersection and network capacity, level of service and performance analysis by traffic design, operations and planning professionals.

minimal queues and delays during the morning and evening peak hours after full development of the site.

- For a 210-lot subdivision the expected extra traffic on the western end of Glendonald Road would be around 1,500 vehicles a day (70 per cent of 2,100) giving a total volume of around 2,200 vehicles a day.
- For a 92-lot subdivision the extra traffic would be around 650 (70 per cent of 920) giving a total of around 1,400 vehicles a day.
- Glendonald Road has characteristics similar to a 'Connector Street – Level 1' with an indicative daily traffic volume of up to 3,000 vehicles, so post-development volumes, even at 210 lots, would not exceed this figure.
- Proposed widening and other improvements to Glendonald Road (at the developer's cost) would make two-way movements along Glendonald Road, even with trucks, easier and safer.
- Although a roundabout might be a feasible intersection treatment at Glendonald Road/Churinga Drive to provide for the primary site access, it was considered more desirable to locate the access point further west and closer to Monash Way.
- Although VicRoads has identified the need for a CHR(S)/AUL(S) treatment at the intersection of Glendonald Road and Monash Way, a roundabout would also be feasible and could help reinforce the transition from rural to urban conditions on this approach to Churchill township.
- VicRoads would be the responsible agency for reviewing the speed limit on Monash Way and any consideration of moving the start of the 80km/h zone further south to help with the transition to an urban environment.



Figure 5 Potential site access locations⁸

⁸ From Transport Evidence Report by Chris Coath of GTA Consultants (Source: Nearmap)

The Proponent reinforced the GTA findings and the expert evidence, focusing on the ability of the surrounding network, with modifications, to cater for increased traffic from the proposed development without compromising its safety or function.

Council in its submissions also noted the traffic evidence overstates estimated traffic movements from the site (based on 210 lots) when it is not expected that a density of greater than 92 lots could be achieved, given the requirement for on-site domestic wastewater management.

Council added it is presently reviewing its local road design standards which it expects will take them to a higher level.

(iii) Pedestrians, Bicycles and Public Transport

Several submitters (including Mr Uber) raised concerns about provisions for pedestrian and links to public transport.

The Proponent responded that it had broadly considered the need for bicycle paths, while noting the Amendment is only seeking a rezoning at this stage, with further detailed work needed at the time of the preparation of the Development Plan required under the proposed overlay.

The Proponent added:

- *With regard to existing bicycle paths, a shared trail currently exists alongside Eel Hole Creek between Mackeys Road to the north and Phillip Parade to the south. This trail is popular for recreational cyclists whilst also linking to Monash University and Churchill Shopping Centre. The Latrobe City Bicycle Plan 2007-2010 then recommended that the Eel Hole Creek Trail should be extended at both ends so that the trail can be more easily accessed by a greater number of Churchill residents. The Plan recommends a further southern extension is to run between Phillip Parade and Glendonald Road and acknowledges that there is potential for a shared path along the northern side of Glendonald Road connecting to the Eel Hide Creek bike path. In addition, Monash Highway has the potential to integrate a shared path along the western side of the road as well as a formalised on-road bike path.*
- *Based on the later provision of a more detailed Development Plan, it can further consider the recommendations of the Latrobe City Bicycle Plan 2007-2010 in detail. It is therefore deemed that sufficient consideration has been made for cycling facilities that link new residential areas with key destination locations in Churchill.*
- *The proposed application of the Development Plan Overlay - Schedule 8 (DPO8) will facilitate the appropriate planning and development of the subject site and the integration of services such as road connections, bike and pedestrian links, public open space and connected public transport routes.*

Council agreed. It submitted that the amendment supports Clause 21.04-6 – Objective 1 – Infrastructure through the introduction of DPO9 which makes provision for the integration of roads, bicycle paths, footpaths and public transport options.

7.3 Discussion

The Panel accepts the findings about likely traffic volumes and movements generated by the proposed development, noting the basis of the analysis by the Proponent and traffic expert was conservative. It was for a 210-lot low-density residential development when, realistically, the likely maximum yield would be 92 lots. Even for a higher-density development, the analysis and evidence showed the site would need only two access points and, arguably, could operate with one. However, that would have implications with emergency access to the site and limit escape routes in other emergency situations, such as fire.

The Panel agrees there should not be vehicle access from Riga Court and Roberts Road, in part because of design constraints, and agrees with the proposed site access arrangements, namely to confine vehicular access to Glendonald Road and Laughton Rise, as required in DPO9. With no vehicle access proposed to the site from Riga Court, specific issues about potential impacts of increased vehicle use raised by submitters are no longer relevant.

The Panel recognises the Proponent only has broad ideas for the layout of the site and did not present any concept plans for consideration, but accepts this amendment is mainly for rezoning. Details will be required at the development plan stage and subsequent subdivision and permit phases when it would be appropriate to resolve all new roads, improvements to existing roads and any mitigation measures consistent with DPO9. It would be premature to resolve details of any other related matters such as setbacks, landscaping and other treatments to internal roads from property boundaries. The Panel is confident that DPO9 will ensure suitable provisions for emergency vehicle and waste collection vehicles.

A key consideration has been Glendonald Road and its likely future configuration. The Panel accepts the present 'one-sided' design (with kerb and channel and indented parking bays on the north side as part of recent R1Z residential subdivision) does create some restrictions to local traffic movements, particularly when negotiating parked cars and garbage trucks. However, it notes the Proponent's submissions about widening Glendonald Road as part of the development. The Panel notes Council's submissions about the proposed design being similar to the north-south road in the new Gaskin Rise Estate west of Churchill which the Panel, the Proponent and some parties inspected during the two days of the Hearing.

The Panel's role is not to resolve matters submitters raised about the Glendonald Road intersection with Monash Way or the speed limit on Monash Way at this location. It notes this southern rural highway approach to the urban parts of Churchill may change as development spreads south. The Panel believes any medium or long-term plans for the approach to Churchill township potentially involving a transition to slower speeds and other 'indicators', such as appropriate roadside design and features, would have merit.

The Panel believes changing the former generic DPO9 into one which is site-specific will make VicRoads' requirements clearer and less open to interpretation, while securing its involvement in considering Monash Way impacts and solutions.

VicRoads has already given its views about an appropriate channelised intersection. The Panel is comfortable that including VicRoads' specific requirements in DPO9 would ensure appropriate consideration to these matters and potential for other options, such as a roundabout, in future detailed phases of the project. This and other Monash Way matters continue to be ones mainly for VicRoads and Council to resolve at the development plan and permit stage, if not before.

The Panel strongly supports having pedestrian and bicycle access to the site from Riga Court and Roberts Road as part of providing continuity through the site and connectivity to broader paths and trails, such as the shared trail along Eel Hole Creek. It notes there were no objections from any parties to enhanced pedestrian and bicycle provisions from Riga Court and Roberts Road.

The Panel notes both the Proponent and Council did not express concern about managing the impacts of increased traffic from residential development on the site.

Based on the submissions, the traffic assessments and expert evidence, the Panel agrees there are no traffic or access impediments to the Amendment.

7.4 Conclusions

The Panel concludes:

- The subject land does not have to connect to Riga Court and Roberts Road to safely and adequately manage future traffic volumes.
- It is good practice to consult, as appropriate, with VicRoads about road design and construction standards, which would be reinforced through strengthening DPO9 to include VicRoads' specific requirements.
- Connecting future pedestrian and bicycle paths to the existing pedestrian/cycling network and to Riga Court and Roberts Road would improve access within and outside the subject land.

7.5 Recommendations

The Panel recommends:

5. **Amend Development Plan Overlay Schedule 9, as shown in Appendix B, to:**
 - a) **confine vehicular access to the site from its northern and southern boundaries.**
 - b) **add under 'Infrastructure Services' that the development plan must show:**
 - **vehicle access points showing no through vehicle access to Riga Court and Roberts Road.**
 - **road widening including Glendonald Road pavement.**
 - **intersection concept plans including the intersection at Glendonald Road and Monash Way.**
 - **in consultation with relevant agencies and authorities, plans for works on any Arterial Road intersection prepared in accordance with the relevant VicRoads standards.**

8 Other issues

8.1 Amenity and orderly planning

(i) The issue

The issue is whether the Amendment appropriately responds to site amenity and orderly planning.

(ii) Submissions

Council submitted that the Low Density Residential Zone proposed for the subject land provides an appropriate transition from standard residential land north of Glendonald Road and the rural living areas to the south.

Resident submitters said that they moved into the area for the rural lifestyle and were concerned with potential impacts between existing rural living and future low density residential development. Mr van Rossum considered that the Amendment should be abandoned because low density residential development would be incompatible with existing rural living properties. He added:

The proposal represents poor planning, and shows no thought for good town planning or the proper implementation of the various planning zones available in the Latrobe Planning Scheme to maintain an orderly transition from Residential Zones to Rural Zones (especially in non-growth corridors).

Mr Kypriotis took a similar view to Mr van Rossum.

Ms Macalister submitted that she uses her property to train sheep dogs and was concerned that other dogs would enter her property and attack her sheep and dogs. Ms Macalister was also concerned about noise and dust resulting from a road being constructed between her property and the subject land. She added that new residents on the subject land may complain about existing noise from her sheep.

In response, Council revised DPO9 to require a development plan to show public spaces designed to improve interface treatment with adjoining land.

(iii) Discussion

The Panel referred to the purposes of the Rural Living Zone and the Low Density Residential Zone to consider compatibility between the two. Both zones have a shared purpose of providing residential use. Most notably, a Rural Living Zone purpose already requires agricultural land uses not to adversely affect the amenity of surrounding land uses.

While the Panel empathises with existing residents who have enjoyed the benefit of abutting vacant land, the subject land has been zoned to allow residential uses for many decades. However, the Amendment provides an opportunity to introduce planning provisions that would help address any interface issues. The Panel agrees with Council's response to add a requirement that addresses interface issues between the two zones.

Rezoning the subject land would result in a 'strip' of Rural Living Zone between the subject Land and the Monash Highway. There is also land abutting the north-east boundary of the subject land that has an existing subdivision pattern that resembles the Low Density Residential Zone. From an orderly planning perspective, Council should consider the most suitable zone for both areas.

(iv) Conclusions

The Panel concludes:

- Improving the interface between the existing rural living properties and proposed residential lots, with an appropriate change to DPO9, would help address issues, such as noise, between the two zones.
- Slightly extending Roberts Road into the subject land to create a bowl for vehicles to exit without the need for a tight U-turn would improve amenity for existing residents.
- In the medium to longer term, Council should consider the most suitable planning scheme zone for land:
 - between the subject land and Monash Highway
 - with a Low Density Residential Zone subdivision pattern at the north-east boundary of the subject land.

(v) Recommendation

The Panel recommends:

Amend Development Plan Overlay Schedule 9, as shown in Appendix B, to:

- a) **revise under 'Open Space' the requirement for visual surveillance to include road frontages and open spaces.**
- b) **add under 'Open Space' that the development plan must show public spaces designed to provide: *Improved interface treatment with adjoining land, as appropriate.***

8.2 Land rezoning

(i) The issue

The issue is whether it is appropriate and justified to rezone land from Rural Living Zone Schedule 3 to Low Density Residential Zone beyond land subject to the exhibited Amendment.

(ii) Submissions

In his submission, Mr Witte sought to have his land, which adjoins the south-eastern side of subject land, rezoned from Rural Living Zone Schedule 3 to Low Density Residential Zone so that he could subdivide his land. Council responded to submissions in a report attached to the agenda for the 11 April 2016 Council meeting. In its response, Council stated:

Submission was forwarded to the developer for consideration however all strategic justification for the amendment was done for the subject site and no

work has been undertaken to justify including the submitters property in this amendment.

(iii) Discussion and conclusion

As discussed in Chapter 3, the subject land can provide Churchill with more than adequate supply of Low Density Residential Zone land. There was no information presented to the Panel to demonstrate demand for such land beyond the subject land. The Panel therefore accepts Council's reasons for not supporting Mr Witte's request to rezone his property. There is also the question of whether rezoning just one parcel of land adjoining the south-east border of the subject land is considered orderly planning.

Rezoning land beyond the exhibited subject land could have procedural implications because other affected landowners were not notified of this additional rezoning request and its inclusion could transform the Amendment.

(iv) Conclusion

The Panel concludes:

- It is not appropriate and justified to rezone any land to Low Density Residential Zone beyond land subject to the exhibited Amendment.

8.3 Environmental considerations

(i) The issue

The issue is whether environmental issues raised in the Department of Environment, Land, Water and Planning submission have been appropriately considered by the Amendment.

(ii) Submissions

In its submission, the Department sought a comprehensive list of additional permit conditions, development plan requirements and decision guidelines for environmental matters. Council responded that it met with the Department to discuss the requested changes and it submitted:

Due to the exhibited DPO8 being a generic overlay for rural living and low density areas, it was discussed and agreed with the department that the proposed revisions to be made to strengthen the existing DPO8 in a neutral fashion; and in doing so, avoid the need for a separate, site specific DPO schedule to be created.

(iii) Discussion

Whether a generic or site-specific DPO Schedule should apply to the subject land is discussed in Chapter 4. The Panel is satisfied that the post-exhibition DPO9 changes appropriately consider environmental matters. However, a site-specific DPO Schedule introduces an opportunity for more tailored environmental planning provisions. Council should consider, in consultation with the Proponent and the Department, whether such provisions should be included in the DPO Schedule before adopting the Amendment.

(iv) Conclusion

The Panel concludes:

- Environmental issues raised by the Department of Environment, Land, Water and Planning have been appropriately considered by the post-exhibition changes to the Amendment.

(v) Recommendation

The Panel recommends:

Amend Development Plan Overlay Schedule 9, as shown in Appendix B, to:

a) Add under 'Waterways' the following requirement:

Unless otherwise agreed by the relevant Catchment Management Authority, the waterway buffer zone must be revegetated to provide for native plant and animal habitat, and improved waterway health and ecological outcomes consistent with the objectives of the West Gippsland Regional Catchment Strategy. Revegetation must accord with the relevant State Government standards for re-establishment of the relevant Ecological Vegetation Class using only indigenous plant species, to the satisfaction of the relevant State Government department and the responsible authority.

b) Revise the first requirement under 'Flora and Fauna' to:

In consultation with relevant agencies and authorities, a flora and fauna assessment including but not limited to, a plan of all existing natural and ecological features and landscape values and how these have been considered in the design and layout of the Development Plan and how flora and fauna values will be managed if required.

Appendix A Document list

No.	Description	Presented by
11 July 2016		
1	Part A Submission	Council
18 July 2016		
2	Part B Submission, including PowerPoint presentation	Council
3	Extract (page 41) from Latrobe Rural Residential Strategy Study, May 2002	Council
4	Federation University email dated 28 April 2016 about ongoing use of Low Density Residential land it owns in Churchill	Council
5	Extracts (pages 64 and 65) from Panel Report, July 2009, for Latrobe Planning Scheme amendment C62 Municipal Strategic Statement Review	Council
6	VicRoads email dated 7 March 2016 accepting the revised (post-exhibition) DPO8	Council
7	Latrobe Planning Studies Economic Analysis, January 2016, by Essential Economics	Council
19 July 2016		
8	Department of Environment, Land, Water & Planning Amendment Authorisation Letter dated 16 September 2015	Council
9	Junction Road Partnership Submission, including Appendices, prepared by Hansen Partnership	R Stevenson
10	Zoning and Context Map, Glendonald Road, Churchill	R Stevenson
11	Submission	E Thompson
12	Submission	M Macalister
13	Gippsland Water email dated 19 July 2016 about sewerage capacity limits and a plan showing the 450mm and 600mm diameter gravity mains at Churchill	Council
14	Planning Practice Note 37 Rural Residential Development, June 2015	Council

Appendix B Panel recommended Development Plan Overlay Schedule 9

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//2015
C90

SCHEDULE 9 TO THE DEVELOPMENT PLAN OVERLAY

Shown on the planning scheme map as **DPO89**

LOW DENSITY ~~AND RURAL LIVING~~ RESIDENTIAL GROWTH AREAS - GLENDONALD ROAD CHURCHILL

1.0 Requirement before a permit is granted for minor building and works

//2015
C90

A permit may be granted before a development plan has been prepared to the satisfaction of the Responsible Authority for the following:

- a minor extension, minor addition or minor modification to an existing building and works that does not prejudice the future orderly development of the general area affected by the Development Plan Overlay.

2.0 Decision Guidelines for permits

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Before deciding on an application to subdivide land, construct buildings, or carry out works, the responsible authority must consider, as appropriate:

- Whether the development of the land is occurring in an orderly manner having regard to essential services, community facilities, open space and roads.
- The potential for future re-subdivision.
- The interface between proposed and existing nearby developments, to reduce the chance of conflicting developments.
- The need to minimise access points to designated Category 1 Roads.
- The design of any proposed subdivision and buildings to enhance and reinforce the character of the area.
- The timing and staging of the development of the land.
- The consistency of the proposed development with the approved development plan.
- The consistency of the proposed development with adopted Structure Plans, where relevant.

3.0 Conditions and requirements for permits

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C90

All planning permits to subdivide land must include the following conditions:

- Stormwater from each residential lot must be retained and treated on the lot (or within a subdivision-scale integrated stormwater treatment system) so as to ensure that there are no adverse drainage or stormwater quality impact on adjoining properties.

If reticulated sewerage cannot be provided the following condition must be included:

- Effluent from each residential lot must be treated, retained and disposed of within each individual lot boundary, in accordance with the Environment Protection Authority – Code of Practice – Onsite Wastewater Management, JulyFebruary 20163 (as amended).

4.0 Requirements for development plan

//2015
C90

A development plan must be prepared to the satisfaction of the Responsible Authority.

The plan must show:

- Effluent from each residential lot must be treated, retained and disposed of within each individual lot boundary, in accordance with the Environment Protection Authority – Code of Practice – Onsite Wastewater Management, JulyFebruary 20163 (as amended).

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- Stormwater from each residential lot must be retained and treated on the lot (or within a subdivision-scale integrated stormwater treatment system) so as to ensure that there are no adverse drainage or stormwater quality impact on adjoining properties.

Land use and subdivision

- The proposed boundaries of the development area, and provide the strategic justification for those boundaries. The boundaries of the development area must align with zone boundaries. The re-subdivision of land in the development area must be undertaken in such a way as to not create allotments in two zones. This is to ensure the future orderly development of the general area affected by the Development Plan Overlay.
- The overall subdivision of the area, including the proposed size and density of allotments which provide opportunities for a diverse range of housing types.
- [The nominated connection points for storm water drainage infrastructure.](#)
- The proposed building envelopes and effluent disposal field areas within an indicative lot layout for the overall development plan area. Future lots proposed to be created by way of subdivision will be formalised at the planning permit application stage.
- The overall pattern of development of the area, including any proposed re-zoning of land and proposed land uses.
- Street networks that support building frontages with two way surveillance.
- An accessible and integrated network of walking and cycling routes for safe and convenient travel to adjoining communities (including existing and future areas included in the DPO), local destinations or points of local interest, activity centres, community hubs, open spaces and public transport.
- The provision of any commercial facilities and the extent to which these can be co-located with community and public transport facilities to provide centres with a mix of land uses and develop vibrant, active, clustered and more walkable neighbourhood destinations.

Waterways

Unless otherwise agreed by the relevant Catchment Management Authority, a buffer zone of 30 metres each side of waterways designated under the Water Act 1989 or a buffer based on a flood study which identifies the 100 year flood extent must be set aside for ecological purposes.

[Unless otherwise agreed by the relevant Catchment Management Authority, the waterway buffer zone must be revegetated to provide for native plant and animal habitat, and improved waterway health and ecological outcomes consistent with the objectives of the West Gippsland Regional Catchment Strategy. Revegetation must accord with the relevant State Government standards for re-establishment of the relevant Ecological Vegetation Class using only indigenous plant species, to the satisfaction of the relevant Statement Government department and the responsible authority.](#)

Infrastructure Services

- An integrated stormwater management plan that incorporates water sensitive urban design techniques which provides for the protection of natural systems, integration of stormwater treatment into the landscape, improved water quality, and reduction and mitigation of run-off and peak flows, including consideration of downstream impacts.
- The pattern and location of the [surrounding major-arterial road network supported by a traffic impact assessment](#) of the area [showing including](#) the location and details of any required:
 - road widening ([including but not limited to, Glendonald Road pavement](#))
 - intersections [concept plans \(including but not limited to, a concept plan for the intersection at Glendonald Road and Monash Way\)](#)
 - [vehicle access points \(showing no through vehicle access to Riga Court and Roberts Road\)](#)
 - pedestrian crossings or safe refuges

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- cycle lanes
- bus lanes and stops
- The pattern and location of any internal road system based on a safe and practical hierarchy of roads including safe pedestrian and bicycle connections and crossing points in accordance with Latrobe City Bicycle Plan 2007-2010, (as amended).
- In consultation with relevant agencies and authorities, provision of public transport stops where appropriate within easy walking distance to residential dwellings and key destinations. Stops should also be located near active areas where possible.
- In consultation with relevant agencies and authorities, plans for works on any Arterial Road intersection must be prepared in accordance with the relevant VicRoads standards.

Domestic Wastewater

~~If sewerage infrastructure cannot be provided to the development area, a~~ Land Capability Assessment report must be submitted demonstrating:

- the capability of the site to sustainably manage wastewater within allotment boundaries.
- compliance with State and local policies on effluent disposal.
- consideration of all environmental constraints on the site, including but not limited to:
 - soil profiling
 - existing dams
 - erosion
 - drainage lines and depressions
 - water logging
 - slopes
 - contours
- The proposed building envelopes and effluent disposal field areas within an indicative lot layout for the overall development plan area.
- A Wastewater Management Plan must also be prepared that identifies preferred wastewater systems and a maintenance program to minimise the health and environmental impacts of on-site wastewater.

Open Space

- The location and size of the proposed open spaces that cater for a range of user groups and provide a variety of functions that perform both an active and passive role for recreation, as appropriate.
- Public open spaces designed to provide:
 - Public spaces of a minimum of 0.5 hectares within a 500 metre walking distance of all residents in accordance with Latrobe City Public Open Space Plan 2013, (as amended).
 - The inclusion of pedestrian and cycle paths and play equipment, that encourage active recreational opportunities.
 - Opportunities for visual surveillance to promote safety of users, through encouraging active frontages, using buildings and road frontages to frame public and open spaces ~~and locating open spaces within or adjacent to activity centres where possible.~~
 - Improved interface treatment with adjoining land, as appropriate.
 - A landscape concept plan for all open space areas, indicating the location of plantings, pathways, shade, shelter and seating at activity areas as well as at intervals along pathways.

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Flora and Fauna and landscape values

- In consultation with relevant agencies and authorities, a flora and fauna assessment including but not limited to, a plan of all existing natural and ecological features and landscape values and how these have been considered in the design and layout of the Development Plan and how flora and fauna values will be managed if required.
- An assessment of any native vegetation to be removed having regard to Victoria's Native Vegetation Management: A Framework for Action, including how it is proposed to protect and manage any appropriate native vegetation.
- Regard must be had to the West Gippsland Native Vegetation Plan 2003.
- Any management plan should take into account that the Strzelecki Bioregion is one of Victoria's most fragmented Bioregions and address this as a consideration.
- Consideration must also be given to adjoining or adjacent properties to the development area that have been identified as having a conservation, heritage or archaeological significance.

Cultural Heritage

- In consultation with relevant agencies and authorities, a cultural heritage assessment including how cultural heritage values will be managed if required.

Bushfire Risk

- The location, design and construction of development considers the need to implement bushfire protection measures.

Process and Outcomes

Before deciding to approve a development plan, the responsible authority must consult with potentially affected parties. This must include direct notification of the development plan to all adjoining and adjacent landowners.

The responsible authority must consider the views of all submitters prior to making a decision in respect to the development plan.

An implementation plan must be submitted as part of the development plan, indicating the proposed staging of the entire development plan area.

The requirements for the development plan must be address to the satisfaction of the responsible authority prior to the issuing of a planning permit, except for matters listed in item 1 of this schedule.

The approved Development Plan may be amended to the satisfaction of the responsible authority.

5.0 Decision guidelines for development plan

22/11/2015
c90

Before deciding on a development plan, the Responsible Authority must be satisfied that the plan has regard to the following information:

- Latrobe City Healthy Urban Design Good Practice Guideline: Meeting Healthy by Design® Objectives, June 2008 (as amended)
- Permitted Clearing of Native Vegetation, Biodiversity Assessment Guidelines, Department of Environment and Primary Industries, September 2013
- Latrobe Healthy by Design® – Background and Issues Report (Beca Pty Ltd, December 2007)
- National Heart Foundation of Australia (Victorian Division) 2004, Healthy by Design: a planners' guide to environments for active living®, National Heart Foundation of Australia (Victorian Division)
- Latrobe City Public Open Space Plan 2013 (as amended)
- Latrobe City Bicycle Plan 2007-2010 (as amended)

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- Latrobe City Public Toilet Plan 2010-2014 (as amended)
- Small Town Structure Plans: Boolarra, Glengarry and Tyers Background Report 2010 (revised edition)
- Environment Protection Authority – Code of Practice – Onsite Wastewater Management, [JulyFebruary 20163 \(as amended\)](#).
- Planning for Bushfire Victoria – Guidelines for meeting Victoria’s Bushfire Planning Requirements, November 2012.

Planning and Environment Act 1987

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AMENDMENT C90

EXPLANATORY REPORT

Who is the planning authority?

This amendment has been prepared by Latrobe City Council, which is the planning authority for this amendment.

The amendment has been made at the request of Hansen Partnership Pty Ltd on behalf of Junction Road Partnership.

Land affected by the amendment

The amendment applies to land at Glendonald Road, Churchill Volume 11056 Folio 445 (formerly TP770344F) and Volume 11056 Folio 444 (formerly TP792113C).



Figure 1: Subject Site

Source: Nearmap

The subject site is located on the south side of Glendonald Road, Churchill approximately 1.6km from the Churchill town centre. The site is approximately 49 hectares with a frontage to Glendonald Road of approximately 485 metres and a depth of 1000 metres.

The site is predominately vacant with a number of small water bodies (farming dams) scattered around the site as well as a dilapidated farm shed at the southern edge of the property. The site is devoid of native vegetation and is covered by introduced grass species being reflective of its active farming use for livestock grazing. The site accommodates a generally undulating topography.

What the amendment does

The amendment proposes the following changes within the Latrobe Planning Scheme to specifically apply to the subject site:

- Rezone the land from Rural Living Zone (RLZ4) to Low Density Residential Zone (LDRZ); and
- Introduce the Development Plan Overlay Schedule 9 (DPO9) which sets out the requirements for a development plan which must be prepared before the land can be developed.

Strategic assessment of the amendment

• Why is the amendment required?

The amendment is required to provide Low Density Residential Zone (LDRZ) land in Churchill. The subject site is currently zoned Rural Living Zone Schedule 4. This allows for lots to be created at a minimum lot size of 4 hectares regardless of reticulated sewerage being available. The land directly to the south of the subject site is Rural Living Zone 3, which allows for lots to be created at a minimum lot size of 2 hectares. Therefore it is considered the logical progression of lots sizes, transitioning from smaller lot sizes adjacent to the township boundary to the larger Rural Living Zone lots interfacing with farmland to the south will enable a more orderly planning outcome.

The *Latrobe City Council Residential and Rural Residential Land Assessment (2009)* identified that there is a low proportion of Low Density Residential Zone lots available for development in Churchill. More recent land supply and demand assessment information completed January 2016 on behalf of Latrobe City Council indicate that there is presently no supply of low density residential allotments within Churchill and that more broadly, there is limited supply across the broader municipality.

With the majority of LDRZ land in Traralgon being identified in the *Traralgon Growth Areas Framework Plan* and *Traralgon West Structure Plan* (currently known as Amendment C87) as future General Residential Zone, that remaining LDRZ stock in Latrobe City will be significantly depleted.

Whilst it is acknowledged that existing LDRZ lots may have additional subdivision potential, with all land is in private ownership, it is uncertain when these lots would be subdivided and made available to the public.

The two LDRZ sites which presently exist within Churchill do not have LDRZ development certainty, i.e. one parcel has since been rezoned General Residential Zone while the other is owned by Federation University who have indicated that they do not intend this land to be made available for low density residential development.

Given the above, there is currently no market ready LDRZ land available to meet forecast demand. The amendment therefore provides an opportunity to offset ongoing demand for this type of land within the municipality through the establishment of an estimated 92 LDRZ allotments. It is also considered that the proposed amendment will strengthen Churchill's competitiveness in attracting new housing investment and future population growth.

• How does the amendment implement the objectives of planning in Victoria?

The proposed amendment implements the objectives set out in Section 4 of the *Planning and Environment Act 1987* in providing for the fair, orderly, economic and sustainable use and development of land.

The objectives of planning in Victoria are (inter alia):

- a) To provide for the fair, orderly, economic and sustainable use and development of land.
- b) To provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity.
- c) To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria.
- d) To conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value.
- e) To protect public utilities and other assets and enable the orderly provision and coordination of public utilities and other facilities for the benefit of the community.
- f) To facilitate development in accordance with the objectives set out in the points above.
- g) To balance the present and future interests of all Victorians.

The rezoning of land will provide for the fair, orderly, economic and sustainable use and development of land. The application of the Development Plan Overlay Schedule 9 (DPO9) will facilitate development in accordance with the objectives of planning in Victoria.

• **How does the amendment address the environmental effects and any relevant social and economic effects?**

The rezoning and subsequent development of the land for low density residential purposes will provide greater dwelling diversity in Churchill and is expected to contribute positively to both social and economic outcomes for the Churchill community.

The amendment will enable the establishment of an attractive housing choice located close to the recently redeveloped activity centre, whilst leveraging from long standing community and recreation infrastructure and services which exist within Churchill.

The provision of attractive housing choice within Churchill will also support existing and new retail, hospitality and entertainment opportunities within the activity centre and is expected to encourage other higher-order goods and services to become available within the local community.

The introduction of Development Plan Overlay Schedule 9 (DPO9) will facilitate the appropriate planning and development of the subject site, including the integration of infrastructure including road connections, bike and pedestrian links, public open space, public transport along with the retention and enhancement of existing watercourses which exist on the subject land.

Currently no reticulated sewerage is available. Therefore, all future development on this site will need to consider and provide for onsite stormwater and effluent disposal systems as required by the Development Plan Overlay Schedule 9.

- **Does the amendment address relevant bushfire risk?**

The land is not currently within the area of the Bushfire Management Overlay (BMO) however it is identified as being within a Bushfire Prone Area. The area is generally grazing land with minimal tree cover on the rezoned area or adjacent land, therefore bushfire risk is considered to be low and limited to grassfire risk.

Future development and subdivision will be required to accord with relevant Building Standards and Country Fire Authority requirements.

- **Does the amendment comply with the requirements of any Minister's Direction applicable to the amendment?**

The amendment complies with the Ministerial Direction on the *Form and Content of Planning Schemes* under Section 7(5) of the Act and the Ministerial Directions issued under Section 12(2) (a) of the Act.

The explanatory report has evaluated and discussed the relevant strategic considerations as outlined in Minister's *Direction 11 Strategic Assessment of Amendments*.

The amendment has had regard to and is consistent with *Practice Note 46 – Strategic Assessment Guidelines*.

- **How does the amendment support or implement the State Planning Policy Framework and any adopted State policy?**

The amendment supports the State Planning Policy Framework (SPPF) through its consistency with the following Clauses:

Clause 11 – Settlement

The proposed amendment is consistent with Clause 11 Settlement which states;

'planning is to anticipate and respond to the needs of existing and future communities through provision of zoned and serviced land for housing, employment, recreation and open space, commercial and community facilities and infrastructure'.

Furthermore, urban growth is addressed at Clause 11.02 and establishes the objective to:

'ensure a sufficient supply of land is available for residential, commercial, retail, industrial, recreational, institutional and other community uses'.

The amendment addresses the State planning policy strategy to:

'provide for growth in population...across a region or sub-region network'.

The proposed amendment does not conflict with the State Planning Policy Framework.

Clause 13 – Environmental Risks

Clause 13 Environmental Risks requires that planning adopt a best practice environmental management and risk management approach in seeking to avoid or minimise environmental hazards and degradation.

Planning should also identify and manage the potential for the environment, and environmental changes, to impact upon the economic, environmental or social well-being of society.

No environmental risks or management issues are anticipated from the rezoning and subsequent subdivision of the subject site. Land Capability Assessments completed for the subject land conclude that human and environmental risks associated with the subdivision and resultant development opportunity to be enabled by the rezoning of the land will not pose an unreasonable risk to the environment.

Clause 14 – Natural Resource Management

Clause 14 Natural Resource Management nominates that planning should assist in the conservation of natural resources, including, water, energy, land, minerals etc. so that the State's base is protected from the unplanned loss of high quality productive agricultural land due to permanent changes of land use and to enable protection of productive farmland, which is of high quality and strategic significance in the local or regional context.

The site is currently zoned for the purpose of rural living and is not considered a strategic agricultural site. The property is surrounded by existing residential development in some form and therefore the likelihood the land will be used for intensive agricultural purposes is low. The amendment would therefore not negatively impact on productivity of agricultural land within the local area.

Clause 15 – Built Environment and Heritage

Clause 15 Built Environment and Heritage nominates that planning should ensure all new land use and development appropriately responds to its context (landscape, valued built form and cultural context) and which protect places and sites with significant heritage, architectural, aesthetic, scientific and cultural value.

Planning should also create built environments which support the social, cultural, economic and environmental wellbeing of our communities, cities and towns, and seek the development and maintenance of communities with adequate and safe physical and social environments for their residents.

The design and built form of the subdivision of the land will be guided by the requirements of Schedule 9 to the Development Plan Overlay (DPO9) and the associated Development Plan which is required to be prepared, and will ensure that the development of the land will be designed to be sympathetic with the environmental, landscape and topographical values of the site.

Clause 16 – Housing

Clause 16 seeks the management of development in rural areas to protect agriculture and ensure housing is focused towards existing settlements where community infrastructure and services are provided.

The rezoning of the subject is appropriate as the land is currently zoned and has been identified as being suitable for rural living and rural residential development through the application of the Rural Living Zone (RLZ4). The rezoning to a Low Density Residential Zone will not negatively impact or encroach on any agricultural land use or activity and will encourage the consolidation of new housing in an existing settlement where physical and community infrastructure services are provided.

The subject site can be supplied with electricity and water and existing road access. The subject site is also located in relatively close proximity to the Churchill Activity Centre along with active and passive recreation areas.

The proposed rezoning will support Churchill in leveraging from significant public and private investments within the Churchill town centre; whilst reframing perceptions of Churchill's residential market through the provision of an attractive low density development opportunity.

Clause 18 – Transport

Clause 18 Transport requires that planning ensure safe, integrated and sustainable transport systems which contribute to environmental sustainability, ensure the

management of road systems and ensure the provision of appropriately designed and located car parking.

A traffic assessment has been conducted to seek appropriate vehicle connections to the site from existing roads. The outcomes of this assessment has highlighted that the level of anticipated additional traffic generated by the development of the subject site will not compromise the safety or function of the surrounding road network against existing traffic volumes in the vicinity of the site.

The application of Development Plan Overlay Schedule 9 being applied to the subject land requires the further consideration of site access, traffic and related issues specific to the subject land.

Clause 19 – Infrastructure

Clause 19 Infrastructure requires that planning should ensure the provision of social and physical infrastructure in an efficient, equitable, accessible and timely manner and recognise social needs by providing land for a range of community resources.

A preliminary infrastructure assessment has been conducted to seek appropriate servicing connections to the subject site. There are no critical issues or impediments that would prevent the development of the site for low density residential zoned subdivision, subject to various conditions being met and service infrastructure being developed and incorporated into the design.

The application of Development Plan Overlay Schedule 9 will ensure that necessary infrastructure and servicing is provided to the subject land.

• **How does the amendment support or implement the Local Planning Policy Framework?**

The amendment is consistent with the following objectives and strategies of the Local Planning Policy Framework. Relevant Clauses include:

21.04-2 Settlement

'The towns of Moe, Morwell, Traralgon and Churchill are recognised as being part of a 'networked city' as well as being places with unique characteristics which contribute to the local sense of place and provide diversity'.

The amendment supports this clause as the proposed amendment will enable Churchill to continue to play a role as part of the 'networked city' settlement system as well as contributing to local sense of place and providing greater housing diversity and choice within Churchill.

Clause 21.04-2 – Objective 1- Settlement states that main towns must seek:

'to build upon the existing structure of the towns and settlements to create an integrated network of urban areas'.

The amendment supports this clause as the rezoning will build on the existing settlement structure of Churchill and locate Low Density Residential Zone (LDRZ) land adjacent to existing standard urban residential development to the north. This will provide a gradual buffer between urbanised land and the wider natural and rural landscapes surrounding Churchill.

Clause 21.04-3 – Objective 1 – Rural Living provides the following direction:

'Support rural living or low density residential development in appropriate locations, taking into account current supply and demand for these types of subdivisions'.

and;

'Discourage further rural living or low density residential development on the fringes of the major towns where land is designated as a long-term urban growth corridor'.

The amendment supports the above objectives as it has been demonstrated that there is a current lack of supply of low density residential zoned land in Churchill and the broader municipality.

The amendment does not seek to rezone land which has been identified as a future urban growth corridor. Further, it is noted that there is already significant conventional residential land zoned to meet future supply and demand.

Clause 21.04-6 – Objective 1 – Infrastructure states that new development must seek;

‘to maximise the use of existing infrastructure and the strategy, to ensure the integration of roads, bike paths, footpaths and public transport options’.

The amendment supports this clause through the introduction of the proposed Development Plan Overlay Schedule 9 (DPO9) which makes provision for the integration of roads, bike paths, footpaths and public transport options.

In addition, preliminary site servicing and traffic assessments have demonstrated that the site can be connected to necessary services and traffic volumes are reasonable and manageable.

Clause 21.05-2 – Objective 1 – Main Towns states that these towns must seek;

‘to provide the flexibility for development to occur in each town to accommodate the needs of its population as well as to contribute to the municipal networked city’.

The amendment supports this clause as the rezoning will provide for housing choice and variety of rural lifestyle options, which will meet the needs of the current and future population.

Clause 21.05 – 2 - Objective 2 – Main Towns states that towns must seek;

‘to facilitate development in accordance with the specific Town Structure Plan outlined in this clause with strategies to discourage urban growth outside the urban development boundaries designated in the relevant structure plan.

‘contain new residential subdivision within residential areas shown on the local structure plans’.

The objectives of this clause are acknowledged, noting that urban development and growth is most typically considered to be standard urban sized housing blocks. The subject amendment although applying to land outside of the Town Structure Plan boundary, seeks to provide for a lower order rural lifestyle type development, which is not typically urban in form.

The existing Rural Living Zone (RLZ4) already allows the subdivision of the land into rural lifestyle type allotments. Rezoning to Low Density Residential Zone (LDRZ) will result in similar use outcomes, albeit creating the opportunity for smaller rural lifestyle allotments.

It is considered that the Low Density Residential Zone (LDRZ) will function as a buffer and transition between the standard urban type residential development located immediately to the north of Glendonald Road, the Rural Living Zone (RLZ3) land to the east, west and south as well as agricultural land further to the south. Allowable subdivision under the Low Density Residential Zone (LDRZ) will broadly reflect the existing allotment sizes found to the east of the subject land.

- **Does the amendment make proper use of the Victoria Planning Provisions?**

The proposed amendment makes proper use of the Victorian Planning Provisions. The proposal to apply, modify and incorporate the abovementioned planning tools and provisions is considered to be the most appropriate for the intended use and development of the subject land, given the existing development pattern adjoining the subject land, in

particular the land to the north and east. The proposal will include the application of the existing Development Plan Overlay, Schedule 9 in the Latrobe Planning Scheme.

- **How does the amendment address the views of any relevant agency?**

All relevant agencies have been notified of the proposed amendment, to which no agency has raised any particular issues of concern or objection.

Gippsland Water provided advice stating that the subject land cannot be serviced by reticulated sewerage, due to limited capacity of the remaining sewer infrastructure within Churchill and due to the subject land is situated outside of the township boundary.

Given this the development of future lots to be enabled by the rezoning, will be required to accommodate and treat domestic wastewater on-site.

Furthermore all relevant agencies will be provided opportunity to review and provide comment during the preparation of a Development Plan, as required by Development Plan Overlay Schedule 9.

Does the amendment address relevant requirements of the Transport Integration Act 2010?

The amendment is not considered to have a significant impact on the transport system or the *Transport Integration Act 2010*.

Future internal roads will be designed to accommodate expected capacity and to accommodate the primary road connection with Glendonald Road. The design of all future road connections will be required during the preparation of Development Plan and the subsequent planning permit assessments required for the future subdivision of the subject land.

Resource and administrative costs

- **What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?**

There is unlikely to be any additional resource and/or administrative costs to the responsible authority.

Where you may inspect this Amendment

The amendment is available for public inspection, free of charge, during office hours at the following places:

Latrobe City Council	Latrobe City Council
Corporate Headquarters	Traralgon Service Centre
141 Commercial Road	34-38 Kay Street
Morwell VIC 3840	Traralgon VIC 3844

Latrobe City Council	Latrobe City Council
Moe Service Centre	Churchill Service Hub

44 Albert Street
Moe VIC 3842

9-11 Phillip Parade
Churchill VIC 3842

The amendment can also be inspected free of charge at the Department of Planning and Community Development web site at www.dpcd.vic.gov.au/planning/publicinspection.

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//2015
C90

SCHEDULE 9 TO THE DEVELOPMENT PLAN OVERLAY

Shown on the planning scheme map as **DPO9**

LOW DENSITY RESIDENTIAL GROWTH AREA - GLENDONALD ROAD CHURCHILL

1.0

//2015
C90

Requirement before a permit is granted for minor building and works

A permit may be granted before a development plan has been prepared to the satisfaction of the Responsible Authority for the following:

- a minor extension, minor addition or minor modification to an existing building and works that does not prejudice the future orderly development of the general area affected by the Development Plan Overlay.

2.0

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C90

Decision Guidelines for permits

Before deciding on an application to subdivide land, construct buildings, or carry out works, the responsible authority must consider, as appropriate:

- Whether the development of the land is occurring in an orderly manner having regard to essential services, community facilities, open space and roads.
- The potential for future re-subdivision.
- The interface between proposed and existing nearby developments, to reduce the chance of conflicting developments The need to minimise access points to designated Category 1 Roads.
- The design of any proposed subdivision and buildings to enhance and reinforce the character of the area.
- The timing and staging of the development of the land. The consistency of the proposed development with the approved development plan.
- The consistency of the proposed development with adopted Structure Plans, where relevant.

3.0

//2015
C90

Conditions and requirements for permits

All planning permits to subdivide land must include the following condition:

- Stormwater from each residential lot must be retained and treated on the lot (or within a subdivision-scale integrated stormwater treatment system) so as to ensure that there are no adverse drainage or stormwater quality impact on adjoining properties.
- Effluent from each residential lot must be treated, retained and disposed of within each individual lot boundary, in accordance with the Environment Protection Authority – Code of Practice – Onsite Wastewater Management, July 2016 (as amended).

4.0

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C90

Requirements for development plan

A development plan must be prepared to the satisfaction of the Responsible Authority.

The plan must show:

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- Effluent from each residential lot must be treated, retained and disposed of within each individual lot boundary, in accordance with the Environment Protection Authority – Code of Practice – Onsite Wastewater Management, July 2016 (as amended).
- Stormwater from each residential lot must be retained and treated on the lot (or within a subdivision-scale integrated stormwater treatment system) so as to ensure that there are no adverse drainage or stormwater quality impact on adjoining properties. Land use and subdivision
- The proposed boundaries of the development area, and provide the strategic justification for those boundaries. The boundaries of the development area must align with zone boundaries. The re-subdivision of land in the development area must be undertaken in such a way as to not create allotments in two zones. This is to ensure the future orderly development of the general area affected by the Development Plan Overlay.
- The overall subdivision of the area, including the proposed size and density of allotments which provide opportunities for a diverse range of housing types.
- The nominated connection points for storm water drainage infrastructure.
- The overall pattern of development of the area, including any proposed re-zoning of land and proposed land uses.
- Street networks that support building frontages with two way surveillance An accessible and integrated network of walking and cycling routes for safe and convenient travel to adjoining communities (including existing and future areas included in the DPO), local destinations or points of local interest, activity centres, community hubs, open spaces and public transport.
- The provision of any commercial facilities and the extent to which these can be co-located with community and public transport facilities to provide centres with a mix of land uses and develop vibrant, active, clustered and more walkable neighbourhood destinations.

Waterways

- Unless otherwise agreed by the relevant Catchment Management Authority, a buffer zone of 30 metres each side of waterways designated under the Water Act 1989 or a buffer based on a flood study which identifies the 100 year flood extent must be set aside for ecological purposes.
- Unless otherwise agreed by the relevant Catchment Management Authority, the waterway buffer zone must be revegetated to provide for native plant and animal habitat, and improved waterway health and ecological outcomes consistent with the objectives of the West Gippsland Regional Catchment Strategy. Revegetation must accord with the relevant State Government standards for re-establishment of the relevant Ecological Vegetation Class using only indigenous plant species, to the satisfaction of the relevant State Government department and the responsible authority.

Infrastructure Services

- An integrated stormwater management plan that incorporates water sensitive urban design techniques which provides for the protection of natural systems, integration of stormwater treatment into the landscape, improved water quality, and reduction and mitigation of run-off and peak flows, including consideration of downstream impacts.
- The pattern and location of the surrounding road network supported by a traffic impact assessment for the area showing the location and details of any required:
 - road widening (including but not limited to, Glendonald Road pavement)
 - intersection concept plans (including but not limited to, a concept plan for the intersection at Glendonald Road and Monash Way)

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- vehicle access points (showing no through vehicle access to Riga Court and Roberts Road)
 - pedestrian crossings or safe refuges
 - cycle lanes
 - bus lanes and stops
- The pattern and location of any internal road system based on a safe and practical hierarchy of roads including safe pedestrian and bicycle connections and crossing points in accordance with Latrobe City Bicycle Plan 2007-2010, (as amended).
 - In consultation with relevant agencies and authorities, provision of public transport stops where appropriate within easy walking distance to residential dwellings and key destinations. Stops should also be located near active areas where possible.
 - In consultation with the relevant agencies and authorities, plans for works on any Arterial Road intersection must be prepared in accordance with the relevant VicRoads standards.

Domestic Wastewater

A Land Capability Assessment report must be submitted demonstrating:

- the capability of the site to sustainably manage wastewater within allotment boundaries.
- compliance with State and local policies on effluent disposal.
- consideration of all environmental constraints on the site, including but not limited to:
 - soil profiling
 - existing dams
 - erosion
 - drainage lines and depressions
 - water logging
 - slopes
 - contours
- The proposed building envelopes and effluent disposal field areas within an indicative lot layout for the overall development plan area
- A Wastewater Management Plan must also be prepared that identifies preferred wastewater systems and a maintenance program to minimise the health and environmental impacts of on-site wastewater.

Open Space

- The location and size of the proposed open spaces that cater for a range of user groups and provide a variety of functions that perform both an active and passive role for recreation, as appropriate.
- Public open spaces designed to provide:
 - Public spaces of a minimum of 0.5 hectares within a 500 metre walking distance of all residents in accordance with Latrobe City Public Open Space Plan 2013, (as amended).

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- The inclusion of pedestrian and cycle paths and play equipment, that encourage active recreational opportunities.
- Opportunities for visual surveillance to promote safety of users, through encouraging active frontages, using buildings and road frontages to frame public and open spaces. .
- Improved interface treatment with adjoining land, as appropriate.
- A landscape concept plan for all open space areas, indicating the location of plantings, pathways, shade, shelter and seating at activity areas as well as at intervals along pathways.

Flora and Fauna and landscape values

- In consultation with relevant agencies and authorities, a flora and fauna assessment including but not limited to, a plan of all existing natural and ecological features and landscape values and how these have been considered in the design and layout of the Development Plan and how flora and fauna values will be preserved, if required.
- An assessment of any native vegetation to be removed having regard to Victoria's *Permitted clearing of native vegetation – Biodiversity assessment guidelines* (Department of Environment and Primary Industries, September 2013), including how it is proposed to protect and manage any appropriate native vegetation.
- Regard must be had to the West Gippsland Native Vegetation Plan 2003.
- Any management plan should take into account that the Strzelecki Bioregion is one of Victoria's most fragmented Bioregions and address this as a consideration.
- Consideration must also be given to adjoining or adjacent properties to the development area that have been identified as having a conservation, heritage or archaeological significance.

Cultural Heritage

- In consultation with relevant agencies and authorities, a cultural heritage assessment including how cultural heritage values will be managed if required.

Bushfire Risk

- The location, design and construction of development that considers the need to implement bushfire protection measures.

Process and Outcomes

Before deciding to approve a development plan, the responsible authority must consult with potentially affected parties. This must include direct notification of the development plan to all adjoining and adjacent landowners, relevant agencies and authorities.

The responsible authority must consider the views of all submitters, agencies and authorities prior to making a decision in respect to the development plan.

An implementation plan must be submitted as part of the development plan, indicating the proposed staging of the entire development plan area.

The requirements for the development plan must be address to the satisfaction of the responsible authority prior to the issuing of a planning permit, except for matters listed in item 1 of this schedule.

The approved Development Plan may be amended to the satisfaction of the responsible authority.

LATROBE PLANNING SCHEME
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5.0 Decision guidelines for development plan

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C90

Before deciding on a development plan, the Responsible Authority must be satisfied that the plan has regard to the following information:

- Latrobe City Healthy Urban Design Good Practice Guideline: Meeting Healthy by Design® Objectives, June 2008 (as amended)
- Permitted Clearing of Native Vegetation, Biodiversity Assessment Guidelines, Department of Environment and Primary Industries, September 2013
- Latrobe Healthy by Design® – Background and Issues Report (Beca Pty Ltd, December 2007)
- National Heart Foundation of Australia (Victorian Division) 2004, Healthy by Design: a planners' guide to environments for active living®, National Heart Foundation of Australia (Victorian Division)
- Latrobe City Public Open Space Plan 2013 (as amended)
- Latrobe City Bicycle Plan 2007-2010 (as amended)
- Latrobe City Public Toilet Plan 2010-2014 (as amended)
- Churchill Structure Plan 2007 (as amended)
- Environment Protection Authority – Code of Practice – Onsite Wastewater Management, July 2016 (as amended)

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)**

The meeting was adjourned for ten minutes. The time being 7.58 pm

The meeting resumed at 8.12 pm

**14.3 LATROBE CREATIVE PRECINCT GOVERNANCE
ARRANGEMENTS AND CONSTRUCTION METHODOLOGY**

General Manager

City Development

For Decision

PURPOSE

The purpose of this report is to seek Council's approval of proposed arrangements for the Governance and Procurement (Design and Construction) of the Latrobe Creative Precinct (LCP).

EXECUTIVE SUMMARY

Following successful funding submissions to State and Federal Governments earlier this year, the Latrobe Creative Precinct is now a viable project, one that will transform the arts and creative industries in Latrobe City in the years to come.

In recent weeks, various options for governance and procurement (design/construction) models have been researched, involving projects carried out by other Victorian Councils who have undertaken major capital works for cultural or recreational facilities during recent years. In particular, the Bunjil Place development at City of Casey and the Ulumbarra Theatre project in Bendigo were thoroughly investigated.

After an analysis of the available options, it is recommended that Council adopt an Architectural Competition for the Design Procurement and a tender process utilising the Gross Maximum Price (GMP) mechanism for the Construction Procurement. (This model was used at City of Casey).

An Architectural Competition provides a more advanced and well developed architectural concept, greater community visibility and heightened media interest. The recommended GMP construction methodology provides a three-stage process; and the selection of two builders to proceed to the Best and Final Offer stage, with the eventual selection of one contractor to construct the Precinct.

Under the GMP model, the chance of price overruns are reduced and the risk is novated to the builder as the GMP model and design team interact to introduce innovation, efficiencies and reduce cost.

The attached Governance and Procurement Plans are submitted for adoption prior to the execution of Funding Agreements for the LCP project, anticipated to be early next year. Planning and rollout of the design and construction phase of the project will then commence in earnest.

MOTION

Moved: Cr Harriman

Seconded: Cr Clancey

That Council:

- 1. Adopts the Project Governance Plan for the future development of the Latrobe Creative Precinct;**
- 2. Adopts the Project Design and Construction Procurement Plan for the future development of the Latrobe Creative Precinct;**
- 3. Conducts an Architectural Competition for the Design Procurement phase of the Latrobe Creative Precinct;**
- 4. Conducts an Expression of Interest/Guaranteed Maximum Price Tender/Best and Final Offer methodology for the Construction Delivery phase of the Latrobe Creative Precinct; and**
- 5. Authorises the execution of funding agreements with State and Federal Governments.**

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

No officer declared a conflict of 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 - Culture

In 2026, Latrobe Valley celebrates the diversity of heritage and cultures that shape our community, with activities and facilities that support the cultural vitality of the region.

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 1: Job creation and economic sustainability

Theme 2: affordable and sustainable facilities, services and recreation

Theme 5: Planning for the future

Strategic Directions

Work in partnership with business, industry and government to create new jobs and investment in Latrobe City.

Provide timely and targeted infrastructure to support economic growth and the marketability of Latrobe City to industry and investors.

Promote and support the development and economic return of the tourism and events sector.

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

Plan and coordinate the provision of key services and essential infrastructure to support new growth and developments.

BACKGROUND

In late 2015, Council appointed the architectural firm Williams Boag Pty Ltd prepare a Business Case and Functional Concept Designs for what was to become known as the Latrobe Creative Precinct.

Allied to the above, Council advanced its Arts Strategy and Action Plan 2016-2021 and coordinated meetings of the Project Reference Group that was put together to oversee the Business Case/Concept Design development phase. The community group Get It Built also played an important role in galvanising community support for the project.

All the above material and action formed the basis of funding submissions made to State and Federal Governments.

At its Meeting on 8 February 2016, Council resolved as follows:

That Council:

- 1. Confirms a commitment to capital funding of up to \$10 million for the construction of the new Latrobe Performing Arts Centre and associated infrastructure, on the condition that equal contributions are secured from State and Federal funding applications; and*
- 2. Confirms its commitment to providing the ongoing operational costs of the new Latrobe Performing Arts Centre, estimated to be in the order of approximately \$1 million per annum.*
- 3. Resolves that the site of the redeveloped Latrobe Performing Arts Centre and surrounding facilities be known as the Latrobe Creative Precinct.*

The State Government, through the Minister for Regional Development, confirmed a grant of up to \$10 million in assistance under the Regional Infrastructure Fund in a letter dated 15 March, 2016.

The Federal Government, through the Minister for Regional Development, provided official confirmation of the Federal Government's \$10 million commitment towards building the Latrobe Creative Precinct through a Media Release issued on Monday 29 August, 2016.

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)**

With funding from all levels of government now in place for the envisaged \$30 million Precinct, the project is now a viable one and planning for it has commenced in earnest.

KEY POINTS/ISSUES

To commence the design and construction phase of the new LCP, the following steps need to be undertaken:

- Adoption of Governance and Project Design and Construction Procurement Plans;
- Negotiation and execution of Funding Agreements with State and Federal Governments;
- Recruitment of appropriate project management resources; and
- Preparation of a Design Brief, Project Plan and other documentation required for the Procurement process

This Report addresses the first point above; the adoption of Governance and Procurement Plans for the project. Essentially, these Plans outline how Council intends to manage and carry out the design and construction phases of the LCP development.

Following the confirmation of Federal Government funding in late August, a considerable amount of research has been conducted into projects carried out by other Victorian Councils who have undertaken major capital works projects for cultural or recreational facilities during recent years, so as to ascertain their approach to project management, governance and procurement.

Research was undertaken through phone interviews and meetings, including site visits to the Ulumbarra Theatre project in Bendigo and the Bunjil Place development in the City of Casey. These Councils have been generous in providing information and feedback about the approaches they adopted and the outcomes they achieved.

As a result of this work, Council has developed a proposed Project Governance Plan and a Project Design and Construction Procurement Plan in relation to the LCP, which are attached to this Briefing report.

The recommended Governance arrangements for the LCP project are outlined in the Project Governance Plan. In relation to the Procurement Plan, after an analysis of a range of options, it is recommended that Council adopt an Architectural Competition for the Design Procurement phase and a tender process utilising the Gross Maximum Price mechanism for the Construction Delivery phase.

Options available for the design phase of the project include:

- a design only tender;
- a traditional design and construct tender;
- an EOI process, with selected bidders being paid a small fee to develop initial stage design approaches after which a panel assesses the applications and selects a preferred bidder; and

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- an architectural competition, where concept designs are prepared and then assessed by an appointed Jury of design experts with a winner selected.

Architectural Competition

An Architectural Competition provides distinct advantages in terms of having a more advanced and well developed architectural concept to lead into the construction phase. While this model costs more in the design phase (estimated at \$150,000), the selected GMP construction methodology provides the opportunity for significant savings as options are refined to a guaranteed maximum price later in the project.

A competition also provides greater community involvement, with the various submissions able to be put on public display, drawing increased visibility and a heightened media interest. An architectural competition was very successfully adopted for the Bunjil Place development at the City of Casey.

Construction

Construction delivery options examined included:

- a construct only tender;
- an alliance between the project owner and a selected preferred applicant;
- early contractor involvement, involving a request for price, the selection of two prospective builders and a final price evaluated by the project owners; and
- the Guaranteed Maximum Price (GMP) model.

The recommended GMP construction methodology incorporates a three-step process:

1. The shortlisting of 3 to 5 applicants from an initial EOI;
2. The nomination of a *Guaranteed Maximum Price* from each selected builder, based on design-developed plans and the selection of two builders to proceed to the final stage; and
3. Following detailed discussions between the selected builders and the Design team and a thorough examination of all potential savings and design options, the nomination by each builder of their *Best and Final Offer*, with the selection of one contractor to construct the Precinct.

The advantage to Council is that under the GMP model, the contractor bears the risk of any price overruns, the chance of which is in any case reduced, given the time allowed in Stage 3 meet with the design team to examine alternative design options and methods of construction that introduce innovation, efficiencies and reduce cost.

Note that the recommended options outlined above will cover the development of the whole Precinct, including the new performing arts building, the refurbishment and repurposing of the existing Latrobe Performing Arts Centre, the outdoor event spaces and parking.

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Timelines

If the Architectural Competition and GMP construction methods are adopted, the following timetable is envisaged for the LCP project

(Note: a more detailed timetable is provided in the Procurement Plan attachment 2):

Process / Action	Start Date	Completion Date
Appointment of Project Personnel	21/11/16	13/1/17
Prepare Procurement Documentation	1/12/16	28/4/17
EOI for Design Competition	1/3/17	30/4/17
Design Competition	1/5/17	13/8/17
Schematic Design	14/8/17	1/10/17
Detailed Design & Documentation	2/10/17	30/4/18
EOI for Construction Contractor	24/7/17	18/9/17
GMP Phase	4/12/17	12/1/18
Review & BAFO phase	15/1/18	16/3/18
Construction Implementation	3/4/18	28/4/18
Construction Phase	1/5/18	20/12/19
Commissioning / Contingency / Training	6/1/20	29/3/20
Test and Tune Events	30/3/20	31/5/20
Gala Opening	20/6/20	
LCP Open Day	21/6/20	

RISK IMPLICATIONS

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

FINANCIAL AND RESOURCES IMPLICATIONS

It is anticipated that Council's capital funding commitment of \$10 million will be sourced through borrowings. Costs associated with the implementation of the Project Governance and Project Design and Construction Procurement Plans will be met through this allocation.

Council has also committed to providing the ongoing operational costs of the Latrobe Creative Precinct, estimated to be in the order of approximately \$1 million per annum.

INTERNAL/EXTERNAL CONSULTATION

Consultation has taken place internally with relevant Council Officers.

External consultation was undertaken through phone interviews and meetings, including site visits to the Ulumbarra Theatre project in Bendigo and the Bunjil Place development in the City of Casey. In addition, consultation has taken place with Regional Development Victoria.

Extensive community consultation in relation to this project has already occurred in the context of previous studies undertaken.

OPTIONS

Council has the following options:

1. Not adopting the Project Governance and Procurement Plans, (although to do so may delay or jeopardise the finalisation of funding agreements with State and Federal Governments);
2. Amending or choosing alternative plans or processes; or
3. Approving the recommendations outlined in this Report.

CONCLUSION

This Report has sought Council's approval of proposed arrangements for the Governance and Procurement (Design and Construction) of the planned Latrobe Creative Precinct (LCP).

Once adopted, they will be submitted to State and Federal Government agencies ahead of the execution of Funding Agreements for the LCP project, anticipated to be early in 2017.

Planning and rollout of the design and construction phase of the project will then commence in earnest.

SUPPORTING DOCUMENTS

Nil

Attachments

1. Latrobe Creative Precinct Governance Plan
2. Latrobe Creative Precinct Procurement Plan

14.3

Latrobe Creative Precinct Governance Arrangements and Construction Methodology

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Latrobe Creative Precinct

Project Governance Plan





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Project Governance Plan

Background

In late 2015, Council tendered for consultants to prepare a detailed Business Case and Functional Concept Designs in relation to a then proposed new Latrobe Performing Arts Centre.

The architectural firm Williams Boag Pty Ltd was appointed to deliver on the Scope of Works prepared in conjunction with the tender brief; and from December 2015 to March 2016 this firm worked with its contracted consultants and Council officers to deliver a range of documentation including the Business Case, Functional Concept Designs and draft operational plans.

Allied to the above, Council advanced its Arts Strategy and Action Plan 2016-2021 and coordinated meetings of the Project Reference Group that was put together to oversee the Business Case/Concept Design development phase. The community group Get It Built also played an important role in galvanising community support for the project.

Latrobe City Council confirmed its support at its Meeting on 8 February 2016, committing up to \$10 million towards the capital costs of the project.

All the above material and action formed the basis of funding submissions made to the State and Federal Governments for what was envisaged by early 2016 to be the future Latrobe Creative Precinct.

Both funding submissions were successful:

- The State Government, through the Minister for Regional Development, confirmed a grant of up to \$10 million in assistance under the Regional Infrastructure Fund in a letter dated 15 March, 2016; and
- The Federal Government, through the Minister for Infrastructure, provided official confirmation of the Federal Government's \$10 million commitment towards building the Latrobe Creative Precinct through a Media Release issued on Monday 29 August, 2016.

Council is now confirming the next steps in the project including:

- Negotiation and execution of funding agreements;
- Development and confirmation of key operational plans including the Governance, Procurement and Project Plans;
- Establishing project management resources; and
- Initiating procurement of the architects, design team and builders.



Research

A number of Victorian Councils who have undertaken major capital works projects for cultural and recreation facilities in recent years were contacted regarding their approach to project management, governance and procurement. Research was undertaken through phone interviews and meetings including regarding the Ulumbarra Theatre project in Bendigo. These Councils have been generous in providing information and feedback about the approaches they adopted and the outcomes they achieved.

Councils researched included:

- **City of Greater Bendigo**
Recent development of the \$27m Ulumbarra Theatre in a partnership between the City of Greater Bendigo and Bendigo Senior Secondary College. A presentation by Mr Stan Liacos, former Director of Economic Development, was given to Latrobe City staff. Funding for the project was secured from both the Victorian and Commonwealth Governments. COGB has a record of managing capital works projects and used an internal project manager working with the Project Owner and PCG which included representation from both COGB and BSSC.
- **City of Greater Geelong**
Recent re-development of the Geelong Library and Heritage Centre. A Steering Group of senior staff and stakeholders oversaw the project. An external project management company managed the delivery of the project.
- **Frankston City Council**
Development of the \$50m Frankston Regional Aquatic Centre, which incorporates aquatic and leisure facilities. Funding for the project was secured from both the Victorian and Commonwealth Governments. A tiered structure had oversight on the project with a Project Oversight Group, Project Steering Group and Project Working Group. An external project management company managed the delivery of the project.
- **City of Casey**
Current Bunjil Place project developing a new \$125m cultural precinct in Narre Warren incorporating theatres, art gallery and library. A presentation by Project Director Steve Dalton was given to Latrobe City staff. Funding for the project was secured from both the Victorian and Commonwealth Governments. A Project Control Group had oversight of the project. An external project management company collaborated with the internal Council project team in managing the delivery of the project



- **City of Maroondah**
Maroondah undertook two major projects which were completed in 2015. Aquanation is a major \$40m aquatic sports and leisure facility in Ringwood. Funding for the project was secured from both the Victorian and Commonwealth Governments. A traditional approach was taken with a Project Control Group and external project management. Realm is a new \$21m library and business incubator built as part of the Eastland expansion in Ringwood. This project was undertaken as a commercial partnership with QIS, the owners of Eastland. It involved a land swap and QIS managing the construction of a new library to replace the existing facility demolished as part of the redevelopment.
- **Horsham Rural City Council**
Redevelopment of Horsham Town Hall to incorporate a new 500 seat theatre and enhanced public and back of house facilities costing \$19m. Funding for the project was secured from the Victorian Government. A Project Control Group had oversight of the project with Internal Working Groups and an external community based Steering Committee. An external project management company managed the delivery of the project.
- **Geelong Performing Arts Centre** (an agency of the Victorian Government)
GPAC has been undertaking a multi-stage redevelopment of its theatre and community facilities over the past five years. Funding for the project was secured from the Victorian Government. As a Victorian Government project Major Projects has been involved in the management of the project. An external project manager has been used for different stages of the project.

Principles

Latrobe City Project Governance Policy 11 POL-1

This policy provides direction for governance arrangements that apply to individual projects being managed by officers of Latrobe City Council. The policy applies to all Councillors and officers of Latrobe City Council.

The policy aims to:

- Encourage best practice project management which aims to keep Councillors and other critical stakeholders well informed and engaged throughout a project.
- Ensure project governance arrangements and management of projects are in accordance with broader governance provisions as specified in the Local Government Act 1989.



- Provide clear direction for appropriate involvement of Councillors in governing projects with the express purpose of avoiding arrangements where it may be perceived that individual Councillors have the opportunity to influence the actions of a Council officer, consultant or contractor.

Relationship to Council Plan & Latrobe 2026

The Project Governance Policy relates to the following Strategic Objectives contained within the Council Plan and outlined in Latrobe 2026: The Vision for Latrobe Valley:-

Governance

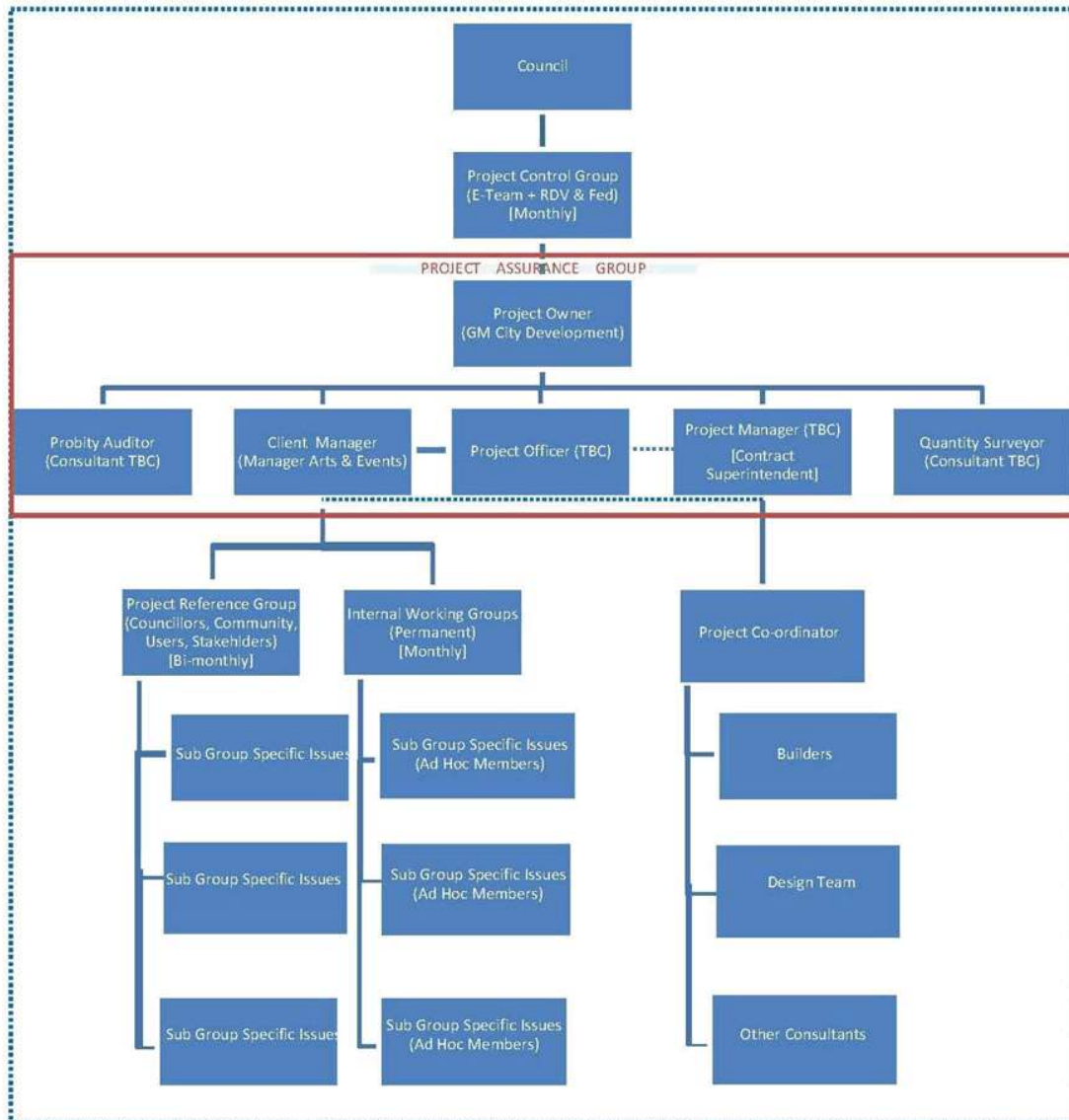
In 2026, Latrobe Valley has a reputation for conscientious leadership and governance, strengthened by an informed and engaged community committed to enriching local decision making.

- Support effective community engagement to increase community participation in Council decision making.
- Conduct all Council and committee meetings in strict accordance with the law and in an open and transparent manner.
- Delegate appropriately and make sound decisions having regard to legislative requirements, policies, professional advice, sound and thorough research and the views of the community.
- Conduct regular review of Latrobe City Council policies to ensure that they reflect aspirations of the community.
- Ensure that Council decision-making considers adopted policies.



Project Governance Structure

The Project Governance Structure is shown in the diagram below. A description of the roles and responsibilities of each individual or group follow.





Roles and Responsibilities

Council – Decision-Making Body

Council is the decision-making body, ultimately responsible for the delivery of the project and its major elements. Councillors will receive regular briefings on the progress of the project.

Council will make the following decisions in relation to the project:

- Adoption of the Project Governance Plan and preferred methodology for the Design and Construction Plan
- Appointment of the Project Control Group and approval of its delegation for the project
- Appointment of the Architect / Design Team
- Adoption of the Detailed Design
- Appointment of the Construction contractor/s
- Approval of the budget at the completion of procurement
- Adoption of the name of the precinct

Project Control Group (PCG)

The PCG is responsible for giving clear direction and guidance to the project. The PCG makes decisions within its delegation from Council. Membership of the PCG includes the Executive Team, and representatives of external funders including Regional Development Victoria and the Commonwealth Department of Infrastructure and Regional Development.

The PCG is responsible for:

- Oversight of the progress of the Project in line with the Project Plan.
- Monitoring the achievement against timelines, budget and scope.
- Making adjustments where necessary to ensure the Project Key Deliverables are achieved. If adjustments are required that are outside the Project delegation, the PCG will agree on recommendations to be made to Council.
- Ensure the provision of necessary staff resources.



- Agree on recommendations to Council in relation to:
 - Preferred Architect / Design Team
 - Preferred Detailed Design
 - Preferred Construction contractor/s
 - Preferred name of the precinct

Decide and agree on:

- Briefs for the lead architect EOI / or Design Competition.
- Detailed design brief for the Architect / Design Team.
- Brief for the construction contractor EOI and / or Tender.
- Project Plan for the construction phase including strategies to reduce the impact on ongoing Council programs on the site.
- Review Probity Audit reports and ensure any recommendations are implemented.
- Review Quantity Surveyor reports

The PCG will receive a regular report from the PAG on the status of the Project including financial, governance and operational performance. All decisions will be logged on the Records Management system.

The PCG will approve any recommendations that are to be reported to Council.

Project Owner

A member of the Executive Team who has the ultimate single point of accountability and responsibility for the project outcomes. The Project Owner has ownership of the project and carries financial and program accountability for project outcomes. The Project Owner champions Executive Team and Councillor engagement and support for the project. It is proposed that the General Manager City Development be appointed as the Project Owner.

The primary roles and responsibilities are as follows:

- Deliver the project in accordance with the Project Plan.
- Provide leadership to the team of staff and consultants appointed to the project.



- Maintain close oversight of the progress of the project in line with the Project Plan.
- Appoint specialist consultants, within delegations, needed to aid in delivery of the project.
- Lead and manage the Project Assurance Group.
- Provide line staff management relating to the project to the Project Manager, Project Officer and Client Manager and to external consultants the Probity Auditor and Quantity Surveyor.
- Ensure necessary registers are maintained and risks are managed in line with the Risk Management Plan.
- Maintain close oversight of project expenditure against budget.
- Oversight of management of key stakeholders
- Report regularly to the PCG on:
 - Financial performance.
 - Risk management.
 - Project Registers as nominated under Project Controls.

Project Assurance Group (PAG)

The Project Assurance Group is led by the Project Owner and comprises the Project Manager, Project Officer, Client Manager, Probity Auditor and Quantity Surveyor.

The PAG is responsible for monitoring the progress of the project on behalf of the PCG to ensure that the project is being managed effectively in all respects. They will provide specialist advice to the PCG on particular aspects of the project.

The primary roles and responsibilities are as follows:

- Monitor the progress of the project in accordance with the Project Plan, Project Schedule and Project Key Deliverables.
- Maintain close oversight of project expenditure against budget and make recommendations to the PCG if the expenditure does not align with the Project budget.



- Regularly review project risks and treatment plans and make adjustments as necessary.
- Monitor the project against the Project Schedule and make adjustments as necessary to ensure delivery within the schedule.
- Monitor the following matters and make adjustments to the project delivery as required to ensure Project Key Deliverables are met:
 - Achievement of Critical Success Factors.
 - Project Registers as nominated under Project Controls.
 - Communications and Stakeholder management.

The PAG will receive regular reports from each member on progress in their areas of responsibility and on each of the Registers. The Team will agree on reports and recommendations to be presented to the PCG.

Project Manager

The Project Manager has responsibility to manage the project from initiation through until project finalisation, and is accountable to the Project Owner for the delivery of project objectives and outputs. The Project Manager will operate within the constraints agreed with the PCG. The Project Manager will be recruited as a limited term contract for the life of the project as an employee or contractor.

Key responsibilities include:

- Provide Project Management throughout the design, construction and commissioning phases of the project.
- Manage design and construction contracts as Project Superintendent.
- Monitor the progress of the project in accordance with the Project Plan, Project Schedule and Project Key Deliverables.
- Manage the Architects / Design Team to deliver quality design outcomes
- Maintain close oversight of project expenditure against budget and make recommendations to the PAG if the expenditure does not align with the Project budget.
- Regularly review project risks and treatment plans.



- Monitor the project against the Project Schedule and make recommendations to the PAG for adjustments as necessary to ensure delivery within the schedule.
- Provide expert advice to and foster relationships with senior Council officers, Councillors and external stakeholders in relation to the Project.
- Participate in communications and stakeholder engagement strategies.

The Project Manager will prepare regular reports for the PAG.

Project Co-ordinator

The Project Co-ordinator will have accountability for the operational delivery of the Project during the construction and commissioning phases. The Project Co-ordinator will oversee the Construction contractor, trades and other contractors on site during the construction phase. In particular the Project Co-ordinator will have a key role in ensuring that the construction works do not negatively impact on the operation of existing Council services on the site on a day to day basis.

It is proposed that the Project Co-ordinator be an internal appointment from within the Council Infrastructure Team and report directly to the Project Manager.

Project Officer

The Project Officer will support the Project Assurance Group in the delivery of the Project.

Key responsibilities will include:

- Co-ordinate and prepare meetings, minutes and reports for the PCG, PAG, PRG, Internal Working Group and Site Meetings.
- Maintain Registers, Plans and Schedules for the Project.
- Ensure all relevant records and documents are stored in the Records Management System.
- Support the Project Owner, Project Manager and Client Manager on operational and administrative tasks as required.

The Project Officer will report directly to the Client Manager, but will also take direction on operational matters from the Project Manager.



Client Manager

The Client Manager will be the primary contact for the end users of the Project facilities including both Council and the community. The Client Manager will ensure that the Project delivers outcomes meet the users' requirements and will provide the expected benefits for users. The Client Manager will be accountable for the development of strategic and operational plans required for the effective commissioning and operation of the facilities.

It is proposed that the Manager Arts and Events be appointed as the Client Manager.

Key responsibilities will include:

- Input to the development of briefs and specifications for the Project.
- Analysis and review of schematic and detailed designs with a particular focus on ensuring the designs are fit for purpose and will provide operational efficiency.
- Provision of specialist arts and events operational advice for the Project.
- Ensure engagement with and input from Arts and Events staff.
- Development of strategic and operational plans including staffing structure, artistic plan, audience development strategy and marketing plan.
- Leadership of Communications and Stakeholder Engagement for the project in liaison with the Project Manager.

Probity Auditor

The Probity Auditor is an external consultant who provides the PAG with an independent and appropriate sign off on probity requirements during the procurement process. The Probity Auditor will provide clearance to the PAG on the appropriateness of procurement policies, processes and documentation. This will ensure transparency in the procurement processes and increase confidence that the best value possible is being achieved for the community.

The PAG will also receive procurement advice from the relevant officers from the Council Finance team.



Project Reference Group (PRG)

This Group provides the interface between Council, the PCG and the wider community. The membership may include a mix of Councillors, Council staff, consultants and contractors and community representatives including user groups, partners, stakeholders, neighbours and artists. The PRG needs to have a clear scope and responsibilities.

The PRG membership is proposed to include:

- Two Councillors (one of whom acts as Chair)
- Project Owner
- Project Manager
- Client Manager
- Project Officer
- Key community user group representatives
- Federation University representative
- Other Education sector representatives including at least one from a local secondary school
- Local independent artist/ performer representative
- Other additional community or interest group representatives as invited to contribute at particular stages of the Project.

Key responsibilities include:

- Provide general feedback to the Project Assurance Group about aspects of the project including Schematic Design, Detailed Design and operational issues.
- Provide specific feedback to the Project Assurance Group about elements of the project where members of the PRG has specialist expertise (eg education representatives providing input to the design of the learning and creative facilities).
- Provide feedback and support for communication and engagement strategies with the wider community and stakeholders
- Act as advocates for the project with the wider community.



The PRG will have the right to establish sub-groups to address specific areas in consultation with the PAG. These sub-groups (such as Education & Training Facilities, Marketing and Publicity or Opening Celebrations) may operate for the life of the project or for particular phases.

Internal Working Group (IWG)

This Group provides a forum for input from relevant Council staff actively working on the detailed development and implementation of the project. Staff may be involved throughout the project or on specific issues for limited periods of time. The IWG may establish sub-groups to address specific areas in consultation with the PAG. These sub-groups may operate for the life of the project or for particular phases.

Permanent membership of the IWG will include:

- Client Manager
- Project Manager
- Project Co-ordinator
- Representatives of the other Council services located on the site including the Library and Child and Infant Welfare Centre
- Arts and Events representatives
- Manager Finance
- Manager Communications and Customer Relations
- Manager People and Culture



Advantages and Disadvantages of the Governance Model

The key characteristics, advantages and disadvantages of each of the elements of the Governance Plan are described below. The Governance Plan is consistent with the Latrobe City Project Governance Policy 11 POL-1.

• Role of Councillors in Governance

	<i>Role</i>	<i>Advantages</i>	<i>Disadvantages</i>
1	As Council approving major decisions and milestones on the basis of recommendations of the PCG.	Councillors engaged in key decisions for the project and ongoing support is clear.	Councillors may not be aware of detailed progress. May be addressed through communications mechanisms such as the Councillor Monthly Bulletin.
2	As members of Governance groups such as the PRG.	Can act as advocate with other Councillors when decisions have to go to Council.	Involves a small number of Councillors more closely in project and excludes others.

• Project Control Group (Project Board)

	<i>Role</i>	<i>Advantages</i>	<i>Disadvantages</i>
1	Executive Team comprises majority of PCG providing high level management of the project	High involvement of members. Improve cross council connections.	Consume significant time of Executive Team. Ensure efficient administration processes.
2	External funding stakeholders are offered membership of the PCG.	May be a condition of funding (eg RDV). Ensures engagement in the delivery of the project.	Risk of lack of attendance. Some external influence on the development of the project through design phase. Consider making Observers rather than full members.

• Project Owner

	<i>Role</i>	<i>Advantages</i>	<i>Disadvantages</i>
1	Project Owner should be a member of the Executive Team. Proposed that the GM City Development fulfil Project Owner role.	Ensures high level advocacy and control of project. Project is strongly aligned with the GM City Development role.	Increases demands on Project Owner. Ensure adequate resources in the Project team to support the Project Owner.



• **Project Assurance Group**

	<i>Role</i>	<i>Advantages</i>	<i>Disadvantages</i>
1	Acts as leadership group of Council Officers for the project and includes Project Owner, Project Manager, Client Manager and Project Officer.	Provides a focus for leadership of the Project.	Increased demands on existing Council officers. Ensure adequate resources in the Project team to support the PAG.
2	Include key external consultants providing advice for the Project including the Probity Auditor and Quantity Surveyor.	Provides specialist expertise and objective advice to Council on the Project.	Increased cost for these consultants.

• **Project Manager**

	<i>Role</i>	<i>Advantages</i>	<i>Disadvantages</i>
1	Engage external Project Manager. Explore options to either engage as an employee or as contractor.	PM would bring specialist expertise. Potential to bring specific expertise in cultural and theatre projects. Can benefit negotiations with consultants and builders. Reduce time and resource demands on key Council staff.	Significant cost for external Project Manager. If based in Melbourne, likely to operate remotely rather than being in Traralgon most days.
2	Act as Superintendent for the Project overseeing negotiation and operation of key contracts.	PM would bring experience from other projects. Positions role as part of core PAG.	

• **Client Manager**

	<i>Role</i>	<i>Advantages</i>	<i>Disadvantages</i>
1	Client Manager will be the primary contact for the end users of the Project facilities including both Council and the community. Proposed that the Manager Arts and Events fulfil Client Manager role.	Ensures that the Project delivers outcomes that meet the users' requirements and will provide the expected benefits for users. Client Manager brings intensive knowledge of operational needs and community connections.	Will increase demands on existing role. Ensure adequate resources in the Project team to support the Client Manager.



• **Project Officer**

	<i>Role</i>	<i>Advantages</i>	<i>Disadvantages</i>
1	Support the Project Assurance Group in the delivery of the Project. New role, but may be recruited internally.	Contributes to effective performance by Project team. Ensures strong administration and record keeping.	Additional cost for position.

• **Project Co-ordinator**

	<i>Role</i>	<i>Advantages</i>	<i>Disadvantages</i>
1	Accountability for operational delivery of the Project during construction and commissioning phases. Will oversee the Construction contractor, trades and other contractors on site. Proposed to be internal appointment from Infrastructure team.	Contribute to effective operation of site and good communication. Important to ensure Project does not negatively impact on other Council services delivered on site.	Will increase demand on existing role.

• **Project Reference Group**

	<i>Role Options</i>	<i>Advantages</i>	<i>Disadvantages</i>
1	Comprise Councillor, Council staff, community and stakeholder representatives. Receive periodic briefings on the Project and provide general feedback to the PCG.	Ensures stakeholder feedback. Provides advocacy and communication back to community.	Requires servicing by Council.
2	Establish Sub Groups with a formal role in specific areas	Draws on specialist expertise of PRG members and contributes to Project outcomes.	Some PRG members not on Sub Groups may not feel they are making a meaningful contribution.



• **Internal Working Group**

	<i>Role</i>	<i>Advantages</i>	<i>Disadvantages</i>
1	Provides forum for input from relevant Council staff working on the detailed development and implementation of the project. Staff may be involved throughout the project or on specific issues for limited periods of time.	Ensures communication and co-ordination across Council. Reduce impact on other Council facilities and services delivered on site.	Will increase demands on existing staff.
2	May establish sub-groups to address specific areas that may operate for the life of the project or for particular phases.	Draws on specialist expertise of Council staff.	Will increase demand on existing staff.

• **Site Meetings**

	<i>Role</i>	<i>Advantages</i>	<i>Disadvantages</i>
1	Regular meetings dealing with detail and operational issues during the construction phase. Involve Project Management, Builders, Design Team and relevant members of the Internal Working Group.	Foster strong communication and collaboration. Ensures detailed planning of site operations. Ensure site operations do not impact on other Council facilities and operations on site.	May become unwieldy if membership is too large.

Structure of Meetings

- Council updates - monthly for information through the Councillor bulletin and at milestones for decision making
- Project Control Group - monthly
- Project Assurance Group – fortnightly
- Project Reference Group – bi-monthly, sub-groups on a needs basis
- Internal Working Group – monthly, sub-groups on a needs basis
- Site meetings – weekly during construction phase



Record Management

Latrobe City Council recognises the importance of Records Management (RM), both for supporting decision-making and operations within the organisation, as well as for meeting obligations that are applied or implied by law.

Latrobe City Council is committed to planning, enabling, sustaining and continuously improving good RM. The operational framework establishes the accountabilities and principles that will guide these outcomes.

Latrobe City Council will strive to:

- Ensure (in accordance with the Public Records Act 1973) that a full and accurate record of Latrobe City Council business is captured and managed in-line with PROV standards;
- Ensure the safety and integrity of Corporate Records as evidence;
- Optimise the availability of Corporate Information for Latrobe City Council and public uses; and
- Balance and ensure compliance with all other statutory obligations that apply in pursuit of the above goals.

Records Governance

The Chief Executive Officer retains ultimate authority and accountability for RM. Latrobe City Council will ensure that a Records Manager is employed to deliver RM outcomes. This role is assigned to the Coordinator Information Management, unless otherwise delegated by the Chief Executive Officer.

The Records Manager may review and prescribe improvements to any aspect of RM within the organisation, following appropriate consultation with stakeholders. The manager and executive responsible for the Information Management function will resource for the delivery of RM outcomes. This includes the upkeep of systems and the employment of suitably-skilled professionals.

All managers and executives will support the delivery of RM outcomes within their teams and divisions. Officers will identify and ensure compliance with any field-specific acts or regulations that apply RM requirements within their area of work. In particular for this project the Project Officer will liaise closely with the Records Manager to ensure that the project is compliant with all Records Management requirements.

Latrobe Creative Precinct

Project Design and Construction Procurement Plan





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Project Design and Construction Procurement Plan

Background to the Project

In late 2015, Council tendered for consultants to prepare a detailed Business Case and Functional Concept Designs in relation to a then proposed new Latrobe Performing Arts Centre.

The architectural firm Williams Boag Pty Ltd was appointed to deliver on the Scope of Works prepared in conjunction with the tender brief; and from December 2015 to March 2016 this firm worked with its contracted consultants and Council officers to deliver a range of documentation including the Business Case, Functional Concept Designs and draft operational plans.

Allied to the above, Council advanced its Arts Strategy and Action Plan 2016-2021 and coordinated meetings of the Project Reference Group that was put together to oversee the Business Case/Concept Design development phase. The community group Get It Built also played an important role in galvanising community support for the project. Allied to the above, Council advanced its Arts Strategy and Action Plan 2016-2021 and coordinated meetings of the Project Reference Group that was put together to oversee the Business Case/Concept Design development phase. The community group Get It Built also played an important role in galvanising community support for the project.

Latrobe City Council confirmed its support at its Meeting on 8 February 2016, committing up to \$10 million towards the capital costs of the project.

All the above material and action formed the basis of funding submissions made to the State and Federal Governments for what was envisaged by early 2016 to be the future Latrobe Creative Precinct.

Both funding submissions were successful:

- The State Government, through the Minister for Regional Development, confirmed a grant of up to \$10 million in assistance under the Regional Infrastructure Fund in a letter dated 15 March, 2016; and
- The Federal Government, through the Minister for Infrastructure, provided official confirmation of the Federal Government's \$10 million commitment towards building the Latrobe Creative Precinct through a Media Release issued on Monday 29 August, 2016.



Council is now confirming the next steps in the project including:

- Negotiation and execution of funding agreements;
- Development and confirmation of key operational plans including the Governance, Procurement and Project Plans;
- Establishing project management resources; and
- Initiating procurement of the architects, design team and builders.

Research

A number of Victorian Councils who have undertaken major capital works projects for cultural and recreation facilities in recent years were contacted regarding their approach to project management, governance and procurement. Research was undertaken through phone interviews and meetings including regarding the Ulumbarra Theatre project in Bendigo. These Councils have been generous in providing information and feedback about the approaches they adopted and the outcomes they achieved.

Councils researched included:

- **City of Greater Bendigo**
Recent development of the \$27m Ulumbarra Theatre in a partnership between the City of Greater Bendigo and Bendigo Senior Secondary College. A presentation by Mr Stan Liacos, former Director of Economic Development, was given to Latrobe City staff. Funding for the project was secured from both the Victorian and Commonwealth Governments. A traditional approach to procurement was used with separate Design and Construction tenders.
- **City of Greater Geelong**
Recent re-development of the Geelong Library and Heritage Centre. A traditional approach to procurement was used with separate Design and Construction tenders.
- **Frankston City Council**
Development of the \$50m Frankston Regional Aquatic Centre, which incorporates aquatic and leisure facilities. Funding for the project was secured from both the Victorian and Commonwealth Governments. A traditional approach to procurement was used with separate Design and Construction tenders.



- **City of Casey**
Current Bunjil Place project developing a new \$125m cultural precinct in Narre Warren incorporating theatres, art gallery and library. A presentation by Project Director Steve Dalton was given to Latrobe City staff. Funding for the project was secured from both the Victorian and Commonwealth Governments. A Design Competition was undertaken for the appointment of the architects and design team for the project. Construction procurement involved selection of two preferred contractors and a process of engagement and negotiation to determine the preferred contractor. The contract then reverted to a Design and Construct model.
- **City of Maroondah**
Maroondah undertook two major projects which were completed in 2015. Aquanation is a major \$40m aquatic sports and leisure facility in Ringwood. Funding for the project was secured from both the Victorian and Commonwealth Governments. A traditional approach to procurement was used with separate Design and Construction tenders. Realm is a new \$21m library and business incubator built as part of the Eastland expansion in Ringwood. This project was undertaken as a commercial partnership with QIS, the owners of Eastland. It involved a land swap and QIS managing the construction of a new library to replace the existing facility demolished as part of the redevelopment. Council contributed additional funds to expand the size of the new library and were responsible for some aspects of the final fitout and equipment.
- **Horsham Rural City Council**
Redevelopment of Horsham Town Hall to incorporate a new 500 seat theatre and enhanced public and back of house facilities costing \$19m. Funding for the project was secured from the Victorian Government. A traditional approach to procurement was used with separate Design and Construction tenders.
- **Geelong Performing Arts Centre** (an agency of the Victorian Government)
GPAC has been undertaking a multi-stage redevelopment of its theatre and community facilities over the past five years. Funding for the project was secured from the Victorian Government. Design procurement has involved a common architect and design team across all stages of the project. A traditional approach to procurement was used for Construction tenders.



Principles

Latrobe City Procurement Policy 16 POL-9

The Procurement Policy adopts appropriate best practice contracting and procurement principles, policies, processes and procedures for all goods, services and works by Latrobe City Council. This will enhance the achievement of objectives including:

- Sustainable and social procurement;
- Bottomline cost savings;
- Supporting the local economy;
- Achieving innovation; and
- Better services for communities.

The purpose of the policy is to:

- Provide policy and guidance to the Council to allow consistency and control over procurement activities;
- Demonstrate accountability to rate payers;
- Provide guidance on ethical behaviour in public sector purchasing;
- Demonstrate how to apply best practice principles when purchasing; and
- Increase the probability of obtaining the right outcome when purchasing goods, services and works.

Latrobe City Council's procurement activities will be carried out on the basis of obtaining best value. This means minimising the total cost of ownership over the lifetime of the requirement, consistent with acceptable quality, reliability and delivery considerations. Lowest price is not the sole determinant of value for money.

Relationship to Council Plan & Latrobe 2026

The Procurement Policy supports the following Strategic Objectives contained within *Latrobe 2026: The Community Vision for Latrobe Valley* and the *Council Plan 2013-2017*:

Latrobe 2026

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.

Regulation and Accountability:

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



Council Plan 2013-2017

Theme:

Efficient, Effective & Accountable Governance

Objectives:

- To achieve the highest standards of financial probity and meet all statutory obligations.
- To provide open, transparent and accountable governance.
- Work to minimise rate increases for our community.

Strategic Directions:

- Continuously review our policies and processes to increase efficiency and quality of our facilities and the service we provide.
- Increase local procurement of goods and services received by Latrobe City Council where feasible.
- Establish and maintain rigorous policies that comply with legislation and respond to community expectations.
- Increase community awareness and satisfaction with Latrobe City Council's services and facilities.
- Continuously improve financial management and reporting.
- Continuously improve decision-making structures and processes.

Design and Construction Procurement

A number of procurement models are used for projects of similar nature and scale. An analysis of the characteristics of these options is contained in the following table.

**Table A: Typical characteristics of design approaches**

	Tender to appoint Design Team	EOI for Design Team, Fund shortlist for Tender Phase	EOI for Competition, fund shortlist for Competition phase	Design Team Partner with Construction Contractor
Methodology				
	<ul style="list-style-type: none"> • Issue tender for Design Team (including sub-consultants). • Bidders tenders include capability, experience , capacity, methodology and pricing (typically % of project cost) • Assess against weighted selection criteria by Project Assurance Group (PAG). • Option to interview short list of bidders • Select preferred bidder and negotiate contract 	<ul style="list-style-type: none"> • Issue Expression of Interest (EOI) for Design Team (including sub-consultants). • Bidders EOIs include capability, experience , capacity, methodology and pricing (typically % of project cost) • Assess against weighted selection criteria by Panel (may include external experts, Office of Victorian Government Architect [OVGA]). • Select short list of bidders. • Provide a small fee (~\$10k) for bidders to undertake initial development of design approach • Bidders submit specified design materials and tender documentation. Provide presentation to Panel (and stakeholders) • Council Quantity Surveyor reviews submissions and provides feedback • Assessed by Panel • Select preferred bidder. • PAG negotiate contract 	<ul style="list-style-type: none"> • Issue EOI for Competition • Bidders EOIs include capability, experience , capacity, methodology, design vision and pricing (typically % of project cost) • Engage a jury of expert judges (fee). May include OVGA. • Assess against weighted selection criteria by Jury. • Select short list of competitors. • Provide a fee (~\$30k) for competitors to develop entries including concept design • Competitors submit specified concept design materials and tender documentation. Provide presentation to Panel (and stakeholders) • Council Quantity Surveyor reviews submissions and provides feedback including initial cost plans • Assessed by Jury • Select competition winner • PAG negotiate contract 	<ul style="list-style-type: none"> • Issue tender for Design and Construct bids (including builders, architects and sub-consultants). • Lead in bids often taken by builder • Bidders tenders include capability, experience , capacity, methodology, design approach and pricing (typically % of project cost) • Assess against weighted selection criteria. • Option to interview short list of bidders by PAG • Select preferred bidder and PAG negotiate contract



	Tender to appoint Design Team	EOI for Design Team, Fund shortlist for Tender Phase	EOI for Competition, fund shortlist for Competition phase	Design Team Partner with Construction Contractor
Timelines				
	Development of tender materials – 2 months Tender open period – 1 month Tender Assessment period – 1 month Council approval, contracting – 1 month Total 5 months	Development of EOI materials – 2 months EOI open period – 1 month EOI Assessment period – 1 month Development of design approach & tender – 1 month Tender assessment period – 1 month Council approval, contracting – 1 month Total 7 months	Development of EOI competition materials – 3 months EOI open period – 1 month EOI Assessment period – 1 month Development of competition entries – 1.5 months Competition assessment period – 1 month Council approval, contracting – 1 month Total 8.5 months	Development of tender materials – 2 months Tender open period – 1 month Tender Assessment period – 1 month Council approval, contracting – 1 month Total 5 months
Design Risk				
	The risk of any design-related matters rests with the project owner, which must seek recourse from the design team regarding design-related errors or omissions. Selection of Design team based on previous experience.	The risk of any design-related matters rests with the project owner, which must seek recourse from the design team regarding design-related errors or omissions. Selection of Design team based on previous experience and initial design approach to project.	The risk of any design-related matters rests with the project owner, which must seek recourse from the design team regarding design-related errors or omissions. Selection of Design team based on previous experience and more detailed design approach to the project in competition entry. A more fully developed design is procured at engagement.	The contractor bears the risk of design, including warranting the design's fitness-for-purpose, but will include this risk in price.. Selection of Design and Construction team based on previous experience.



Table B: Typical characteristics of construction delivery models

	Construct only	Construct with Guaranteed Maximum Price model	Relationship	
			Early contractor involvement (ECI)	Alliance
Typical Procurement Process				
	<ul style="list-style-type: none"> • Generally a single stage process involving a Request for Tender (RFT). • May involve Expressions of Interest (EOIs) for higher-value contracts. • Selection is generally based on an evaluation of price and non-price criteria with some project owners taking into account past performance as part of the tender evaluation. 	<ul style="list-style-type: none"> • Generally a three stage process: <ul style="list-style-type: none"> ○ Stage 1 - EOIs from the open market. Three to five applicants proceed to Stage 2. ○ Stage 2 - Guaranteed Maximum Price (GMP) tender stage, during which short-listed applicants are invited to develop construction methodology and cost based on the 100% Design Developed plans. Two builders proceed to Stage 3. ○ Stage 3 – Best and Final Offer (BAFO) stage where the builders are provided the opportunity to meet with the design team to examine alternative design options and methods of construction that introduce innovation, efficiencies and reduce cost. • A mixture of price and non-price criteria is typically evaluated at all stages. 	<ul style="list-style-type: none"> • Generally a two stage process involving Request For Price (RFPs) from the open market. • Selection workshops are held, price and non-price criteria are evaluated and two builder teams are selected and work independently of each other (with project owner and design team input) to develop the approach to construction and risk adjusted price for the works. • The two builders submit a revised construction approach and a final price for evaluation by the PAG. 	<ul style="list-style-type: none"> • Generally a two stage process involving RFPs from the open market. • Short-listed applicants are invited to workshops and the project owner selects two proponents to compete on cost schedule and other parameters. • The project owner provides understanding and guidance on objectives. The selection of the preferred proponent is based on a balanced judgement of the price and non-price attributes and team capability. • A 'Project Alliance Agreement' will be entered into by the owner and the preferred proponent, which governs the remainder of the alliance period.



	Construct only	Construct with Guaranteed Maximum Price model	Relationship	
			Early contractor involvement (ECI)	Alliance
Risk Allocation				
Design risks	The risk of any design-related matters rests with the project owner, which must seek recourse from the design team regarding design-related errors or omissions.	The risk of any design-related matters initially rests with the project owner, which must seek recourse from the design team regarding design-related errors or omissions. Option to transfer risk through novation of design to construction contractor at commencement of construction.	Design risks are negotiated and allocated to the party best placed to control each aspect of the risk – option to transfer risk through novation of design to construction contractor.	Design risk is shared – but the Non Owner Partners (NOPs) exposure may be capped as part of the 'pain share, gain share' arrangement.
Construction Cost risks	<ul style="list-style-type: none"> The contractor bears the risk under a lump sum, with the risk partially borne by the project owner under a schedule of rates, for items outside specified limits of accuracy. The project owner generally assumes some cost risk around latent conditions and permits/ approvals. 	<ul style="list-style-type: none"> The contractor generally bears the risk, which is reduced, given the time allowed in Stage 3 to investigate project risks. The project owner generally assumes some cost risk around latent conditions and permits/ approvals. Project owners may seek prices based on certain risks being priced 'in' or 'out' of the tenderer's final offer. 	<ul style="list-style-type: none"> The construction cost risk is negotiated, but largely borne by the contractor, given the time allowed in Stage 1 to investigate project risks, including constructability. Project owners may seek prices based on certain risks being priced 'in' or 'out' of the Stage 2 offer. 	Risk is shared (including for force majeure events), but the NOPs exposure may be capped as part of the 'pain share, gain share' arrangement.
Construction Quality risks	The contractor must construct the works in accordance with the approved design and specifications.	The contractor must construct the works in accordance with the approved design and the specifications.	The contractor must construct the works in accordance with the approved design and specifications.	Construction must meet the quality standards outlined in any agreed key result areas. The quality risk is shared between the alliance participants.



	Construct only	Construct with Guaranteed Maximum Price model	Relationship	
			Early contractor involvement (ECI)	Alliance
Construction Time risks	<ul style="list-style-type: none"> Each party bears the risk of delays caused by it or on its behalf. Liquidated damages provisions may apply if the contractor fails to achieve practical completion by the nominated date. The contractor may receive an extension of time (EOT) for particular delays specified in the contract. 	<ul style="list-style-type: none"> Each party bears the risk of delays caused by it or on its behalf. Liquidated damages provisions may apply if the contractor fails to achieve practical completion by the nominated date. The contractor may receive an EOT for particular delays specified in the contract. 	<ul style="list-style-type: none"> Each party bears the risk of delays caused by it or on its behalf. Some risks that are difficult to allocate may be shared, including 'neutral' risks like force majeure, with an ability to seek time (but not costs) under the contract. Liquidated damages may apply, and the contractor risks any early finish incentives if timeframes are not met. 	<p>All risks are shared – but the NOPs' exposure to risk may be capped as part of the 'pain share, gain share' arrangement.</p>
Pricing Mechanisms				
	<p>Generally lump sum and/or schedule of rates.</p>	<ul style="list-style-type: none"> GMP generally involves the establishment of the actual costs of the work on an open book basis plus a fixed sum for profit, preliminaries, supervision and attendance. There is generally a profit share mechanism in the event that the final cost of construction is less than the GMP. 	<ul style="list-style-type: none"> Payment for Stage 1 is typically based on a fixed fee negotiated as part of the ECI agreement or made on a time basis, using agreed rates and margins. Pricing for Stage 2 is generally a risk-adjusted lump sum, potentially with some schedule of rates components and provisional items. Incentives are commonly included. 	<ul style="list-style-type: none"> The non-owner participants (NOPs) are typically guaranteed reimbursement of their direct project costs and payment of corporate project overheads in an open-book arrangement. In addition, if actual delivery is better than the agreed targets, parties share the reward ('gain share'). Conversely, if delivery does not meet agreed targets, a pre-agreed 'pain share' formula applies.



	Construct only	Construct with three stage process (EOI, GMP & BAFO)	Relationship	
			Early contractor involvement (ECI)	Alliance
Maintenance and/or operations risks	Borne by the project owner.	Borne by the project owner.	Borne by the project owner.	Borne by the project owner, unless the alliance includes a maintenance/operations component.



Cost – Benefit Analysis

The options considered for the project involved different costs, benefits and risks for undertaking procurement

Design	Tender to appoint Design Team	EOI for Design Team, Fund shortlist for Tender Phase	Competition	Design Team Partner with Construction Contractor
Panel assessment costs	Minimal	Minimal	\$30k for external jury members	Minimal
Legal costs	Minimal	Moderate	Higher	Minimal
Marketing costs	Minimal	Minimal	Moderate	Minimal
Short listed bidder fees	NIL	\$30k - \$50k	\$90k	NIL
Community visibility	Minimal	Minimal	High	Minimal
Attractiveness to architects	Moderate	Moderate	High	Low
Certainty of design	Low	Moderate	High	Low

Construction	Construct only	Construct with GMP process	Early contractor involvement (ECI)	Alliance
Assessment costs	Minimal	Moderate	Moderate	Moderate
Legal costs	Minimal	Moderate	Moderate	Minimal
Attractiveness to builders	Moderate	Moderate	Moderate	Low
Risk of budget over-runs	Moderate	Low	Low	Low



Recommended Process

After analysis of a range of procurement options, it is recommended that Council adopt an Architectural Competition for the Design Procurement and a tender process utilising the Gross Maximum Price mechanism for the Construction Procurement.

All other procurement, including consultants reporting directly to the PAG, will be via a quotation or EOI / Tender process in accordance with Council's Procurement Policy.

Timetable

The process and timetable for the implementation of the Project Design and Construction and Procurement Plan for major procurement is described in the table below.

Process / Action	Start Date	Completion Date
Consultant procurement	21/11/16	13/1/17
Undertake procurement / recruitment for Project Manager	21/11/16	16/12/16
Undertake fixed price procurement for Quantity Surveyor	5/12/16	13/1/17
Undertake fixed price procurement for Legal Services	5/12/16	13/1/17
Prepare Procurement Documentation	1/12/16	28/4/17
Develop detailed Design Brief based on current Concept design	1/12/16	31/1/17
Quantity Surveyor develops revised Cost Plan	1/2/17	10/2/17
Develop EOI and Tender documentation for Design Competition	1/12/17	31/1/17
Appoint Competition Jury	1/2/17	28/2/17
Develop EOI and Tender documentation for Guaranteed Maximum Price model (GMP)	3/3/17	28/4/17
EOI for Design Competition	1/3/17	30/4/17
Issue and promote EOI for Competition to Architects	1/3/17	3/4/17
EOI closes	3/4/17	3/4/17
Jury assess entries against weighted selection criteria and select short list of entries	4/4/17	30/4/17
Design Competition	1/5/17	13/8/17
Invite short list to submit developed design entries.	1/5/17	2/5/17
Hold briefing sessions for each of the short list	3/5/17	9/5/17



Short list develop concept designs and competition entries	3/5/17	12/6/17
Short list submit specified design materials and tender documentation	13/6/17	13/6/17

Process / Action	Start Date	Completion Date
Presentations by short list to Competition Jury	19/6/17	23/6/17
Entries assessed by the Competition Jury	14/6/17	9/7/17
Competition Jury select Competition winner and submit to Council for approval.	10/7/17	4/8/17
PAG negotiate contract with Competition winner including Architects and sub-consultants	5/8/17	13/8/17
Schematic Design	14/8/17	1/10/17
Design team develops Schematic Design	14/8/17	24/9/17
Quantity Surveyor develops revised Cost Plan	20/9/17	27/9/17
PAG approves Schematic Design	28/9/17	1/10/17
Detailed Design & Documentation	2/10/17	30/4/18
<i>Note Christmas / New Year Shut down</i>	23/12/17	2/1/18
Design team develops Detailed Design	2/10/17	1/12/17
Quantity Surveyor issues revised Cost Plan	4/12/17	15/12/17
PAG approves Detailed Design	18/12/17	22/12/17
Involvement of short listed Construction Contractors in review of Detailed Design	15/1/18	31/1/18
Design team and Construction Contractor develop design documentation.	1/2/18	8/4/18
Quantity Surveyor develops revised Cost Plan	28/3/18	8/4/18
PCG and Council approve Detailed Design and Documentation	9/4/18	30/4/18
EOI for Construction Contractor	24/7/17	18/9/17
Issue and promote EOI based on GMP process.	24/7/17	21/8/17
PAG assesses proposals and selects short list.	22/8/17	31/8/17
PAG interviews short list and selects 4 preferred Contractors	1/9/17	8/9/17
PCG appoints 4 preferred Contractors	9/9/17	18/9/17
GMP Phase	4/12/17	12/1/18
<i>Note Christmas / New Year Shut down</i>		
4 preferred Contractors develop tender including on GMP based on 100% Design Detail	4/12/17	22/12/17
PAG assesses tenders and selects 2 final preferred	2/1/18	8/1/18



Contractors		
PCG appoints 2 final preferred Contractors	9/1/18	12/1/18

Process / Action	Start Date	Completion Date
Review & BAFO phase	15/1/18	16/3/18
Preferred Contractors work independently of each other with the Design team and PAG to review the Detailed Design to identify design enhancements, options for efficient construction and cost savings.	15/1/18	31/1/18
Preferred Contractors develop and submit a Best and Final Offer price for the Project	1/2/18	9/2/18
PAG assesses tender proposals and make recommendation for appointment of Construction Contractor	12/2/18	16/2/18
Council approves appointment of Construction Contractor	19/2/18	5/3/18
PAG negotiates contract with Construction Contractor	6/3/18	16/3/18
Construction Implementation	3/4/18	28/4/18
Design team contract novated into Construction Contract (during Design Documentation)	3/4/18	15/4/18
Site Establishment	3/4/18	28/4/18
Construction Phase	1/5/18	20/12/19
New Theatre Construction	1/5/18	20/12/19
Refurbishment Existing Building	4/2/19	20/12/19
External Works	4/2/19	20/12/19
Commissioning Phase (includes Contingency)	6/1/20	3/5/20
Commissioning / Contingency / Training	6/1/20	29/3/20
Test and Tune Events	30/3/20	31/5/20
Gala Opening	20/6/20	
LCP Open Day	21/6/20	



Next Steps

- Presentation to Council on 21 November 2016
- Council asked to adopt Plans on 5 December 2016
- Recruitment / procurement of Project Manager, Project Officer, Quantity Surveyor and Legal Services
- Completion of Project Management Plan and supporting documentation
- Development of Design Brief by 31 January 2017

14.4 PHILIP PARADE DEVELOPMENT PLAN

General Manager

City Development

For Decision

PURPOSE

The purpose of this report is to present the Philip Parade Development Plan (November 2016) to Council for consideration.

EXECUTIVE SUMMARY

The Philip Parade Development Plan (the Development Plan) relates to two parcels of land that together comprise a total area of approximately 7.8 hectares. The site is located on the southern edge of the Churchill town centre and is generally bounded by Monash Way to the west, Canterbury Way East to the south and Eel Hole Creek to the east.

The land within the Development Plan is owned by two different landowners. The Development Plan accommodates approximately 96 lots, with an overall density of 14 lots per hectare. This comprises 73 standard density lots (average size 665m²) and 23 medium density lots.

The draft Philip Parade Development Plan was made available to the public for a four week exhibition period from 22 August 2016 to 16 September 2016. A total of ten submissions were received from the community, five of which raise an objection or concern regarding a particular point of the Development Plan. Additionally, eight submissions were received from referral agencies and authorities.

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

RECOMMENDATION

That Council:

1. Endorses the Philip Parade Development Plan (November 2016); and
2. Notifies submitters, in writing, of Council's decision.

MOTION

Moved: Cr White

Seconded: Cr Gibson

That Council:

1. **Endorses the Philip Parade Development Plan (November 2016);**
2. **Consults with the Churchill community groups and relevant organisations when the Open Space and Recreation Team progress consideration of location options in relation to the Eel Hole Creek Crossing; and**
3. **Notifies submitters, in writing, of Council's decision.**

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

No officer declared a conflict of 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 complementary to its surrounds and which provides for a connected and inclusive community.

Latrobe City Council Plan 2013 - 2017

Theme 5: Planning for the future

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

Strategic Direction – Planning for the future

- Provide efficient and effective planning services and decision making to encourage development and new investment opportunities.

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

- Plan and co-ordinate the provision of key services and essential infrastructure to support new growth and developments.

Legal

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), both of which are relevant to this proposal.

BACKGROUND

The draft Development Plan was lodged with Latrobe City Council by NBA group (the proponent) in June 2016.

The subject land comprises a total area of approximately 7.8 hectares and is located on the southern edge of the Churchill town centre. The land is generally bounded by Monash Way to the west, Canterbury Way East to the south and Eel Hole Creek to the east. There are two landowners within the precinct. The Site Analysis Plan is provided at [Attachment 1](#).

The Development Plan area is identified in the Churchill Structure Plan as land for 'future residential' use. This designation is consistent with the Municipal Strategic Statement of the Latrobe Planning Scheme at Clause 21.05-3, which seeks to encourage medium density residential development on the subject site. The Development Plan precinct is the southern infill development for the Churchill Town Centre.

Amendment C47 rezoned the Philip Parade area from Business 5 Zone to Residential 1 Zone (R1Z) and introduced a Development Plan Overlay Schedule 5 (DPO5) to the site on 3 March 2011.

In the application of the new Residential Zones across the municipality, the subject site was rezoned by the Minister for Planning as part of Planning Scheme Amendment C84 from Residential 1 Zone (R1Z) to Residential Growth Zone (RGZ) on 9 October 2014.

The DPO5 requires that a Development Plan must be approved before planning permits can be issued for subdivision and development. The purpose of this is to provide a clear framework for the precinct as a whole to ensure that development occurs in a coordinated and orderly manner.

The Proposal

The Development Plan includes a concept layout for how the subject land will be developed for residential land use. The Development Plan generally indicates where future residential lots, roads, pathways, open space and physical infrastructure should be located.

The Development Plan includes a main report as well as a number of plans and background reports as appendices. The Development Plan documentation is provided at [Attachment 2](#).

To ensure a comprehensive assessment of the Development Plan, officers have undertaken the following steps:

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

- Facilitated an internal review of the draft Development Plan;
- Referred the draft Development Plan to referral agencies for their review and comment;
- Exhibited the draft Development Plan for a four week period; and
- Considered submissions from the public.

As a result of this assessment, the Development Plan has been amended in the following key ways since it was initially lodged:

- Location of the medium density development;
- Clear articulation that an increase in dwelling density may occur with further subdivision of lots;
- Refinement of the drainage response for the land;
- Change to the drainage strategy to provide for less ongoing maintenance; and
- Consideration of a Traffic Impact Assessment.

KEY POINTS/ISSUES

Requirements of the Development Plan Overlay Schedule 5 (DPO5)

The primary purpose of the Development Plan Overlay is to provide a framework for the coordinated and orderly development of the precinct which will guide permit applications for staged subdivision and development.

A Development Plan submitted to Council for approval must show a detailed assessment of both the natural and cultural features of the site, the characterisation of nearby land use and development and a comprehensive assessment as to the justification of how the Development Plan layout has been derived.

In particular, Section 3 of DPO5 (Requirements for Development Plan) states that a development plan must be prepared to the satisfaction of the Responsible Authority (Council) and the plan must address the following matters:

- Land Use and Subdivision
- Waterways
- Infrastructure Services
- Open Space
- Community Hubs and Meeting Places
- Flora and Fauna
- Cultural heritage
- Process and outcomes

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

The Development Plan has considered the above listed matters and the key considerations arising have been outlined below.

Land Use and Subdivision – Lot Density

In accordance with the requirements of DPO5 and Clause 56 of the Planning Scheme, the development layout provides for a range of lot sizes and housing density. The key map from the Development Plan showing the land use designation, layout and key features is provided at Attachment 3.

Table 1 provides an indication of the profile of lot sizes compared to the housing types that may be supported, as submitted by the proponent.

Table 1: Lot yield by potential housing type

Housing types that may be supported on this lot size	Lot size category (m ²)		
	Less than 300m ²	301-700m ²	Greater than 700m ²
Small lot housing (including townhouses and attached, semi-detached and detached houses)	6 lots	_____	_____
Dual occupancies, including duplex		61 lots	26 lots
Detached housing	_____		
Multi-unit housing sites (including terraces, row houses and villas)	_____		
Standard housing (including apartments and walk-up flats)	_____	_____	

Calculations provided in the Development Plan are indicative and have been based on average lot sizes and estimated net developable area.

The Growth Areas Authority (now Victorian Planning Authority) Precinct Structure Plan Guidelines 2009 defines net developable hectare as:

Land within a precinct available for development. This excludes encumbered land, arterial roads, railway corridors, government schools and community facilities, and public open space. It includes lots, local streets and connector streets. Net Developable Area may be expressed in terms of hectare unites (i.e. NDHa).

The Growth Area Authority (now Victorian Planning Authority) Precinct Structure Plan Guidelines 2009 is included in the State Planning Policy Framework (SPPF) as a reference document and applies to all Victorian Councils.

The Development Plan identifies a net developable area for the precinct of 6.30 Ha which will accommodate approximately 96 residential lots. This equates to a lot yield of approximately 14 lots per hectare. However, it

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should be noted that the zone, and the lot size, provides the flexibility to have increased dwelling yield.

Clause 11.02-2 of the SPPF encourages a residential density of at least 15 dwellings per net developable area for growth areas. The estimated density of 14 lots per net developable hectare for the Development Plan provides for this target be achieved by enabling more than one dwelling per lot to be created.

Conversely, at the Ordinary Council Meeting held on 19 November 2012, Council resolved the following:

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

The proposed density of approximately 14 lots per hectare, as proposed by the proponent, is considered appropriate given the context of the site and the objectives of the SPPF and the LPPF. The precinct is one of the last remaining residential growth opportunities close to the Churchill town centre and Commercial Zone. The land is zoned Residential Growth Zone (RGZ). The provisions of this zone require the achievement of increased densities and housing diversity, and therefore a lesser density is considered inconsistent with the zone. It is considered appropriate that a slightly higher density is supported than Council's preferred 11 dwellings/ha.

It is also noted that the exact number, size, layout and density of lots will be determined at the planning permit stage as long as it is generally consistent with the Development Plan.

Land Use and Subdivision – Movement and connectivity

The Development Plan includes a Mobility Plan (Attachment 4) which clearly shows the proposed road hierarchy, indicative paths, connections and existing bus routes.

The Development Plan provides a good level of movement and connectivity within the precinct providing links to the abutting existing urban area and utilising the existing infrastructure.

The internal road network has been designed in accordance with Latrobe City Design Guidelines in consultation with Latrobe City Council officers.

An existing connector street will provide the primary access through the precinct, with car parking being provided to each side of Philip Parade. An access street (category – major) will provide the primary access point into the development area off Philip Parade and Canterbury Way East. The existing connector street accommodates an existing bus route, with the precinct being within 400m of a bus stop.

The Development Plan proposes one new intersection to Philip Parade and one new intersection to Canterbury Way East. The primary location of the intersections has been determined in response to the existing road infrastructure and the site analysis. Direct driveway access to Philip Parade, Canterbury Way East and Balfour Place will be encouraged and this is appropriate given the existing and predicted traffic conditions.

Waterways – Buffers

Advice from the West Gippsland Catchment Management Authority (WGCMA) is that there is one designated waterway (un-named) within the western area of Philip Parade Development Plan, and one designated waterway (Eel Hole Creek) adjacent to the eastern boundary. The area is not within any known flood overlays and is not considered liable to major riverine flooding. WGCMA have advised that the on-site waterway can be piped, and no designated buffers to the waterway will be required.

Infrastructure Services – Stormwater

A preliminary Stormwater Management Strategy (SMS) has been submitted as part of the Development Plan (Appendix 12 of the Development Plan).

The Development Plan incorporates retarding basins to manage stormwater runoff. Each parcel contained in the Development Plan is able to be developed independently, with regard to drainage. A basin and wetland on the western parcel will provide stormwater storage and treatment. The Eastern parcel will be serviced by vegetated swales.

The SMS demonstrated that all stormwater discharge from the precinct will be treated in a manner that meets the 'Urban Stormwater Best Practice Environmental Guidelines' (CSIRO, 1999).

Infrastructure Services – Traffic

A traffic impact assessment has been submitted to assist in the assessment of the Development Plan. This traffic impact assessment provides an assessment of the proposed layout including internal access arrangements and the likely impacts on the surrounding road network.

This assessment has been reviewed by Council's infrastructure planning team who has advised that the report is satisfactory.

Open Space

The Development Plan is well serviced by existing open space reserves, including Glendonald Park and the Eel Hole Creek Linear Reserve. The existing open space reserves meet the requirements of Latrobe City Council's *Public Open Space Strategy* (May 2013), as the future households will be within 500 metres of a local park. However, given the existing oak trees in the eastern lot being worthy of retention, a local park is being created. The interface to Eel Hole Creek is also of importance to the precinct.

Given the location and size of the existing open space reserves, the Development Plan does not set aside additional land for open space in the western parcel. Instead a cash contribution (up to a maximum of 5% of the site value in accordance with Clause 52.01 of the Planning Scheme) will be required from the landowner/developer at the planning permit stage for subdivision. This cash contribution will be used towards the new Eel Hole Creek Crossing adjacent to the eastern parcel.

It is noted that the open space contribution will not be used for works in reserves associated with drainage; as such those works are the responsibility of the developer and do not constitute improvements for the purpose of public open space.

Latrobe City Council's Open Space and Recreation team are satisfied with this outcome.

Cultural Heritage

Within the subject site there are no known registered Aboriginal heritage sites, and the land is not considered to be culturally sensitive under the Aboriginal Heritage Regulations. The draft Development Plan was referred to Aboriginal Affairs Victoria (AAV) for comment, but no response was received.

Flora and Fauna – Native Vegetation

An Ecological Assessment (at Appendix 4 of the Development Plan) has been submitted as part of the Development Plan.

The assessment summarises that the ecological significance of the site is reduced by the current and historic land use. The vegetation is highly modified and only a few native trees remain on the property. No threatened species of flora or fauna were recorded during the site assessment of the subject site and surrounds. If a wetland is provided as part of the drainage solution, the landscaping will occur in a manner that enhances its habitat value.

The Department of Environment, Land, Water & Planning was consulted in relation to this assessment, and have provided their written support for the Development Plan.

Process and outcomes – consultation

In accordance with Section 3 of DPO5 (Requirements for development plan), the Development Plan has been prepared with an appropriate level of community consultation, and consultation with external referral authorities. Further information regarding the community engagement is discussed in 'Internal/external consultation' section of this report. Comments from referral responses and public submissions have been incorporated into the Development Plan where practical and appropriate to do so.

Issues or concerns raised in submissions can be categorised into the following key themes:

- Location;
- Open space and mobility;
- Housing type and density;
- Impact on existing and future development of land;
- Traffic; and
- Implementation.

A response to these all submissions is provided in [Attachment 5](#).

Implementation Plan

Chapter 11 of the Development Plan provides an implementation plan outlining the possible staging, how infrastructure, drainage, roads and open space will be delivered, and specific application requirements for the planning permit stage.

The implementation plan provides provisions for the development of each parcel to be undertaken independently.

RISK IMPLICATIONS

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

The Development Plan will contribute to reducing the following specific risk that is identified within the Risk Management Plan 2011-2014:

Shortage of land available to support population growth and planning application process that do not encourage development.

This risk is described as:

...the slow transitioning of structure plans to actual zoned and developable land.

Development plans are identified as an existing control to manage and mitigate against this risk.

FINANCIAL AND RESOURCES IMPLICATIONS

There is a financial implication for Latrobe City Council with regard to the construction of the future Eel Hole Creek crossing. The public open space contribution (to be paid for in cash) from the western parcel of land will contribute to this project. It is expected that the Eel Hole creek crossing will be further considered, budgeted and implemented as part of the Latrobe City Council *Tracks, Trails and Paths Strategy*.

All other infrastructure is developer-funded as part of future subdivision.

INTERNAL/EXTERNAL CONSULTATION

The Community Engagement Toolkit was used to ensure the community engagement activities undertaken ensured a consistent and considered approach. With reference to the IAP2 Spectrum, it was deemed that the appropriate level of engagement was 'consult' (see figure below).

IAP2 Spectrum of Public Participation

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will seek your feedback on drafts and proposals.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will work together with you to formulate solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

Engagement Method Used:

The draft Development Plan was made available to the public for a period of four weeks from 22 August 2016 to 16 September 2016. It is noted that this exhibition process is not prescribed by the *Planning and Environment Act 1987* however it was considered to be required to ensure awareness of the proposed future development of the site.

Schedule 5 to the Development Plan Overlay states that:

The development plan should be prepared with an appropriate level of community participation as determined by the Responsible Authority.

The following engagement methods were used to meet this requirement:

- Direct Notification
- Submissions
- Interviews
- Public Meeting
- Media
- Website

Details of Community Consultation / Results of Engagement:

Direct notification

Notice was sent to adjoining and nearby property owners and occupiers (254 in total), a range of authorities and community groups. A map at Attachment 6 outlines the areas that received direct notification of the draft Development Plan.

Submissions

Written submissions were encouraged to be submitted either via the online portal, via email, or in hard copy. A total of ten submissions to the proposed Development Plan were received, five of which raise an objection or concern regarding a particular point of the Development Plan.

Attachment 5 provides a summary of the submissions received, planning comment in response to each submission and an indication as to whether the Development Plan required changes as a result of this consideration. Copies of the submissions are provided at Attachment 7.

Internal Review

The draft Philip Parade Development Plan was provided to Latrobe City Council's Infrastructure, Recreation and Open Space, Environment, Statutory Planning and Strategic Planning teams for their review and comment. Each of these teams have provided comments on the draft Development Plan which have been considered and appropriate changes made.

External Review

A summary of external referral responses received is outlined in Attachment 5 and a full copy of these responses is provided at Attachment 8.

Interviews

One-on-one interviews were offered to adjacent landowners and to the owner of the western parcel of land. One interview was held with an adjacent landowner.

Public Meeting (Open House)

An 'Open House' information session was held on 7 September 2016 from 5.00 pm to 7.00 pm to discuss the Philip Parade Development Plan. A total of 13 people attended the 'Open House' information session.

Media

- Newspaper - A public notice was placed in the Latrobe Valley Express for three issues during the exhibition period on 25 August, 1 September and 8 September 2016.
- A news article was published on 1 September 2016.

Telephone/counter enquiries – 2 received

Website

- The Draft Development Plan was placed on Latrobe City Council's Website on the 'Have Your Say' page, with provision for receipt of electronic submissions from 22 August to 16 September 2016.

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Number of page views	Have a say page	Project page
<i>Including internal traffic</i>	215 page views (173 unique)	112 page view (96 unique)
<i>Excluding internal traffic</i>	159 page views (131 unique)	85 page views (74 unique)

The community consultation was consistent with Council's adopted community engagement principles.

OPTIONS

The options available to Council are as follows:

1. To endorse the draft Philip Parade Development Plan (October 2016).
2. To endorse the draft Philip Parade Development Plan (October 2016) subject to changes being made.
3. To not endorse the draft Philip Parade Development Plan (October 2016) and seek further information.

CONCLUSION

The draft Philip Parade Development Plan presents an opportunity to activate a key area of Churchill for residential development adjacent to the Churchill Town Centre.

The Development Plan has been through an assessment process by Council Officers.

The community exhibition process for the Philip Parade Development Plan resulted in ten submissions being received. Of these submissions, five raised an objection or concern, one made a suggestion and four provided overall support for the draft Development Plan. All concerns raised through the exhibition process have been carefully considered and informed updates to the Development Plan. Comments received by Latrobe City Council's Infrastructure, Recreation and Open Space, Environment, Statutory Planning and Strategic Planning teams have also been incorporated into the draft Development Plan.

SUPPORTING DOCUMENTS

Nil

Attachments

1. Site Analysis Plan
2. Philip Parade Development Plan
3. Key Map from Development Plan
4. Mobility Plan
5. Summary of Submissions (Published Separately) (Confidential)
6. Notification Map
7. Submissions (Published Separately) (Confidential)
8. Referral agencies submissions

14.4

Philip Parade Development Plan

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Looking north up Philip Parade to commercial precinct, highlights the close proximity of the site to the CBD of Churchill



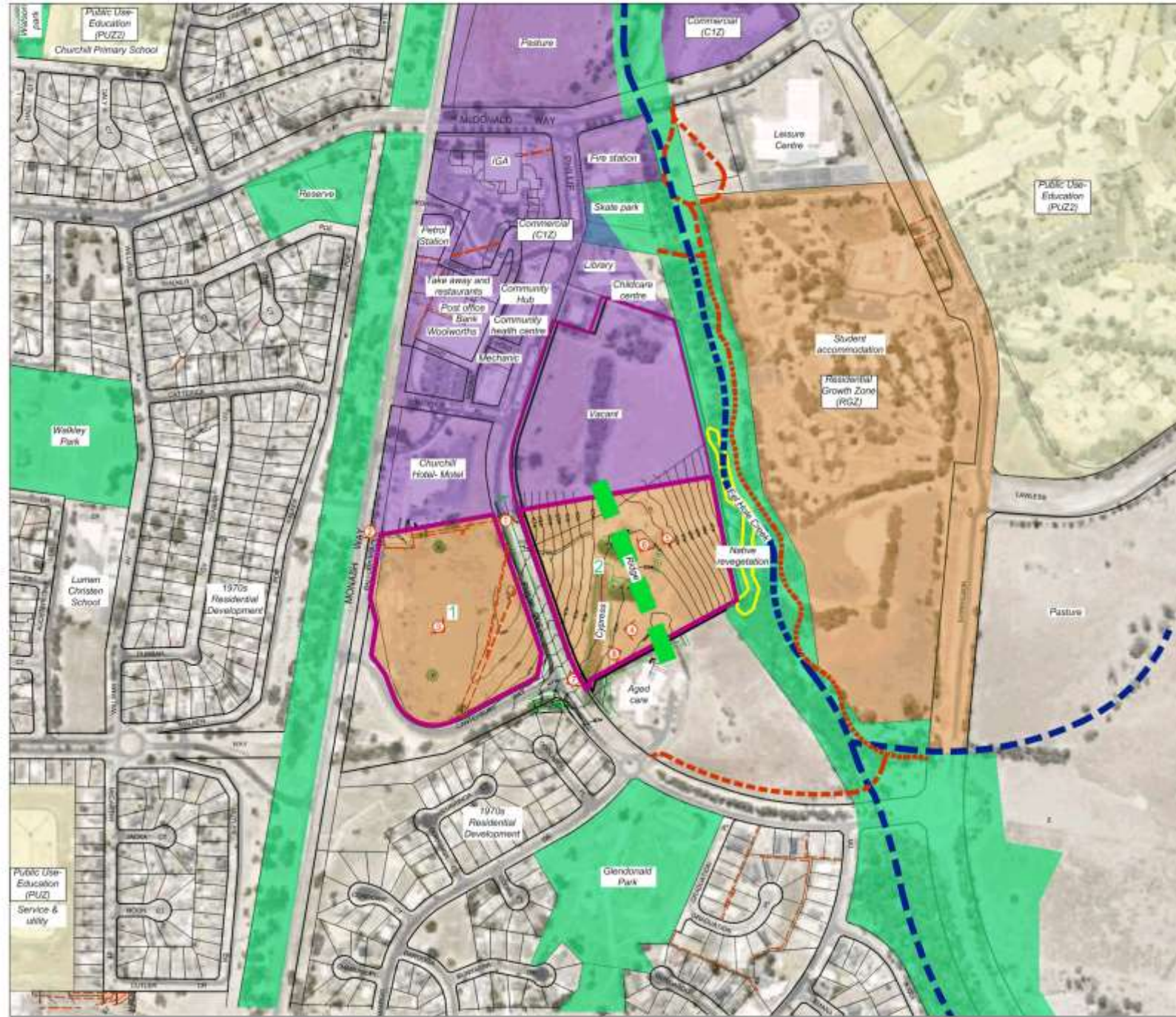
Looking south east from the north western corner of parcel 1.



View south east across parcel 1, looking to the intersection between Philip Parade and Canterbury Way.



Looking west across parcel 2 at the wind row of Cypress trees.



Some scattered native trees are located on parcel 2



A row of Oak trees are located on parcel 2



Looking across Philip Parade to Canterbury Way



Significant buffering vegetation exists on the adjacent aged care property

Legend

- Site boundary - DPO area
- Reserve
- Easement
- Creek line
- Walking trail
- Ridge
- Revegetation
- Trees and shrubs
- Contours (1m intervals)
- Ownership number



Notes

1. Site & Surrounds:
The subject site is located approximately 200m south of the town centre of Churchill. The total development plan area is approximately 7.79ha and comprises of two land holdings, Parcel 1 (PC350767) and Parcel 2 (part lot 4 on PS309824). The land is positioned between Morash Way and Eel Hole Creek and the two parcels are separated by Philip Parade. The site itself is currently unused but has a long history of agricultural use, resulting in highly modified land. A Cypress wind row is planted from the south west corner to the centre of parcel 2, where a row of scattered Oaks are also located. This lot peaks with a central ridge line which drops 6 metres to the east and west boundaries. Parcel 1 lot is void of any significant vegetation and contains a modest slope from the central eastern boundary down the western boundary.

There is existing suburban residential development located to the south and west. The land located directly north west contains a Hotel-Motel whilst the land north east is currently vacant. Adjacent to this is commercial land with Supermarkets, Takeaway Food, Health Care centre and Bank. Eel Hole Creek runs alongside the eastern boundary and Monash University is located approximately 1.3km north east.

2. Planning Controls:
The subject land is zoned Residential Growth Zone 1 and covered by the Development Plan Overlay - Schedule 5. There are no other overlays.

3. Aboriginal Cultural Heritage Sensitivity:
The land is not an area of Aboriginal Cultural Heritage Sensitivity.

4. Bushfire:
The entire development plan area is classified as a Bushfire Prone Area (BFA).

5. Opportunities:

- To take advantage of undeveloped residential zoned land within the town boundary in accordance with the Churchill Structure Plan;
- To aid in the provision of affordable housing;
- To take advantage of existing infrastructure and the close proximity to the town centre and recreational facilities;
- To increase the intensity of land development around the inner core of the township;
- To provide a quality development that responds to the site and surrounds;
- To create vehicular and pedestrian connections to adjoining areas;
- To take advantage of the generous abutment to the primary road network that the land offers.

6. Constraints:

- The various existing easements dissecting the land including Electricity Easement, Drainage & Sewerage Easement and Camseway Easement all located on parcel 2.

SITE ANALYSIS PLAN

Philip Parade Development Plan
Philip Parade, Churchill (Part lot 4 on PS309824 and PC350767)
Latrobe City Council

18732 DP1_V2
August 2016

NBAgroup
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PHILIP PARADE DEVELOPMENT PLAN

Prepared by NBA Group

November 2016

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PHILIP PARADE DEVELOPMENT PLAN



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Appendix 2 – Site Analysis Plan 18732DP1
Appendix 3 – Infrastructure Report by Millar Merrigan August 2016
Appendix 4 – Ecological Assessment by Millar Merrigan August 2016
Appendix 5 – Development Plan 18732DP2
Appendix 6 – Open Space Plan 18732DP4
Appendix 7 – Mobility Plan 18732DP3
Appendix 8 – Cross Sections Plan 18732DP7
Appendix 9 – Landscape Concept Plan 18732DP5
Appendix 10 – Staging Plan 18732DP8
Appendix 11 – Design Response Plan 18732DP6
Appendix 12 – Stormwater Management Statement by Millar Merrigan November 2016
Appendix 13 – Vegetation Removal Plan 18732DP9

PHILIP PARADE DEVELOPMENT PLAN



1 Introduction

This Development Plan applies to land referred to as 'Philip Parade' and covers an area of approximately 7.8 hectares. The land is situated directly south of the Churchill Township and is bound by Monash Way to the west as shown in Figure 1 below.

The land is zoned Residential Growth Zone – Schedule 1 (RGZ1) and covered by a Development Plan Overlay - Schedule 5 (DPO5).

The Development Plan Overlay is a planning tool used to guide future development of land. It is commonly used in areas where land is controlled by multiple land owners and an integrated development outcome is required.

The Department of Planning and Community Development (the 'DPCD' – now 'DELWP') outlined the purpose of the DPO as follows:

The DPO prevents the granting of permits under the zone before the Development Plan has been approved. The purpose of this provision is to restrain use and development of the land until a plan has been prepared and ensure that future use and development of the land is carried out in accordance with that plan. The Development Plan details the form and conditions that must be met by future use and development of the land.

The Philip Parade Development Plan (the 'PPDP') has been prepared in accordance with Schedule 5 of the DPO. It provides guidance for development across two allotments in separate ownership and will ensure a cohesive and integrated development.

The Development Plan identifies where roads, reserves and physical infrastructure should be located. The PPDP has been prepared in consultation with Council Officers and is based on best practice urban design principles, it is responsive to site conditions including topography, drainage, vegetation, abuttal to neighbouring uses and site opportunities and constraints.

There are two major components that comprise the Development Plan:

- **The Plan** – depicting a broad urban layout including lot layout, road network, location of reserves and stormwater treatment;
- **The Report** – providing context for the preparation of the Development Plan, summarising existing site conditions, analysing key opportunities and constraints and describing the plan and its implementation.

These two documents should be considered in conjunction with each other.

The Development Plan has been prepared following the preparation of several investigative reports and assessments including:

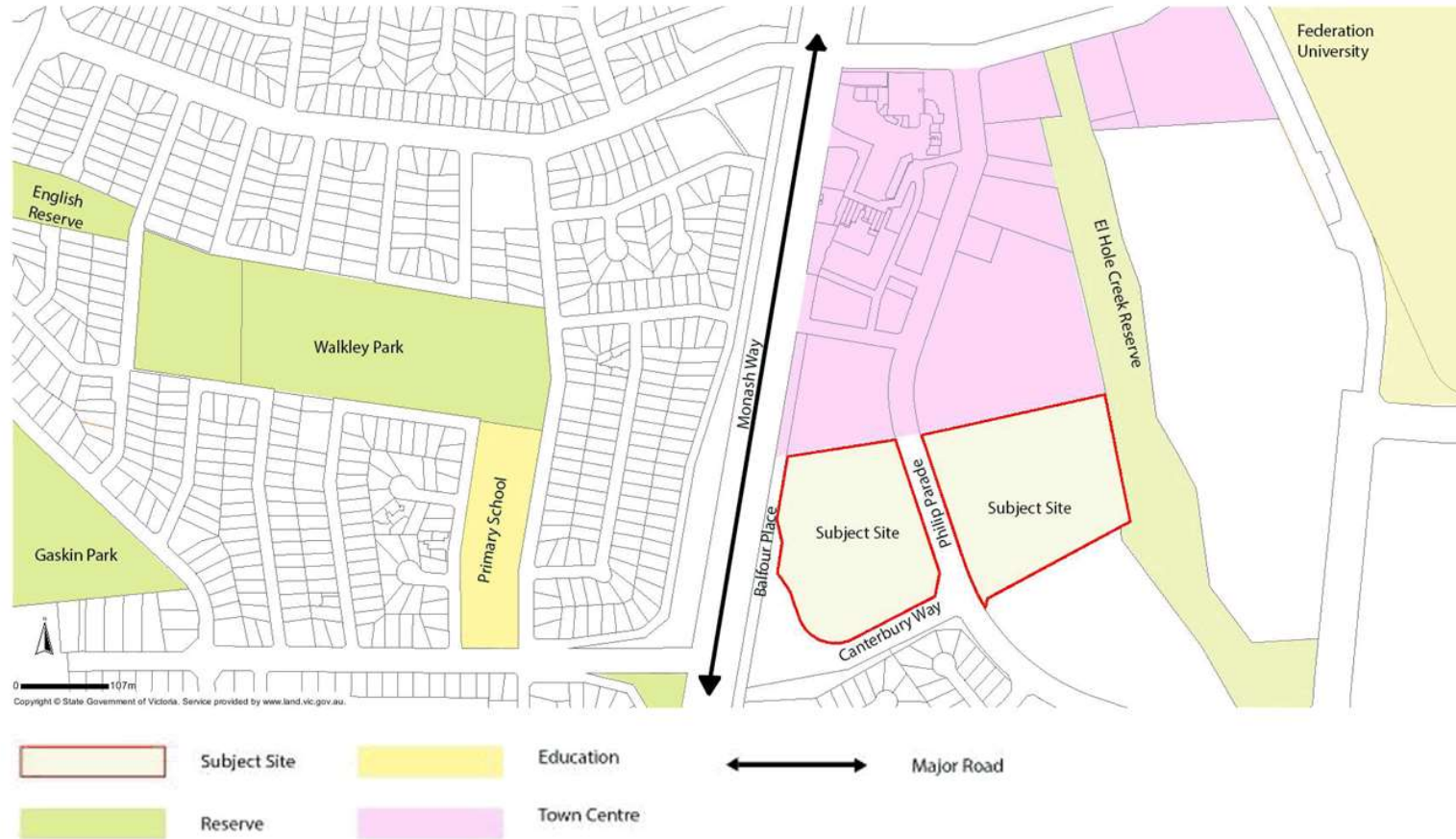
- **Infrastructure Servicing Report** - an assessment of available infrastructure and its ability to service the proposed development, prepared by Millar Merrigan, June 2016;
- **Ecological Assessment** – an assessment of the ecological features of the site, prepared by Millar Merrigan, June 2016;
- **Stormwater Management Statement** – an assessment of the drainage conditions on site and post development, prepared by Millar Merrigan, November 2016.

These reports can be found within the attached Appendices.

PHILIP PARADE DEVELOPMENT PLAN



Figure 1 – Context Plan



PHILIP PARADE DEVELOPMENT PLAN



2 Subject Site Analysis

2.1 Local Context

The Philip Parade Development Plan applies to land immediately south of the township of Churchill.

The Latrobe Planning Scheme identifies Churchill as a 'main town' that is centrally located within the municipality. It was established in the 1960's as a replacement town for Yallourn and designed to accommodate the workforce of the Latrobe Valley power generation industry. The township was planned for an estimated population of 40,000 and as such provided with significant infrastructure which included major water and hydraulic infrastructure, a well-defined commercial area and generous open space areas. The existing population of approximately 5,000 is well below that of which the town was originally planned for and as such the town has substantial areas of undeveloped land available.

In the last decade, Latrobe City Council have undertaken strategic projects to plan and manage growth and change within the municipality over a 30 year period. The *Churchill Structure Plan (2007)* has been incorporated into the planning scheme and provides clear direction to the community, government and the development industry about

appropriate development for the township. The plan includes the subject land as 'Area 4' which is designated for 'future residential' use.

Figure 2 – Extract of Churchill Structure Plan Subject site identified as Area 4.



2.2 Adjoining Land Uses

The subject site interfaces with commercial land to the north, the Eel Hole Creek to the east, residential land to the south and Canterbury Way and Balfour Place to the west. The land is dissected by Philip Parade. As can be seen from the aerial photograph at Figure 9.

The commercial centre of Churchill is immediately **north** of the subject site and can be accessed either via Philip Parade or Monash Way. Abutting the

northern boundary of the site is the Churchill Hotel-Motel and vacant commercial land. Within the township other commercial facilities include two supermarkets, a shopping centre containing specialty stores, a health centre, childcare centre, bank and automotive repairs.

Figure 3 – Existing Commercial area accessed via Philip Parade



Figure 4 – Churchill Hotel abutting the site



PHILIP PARADE DEVELOPMENT PLAN

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The site abuts Eel Hole Creek to the **east**. The creek is contained within a lineal reserve that leads north-south through town to the east of the commercial centre. The reserve contains a walking trail and expanse of native vegetation. Further east of the creek is Federation University, a substantial tertiary centre, and its associated student accommodation.

Figure 5 – Sites abuttal to Eel Hole Creek lineal reserve



The site abuts Canterbury Way and residential land to the **south**. The residential land is developed with an aged care facility and is vacant to the south east and a typical residential estate to the south west. The aged care facility is lined with canopy vegetation providing a visual buffer to the site. The residential estate comprises of allotments that vary in size between 500m² and 1000m² and are developed with single dwellings and associated outbuildings, open space and services.

Figure 6 – Sites abuttal to aged care facility



Figure 7 – Typical character of neighbouring residential estate



The site abuts Canterbury Way and Balfour Place to the **west**. Access to these local streets is available from Monash Way. Further west is the main residential area of Churchill. This area contains a grid pattern of development with single dwellings occupying standard sized allotments. Interspersed throughout the area are three Primary Schools, a number of open space reserves, a police station and sporting facilities.

Figure 8 – Sites abuttal to Balfour Place and Monash Way



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PHILIP PARADE DEVELOPMENT PLAN



2.3 Site Description

The PPDP applies to two parcels of land with an area of approximately 7.8ha, the lots are identified as part of land in Lot 4 on PS309824F (Vol. 10198 Fol. 682) and all of land in PC350767V (Vol. 9976 Fol. 461). Copies of the certificates of title are available at Appendix 1.

It is noted that Lot 4 PS309824F contains split zoning with half of the land contained within the Commercial Zone and the other half the Residential Growth Zone. The PPDP deals only with the portion of the land contained within the Residential Growth Zone.

As shown in Figure 9, the land is irregular in shape and the two parcels are separated by Philip Parade. The land is vacant in nature, it contains no buildings or improvements and is currently unutilised. Previous land practices were for agriculture and as a result the land is highly modified.

The topography of the land is undulating. The western portion generally falls east towards Philip Parade where a drainage line traverses the south eastern corner of the lot. This drainage line is identified by the West Gippsland Catchment Management Authority (WGCMA) as a 'registered waterway'. The eastern portion of the land rises to a central peak that is some 10m higher than the

lower points on the eastern and western boundaries.

In terms of its natural and cultural values, the site is dominated by exotic ground cover that is of low ecological value. It contains a planted windrow of Cypress and two small rows of Oak trees, however contains no patches of native vegetation and no evidence of significant fauna species are available. There are no known registered Aboriginal heritage sites and the land is not considered to be culturally sensitive under the Aboriginal Heritage Regulations.

A number of easements exist throughout the western portion of the Development Plan area for the purposes of drainage, sewerage, electricity and carriageway.

A detailed analysis of site conditions is provided at section 3 below and on the Site Analysis Plan (18732DP1) at Appendix 2.

Figure 9 – Aerial Photograph



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PHILIP PARADE DEVELOPMENT PLAN

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3 Site Assessments

The PPDP has been prepared following the preparation of several investigative reports which can be summarised as follows:

3.1 Infrastructure Servicing

An Infrastructure Servicing Report was prepared by Millar Merrigan (June 2016) and provides an assessment of the infrastructure available within the area and its ability to service the Development Plan area. The report is included as Appendix 3 and provides the following summary of existing conditions:

- Topographically speaking the eastern portion of the site has a ridgeline that runs north-south through the centre of the allotment and tapers down west towards Philip Parade and east towards Eel Hole Creek. The western portion has a gentle slope west to east where a drainage line traverses the south eastern boundary.
- Existing sewerage infrastructure includes two 300mm diameter sewer mains located either side of the Development Plan Area, both of which can be utilised to service the development without creating capacity issues.

- Reticulated Water is readily available and can be extended to service the Development Plan area without creating any capacity issues.
- Existing AusNet overhead powerlines run along the eastern side of Philip Parade and include three pole mounted substations. Discussions with Ausnet have indicated upgrades will be required to service the development including the provision of a new kiosk and underground cables.
- Overhead powerlines are available along the northern boundary of the western portion of the Development Plan Area. This overhead supply can be retired and redirected underground as part of the development of the land.
- APA Group have advised that gas infrastructure exists on the western side of Philip Parade and the Development may be able to be serviced with natural gas. Any works required to service the development with gas would be subject to contributions from the developer.
- Telstra Telecommunications and NBN infrastructure is available within the area and can be extended to service the development with no anticipated capacity issues.

- The responsible authorities for local drainage are West Gippsland Catchment Management Authority (WGCMCA) and Latrobe City Council. WGCMCA mapping suggests a registered waterway traverses the south eastern corner of the western development plan area as indicated with a blue line in Figure 10 below. Onsite, the blue line could be more accurately described as a degraded drainage line with no environmental values. The drainage line is contained within a drainage and sewerage easement that varies in width and benefits land to the south of the site, as detailed on the Certificate of Title at Appendix 1.

Figure 10 – WGCMCA Blue Line



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3.2 Existing Road Network

The Development Plan has abuttal to and is in the vicinity of the following:

- **Philip Parade** - Dissects the PPDP area. It is a local collector road with a carriageway width of 8.5m providing one lane and one bicycle lane in each direction. The road has a sealed surface, semi mountable kerb to the east side of barrier kerb to the west side and footpaths on either side. The speed limit in the vicinity of the site is 60km/h. South of the PPDP area the intersection of Philip Parade with Amaroo Drive is treated with a roundabout.

Figure 11 – Photograph of Philip Parade

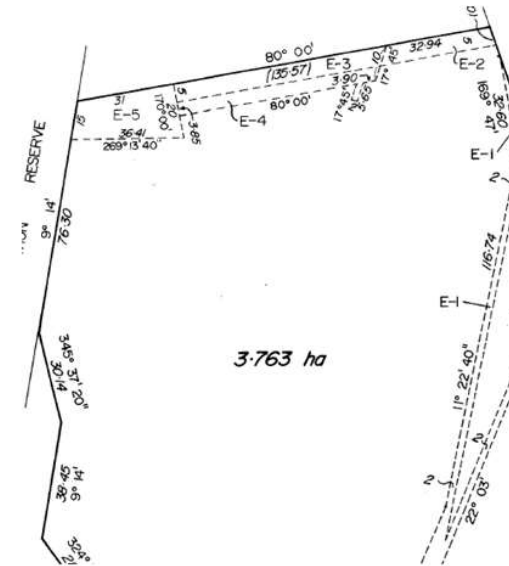


- **Canterbury Way** – abuts the southern boundary of the western portion of the site. It is a local collector street with an 8m carriageway width that provides one lane in

each direction. There is no constructed kerb and the speed limit in the vicinity of the site is 60km/h.

- **Monash Way** – is an arterial road to the west of the PPDP area that is managed and controlled by VicRoads. The road has a carriageway width of 12.5m and provides one lane in each direction with constructed swale kerb. The speed limit in the vicinity of the site is 70km/h when travelling north and 80km/h when travelling south. The PPDP does not directly abut Monash Way.
- **Balfour Place** – is a local access street that abuts the western boundary of the PPDP area. It provides access from Monash Way to the commercial area north of the site. It has an 8m carriageway with one lane in each direction and semi mountable kerb. There is no footpath however on street parking is available. The speed limit in the vicinity of the site is 60km/h. A section of carriageway easement exists in the north western corner of the site and provides vehicle access through the site to the commercial area to the north as shown in the aerial photograph in Figure 9 above and the extract of Plan of Consolidation shown in Figure 12.

Figure 12 – Carriageway Easement (labelled as E5)



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3.3 Public Transport

Latrobe Valley Bus Lines provide the public transport for Churchill on behalf of Public Transport Victoria (PTV).

There are 6 different routes that service Churchill. They are:

- Route 2 – Morwell to Churchill;
- Route 3 – Traralgon to Churchill;
- Route 4 – Churchill to Boolarra via Yinnar;
- Route 7 – Traralgon to Churchill via University;
- Route 9 – Traralgon to Churchill;
- Route 30 – Churchill Town Loop.

As can be seen on the Mobility Plan, the PPDP area is within a 400m radius of two bus stops:

- **Philip Parade Commercial Area** – A stop to the north of the PPDP at the southern extent of the commercial area. This stop is serviced by routes 2, 3, 7 and 30.
- **Amaroo Drive/Philip Parade** – A stop to the north of the site within the existing residential estate. This this is serviced by route 2.

In addition to these stops and located at the northern extent of the commercial area, is the Churchill Shopping Complex bus exchange that is serviced by all 6 routes.

Figure 13 - Mobility Plan showing 400m radius of bus stops



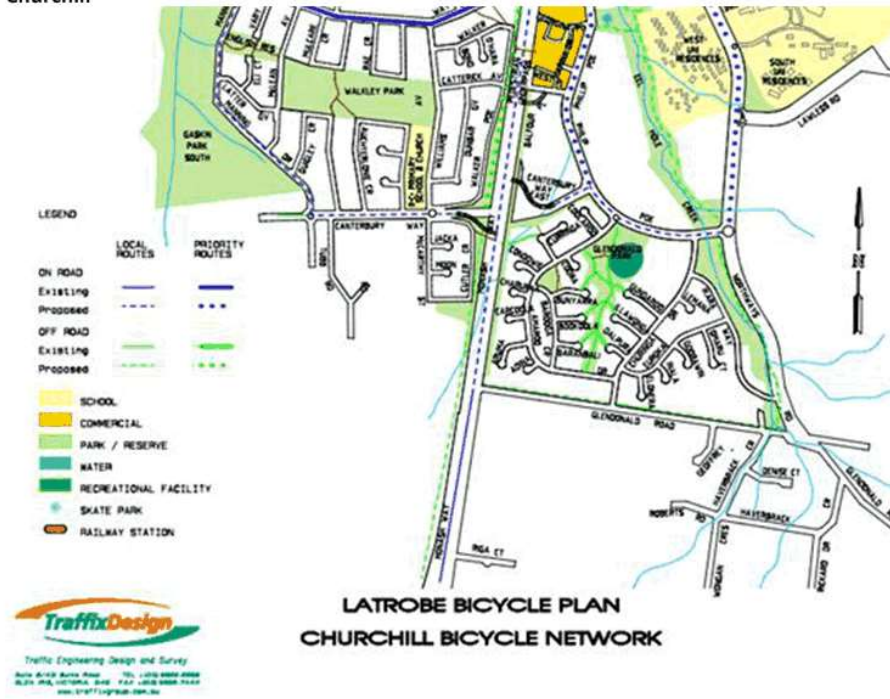
PHILIP PARADE DEVELOPMENT PLAN



3.4 Bicycle Network

In accordance with the *Latrobe City Bicycle Plan (2007)*, bicycle lanes exist along Philip Parade as a priority route into town. The Bicycle Plan recommends a local route along Canterbury Way however there are no lanes within the existing roadway nor are there any shared pathways.

Figure 14 – Latrobe City Bicycle Network for Churchill



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3.5 Ecological Considerations

An Ecological Assessment has been prepared by Millar Merrigan (June 2016) and is included as Appendix 4. The assessment provides the following description of the existing conditions:

- The land is located within the Gippsland Plain Bioregion and historically two ecological vegetation communities (EVC's) occurred within the study area; Swampy Scrub and Grassy Woodland (see Figure 16).
- The site has been extensively cleared, it contains no patches of native vegetation and no longer supports vegetation communities due to past agricultural activities (see Figure 17).
- The study area has been significantly degraded, it supports predominantly introduced vegetation that is of limited value. The dominant groundcover is exotic pasture grass (see Figure 15).
- There are some scattered trees across the site a few of which are indigenous. The PPDP indicates where native vegetation can easily be retained or removal may be considered. Consideration should be given to the retention

or removal of these trees at the subdivision design stage.

- Two flora species listed under the EPBC Act and Flora and Fauna Guarantee Act 1988 were identified within the surrounding area however do not occur on site.
- DPO5 identifies that Growling Grass Frog (*Litoria raniformis*) and Dwarf galaxias (*Galaxiella pusilla*) could be present in the surrounding area however the site does not present suitable habitat for either species.
- The neighbouring Eel Hole Creek could potentially provide suitable habitat for the Growling Grass Frog. Future development should adequately manage stormwater runoff and control sediment to ensure no impact on this potential habitat.

Figure 15: Image of subject site showing exotic pasture



Figure 16: 1700's EVC



Figure 17: 2005 EVC



PHILIP PARADE DEVELOPMENT PLAN



4 The Development Plan

The Philip Parade Development Plan is illustrated in Figure 18 and Appendix 5. It is a concept for the development of the subject land and will provide the basis for the preparation of future subdivision applications.

The intention of the PPDP is to provide an attractive well designed residential estate that expands on the existing urban area and takes advantage of the lands abuttal to the Churchill Township.

4.1 Residential Growth Zone

The PPDP site area is zoned Residential Growth Zone (RGZ) the Purposes of which include:

- *To provide housing at increased densities in buildings up to and including four storey buildings;*
- *To encourage a diversity of housing types in locations offering good access to services and transport including activities areas;*
- *To encourage a scale of development that provides a transition between areas of more intensive use and development and areas of restricted housing growth.*

The zone provisions need to be read in conjunction with the context of the Churchill township. It must be acknowledged that there is no policy imperative

for higher density housings for this site, certainly four storey buildings would not be appropriate.

The Gippsland Regional Growth Plan identifies Latrobe City as a focal point for urban growth. Latrobe City consists of the combination of Moe, Morwell, Traralgon and Churchill and integration across the four centres is encouraged to support the functioning of a single urban system.

Unlike the other main towns, which have access to regional rail services, Churchill is not a transit city but is principally a 'university town'. Despite the town being originally planned for a population of 40,000 it only contains a fraction of that at around 5,000. The 'Latrobe Structure Plans – Background Report' (Beca 2007) notes that *significant population growth is not expected in Churchill* and notes that the appropriate development of the subject land (denoted as Area 4) with 'high amenity housing choice' was a priority. There is no doubt that this is still a priority 9 years on from this report (see further discussion regarding the Churchill Town Centre Concept Plan at Section 5.1).

4.2 PPDP Response

The PPDP delivers an integrated and sustainable neighbourhood where future residents can choose from differing housing types in a high amenity setting. The PPDP provides for standard residential allotments with the inclusion of some designated medium density housing areas including two sites proposed that are strategically positioned adjacent to proposed public open space reserves. It is noted, given the sites zoning as RGZ, that there would be further development opportunities for standard residential allotments to provide for dual occupancy development and the like, subject to further approval. There are particularly good opportunities for such development on corner sites.

The design has been influenced by the natural features of the site, it ensures that streets are well connected and easy movement through the neighbourhood and to surrounding urban areas is provided. The provision of shared paths within road reserves and public open space reserves will provide a pleasant environment for residents to walk and cycle through the neighbourhood. The sites location within walking distance to the main township of Churchill will encourage alternative modes of travel.

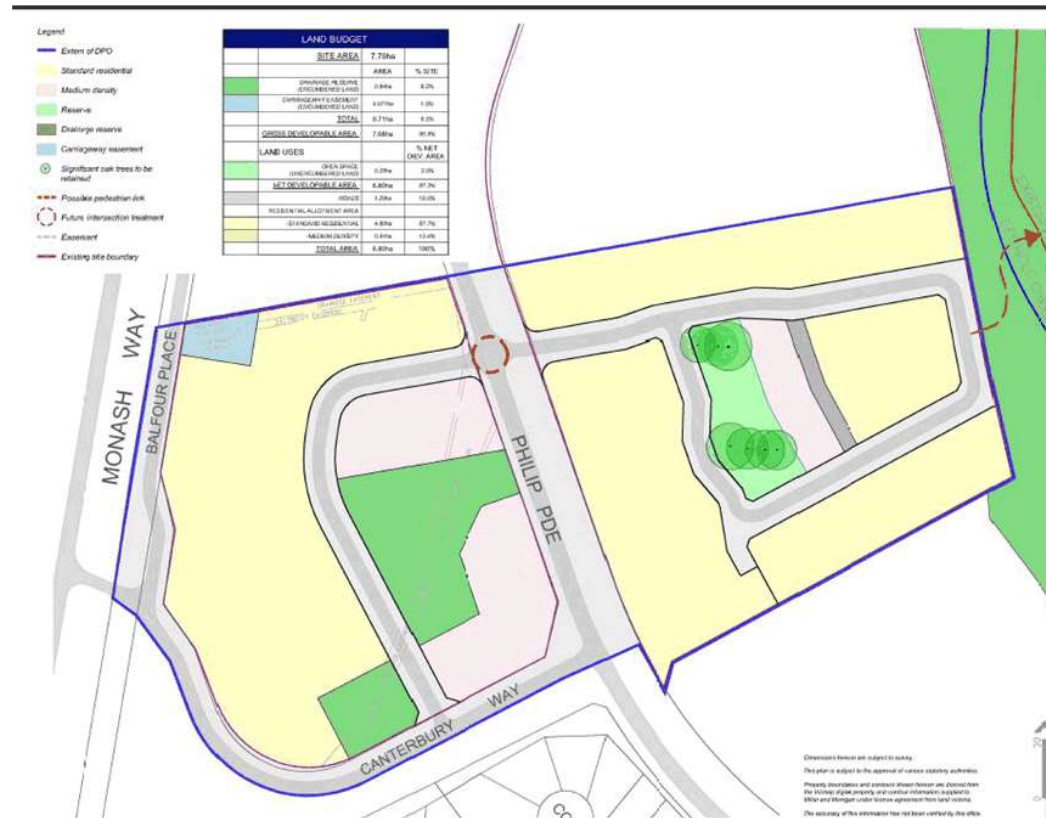
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The eastern portion of the site contains an open space reserve situated on the ridge line and containing two parallel rows of attractive Oak trees. Following consultation with Council officers we were advised (email 22nd September 2015) that Council's preference was to retain these trees within an open space reserve.

Water Sensitive Urban Design (WSUD) techniques will ensure a sustainable development in terms of capture, use and treatment of stormwater with the provision of a wetland within an open space drainage reserve. Landscaping around the wetland will improve ecological integrity and provide habitat potential for native flora and fauna.

The key elements of the plan are detailed in the following chapters of this report.

Figure 18 – Philip Parade Development Plan



PHILIP PARADE DEVELOPMENT PLAN



4.3 Principles & Objectives

The PPDP has been prepared in accordance with a series of strategic objectives based around best practice approach to growth area planning and established provisions of Clause 56 of the Latrobe Planning Scheme. The Metropolitan Planning Authority (MPA) Precinct Structure Planning Guidelines provide clear objectives and direction for delivering sustainable neighbourhood design in growth areas. While these guidelines were developed for metropolitan areas they have relevance in Churchill despite it being a regional centre and have been used to test the key elements of the PPDP.

The objectives of the PPDP are as follows:

Housing:

- Provide for use of residentially zoned land situated immediately south of the commercial township of Churchill.
- Provide increased residential density to meet a range of population needs as the community grows.
- Provide a range of lot sizes that promote housing choice and affordability.
- Provide flexible housing that can meet the needs of varying households as they move through life cycle changes, including aging in place.

- Provide a density of development that is in keeping with the character of Churchill.
- Locate medium density housing sites in high amenity, easily accessible areas.
- Promote active frontages to roads and open space, particularly on corner allotments and medium density sites.

Access and Movement

- Provide connectivity to the existing Township and the services within it.
- Provide safe and convenient street networks that are easily navigated.
- Create a well-connected street network that integrates with the existing road network.
- Promote walkability and cycling through a well-designed shared path network, thus reducing carbon emissions.
- Provide links to the existing pedestrian pathway in Philip Parade.
- Provide pedestrian links to the Eel Hole Creek Reserve and existing pathway within this reserve.
- Ensure street networks are designed to cater for varying choices of movement by the community ie walking, cycling, public transport, car and other motorised vehicles.
- Provide for infrastructure upgrades to the existing road network as necessary.

Open space

- Provide open space areas to accommodate passive recreation whilst also accommodating drainage needs.
- Ensure open space is provided in accordance with Latrobe City's Open Space Strategy.
- Establish a sense of place and community.
- Provide unencumbered land as open space.
- Ensure open space areas are comfortable, well designed and can facilitate passive and active recreation.
- Provide cash in lieu to fund open space improvements in accordance with the Latrobe Play Space Strategy.

Environment

- Utilise natural site features including topography and drainage to guide design.
- Incorporates Water Sensitive Urban Design (WSUD) techniques into open space areas.
- Enhance the environmental values of the site.
- Protect the built environment from flooding, inundation and stormwater drainage.
- Vegetate the Development Plan area in themes that build on the existing character of Churchill.

PHILIP PARADE DEVELOPMENT PLAN



4.4 Land Budget

The MPA Precinct Structure Planning Guidelines provide the basis for calculating land use. They include the following definitions used in the land budget.

- **Encumbered Land** is constrained for development purposes. Includes easements for power/transmission, sewer, gas, waterways/drainage; retarding basins/wetlands; landfill; conservation and heritage areas. This land may be used for a range of activities (eg walking trails, sporting fields). It is not provided as a credit against public open space requirements, however regard is taken to the availability of encumbered land when determining the open space requirement.
- **Gross Developable Area** is the total precinct area excluding encumbered land, arterial roads and other roads with four or more lanes.
- **Net Developable Area** is land within the precinct available for development. This excludes encumbered land, arterial roads, railway corridor, government schools and community facilities and public open space. It includes lots, local roads and connector streets

Table 1 – Land Budget

	Ha	% Site
TOTAL DEVELOPMENT PLAN AREA	7.79	
ENCUMBERED LAND	0.71	9.2
Drainage reserve	0.64	8.2
Carriageway Easement	0.077	1.0
GROSS DEVELOPABLE AREA	7.08	90.8
OPEN SPACE (UNENCUMBERED)	0.28	3.90
NET DEVELOPABLE AREA	6.80	87.3
Roads	1.29	19.0
Residential Allotment Area		
▪ Standard Density Residential	4.60	67.7
▪ Medium Density Residential	0.91	13.4

5 Land Use Framework

5.1 Housing Density

The PPDP aims to achieve an urban neighbourhood that can provide a density that respects the existing residential character of Churchill and is in accordance with the applicable zoning requirements.

In accordance with DPO5 and Clause 56 of the Latrobe Planning Scheme, the PPDP can provide lot sizes that vary and provide housing diversity and choice.

Clause 21.05 of the Latrobe Planning Scheme spells out Council's vision for main towns. Clause 21.05-3 contains the specific strategies for Churchill and the accompanying Churchill Town Centre Concept Plan denotes the subject site as area 5. This Clause specifically shows Area 4 as being encouraged for 'medium density development' whereas Area 5 encourages 'standard residential development'. Nevertheless the provisions of the RGZ clearly provide for housing diversity and where appropriate increased densities. The PPDP caters for this by providing for some nominated areas of preferred medium density development in areas with high amenity appeal adjacent to proposed open space reserves.

An indicative subdivision plan has been prepared and forms the basis of background reports prepared for the PPDP. The subdivision plan indicates that the PPDP has the potential to accommodate:

- **Standard density lots** – lots that vary between 520sqm and 1123sqm with an average of 665sqm;
- **Medium density lots** – assuming a density of 25 lots per hectare the medium density sites have the potential to yield approximately 23 allotments.

The MPA Precinct Structure Planning Guidelines includes the following definition:

- **Net Housing Density** – The number of houses divided by the net developable area.

It is anticipated that the Development Plan will yield approximately 96 allotments/dwellings - 73 standard density and 23 medium density, representing an overall density of **14 lots per hectare**. The State Planning Policy Framework encourages an average overall density in metropolitan growth areas of 15 lots per hectare,

whilst Latrobe City Council has adopted a preferred density of 11 lots per hectare for growth areas associated with the major towns in the municipality. It is considered that in this circumstance a density of 14 lots per hectare is an acceptable response to the opportunities and constraints of the site, reflects the density of existing residential areas in Churchill and is compatible with the Residential Growth Zone. The proposed density provides the opportunity to provide a variety of allotments suited to the needs of future residents and is the best long term community outcome.

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5.2 Housing Diversity

The PPDP provides for a mix of housing types and sizes which provides a diversity of choice for future residents. It will cater for housing affordability, first home buyers, growing households and ageing in place. The following forms of housing will be developed across the subject site:

- **Standard Density** – The majority of the PPDP provides for standard residential allotments; that is lots that vary from approximately 520sqm to 1123sqm. The overall average lot size of standard residential lots is 665sqm which is consistent with the existing density in the developed residential areas of Churchill.
- **Medium Density** – medium density allotments are proposed to provide for smaller housing types on low maintenance allotments. These allotments may be well suited to smaller households or retirees. The medium density housing sites are strategically located in high amenity areas where they overlook proposed open space reserves and access to local facilities and services are readily available. If developed at a density of 25 lots per hectare it is anticipated that the medium density allotments can accommodate approximately 23 dwellings to suit the needs of the local community.

PHILIP PARADE DEVELOPMENT PLAN

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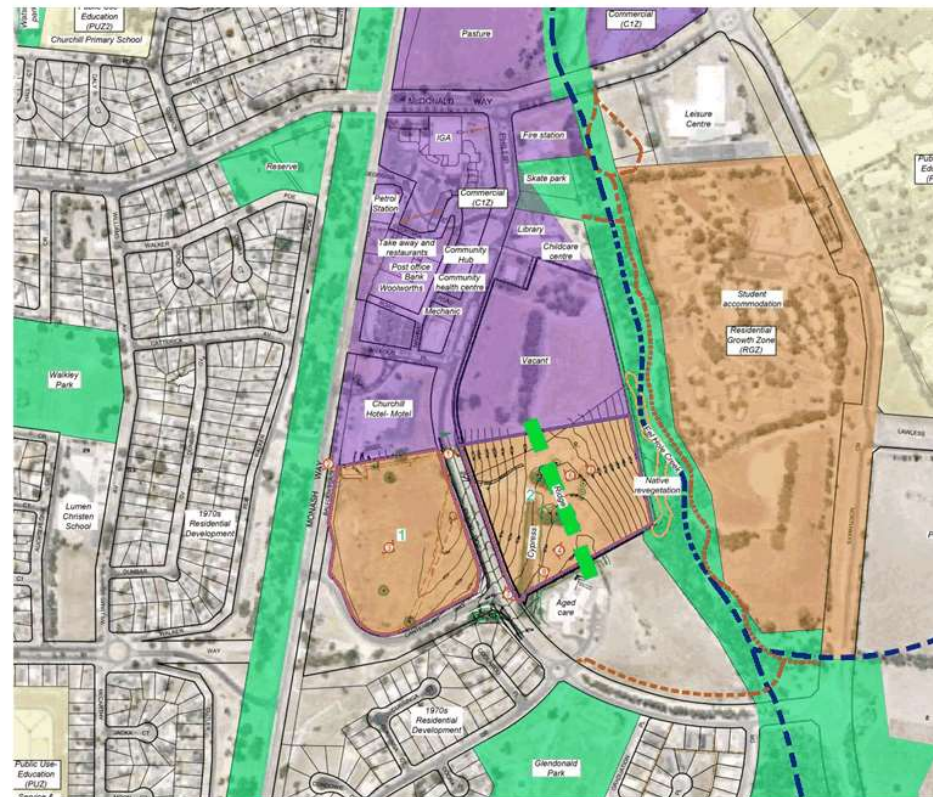
6 Open Space

Churchill is well serviced with a variety of open space areas that are easily accessible to the future residents of the PDP. Council's adopted *Public Open Space Strategy (March 2013)* includes the following summary of the open space availability in Churchill:

- Churchill has considerably more open space than the residential average (ie. 36.03ha/1000 people compared to the average of 17.62ha/1000);
- Parkland – General Use reserves account for the majority of open space provision in Churchill (ie 57% of all sites and 44.4% of total area provided);
- Sports open space accounts for 11% of all sites and contribute over one third of total hectares available (35.8%);
- Churchill has a high proportion of Linear Links reserves (ie 16% compared to the City average of 10.6).

Figure 19 below identifies public open space areas within close proximity to the subject site (shaded green). Of particular interest is Glendonald Park which is situated south of the site and includes walking trails, a basketball court, play equipment and large open spaces for active recreation.

Figure 19 – Existing open space areas within Churchill



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The Open Space Strategy includes the following relevant policy:

- *In residential areas, new subdivision be levied at 10% of the net developable area as total public open space of which a minimum 5% must be unencumbered and where required suitable for active open space development.*

It notes that cash should be accepted from a developer in lieu of land where the size of the subdivision does not allow sufficient land to be taken as open space to meet the demand identified within the boundaries of the subdivision, or adequate open space areas are already available within the locality. Cash collected in lieu of land for open space should be invested in embellishment of existing or proposed open space areas such as landscaping and the provision of recreational facilities or play equipment.

As shown on the Open Space Plan (18732DP4) at Appendix 6 approximately 0.92ha of the DP area is to be set aside as open space which equates to 11.1% of the total site area. Of this land, 0.28ha is proposed as unencumbered recreation space (3.6%) whilst 0.64ha is an encumbered drainage reserve (8.2%). The unencumbered open space is contained entirely within the eastern portion of the development plan and the size represents 5% of the

total area of that title. The creation of this open space reserve will satisfy Clause 52.01 for the eastern title whilst the developer of the western title will be required to make a cash in lieu contribution to Council equivalent to 5% of the value of the land, in accordance with Clause 52.01 and to the satisfaction of Council.

The site has abuttal to the lineal reserve that contains the Eel Hole Creek and the PPDP recommends providing a pedestrian connection from the site to the pathway within the Eel Hole Creek reserve. It is envisaged that these works would be undertaken by Council and could utilise the cash in lieu collected (under clause 52.01) from the development of the western portion of the DP. These funds could also be utilised for the embellishment of the proposed open space reserve with seating or play equipment or improvements to Glendonald Park as identified in the Latrobe City Play Space Strategy.

It is submitted that due to the adequate provision of open space within the Churchill Township and the preference of Latrobe City Council, the provision of a combination of land and cash in lieu as payment for open space is considered appropriate in this instance.

Other open space areas including those for general use are available within walking distance to the

site, including Glendonald Park to the south, and as such future residents will have more than adequate areas of open space for the passive and active enjoyment of the outdoors.

The encumbered open space area will be attractively landscaped as discussed, will contain a shared pathway and provides for recreation despite the proposed WSUD feature.

The unencumbered open space area should be provided with an attractive landscape treatment that may include streetscape furniture, a play space, additional landscaping and open grassed areas for recreation.

It is noted that the Churchill Structure Plan does not require the provision of further open space areas within the site.

PHILIP PARADE DEVELOPMENT PLAN



7 Infrastructure

The provision of infrastructure to service the proposed development is subject to detailed design at the subdivision stage, however the following preliminary advice has been provided.

7.1 Drainage

The relevant authorities for drainage are the West Gippsland Catchment Management Authority (WGCMA) and Latrobe City Council.

As discussed above, a registered waterway traverses the western title of the DP area, however on site the waterway is more accurately described as a degraded drainage line. Downstream this waterway is piped and advice from WGCMA is that they support the piping of the waterway through the site to accord with downstream conditions. As such a 60m wide buffer is not required to be provided around the waterway.

A drainage reserve is provided within the western title to cater for stormwater run off and treatment. This reserve is provided for low flows and sufficient freeboard is provided for high flows. A wetland is proposed to be constructed within the reserve to provide for the treatment of stormwater before it leaves the site. The size of the reserve ensures that it can accommodate a wetland that provides

benefit to the external catchment as detailed in the Infrastructure Servicing Report at Appendix 3. The eastern portion of the land is split into two catchments. Each of these catchments is to be treated by appropriately sized vegetation swales within the road and creek reserve. Detailed drainage design should be undertaken at the subdivision stage and to the satisfaction of the Responsible Authority.

7.2 Sewerage Provision

The relevant service authority for sewer in this area is Gippsland Water. Consultation with Gippsland Water's Land Development Team (Lindsay Nation) has confirmed that there are existing 300mm sewer mains in the vicinity of the site that are capable of servicing the development. Advice from Gippsland Water suggests future sewer design should consider not having direct sewer connections to the 300mm main and the cost of all required assets would be fully borne by the developer.

7.3 Water Provision

The relevant service authority for water in this area is Gippsland Water. Consultation with Gippsland Water's Land Development Team (Lindsay Nation) has confirmed there is sufficient capacity in the existing infrastructure to service the development. Advice from Gippsland Water suggests all

connections and extensions come from the 150mm water main and no direct connections will be allowed to the 300mm distribution main. A reticulation network that taps off the existing network will be required to accommodate the development.

7.4 Electricity Provision

The relevant electricity supplier is Ausnet. AusNet's Design Officer (Emma Bostedt) has advised there is sufficient capacity in the existing network to service the proposed development and the development will be required to provide underground infrastructure.

It is envisaged that the eastern portion of the development will require a kiosk from high voltage power lines that run along the western side of Philip Parade to provide for electricity.

The existing overhead supply along the northern boundary of the eastern portion of the development plan area will be required to be removed as part of future development. Advice suggests that this overhead supply can be retired and the easement will be removed.

PHILIP PARADE DEVELOPMENT PLAN



7.5 Gas Provision

The relevant service authority for Gas is APA group who have existing gas infrastructure on the western side of Philip Parade. This infrastructure can service the proposed development subject to contributions payable by the developer. Detailed costings can be provided by APA at the time of formal application.

7.6 Telecommunication Provision

The subject site is situated within the current NBN footprint and NBN Co have confirmed that the overall development can be provided with Fibre to the Premises. Commercial agreements between NBN Co and the developer will be required at the subdivision stage. In the event that NBN cannot service the proposed development, Telstra copper service is available.

PHILIP PARADE DEVELOPMENT PLAN



8 Access & Movement

The PPDP aims to create a safe and convenient neighbourhood that includes a clear and legible street network that provides for access through the development and links with surrounding streets.

A Mobility Plan (18732DP3) has been prepared and is attached at Appendix 7.

8.1 Internal Road Network

The development plan proposes a functional street network that incorporates 16m road reserves for primary roads and 14m road reserves for the secondary road that abuts the open space reserve. Cross sections of the proposed roads are available at the Cross Section Plan (18732DP7) at Appendix 8. Detailed design will be required at the development stage however initial investigations suggest that the proposed road widths can provide for safe and efficient movement.

Separate access is provided to the eastern and western portions of the site via Philip Parade allowing them to be developed independently. The western development plan area contains a single road that links from Philip Parade to Canterbury Way to the south whilst the eastern development plan area contains an internal loop road that allows convenient movement of vehicles throughout.

Latrobe City Council have advised that the construction of a cross intersection on Philip Parade will require the provision of a roundabout to control vehicle movement. Philip Parade is contained within a 30m road reserve and as such there is ample space to accommodate a roundabout within the existing reserve. The responsibility for the roundabout construction would fall on the developer who creates the cross intersection ie. the second development.

The Development Plan provides the opportunity for future lots to be created with frontage to Philip Parade, Canterbury Way and Balfour Place. Each of these roads have capacity to service the development. Double crossings can be provided where possible to minimise disruptions to the streetscape. Where the location of crossings is constrained by obstructed frontages, intersection location, swale drains etc, they should be constructed at the subdivision stage, otherwise crossings can be provided as part of the development of the allotments. Driveways accessing Philip Parade should be located to avoid conflict with the intersection of Philip Parade and Canterbury Way.

The proposed internal road network is to be provided in accordance with Latrobe City Council standards.

8.2 Pedestrian Connectivity

Latrobe City Councils *Healthy Urban Design Good Practice Guideline* in an initiative that aims to accommodate pedestrian and cyclists as a first priority in street, building and open space design. It includes a number of objectives and encourages the provision of user friendly pathways.

The proposed development has been provided with an appropriate shared pathway network as demonstrated on the Mobility Plan at Appendix 7. Paths are provided on each side of the road network and through the proposed reserve. They link with the existing pathways available in Philip Parade and the Eel Hole Creek and provide opportunities for alternative means of travel to the nearby commercial area of Churchill. Pathways should be designed to meet the applicable standards at the subdivision stage.

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9 Landscape

The PPDP presents the opportunity to enhance the landscape values of a degraded site. The provision of an appropriate landscape theme can provide a sense of place and community and ensure an attractive development that will enhance the character of Churchill. A Landscape Concept (18732DP5) has been prepared and is attached at Appendix 9.

The PPDP Landscape Concept proposes avenue plantings of large canopy trees on either side of Philip Parade. The provision of high branching canopy trees in this area will provide an attractive streetscape that will be overlooked by future allotments whilst also resulting in a grand entrance to the commercial areas of town. New roads within the PPDP area will also accommodate avenue plantings that will create visual interest and provide the development with a leafy character. The Landscape Concept recommends the incorporation of varying species of canopy trees that can provide hierarchy amongst the proposed roads.

A local reserve on the eastern portion of the site will form the main area of open space for the development. Its location has been determined by existing site conditions with the reserve providing for the retention of some existing large Oak trees. The Oaks provide the development with established

canopy coverage and will form a feature within the reserve. Consideration should be given to additional landscaping within the reserve such as the provision of large canopy trees scattered throughout that will not only provide users with shaded areas but result in potential habitat opportunities for local fauna. Appropriate landscape treatment of this open space area will result in an attractive local park that will be readily accessible for use by residents.

Existing native vegetation throughout the DP area is identified in the attached Ecological Assessment Vegetation Removal plan which indicates four scattered trees across the site. The Ecological Assessment identifies that two of these trees may be removed from the site with offsite offsets provided, however considerations should be given to their retention within allotments at the subdivision design stage. The remaining two are able to be retained within the Philip Parade road reserve.

A drainage reserve is proposed on the western portion of the site which provides for the management of stormwater with a wetland proposed for retardation and treatment. The wetland provides the opportunity to incorporate native plantings that will be visually pleasing, can provide habitat for local fauna and assist with stormwater filtration to ensure the development can meet best practice design principles. The design

of the wetland should reflect a natural environment as demonstrated in Figure 20 rather than a constructed retarding basin. An appropriately designed wetland will enhance the environmental values of the site and provide potential habitat opportunities.

An indicative plant palette is suggested on the Landscape Concept Plan and future planning applications and detailed landscape design should implement species chosen from this palette and to the satisfaction of Latrobe City Council.

Figure 20 – Example wetland



PHILIP PARADE DEVELOPMENT PLAN

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10 Bushfire

The Development Plan area is designated as a Bushfire Prone Area (BPA) (see Figure 21) and as such bushfire construction requirements apply to each lot at building permit stage. A minimum construction level of BAL 12.5 (Bushfire Attack Level) is imposed by *AS3959-2009 Construction of Buildings in Bushfire Prone Areas* and the BAL is increased as the bushfire hazard increases.

The most likely form of bushfire attack to the PPDP area would be from grassfire, which has the potential to spread rapidly across the undeveloped areas of the wider neighbourhood and interact with more substantial vegetation, such as that along Eel Hole Creek. The majority of areas surrounding the subject land are developed, comprising of non-combustible features including buildings, roads and manicured gardens. Once the subject land is developed, the only remaining threats will be from the grassland on the undeveloped area of commercial land to the north and from vegetation along abutting Eel Hole Creek. Neither of these areas present an extreme risk and the PPDP provides reasonable lot depths and a road along the majority of the creek abuttal, to ensure that lots will be capable of complying with AS3959.

The site is not affected by a Bushfire Management Overlay and as such, no bushfire planning requirements are applicable. The PPDP has however appropriately considered bushfire hazard to enable ease of future development and the requirements of AS3959 should be further considered at the development stage.

Figure 21 – Extent of Bushfire Prone Area



PHILIP PARADE DEVELOPMENT PLAN



11 Implementation

11.1 Staging

As shown on the Staging Plan at Appendix 10 the development can occur in stages with title boundaries, ownership and the provision of infrastructure determining factors when developing the proposed stages. It is envisaged that the development can occur in five stages, two on the eastern portion (E1 & E2) and three on the western portion (W1, W2 & W3).

The development could occur out of sequence to the nominated staging as long as the required infrastructure is provided and easements are created as necessary. The eastern and western portions of the development are completely independent from each other and as such the timing of development can be dictated by the subject title owner.

11.2 Community Infrastructure Levy

The Churchill West Development Plan identified a need for additional Childcare and Preschool services within Churchill and calculated a Development Contribution figure of \$118.34 (excluding GST) per lot based on a contribution by the developer of 20%

of the estimated cost of additional infrastructure required.

The Latrobe City Council have indicated that they intend to levy a contribution of \$123 on lots within the PPDP area and this would be included as a condition of permit to be paid prior to a Statement of Compliance on a stage by stage basis.

11.3 Application Requirements

An application for subdivision should consider the following:

- Subdivision layouts must be generally in accordance with the Philip Parade Development Plan.
- Open space must be provided in accordance with the Philip Parade Development Plan with a cash contribution to be paid for any shortfall of public open space at the discretion of Latrobe City Council.
- Cash in lieu open space payments to facilitate the development of the pedestrian link to Eel Hole Creek, the embellishment of the proposed open space reserve and the improvement of existing open space areas within close proximity to the site, such as Glendonald Park.
- Lots directly abutting reserves should be designed to facilitate passive surveillance.
- Urban Design Guidelines should be developed for lots abutting public areas and registered on applicable titles via a Section 173 Agreement.
- The responsibility for the roundabout construction within Philip Parade would fall on the developer who creates the cross intersection ie. the second developer.
- Street networks must support building frontages with two way surveillance.
- Infrastructure must be designed and constructed in accordance with Council's infrastructure design guidelines and the *Victorian Stormwater Committee Best Practice Guidelines*.
- Drainage infrastructure will be provided in a staged manner in line with the staging plan provided at Appendix 10 and the Stormwater Management Statement at Appendix 12. Stage boundaries, wherever possible, have been located along catchment boundaries.
- Consider the location, species and significance of existing vegetation when determining whether it is to be retained or removed as part of the subdivision.
- Provide appropriate offsite offsets for any native vegetation to be removed at the subdivision stage and to the satisfaction of Latrobe City Council.
- A landscape master plan must be prepared and submitted as part of any subdivision

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PHILIP PARADE DEVELOPMENT PLAN



application. The plan must be generally in accordance with the Landscape Concept Plan and include the following:

- Vegetation to be retained and removed.
- The areas of public open space and road reserves to be planted, including landscape detail.
- The shapes, species, height and placement of trees.
- The location of pedestrian pathways, signage, fencing, public lighting and street furniture.
- The detailed design of drainage areas and WSUD features.
- The landscape design must:
 - Ensure landscaping supports surveillance and provides shade in streets, parks and public open space.
 - Develop appropriate landscapes for the intended use of public open space including areas for passive and active recreation, the exercising of pets, playgrounds and shaded areas.
 - Provide for walking and cycling networks that link with community facilities.
 - Provide appropriate pathways, signage, fencing, public lighting and street furniture.
 - Utilise existing trees and areas of planting as settings for recreational and play areas, and take advantage of their aesthetic

qualities as a feature within the development.

- Create low maintenance, durable landscapes that are capable of a long life.
- Streetscapes and public open space must be planted with native vegetation from Councils preferred planting schedule.

PHILIP PARADE DEVELOPMENT PLAN



Table 2 – Design Response at Permit Stage: East Precinct

Precinct	Design response required
E1	<ul style="list-style-type: none"> • New road reserve off Philip Parade. NB the development that creates a cross intersection at this location will need to construct a roundabout and pedestrian crossing which is to be designed and constructed to the satisfaction of VicRoads and Latrobe City Council. • Provide lots with direct frontage to Philip Parade. • Provide an open space reserve equivalent to 5% of the area of the eastern title as required by Clause 52.01 and to the satisfaction of Latrobe City Council. • Open space area to include Oak trees to be retained. • Landscape concept to be prepared for Open Space Area. Consider the provision of additional landscaping, streetscape furniture and play space ie. seating. • Medium density development to be provided adjacent to open space. • Urban Design Guidelines to be prepared for lots abutting the proposed open space reserve. • Site drainage to be directed to Philip Parade and treated via a vegetated swales to the satisfaction of Latrobe City Council.
E2	<ul style="list-style-type: none"> • Provide for a loop road to allow for vehicles to exit the site without the need to reverse. • Provide for lots to have an active frontage to the Eel Hole Creek Reserve. • Urban Design Guidelines to be prepared for lots abutting the Eel Hole Creek. • Site drainage to be directed to Eel Hoel Creek and treated via a vegetated swale.

Table 3 – Design Response at Permit Stage: West Precinct

Precinct	Design response required
W1	<ul style="list-style-type: none"> • Lots can give direct access to Balfour Place and Canterbury Way. • Existing carriageway easement will need to be factored in to any design. • Electricity easement to be reviewed. • Provide a cash in lieu open space payment on a stage by stage basis to fund the pedestrian crossing to the existing path within Eel Hole Creek, the embellishment of the proposed open space area in 1E and the improvement of existing open space areas such as Glendonald Park. • Drainage to be directed to existing Council drains in Monash Way.
W2	<ul style="list-style-type: none"> • New road reserve off Philip Parade. NB the development that creates a cross intersection at this location will need to construct a roundabout and pedestrian crossing which is to be designed and constructed to the satisfaction of VicRoads and Latrobe City Council. • Creation of link road between Philip Parade and Canterbury Way. • Existing electricity easement to be reviewed. • Creation of drainage reserve in accordance with the recommendations of the Stormwater Management Statement and to the satisfaction of Latrobe City Council and West Gippsland Catchment Management Authority. • Provide a cash in lieu open space payment on a stage by stage basis to fund the pedestrian crossing to the existing path within Eel Hole Creek, the embellishment of the proposed open space area in 1E and the improvement of existing open space areas such as Glendonald Park.

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PHILIP PARADE DEVELOPMENT PLAN

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W3	<ul style="list-style-type: none">• Provide lots with active frontages to Philip Parade and internal road.• Provide lots with active frontages to drainage reserve.• Prepare Urban Design Guidelines for lots abutting the drainage reserve.• Provide a cash in lieu open space payment on a stage by stage basis to fund the pedestrian crossing to the existing path within Eel Hole Creek, the embellishment of the proposed open space area in 1E and the improvement of existing open space areas such as Glendonald Park.• Drainage to be connected to constructed waterway from W2.
----	--

PHILIP PARADE DEVELOPMENT PLAN



Appendix 1 – Certificates of Title

PHILIP PARADE DEVELOPMENT PLAN



Appendix 2 – Site Analysis Plan

As prepared by NBA Group & Millar Merrigan 18732DP1

PHILIP PARADE DEVELOPMENT PLAN

NBAgroup

Appendix 3 – Infrastructure Report

As prepared by Millar Merrigan August 2016

PHILIP PARADE DEVELOPMENT PLAN



Appendix 4 – Ecological Assessment

As prepared by Millar Merrigan August 2016

PHILIP PARADE DEVELOPMENT PLAN



Appendix 5 – Development Plan

As prepared by NBA Group & Millar Merrigan 18732DP2

PHILIP PARADE DEVELOPMENT PLAN



Appendix 6 – Open Space Plan

As prepared by NBA Group & Millar Merrigan 18732DP4

PHILIP PARADE DEVELOPMENT PLAN



Appendix 7 – Mobility Plan

As prepared by NBA Group & Millar Merrigan 18732DP3

PHILIP PARADE DEVELOPMENT PLAN



Appendix 8 – Cross Section Plan

As prepared by NBA Group & Millar Merrigan 18732DP7

PHILIP PARADE DEVELOPMENT PLAN



Appendix 9 – Landscape Concept Plan

As prepared by NBA Group & Millar Merrigan 18732DP5

PHILIP PARADE DEVELOPMENT PLAN



Appendix 10 – Staging Plan

As prepared by NBA Group & Millar Merrigan 18732DP8

PHILIP PARADE DEVELOPMENT PLAN



Appendix 11 – Design Response Plan

As prepared by NBA Group & Millar Merrigan 18732DP6

PHILIP PARADE DEVELOPMENT PLAN



Appendix 12 – Stormwater Management Statement

As prepared by Millar Merrigan November 2016

PHILIP PARADE DEVELOPMENT PLAN



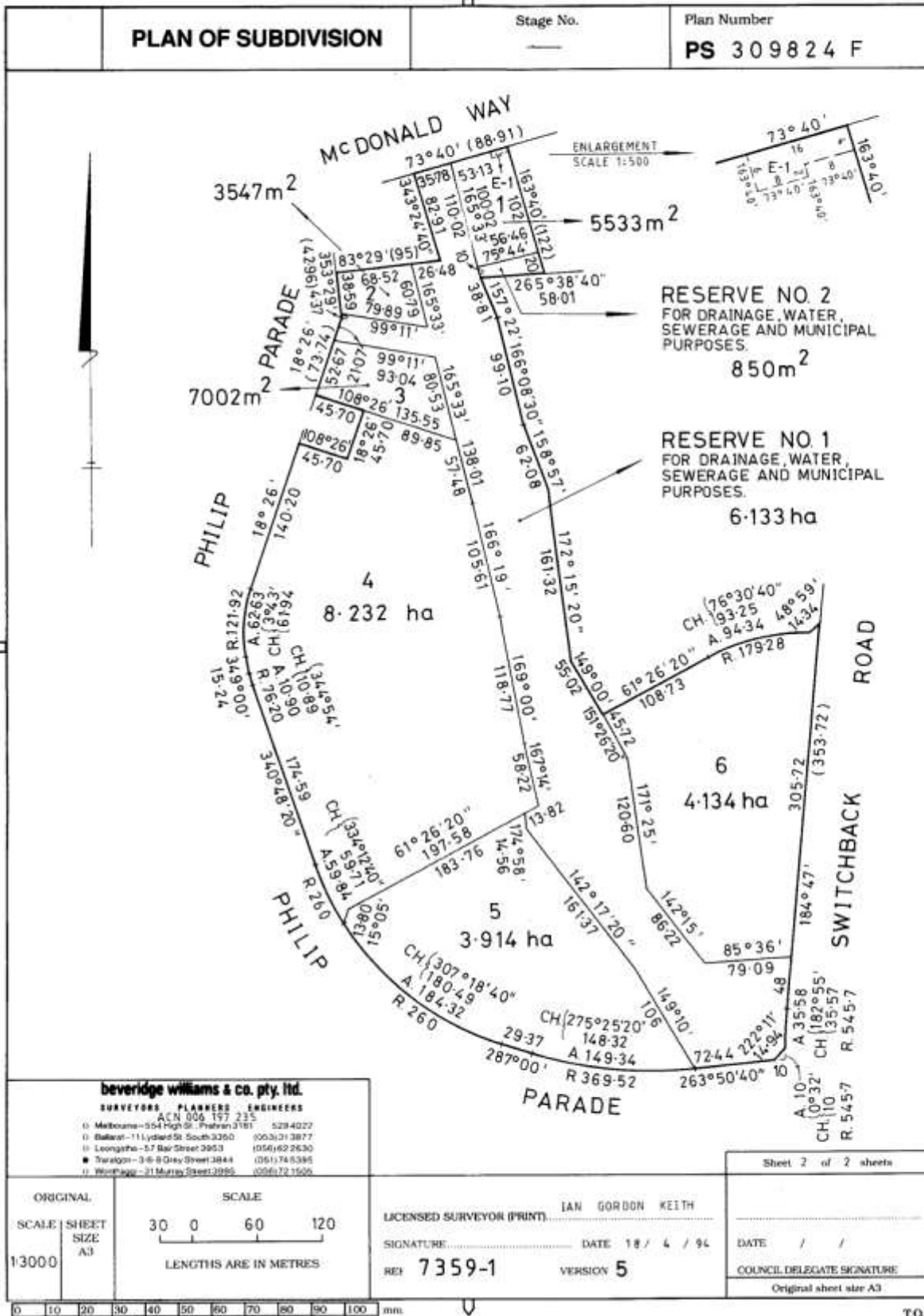
Appendix 13 – Vegetation Removal Plan

As prepared by NBA Group & Millar Merrigan 18732DP9




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PLAN OF SUBDIVISION		STAGE NO. —	LTO use only EDITION 3	Plan Number PS 309824 F						
Location of Land Parish: HAZELWOOD Township: — Section: A Crown Allotment: 14 ^E (PART), 27 (PART) & 37 (PART) FORMER GOVERNMENT ROAD (PART) LTO Base Record: CHART 3 (2749) Title Reference: VOL 9651 FOL 232 (PART) Last Plan Reference: LP 138362 LOT 431 (PART) Postal Address: PHILIP PARADE (at time of subdivision) CHURCHILL 3842 AMG Co-ordinates E 449 400 Zone: 5 5 (of approx. centre of land in plan) N 5 759 000		Council Certificate and Endorsement Council Name: CITY OF MORWELL Ref: 91/1003 & 91/1022 1. This plan is certified under section 6 of the Subdivision Act 1988. 2. This plan is certified under section 11(7) of the Subdivision Act 1988. Date of original certification under section 6 25/7/91 3. This is a statement of compliance issued under section 21 of the Subdivision Act 1988. OPEN SPACE (a) A requirement for public open space under section 18 of the Subdivision Act 1988 has has not been made. (b) The requirement has been satisfied. (c) The requirement is to be satisfied in Stage Council delegate Council seal Date 25/7/91 Re-certified under section 11(7) of the Subdivision Act 1988 Council Delegate Council Seal Date 27/5/94								
Vesting of Roads and/or Reserves <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Identifier</th> <th>Council/Body/Person</th> </tr> </thead> <tbody> <tr> <td>RESERVE NO 1</td> <td>CITY OF MORWELL</td> </tr> <tr> <td>RESERVE NO 2</td> <td>CITY OF MORWELL</td> </tr> </tbody> </table>		Identifier	Council/Body/Person	RESERVE NO 1	CITY OF MORWELL	RESERVE NO 2	CITY OF MORWELL	Notations Staging This is/is not a staged subdivision Planning Permit No. 91/1003 & 91/1022 Depth Limitation DOES NOT APPLY Survey This plan is/is not based on survey This survey has been connected to permanent marks no(s) — In Proclaimed Survey Area No. —		
Identifier	Council/Body/Person									
RESERVE NO 1	CITY OF MORWELL									
RESERVE NO 2	CITY OF MORWELL									
Easement Information Legend: A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)		LTO use only Statement of Compliance/ Exemption Statement Received <input checked="" type="checkbox"/> Date 20/10/94								
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of						
E-1	POWER LINE	SEE DIAG.	THIS PLAN — SECTION 44 OF THE ELECTRICITY INDUSTRY ACT 1993	ELECTRICITY SERVICES VICTORIA						
beveridge williams & co. pty. ltd. SURVEYORS PLANNERS ENGINEERS ACN 096 197 235 Melbourne - 504 High St. Fitzroy 3060 529 4022 Brisbane - 111 Lyndal St. South Brisbane 4101 052 31 28 77 Adelaide - 57 Blair Street 5015 050 462 28 20 Darwin - 3/5 4th Street Darwin 08 011 74 5 38 62 Perth - 37 Murray Street 6000 08 9472 1506		LICENSED SURVEYOR (PRINT) IAN GORDON KEITH SIGNATURE..... DATE 18/4/94 REF 7359-1 VERSION 5		LTO use only PLAN REGISTERED TIME 11:30 AM DATE 17/11/94  Assistant Registrar of Titles Sheet 1 of 2 Sheets DATE / / COUNCIL DELEGATE SIGNATURE Original sheet size A3						

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**MODIFICATION TABLE
RECORD OF ALL ADDITIONS OR CHANGES
TO THE PLAN**

LAND	MODIFICATION	DEALING REFERENCE	DATE AND TIME REGISTERED & RECORDED		NEW EDITION NUMBER	SIGNATURE OF ASSISTANT REGISTRAR OF TITLES
			DATE	TIME		
LOTS 1- 4 + RESERVE № 2	SUBDIVISION	PS 314882			2	
LOTS 1- 4 + RESERVE №2	WITHDRAWN	PS 314882			2	
	RECTIFICATION	T127286 T			3	

PLAN NUMBER
PS 309824F

Certificate type: titles Matter: 18732

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REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 10198 FOLIO 682

Security no : 124055125518M
 Produced 08/05/2015 09:27 am

LAND DESCRIPTION

 Lot 4 on Plan of Subdivision 309824F.
 PARENT TITLE Volume 09651 Folio 232
 Created by instrument PS309824F 07/11/1994

REGISTERED PROPRIETOR

 Estate Fee Simple
 Sole Proprietor
 JOHNSON FAMILY INVESTMENTS PTY LTD of 6 DALPURRA CT. CHURCHILL 3842
 U236476S 28/05/1996

ENCUMBRANCES, CAVEATS AND NOTICES

 MORTGAGE U236477P 28/05/1996
 AUSTRALIA AND NEW ZEALAND BANKING GROUP LTD

 MORTGAGE AK095165X 21/12/2012
 AUSTRALIA AND NEW ZEALAND BANKING GROUP LTD

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section
 24 Subdivision Act 1988 and any other encumbrances shown or entered on the
 plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

 SEE PS309824F FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

 NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 15-57 PHILIP PARADE CHURCHILL VIC 3842

DOCUMENT END



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**REGISTER SEARCH STATEMENT (Title Search) Transfer of
Land Act 1958**

Page 1 of 1

VOLUME 09976 FOLIO 461

Security no : 124059702240P
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LAND DESCRIPTION

Land in Plan of Consolidation 350767V.

PARENT TITLES :

Volume 09577 Folio 136 Volume 09577 Folio 138

REGISTERED PROPRIETOR

Estate Fee Simple

Sole Proprietor

MONASH UNIVERSITY GIPPSLAND - STUDENT UNION INC of GIPPSLAND CAMPUS
CHURCHILL VIC 3842
AB669108R 01/11/2002

ENCUMBRANCES, CAVEATS AND NOTICES

MORTGAGE AB669109P 01/11/2002
NATIONAL AUSTRALIA BANK LTD

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE PC350767V FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

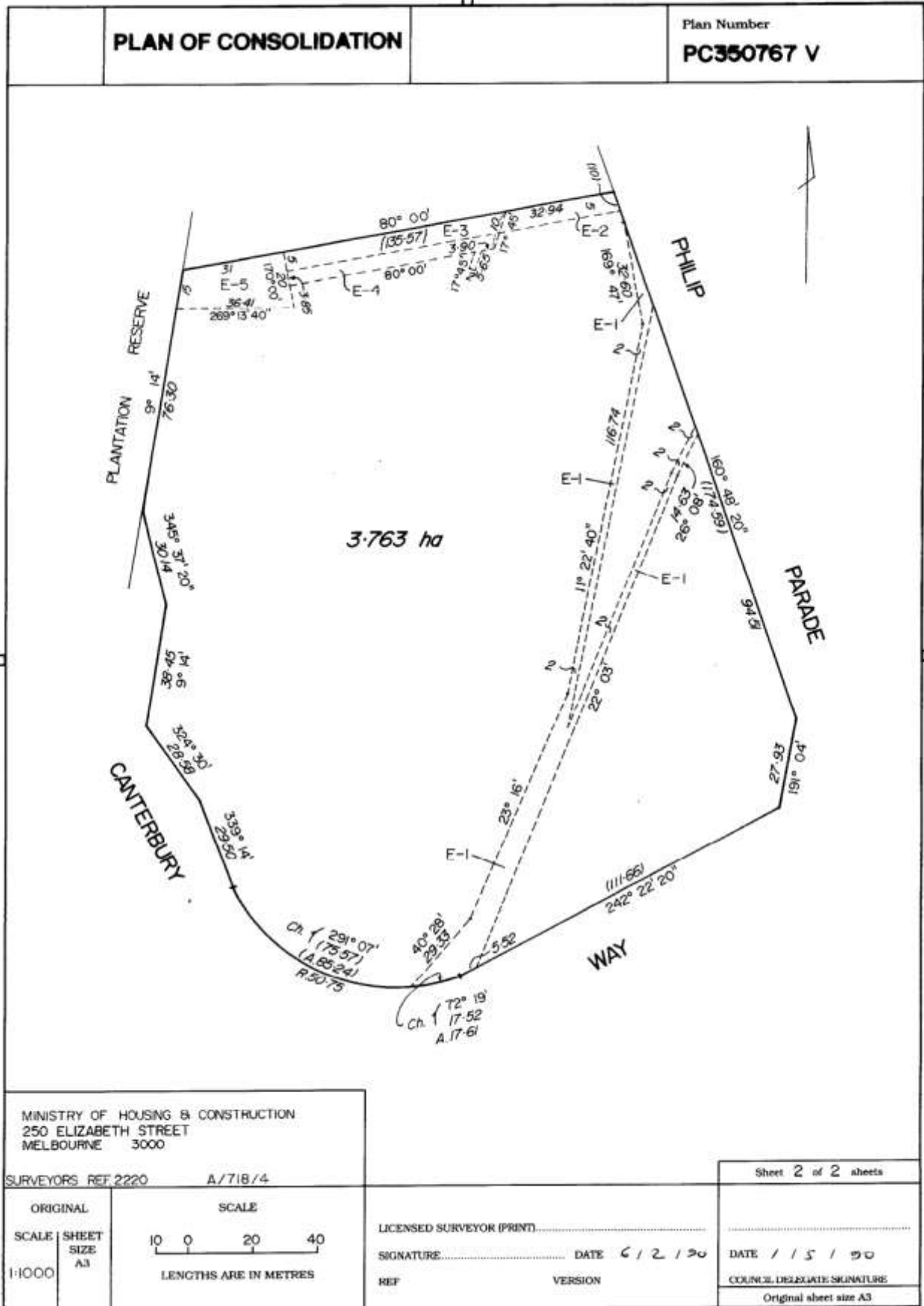
NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: PHILIP PARADE CHURCHILL VIC 3842

DOCUMENT END





Looking north up Philip Parade to commercial precinct, highlights the close proximity of the site to the CBD of Churchill



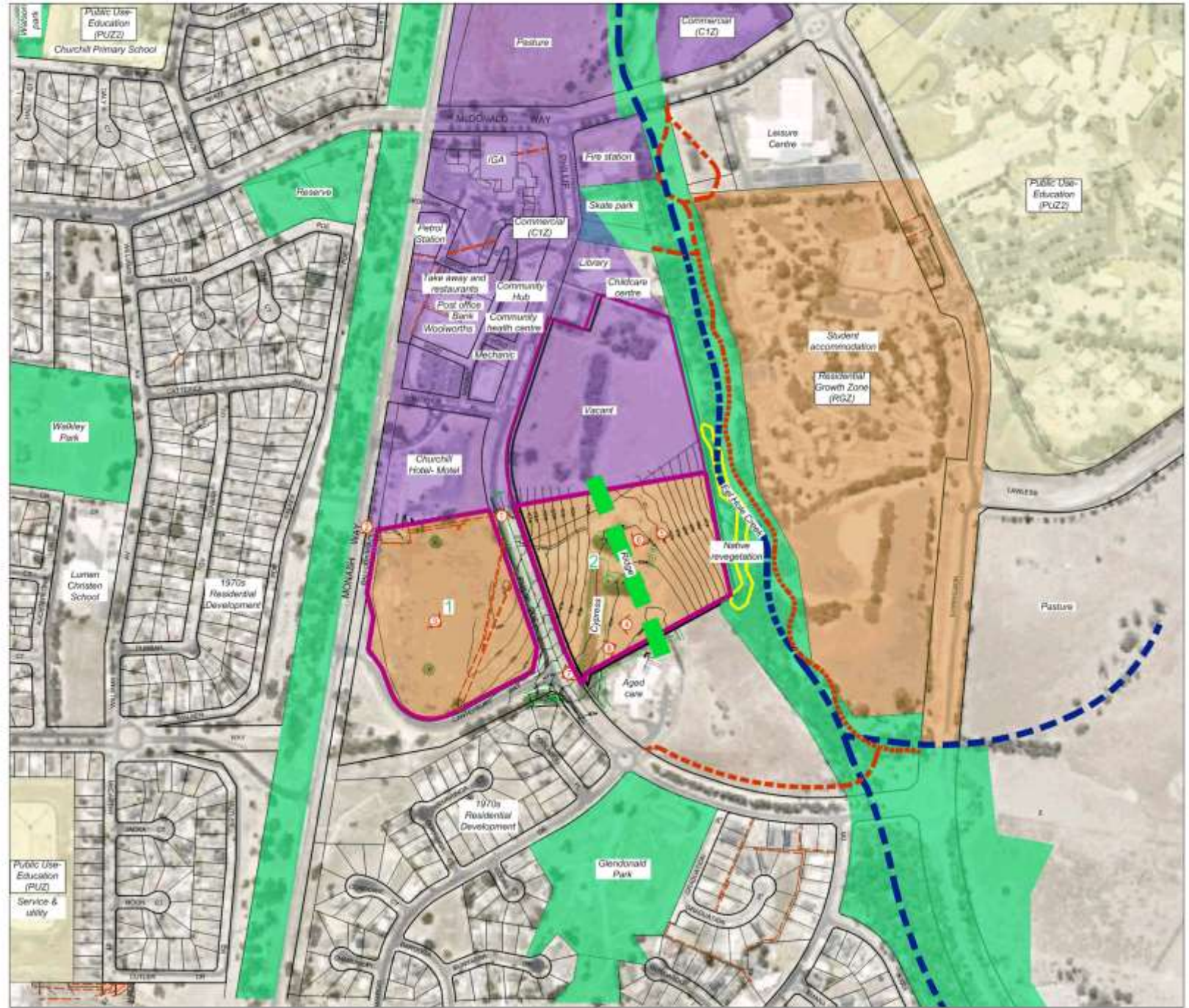
Looking south east from the north western corner of parcel 1.



View south east across parcel 1, looking to the intersection between Philip Parade and Canterbury Way.



Looking west across parcel 2 at the wind row of Cypress trees.



Some scattered native trees are located on parcel 2



A row of Oak trees are located on parcel 2



Looking across Philip Parade to Canterbury Way



Significant buffering vegetation exists on the adjacent aged care property

Legend

- Site boundary - DPO area
- Reserve
- Easement
- Creek line
- Walking trail
- Ridge
- Revegetation
- Trees and shrubs
- Contours (1m intervals)
- Ownership number

TO BE APPROVED

Millar & Merrigan and the NBA Group advise the use of this drawing only for the purpose intended. This drawing should be read in conjunction with all relevant contracts, specifications, reports and drawings. © Millar & Merrigan Pty Ltd



Notes

1. Site & Surrounds:
The subject site is located approximately 200m south of the town centre of Churchill. The total development plan area is approximately 7.79ha and comprises of two land holdings, Parcel 1 (PC350767) and Parcel 2 (part lot 4 on PS309824). The land is positioned between Morash Way and Eel Hole Creek and the two parcels are separated by Philip Parade. The site itself is currently unused but has a long history of agricultural use, resulting in highly modified land. A Cypress wind row is planted from the south west corner to the centre of parcel 2, where a row of scattered Oaks are also located. This lot peaks with a central ridge line which drops 6 metres to the east and west boundaries. Parcel 1 lot is void of any significant vegetation and contains a modest slope from the central eastern boundary down the western boundary.

There is existing suburban residential development located to the south and west. The land located directly north west contains a Hotel/ Motel whilst the land north east is currently vacant. Adjacent to this is commercial land with Supermarkets, Takeaway Food, Health Care centre and Bank. Eel Hole Creek runs alongside the eastern boundary and Monash University is located approximately 1.3km north east.

2. Planning Controls:
The subject land is zoned Residential Growth Zone 1 and covered by the Development Plan Overlay - Schedule 5. There are no other overlays.

3. Aboriginal Cultural Heritage Sensitivity:
The land is not an area of Aboriginal Cultural Heritage Sensitivity.

4. Bushfire:
The entire development plan area is classified as a Bushfire Prone Area (BFA).

5. Opportunities:

- To take advantage of undeveloped residential zoned land within the town boundary in accordance with the Churchill Structure Plan;
- To aid in the provision of affordable housing;
- To take advantage of existing infrastructure and the close proximity to the town centre and recreational facilities;
- To increase the intensity of land development around the inner core of the township;
- To provide a quality development that responds to the site and surrounds;
- To create vehicular and pedestrian connections to adjoining areas;
- To take advantage of the generous abutment to the primary road network that the land offers.

6. Constraints:

- The various existing easements dissecting the land including Electricity Easement, Drainage & Sewerage Easement and Camseway Easement all located on parcel 2.

SITE ANALYSIS PLAN

Philip Parade Development Plan
Philip Parade, Churchill (Part lot 4 on PS309824 and PC350767)
Latrobe City Council
18732 DP1_V2
August 2016



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Millar | Merrigan



Infrastructure Services Advice 15-57 Philip Parade, Churchill

Prepared for: NBA Group Pty Ltd
Municipality: Latrobe City Council
Reference: 18732/8.1

Infrastructure Services Advice
Philip Parade, Churchill

Millar | Merrigan

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Document Status

Version	Date	Description	Prepared By	Approved By
1	14 June 2016	Issue	Todd Blackney	Chris Constantine
2	15 th August 2016	Issue	Andrew Keegan	Chris Constantine

Infrastructure Services Advice
Philip Parade, Churchill

Millar | Merrigan

Executive Summary

Millar Merrigan have been engaged by NBA Group to provide a detailed Infrastructure Services Report to verify availability of services to the subject site (Vol 09976 Fol 461 & Vol 10198 Fol 682). The servicing advice has been prepared based on Dial Before You Dig information and advice provided by the relevant servicing authorities. The infrastructure throughout Churchill has significant capacity within most assets. This is due to the unique way in which the town has been developed. In 1971 Churchill's population was expected to reach 6,000, and it was estimated that by the year 2000 that the population would be 40,000. However, Churchill has not grown as anticipated and the population is currently under 5,000.

Gippsland Water control both sewer and water infrastructure in this area. Asset information from Gippsland Water confirms that the site can be provided with reticulated water and sewer. Existing infrastructure is of sufficient capacity to service the site. It may be necessary to rationalise the alignment of a section of the 300mm sewer that diagonally traverses part of the western title to produce an acceptable urban design outcome.

The relevant electricity authority for the site is AusNet. There are no anticipated issues with regard to network capacity. Proposed plans of subdivision have been provided to AusNet to allow early integration and/or upgrade of electrical substation kiosk sites servicing the development area. It is proposed that the existing overhead supply on the site is to be converted to an underground supply. The existing overhead supply within the western title will be retired with service provided from within the road network.

APA Group are able to supply this estate with natural gas but this will be subject to a formal application at the time of development.

Telecommunications is currently transitioning from copper wire to broadband technology. As part of the federal government's National Broadband Network initiative, Fibre to the Premises (FTTP) may be made available. NBN Co. is responsible for the delivery of broadband infrastructure and they have indicated that NBN infrastructure may be provided subject to commercial agreements between NBN Co. and the developer.

Site stormwater works will require liaison with both Latrobe City Council and the West Gippsland Catchment Management Authority. An integrated, hydraulic, water quality and landscape solution that provides an attractive element within the streetscape and reserves to achieve best practice will be required. This will make up any future development application.

Latrobe City Council will be responsible for managing the road network entering and within the development. The planning sketch demonstrated a roundabout situated on Philip Parade. This will provide access to both residential sites. The Western site will also have another access from Canterbury Way via a T-Intersection.

The overall site represents a viable development that can be readily serviced by the upgrade, extension and potential diversion of existing infrastructure. A logical sequence of works is required in order to provide for timely and cost effective infrastructure upgrades.

Infrastructure Services Advice
Philip Parade, Churchill

Millar | Merrigan

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Appendices

Appendix 1 – Concept Sketch Plan (March 2016)

Appendix 2 – Feature and Level Plan of Survey

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1 Introduction and Background

Millar Merrigan have been engaged by NBA Group to provide a detailed Infrastructure Services Report for Vol 09976 Fol 461 & Vol 10198 Fol 682. These properties both abut Philip Parade, Churchill as shown below. The subject site has a total area of approximately 7.79 ha and is located within Latrobe City Council. The site is currently vacant with some trees.



Figure 1: Locality Plan

Topographically speaking the eastern site has a ridge line that runs North-South through the center of the property and tapers down west toward Philip Parade and East toward Eel Hole Creek. The western site has a depression that falls from the center of the southern boundary to the center of the eastern boundary, this can be seen by referring to the detailed Survey Plan (Appendix 2). The topographical map, overleaf, shows a designated waterway under the management of the WGCMA which is addressed as part of this report.

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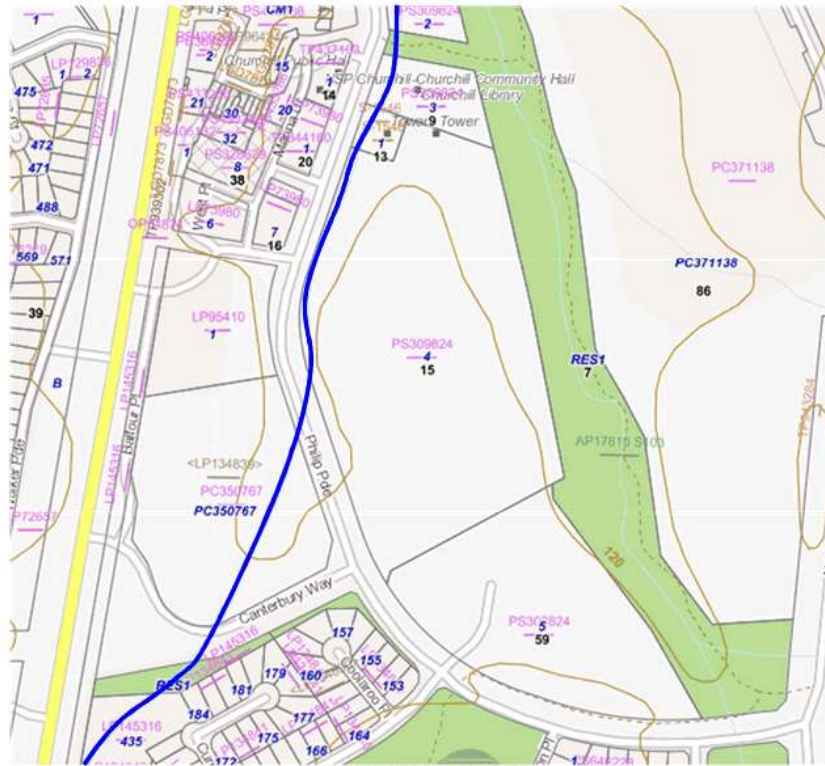


Figure 2: Topography

The proposed development site is currently part of the Residential Growth Zone (RGZ1) as shown below.



Figure 3: Current Zoning

As part of the zoning, the site also falls under a Development Plan Overlay (DPO) which directly relates to the RGZ1. It is worth noting that there is a nearby Land Subject to Inundation Overlay (LSIO) along Eel Hole Creek as shown below.

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Figure 4: Current Overlays

It is intended that this site will be developed as a residential site with a proposed layout similar to the draft below.

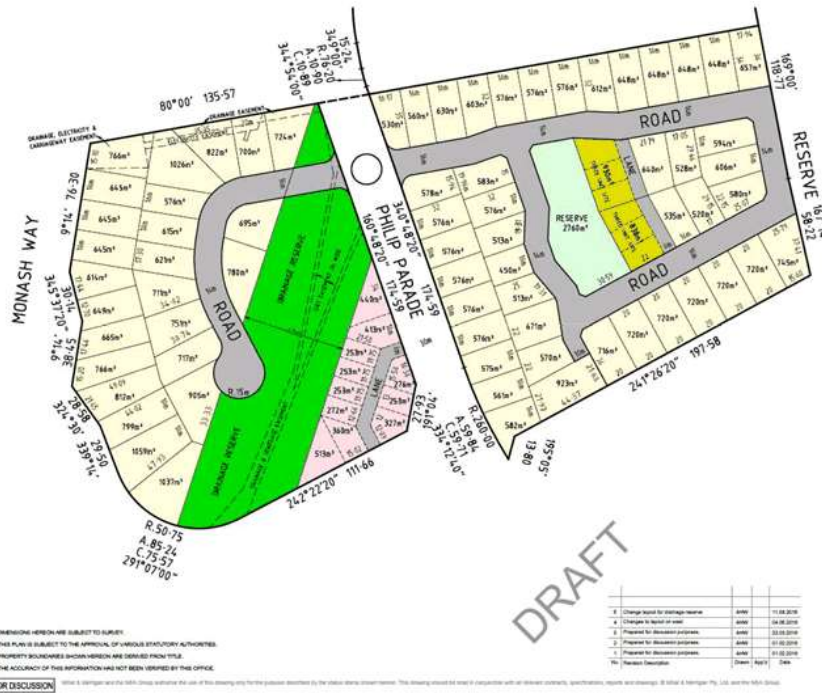


Figure 5: Concept Sketch Plan of Subdivision

CONCEPT PLAN
 A PORTION OF LOT 4 ON PS 309824F VOL 10198
 FOL 882 and FOL 883
 15-57 PHILIP PARADE, CHURCHILL 3842
 CITY OF MORWELL
 1873211 Version 5 NBA Date :Aug 2016

NBAgroup
M | M

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 100/102 Commercial Street, Morwell 3600
 Morwell VIC 3600
 T (03) 5431 2244 F (03) 5431 2244
 nba@nba.com.au www.nba.com.au

It is noted that the information contained within this report is current at the time of writing and will need to be reviewed as development occurs and detailed design is undertaken. This report has been prepared as an adjunct to, and in support of, the planning process.

2 Applicable Planning Provisions

The **State Planning Policy Framework** provides a context for spatial planning and decision making by planning and responsible authorities, and seeks to inform integrated decision making including the economic and sustainable development of land.

Provisions particularly relevant to infrastructure include:

Settlement (Clause 11): *Planning is to contribute to energy efficiency, prevention of pollution to land, water and air, protection of environmentally sensitive areas, and land use and transport integration.*

Planning for Growth Areas (11.02-2) includes the objective of *providing efficient and effective infrastructure* and the following strategies:

- *Deliver timely and adequate provision of public transport and local and regional infrastructure, in line with a preferred sequence of land release.*
- *Create well planned, easy to maintain and safe streets and neighbourhoods that reduce opportunities for crime, improve perceptions of safety and increase levels of community participation.*

Structure Planning (11.02-3) seeks to *facilitate the orderly development of urban areas* and strategies include *facilitating logical and efficient provision of infrastructure and use of existing infrastructure and services.*

Sequencing of Development (11.02-4) seeks to *manage the sequence of development in growth areas so that services are available from early in the life of new communities*, and contains the following strategies:

- *Define preferred development sequences in growth areas to better coordinate infrastructure planning and funding.*
- *Ensure that new land is released in growth areas in a timely fashion to facilitate coordinated and cost-efficient provision of local and regional infrastructure.*
- *Require new development to make a financial contribution to the provision of infrastructure such as community facilities, public transport and roads.*
- *Improve the coordination and timing of the installation of services and infrastructure in new development areas.*
- *Support opportunities to co-locate facilities.*
- *Ensure that planning for water supply, sewerage and drainage works receives high priority in early planning for new developments.*

Significant environments and landscapes (12.04) seeks to *protect and conserve environmentally sensitive areas.*

Floodplains (13.02) outlines the requirements for *Floodplain Management.*

Water (14.02) deals with the appropriate management of water catchments.

Neighbourhood and Subdivision Design (15.01-3) and Design for Safety (15.01-4) emphasises the importance of safe and convenient road networks, particularly for pedestrians and cyclists, it also emphasises the importance of improved energy efficiency and water conservation as does Sustainable Development (15.02)

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Transport (Clause 18) outlines measures to ensure an integrated and sustainable transport system including taking advantage of all modes of transport and improving access to public transport, walking and cycling networks.

Infrastructure (Clause 19) seeks to ensure that physical infrastructure is provided in a way that is *efficient, equitable, accessible and timely*.

Water Supply, Sewerage and Drainage (19.03-2) has the following objective: *To plan for the provision of water supply, sewerage and drainage services that efficiently and effectively meet State and community needs and protect the environment*. The following strategies are particularly relevant:

- *Provide for sewerage at the time of subdivision, or ensure lots created by the subdivision are capable of adequately treating and retaining all domestic wastewater within the boundaries of each lot.*
- *Plan urban stormwater drainage systems to:*
 - *Coordinate with adjacent municipalities and take into account the catchment context.*
 - *Include measures to reduce peak flows and assist screening, filtering and treatment of stormwater, to enhance flood protection and minimise impacts on water quality in receiving waters.*
 - *Prevent, where practicable, the intrusion of litter.*

Stormwater (19.03-3) seeks to minimise the impact of stormwater in bays and catchments.

Telecommunications (19.03-4) seeks to facilitate the orderly development and extension of telecommunications infrastructure.

3 Utilities

Millar Merrigan has made enquiries of the following service authorities to determine the current location and capacity of existing infrastructure assets and the potential for these to cater for the development of the site for residential purposes as proposed:

- Sewerage: Gippsland Water
- Water: Gippsland Water
- Drainage: Latrobe City Council & West Gippsland Catchment Management Authority
- Electricity: AusNet Services
- Gas: APA Group
- Telecommunications: Telstra/NBN Co.

Detailed design of this infrastructure will be completed in line with authority's standards and permit conditions during the next phase of the project.

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3.1 Sewerage

The relevant service authority for sewer in the area is Gippsland Water. The following advice has been provided by their Lindsay Nation of the Land Development team.

"No issues with capacity for the 300mm RC main to either the east or the west of the land."

"The design should consider not having direct sewer connections to the 300 main."

"It may be possible to realign the sewer main around the lot."

There are two existing 300mm RC sewer mains (one through the centre and one on the eastern boundary) that can both be utilised. The internal reticulation system abutting the property boundary is capable of servicing the proposed development. Gippsland Water will maintain the sewerage assets should they be designed and constructed to their reticulation standard.

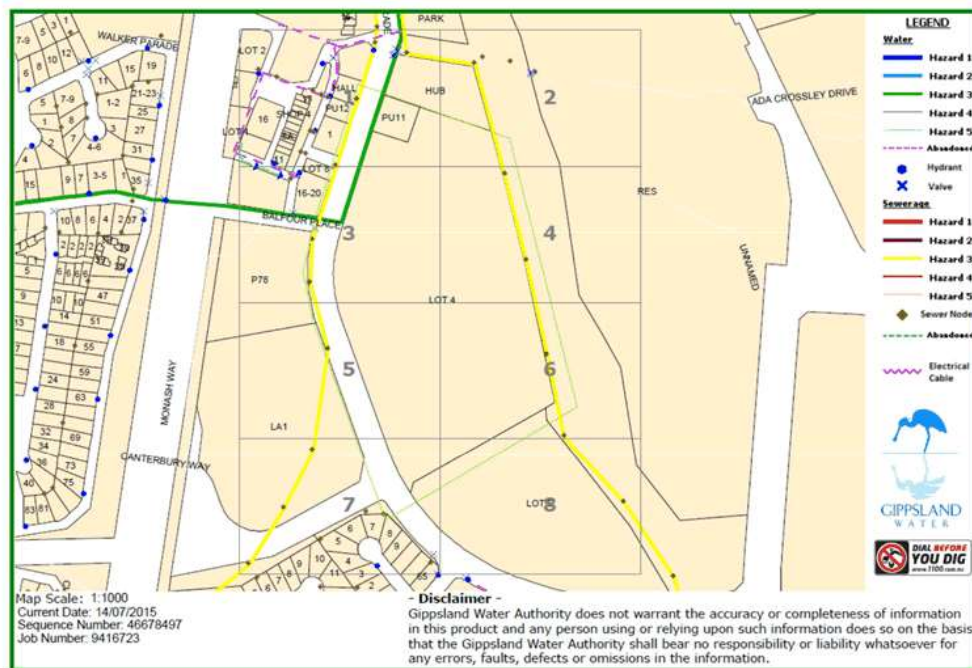


Figure 6: Sewer Asset Plan

"All extensions are considered reticulation assets and would be fully borne by the developer."

The existing sewer alignment through the western parcel to be rationalised to match the road network as part of the development process.

3.2 Water

The relevant service authority for water in the area is Gippsland Water. The following advice has been provided by their Developer Works Advisor, Lindsay Nation of the Land Development team.

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"No issues with capacity... No direct connections will be allowed to the 300mm AC main. The 300mm AC water main is classified as a distribution main, and as such, Gippsland Water wants to minimise the number of direct connections to this asset."

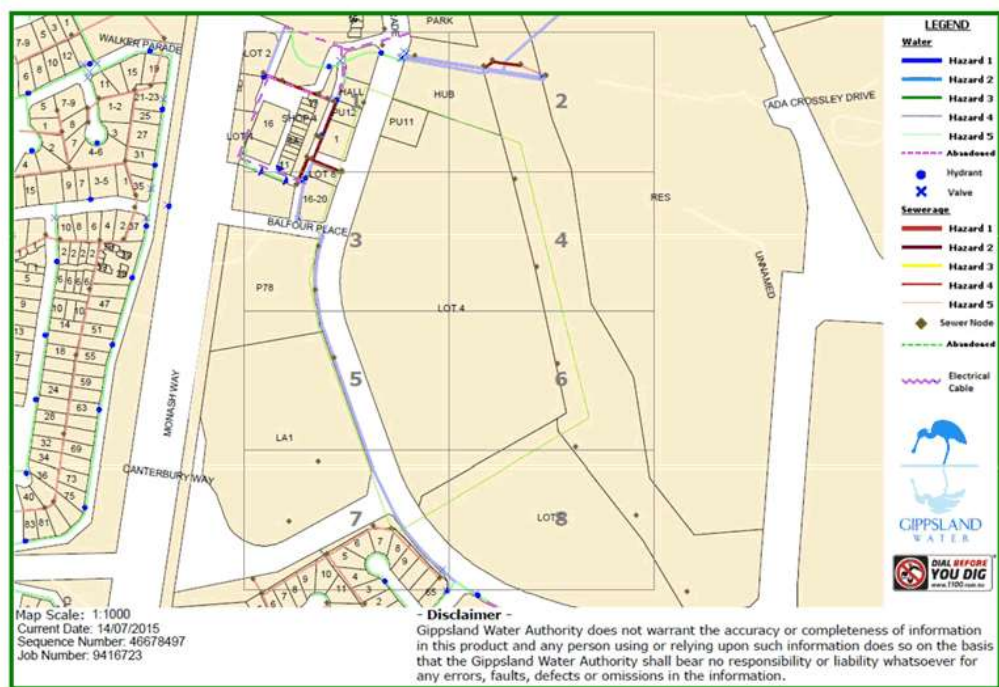


Figure 7: Water Asset Plan

There is sufficient capacity in the 300mm AC water main located in Philip Parade, to service the development as shown on the 'Water Asset Plan'. The development will require its own reticulation network to connect to this to supply.

Fire Fighting Requirements:

Firefighting requirements have not been supplied and therefore not assessed

Gippsland Water maintained water assets will be required to be reticulated throughout the development/subdivision. There are no reticulated recycled water sources within this area but opportunity exists for rainwater capture and re-use. It is anticipated that reticulated water can be provided to the subject site in a timely and cost effective manner.

"All extensions are considered reticulation assets and would be fully borne by the developer."

3.3 Electricity

The relevant electricity supplier for the site is AusNet. Preliminary servicing advice has been supplied by AusNet's Design Officer, Emma Bostedt. There are no anticipated issues with regard to network capacity. Existing pole-type substations along the frontage of the site may need to be upgraded to facilitate development.

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AusNet has existing overhead powerlines running along the eastern side of Philip Parade and a further two poles along the northern boundary of the western site. There are three pole mounted substations along the frontage of the site. The network layout can be seen in *Figure 8* below.

AusNet has outline:

"There is sufficient capacity in our network to service these subdivisions."

The eastern residential site will require a kiosk from the high voltage lines running along Philip Parade, it has not yet been determined if the western site will need one.

Both sites will need to construct an underground supply for connection to AusNet's network.

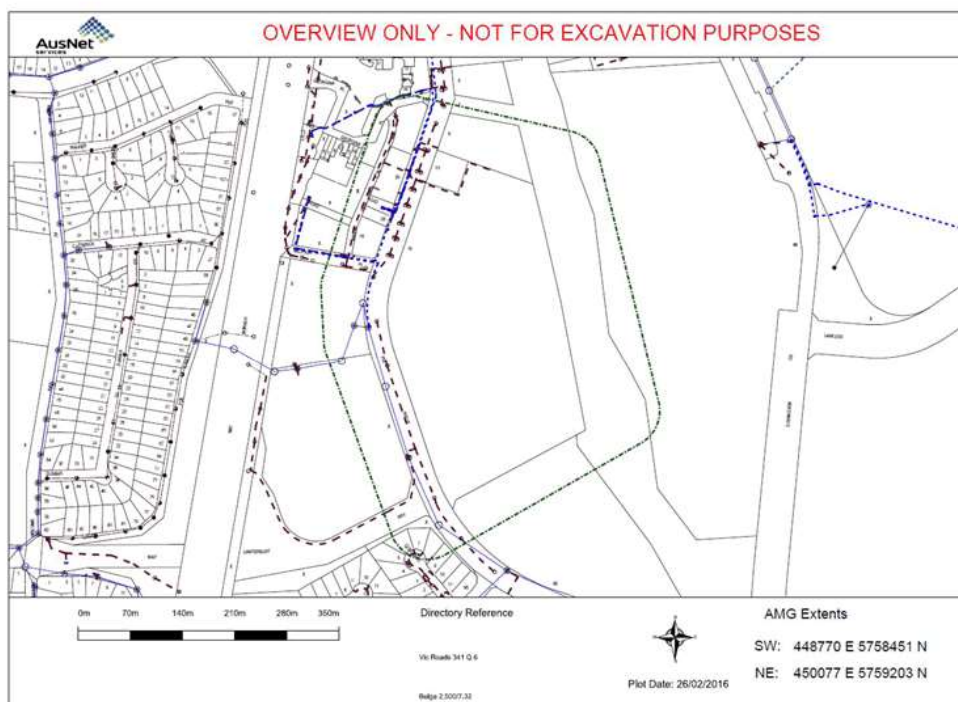


Figure 8: AusNet Asset Plan

The existing overhead supply within the western title (as seen above) is to be retired.

3.4 Gas

APA Group may be able to supply this subject site with natural gas. These works could be subject to contributions from the developer. Detailed costs can be provided only at the time of formal application.

Existing APA infrastructure is located on the western side of Philip Parade as shown below.

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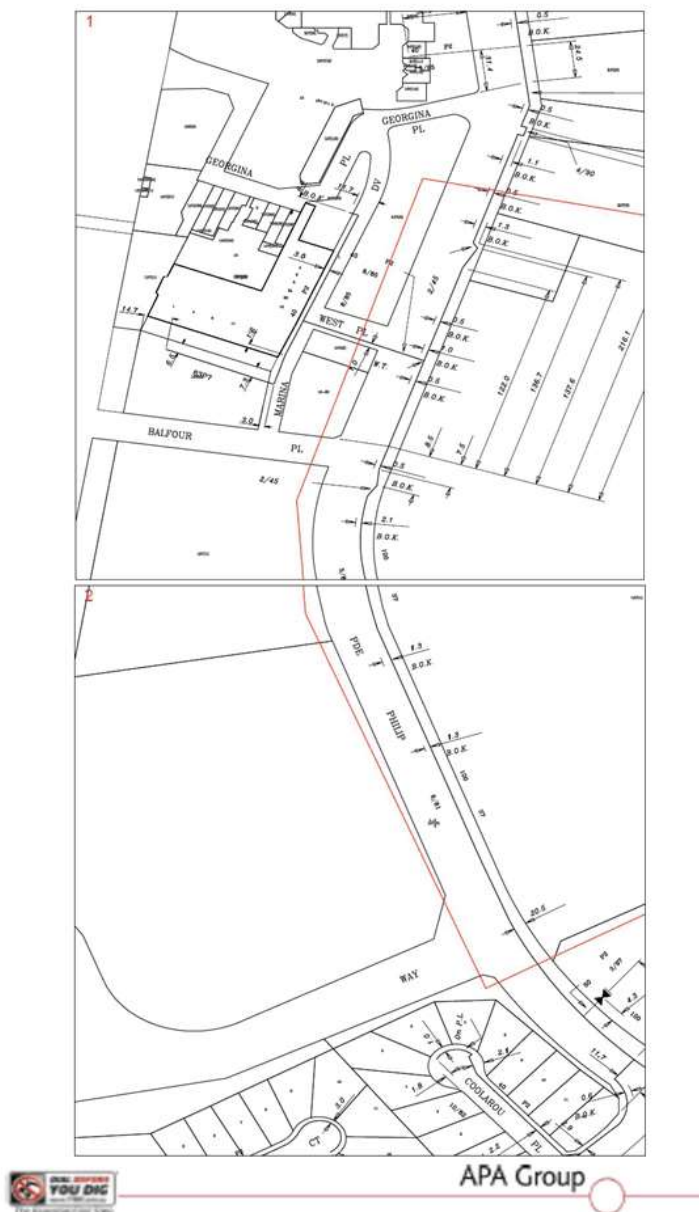


Figure 9: APA Group Asset Plan

3.5 Telecommunications

Telecommunications is currently transitioning from copper wire to broadband technology. NBN Co have confirmed that the overall site will be provided with Fibre to the Premises (FTTP), as part of the National Broadband Network. The site sits within the current NBN footprint which triggers the need for an NBN agreement.

NBN Co. is responsible for the delivery of broadband infrastructure and they have indicated that NBN infrastructure may be provided subject to commercial agreements between NBN

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Co. and the developer. In the event that an agreement is not reached, Telstra will be required to provide standard copper service.

NBN has cable in service directly in front of the development with major infrastructure located very close. Telstra also has existing infrastructure along Philip Parade and as such there are no anticipated issues with network capacity.

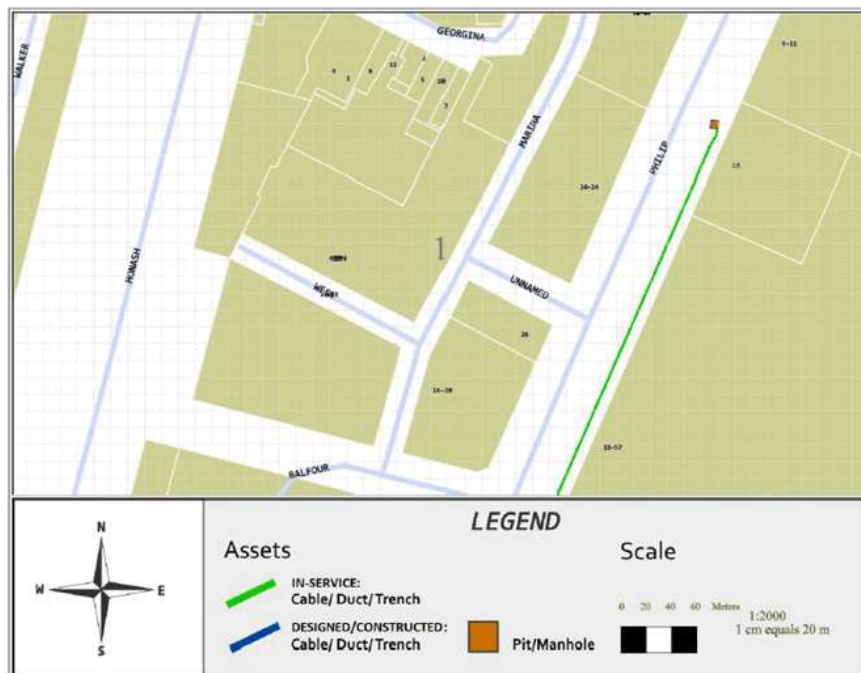


Figure 10: NBN Network Plan

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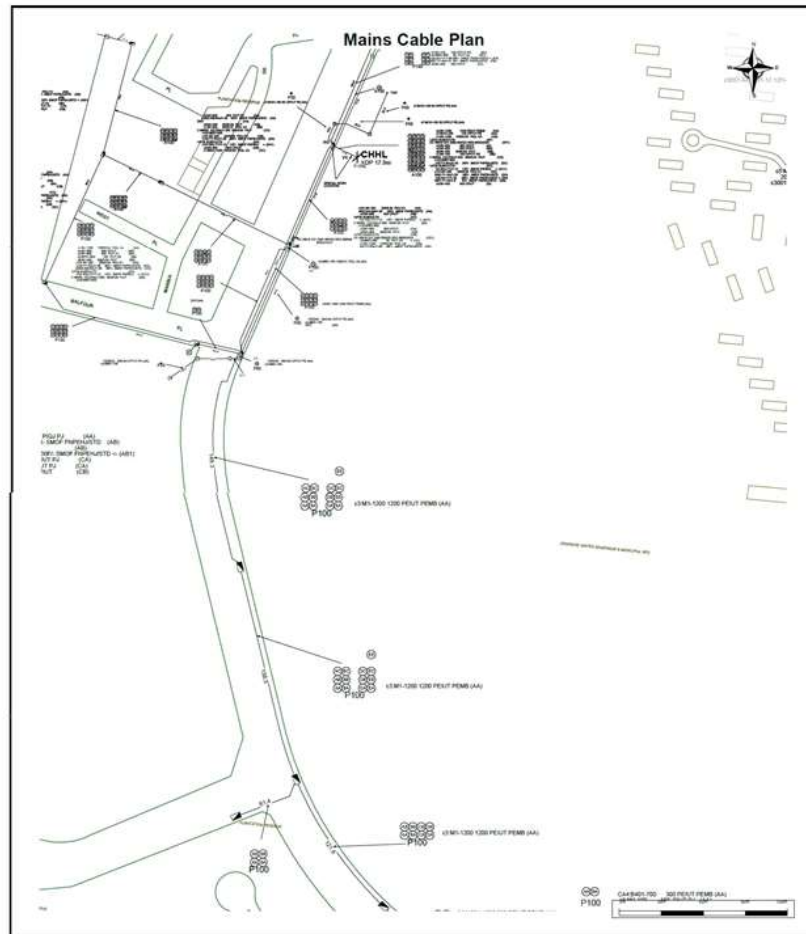


Figure 11: Telstra Network Plan

4 Urban Run-off

The responsible authorities for local drainage are West Gippsland Catchment Management Authority (WGCMA) and Latrobe City Council. Design approval from Latrobe City Council and WGCMA will be required prior to commencement of the drainage works.

Initial feasibility advice from the West Gippsland Catchment Management Authority shows a designated water way within the western parcel. The advice from the CMA at the time of this report suggest that this can be realigned to match the road network if a treatment reserve is provided for low flows and sufficient freeboard provided conveyance for the high flows.

In line with discussions held with Adam Dunn at the CMA, the reserve sizing provides room for treatment area providing benefit to the external catchment. See below MUSIC model to support this. The areas listed are the minimum areas required to meet Best Practice Principles of 80/45/45.

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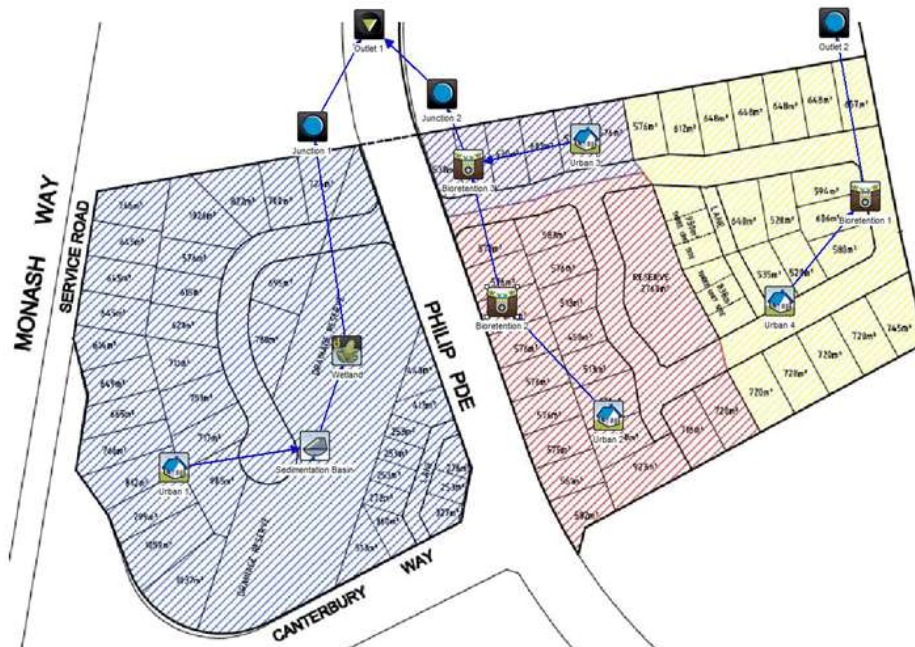


Figure 12: MUSIC Model

General:

Wetland Surface Area = 600 m²
 Wetland Volume = 450 m³
 Sediment Pond Area = 60 m²
 Sediment Pond Volume = 31 m³

Bio Retention Swale (80 mg/kg):

Bio retention 1 = 102m²
 Bio retention 2 = 42m²
 Bio retention 3 = 25m

This will easily fit within the drainage reserve on the western side of Philip Parade. This allows for the external catchment low flows to receive treatment benefits.

Hydraulic comps for the external catchment are attached, see summary below. The flow can be conveyed along the internal road network as demonstrated using the typical cross section below.

Rainfall Event

1 in 5 year
 1 in 100 year

External Catchment (80ha)

4.522 cumecs (Tc = 33.67min)
 13.368 cumecs (Tc = 33.67min)

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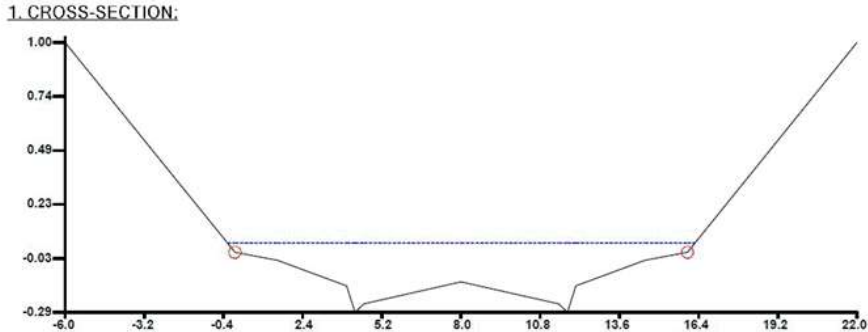


Figure 13: Typical Section (Internal Road)

5 Access and Mobility Management

5.1 Mobility Plan

The site Mobility Plan as shown below, demonstrates that the proposed development is well serviced by vehicle and pedestrian infrastructure which can be readily extended by future development.



Figure 14: Mobility Plan

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5.2 Existing Roads

A review of the existing roads impacted by the development has been completed. The below summary outlines hierarchy and relevant design parameters. As can be seen from the Mobility Plan, the following roads provide for vehicle access:

Philip Parade

Hierarchy:	Collector
Owner:	Latrobe City Council
Speed Limit:	60 km/hr
Pavement Width:	8.5 m (2 x lanes including 2 x bicycle lanes)
Kerb Profile:	Semi Mountable 2 (east) & Barrier (west)
Footpath:	1 x 1.5 m (west)
On Street Parking:	No
Line Marking:	Yes

Canterbury Way East

Hierarchy:	Collector
Owner:	Latrobe City Council
Speed Limit:	60 km/hr
Pavement Width:	8.0 m (2 x lanes)
Kerb Profile:	Swale
Footpath:	Nil
On Street Parking:	No
Line Marking:	Yes

Balfour Place (service road)

Hierarchy:	Access
Owner:	Latrobe City Council
Speed Limit:	60 km/hr
Pavement Width:	8.0 m (2 x lanes)
Kerb Profile:	Semi Mountable 2
Footpath:	Nil
On Street Parking:	Yes
Line Marking:	No

Monash Way

Hierarchy:	Arterial
Owner:	VicRoads
Speed Limit:	70 km/hr (North) & 80 km/hr (South)
Pavement Width:	12.5 m (2 lanes)
Kerb Profile:	Swale
Footpath:	Nil
On Street Parking:	No
Line Marking:	Yes

There is no direct access provided to Monash Way.

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5.3 Public Transport

Latrobe Valley Bus Lines provide the public transport for Churchill on behalf of Public Transport Victoria (PTV).

There are 6 different routes that service Churchill. They are:

- Route 2 – Morwell to Churchill;
- Route 3 – Traralgon to Churchill;
- Route 4 – Churchill to Boolarra via Yinnar;
- Route 7 – Traralgon to Churchill via University;
- Route 9 – Traralgon to Churchill;
- Route 30 – Churchill Town Loop.

As can be seen on the Mobility Plan, the PPDP area is within a 400m radius of two bus stops:

Philip Parade Commercial Area – A stop to the north of the PPDP at the southern extent of the commercial area. This stop is serviced by routes 2, 3, 7 and 30.

Amaroo Drive/Philip Parade – A stop to the north of the site within the existing residential estate. This this is serviced by route 2.

In addition to these stops and located at the northern extent of the commercial area, is the Churchill Shopping Complex bus exchange that is serviced by all 6 routes.

5.4 Bicycle Network

As described in the Latrobe Valley Bicycle Plan (2007), the proposed Churchill bicycle network has been based largely on the network proposed as part of the original 1998 bicycle strategy. The revised Churchill bicycle network is shown below. The updated Plan shows the proposed construction of routes along Philip Parade (Priority Route) and Canterbury Way East (Local Route).

Since the report was issued in 2007, Philip Parade has been line marked to include lanes both in and out of the town centre.

Canterbury Way East however does not have a bicycle lane as proposed. This may form a condition of development on Canterbury Way East

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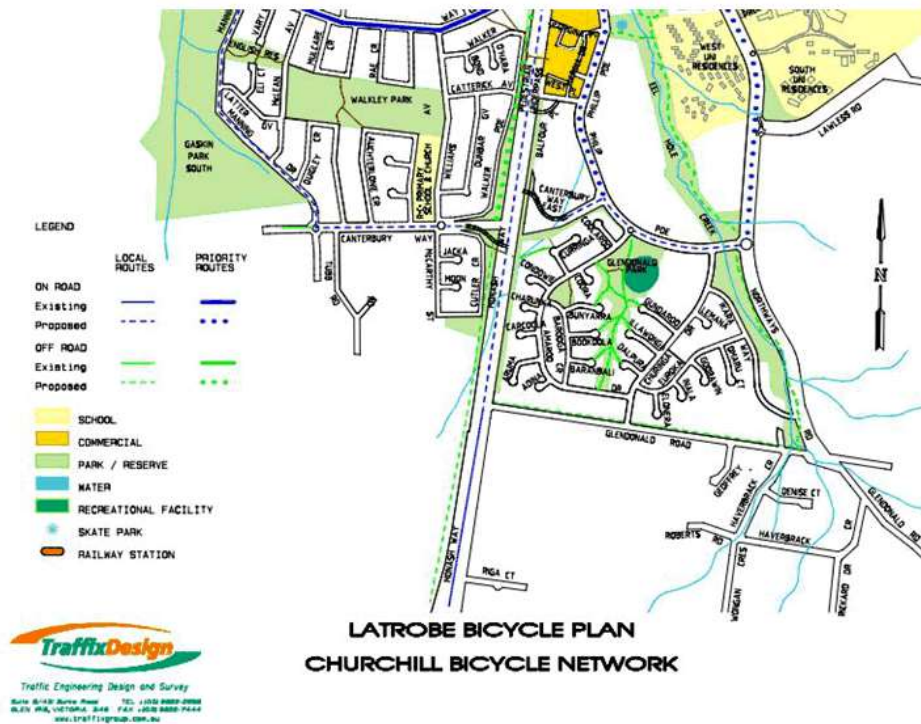


Figure 14: Latrobe Bicycle Plan

5.5 Subdivision Access

Latrobe City Council will be responsible for managing the road network entering, and within, the development. All access roads are located within a 60km/h zone and has site distance in both directions. Following consultation with Council officers, it was determined that direct driveway access to existing external roads would be appropriate. Care will be needed at the time of permit application and detailed design to ensure that driveways don't clash with the intersection of Philip Parade and Canterbury Way. Where possible, double driveways should be provided to reduce conflict points. It is anticipated that an intersection similar to that at Philip Parade and Amaroo Drive would be suitable (shown below).

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Figure 13: Intersection of Philip Parade and Amaroo Drive

Council have noted that the creation of a cross intersection on Philip Parade would require a roundabout to control vehicle movement. It is noted that there is an equivalent existing roundabout on Philip Parade nearby (at Amaroo Drive, see figure 13). Given that Philip Parade is contained within a 30m road reserve, a roundabout will be readily accommodated within the existing width. The responsibility for roundabout construction would be for the development that creates the cross intersection (ie. the second development).

Internal roads would be provided to Council standards and include footpaths on both sides of the road. As noted on the Mobility Plan, an opportunity exists to link to the walking trails along Eel Hole Creek.

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6 Summary and Conclusion

The subject site is approximately 7.79ha and is located on Philip Parade in Churchill. It is contained within the Latrobe City Council.

Gippsland Water is responsible for managing the reticulated sewer and water constructed for the site. They have determined that current sewerage and water infrastructure is sized sufficiently to service the proposed level of development.

The relevant electricity authority for the site is AusNet. There are no anticipated issues with regard to network capacity. Upgrades to transformers and poles directly adjacent to future development sites may be required to provide underground supply to the sites.

APA Group may also be able to supply this estate with natural gas. Initial feasibility enquiries are being conducted to determine availability of supply.

Telecommunications is currently transitioning from copper wire to broadband technology. As part of the federal government's National Broadband Network initiative, Fibre to the Premises (FTTP) may be made available. NBN Co. is responsible for the delivery of broadband infrastructure which will be subject to commercial agreements between NBN Co. and the developer. The subject site falls within the current fibre footprint and NBN Co. have indicated that they will be able to provide service to the subject site.

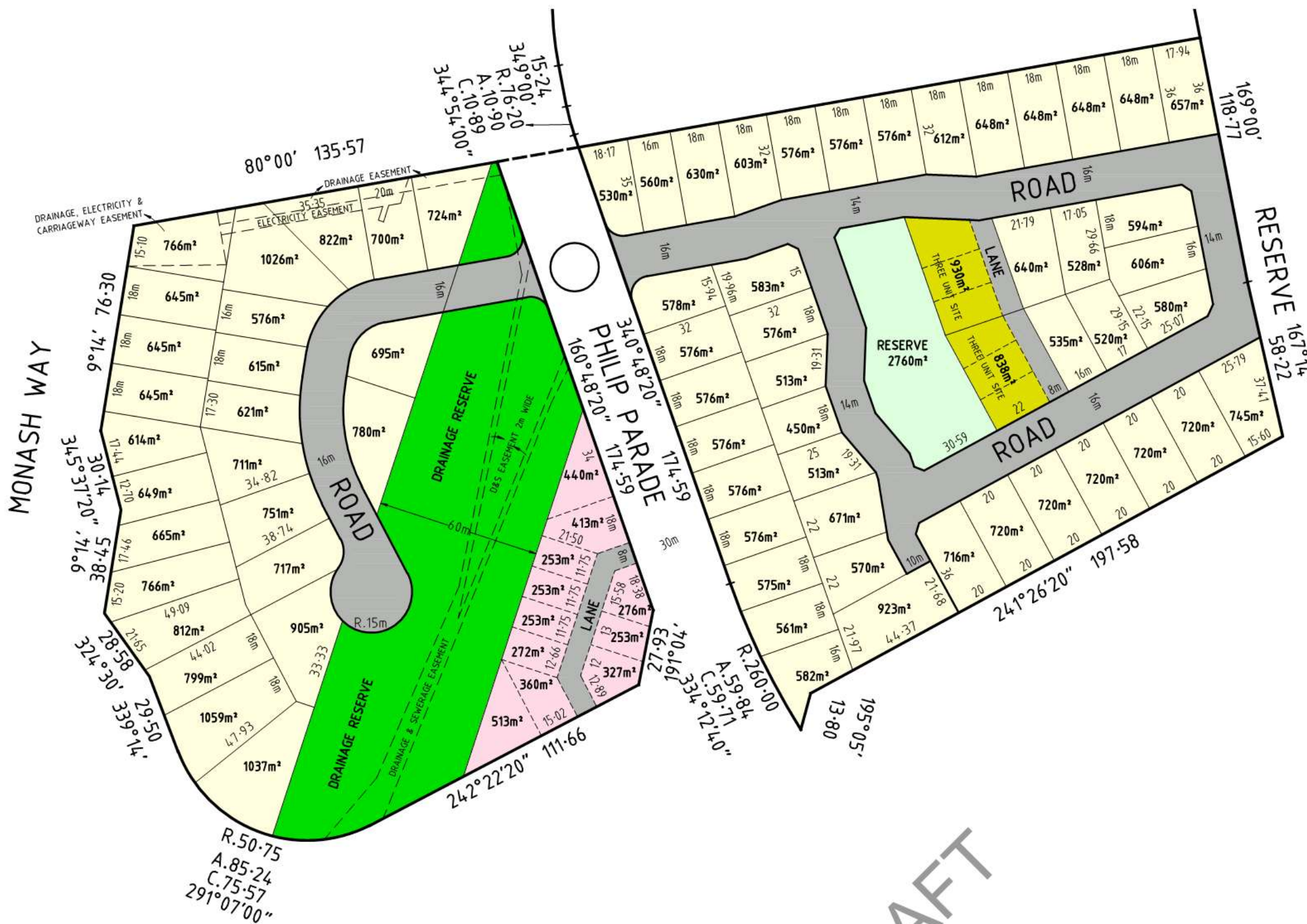
Site stormwater works will require liaison with both Latrobe City Council and the West Gippsland Catchment Management Authority. Any future development along Philip Parade will require the introduction of flood mitigation measures to address the WGCMA's concerns over the 1 in 100-year storm event. Liaison with the WGCMA has allowed for an integrated landscape, hydraulic and water quality solution that allows for the rationalisation of the existing designated waterway.

Latrobe City Council will be responsible for managing the road network entering and within the development. Access to the site will be through direct access from Philip Parade or via a new roundabout constructed for access to both sites.

The site represents an exciting development opportunity that can be serviced by the upgrade of existing infrastructure. Feasibility enquiries have returned largely positive responses and early engagement with relevant service authorities has yielded a functional and efficient strategy for servicing the site.

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Appendix 1 – Concept Sketch Plan (August 2016)



DIMENSIONS HEREON ARE SUBJECT TO SURVEY.
 THIS PLAN IS SUBJECT TO THE APPROVAL OF VARIOUS STATUTORY AUTHORITIES.
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 THE ACCURACY OF THIS INFORMATION HAS NOT BEEN VERIFIED BY THIS OFFICE.

FOR DISCUSSION

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DRAFT

No.	Revision Description	Drawn	App'd	Date
5	Change layout for drainage reserve	AHW		11.08.2016
4	Changes to layout on west	AHW		04.05.2016
3	Prepared for discussion purposes.	AHW		22.03.2016
2	Prepared for discussion purposes.	AHW		01.02.2016
1	Prepared for discussion purposes.	AHW		01.02.2016



CONCEPT PLAN

A PORTION OF LOT 4 ON PS 309824F VOL.10198
 FOL. 682 and
 LAND IN PC 350767V VOL.9976 FOL.461
 15-57 PHILIP PARADE, CHURCHILL 3842
 CITY OF MORWELL
 18732T1 Version 5 NBA Date :Aug 2016

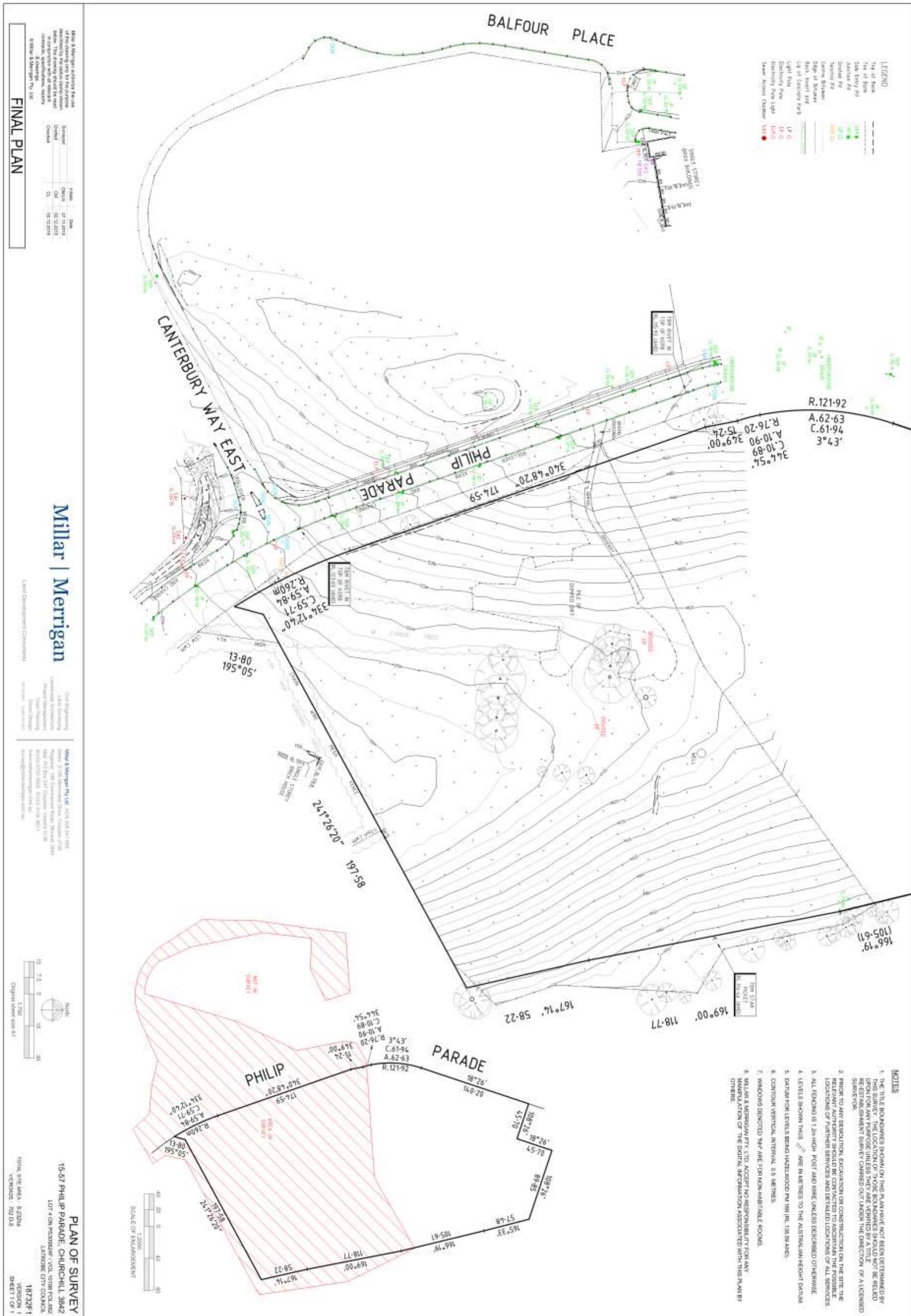


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Appendix 2 – Feature and Level Plan of Survey



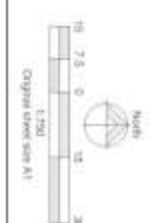
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 Management Act 1991 (as amended).
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Stage	Date
Original	06/03/2018
Final	06/03/2018

FINAL PLAN

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Site Engineering
 Land Surveying
 Planning & Design
 Project Management
 Environmental Assessment
 Heritage Assessment
 Resource Management
 Planning & Design



PLAN OF SURVEY
 16-57 PHILIP PARADE, CHURCHILL, 3842
 LOT 4 ON RESOURCE MGMT PLAN 1078194
 LANTHOPE CITY COUNCIL

187325-1
 VERSION 1
 SHEET 1 OF 1

- NOTES**
1. THE TITLE BOUNDARIES SHOWN ON THIS PLAN HAVE NOT BEEN OBTAINED BY THIS SURVEY. THE LOCATION OF THOSE BOUNDARIES SHOULD NOT BE RELIED UPON FOR ANY PURPOSE UNLESS THEY ARE VERIFIED BY A TITLE RE-ESTABLISHMENT SURVEY CARRIED OUT UNDER THE DIRECTION OF A LICENSED SURVEYOR.
 2. PRIOR TO ANY DEMOLITION, EXCAVATION OR CONSTRUCTION ON THE SITE THE RELEVANT AUTHORITY SHOULD BE CONTACTED TO ASCERTAIN THE POSSIBLE LOCATIONS OF UTILITIES SERVICES AND DETAILED LOCATIONS OF ALL SERVICES.
 3. ALL FENCING IS 1.2m HIGH POST AND RAIL UNLESS OTHERWISE SPECIFIED.
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15-57 Philip Parade, Churchill

Ecological Assessment

Proposed Residential Development

Municipality: Latrobe City Council

Prepared by: Millar Merrigan on behalf of
NBA Group Pty Ltd

Reference: 18732/12.1

Date: August 2016

Ecological Assessment
18732 Philip Parade, Churchill

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Document Status

Version	Date	Description	Prepared By	Approved By
1	June 2016	Final	Alex Desmond	Simon Merrigan
2	August	Final	Alex Desmond	Simon Merrigan

Ecological Assessment
18732 Philip Parade, Churchill

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Ecological Assessment
18732 Philip Parade, Churchill

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	Appendix 3. Fauna list from the Viridians Biological Database Search (Gullan, 2011).	3

1 Introduction

Millar Merrigan have been engaged by the NBA Group to provide an Ecological Assessment as part of the preparation of a Development Plan for land covered by a Development Plan Overlay (DPO) in Philip Parade, Churchill.

The purpose of this report is to provide information on the significance of the site in terms of flora and fauna, to cover off the applicable requirements under the State Planning Policy: Clause 12.01-1 Protection of Biodiversity and to consider the provisions of the Development Plan Overlay, Schedule 5 (DPO5). The report will also assess the impacts of the proposal on ecological and physical characteristics of the area in particular the adjacent Eel Hole Creek.

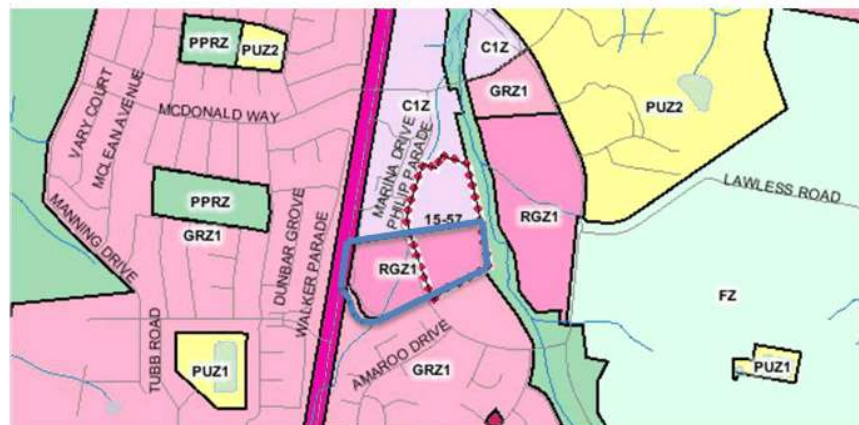
Important documentation/reports which should be read in conjunction with this report include:

- Philip Parade Overall Development Plan (NBA Group & Millar Merrigan 2016);
- Schedule 5 to the Development Plan Overlay (DP05) of the Latrobe Planning Scheme (Viewed 7.4.2016);
- Permitted clearing of native vegetation: Biodiversity assessment guidelines (DEPI 2013) which has replaced: *Victoria's Native Vegetation Management: Framework for Action* (NRE 2002);
- West Gippsland Native Vegetation Plan (WGCMA 2003).

1.1 Site Description and Landscape Context

The subject land is approximately 8 hectares and is made up of two allotments, one of which is in the ownership of the applicant. The land is regular in shape and is situated on either side of Philip Parade. The west lot and half of the east lot are zoned as Residential Growth Zone which encourages development of housing at increased densities (see Figure 1). The subject site is immediately adjacent to Monash Way and abuts residential land to the west and south and vacant commercial land to the north. A creek and reserve run along the east side of the development.

Figure 1. Image showing the subject site (as referred to in this report) and balance lot.



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The site is located within the Latrobe City municipality and is zoned Residential Growth Zone (RGZ1) and covered by a Development Plan Overlay (DP05). DP05 (Residential Growth Areas) includes a specific condition which deals with the flora and fauna of the site. In these areas a development plan must:

- *In consultation with the Department of Sustainability and Environment, a flora and fauna survey, prepared by a suitably qualified expert, which includes but is not limited to species surveys for Growling Grass Frog (*Litoria raniformis*) and Dwarf Galaxias (*Galaxiella pusilla*), and measures required to protect the identified species;*
- *An assessment of any native vegetation to be removed having regard to Victoria's Native Vegetation Management: A Framework for Action (Native Vegetation Framework), including how it is proposed to protect and manage any appropriate native vegetation;*
- *Regard must be had to the West Gippsland Native Vegetation Plan 2003 (WGNVP 2003);*
- *Any management plan should take into account that the Strzelecki Bioregion is one of Victoria's most fragmented Bioregions and address this as a consideration.*

It is noted that the *Native Vegetation Framework* has been superseded and has been replaced in the Latrobe Planning Scheme by: *Permitted clearing of native vegetation – Biodiversity assessment guidelines (Department of Environment and Primary Industries, September 2013)*.

Additionally the site is located within the Gippsland Plains bioregion.

1.2 Vegetation Description

There are no patches of native vegetation on the subject site due to the fact that it has been extensively cleared and utilised for agriculture and grazing. As shown in Figure 2, the dominant groundcover is exotic pasture grasses. The land is located within the Gippsland Plain bioregion and historically two vegetation communities occurred within the study area; Swampy Scrub and Grassy Woodland.

Figure 2. Image of the subject site (photo taken looking east from the eastern lot).



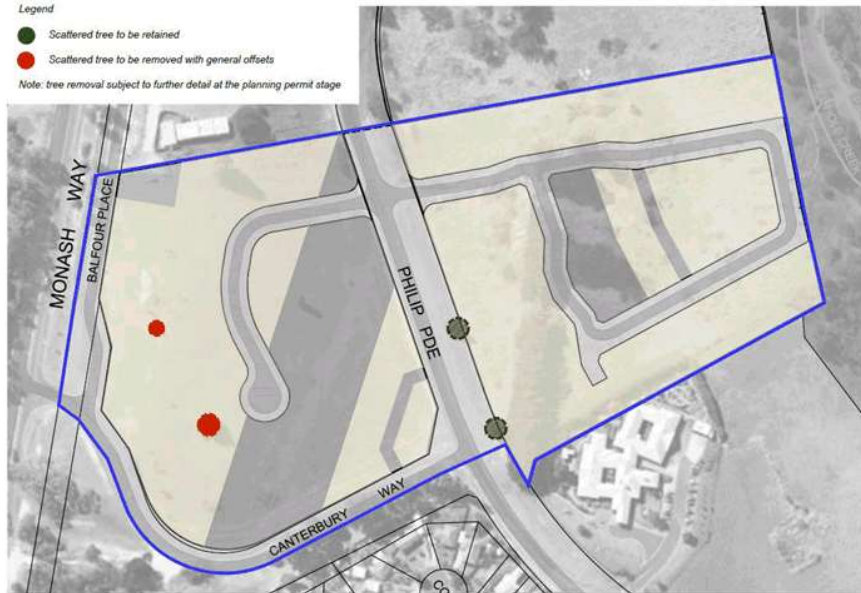
Several native trees have been identified onsite. Native scattered trees for retention and removal are marked in figure 3 below. The removal of native vegetation will require general offsets but will be subject to further detail provided at the planning permit phase.

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18732 Philip Parade, Churchill

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Figure 3. Tree retention and removal plan



2 Development Proposal

Figure 4. Image of proposed development



The Development plan (as shown below in Figure 4 and Appendix 1) is a concept for the development of the subject land and will provide the basis for the preparation of future

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subdivision applications. The design has been influenced by the natural features of the site and ensures that streets are well connected, there is a range of housing types and Water Sensitive Urban Design (WSUD) techniques are incorporated. WSUD will ensure a sustainable development whilst landscaping around the wetland will improve ecological integrity and provide habitat for native flora and fauna.

3 Applicable Legislation and Other Planning Considerations

Environmental Protection and Biodiversity Conservation (EPBC) Act (1999)

The EPBC Act provides a legal framework to protect and manage nationally and internationally important flora, fauna, ecological communities and heritage places—defined in the EPBC Act as matters of national environmental significance.

The objectives of the EPBC Act are to:

- *Provide for the protection of the environment, especially matters of national environmental significance*
- *Conserve Australian biodiversity*
- *Provide a streamlined national environmental assessment and approvals process*
- *Enhance the protection and management of important natural and cultural places*
- *Promote ecologically sustainable development through the conservation and ecologically sustainable use of natural resources*

Referral to the Australian Government Environment Minister or Minister's delegate is required if a proposed action is likely to have a significant impact on matters of National Significance protected under Part 3 of the EPBC Act.

Planning and Environment (PE) Act (1987)

As detailed under the PE Act, every municipality has a planning scheme which sets out the objectives, policies and controls for use, development and protection of land. The subject site falls under the control of the Latrobe City Council Planning Scheme. The following planning provisions are relevant to biodiversity and thus are applicable to the proposed development.

State Planning Policy Framework

Clause 12.01-1 (Protection of Biodiversity)

The objective of this clause is:

To assist the protection and conservation of Victoria's biodiversity, including important habitat for Victoria's flora and fauna and other strategically valuable biodiversity sites.

Strategies for achieving this:

- *Avoids and minimises significant impacts, including cumulative impacts, of land use and development on Victoria's biodiversity;*
- *Considers impacts of any change in land-use or development that may affect the biodiversity value of adjoining national parks and conservation reserves or nationally and internationally significant sites including wetlands and wetland wildlife habitat designated under the Convention on*

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Wetlands of International Importance (the Ramsar Convention), and sites utilised by species designated under the Japan-Australia Migratory Birds Agreement (JAMBA) or the China-Australia Migratory Birds Agreement (CAMBA); and

- *Assists in the protection and management of sites containing high value biodiversity.*
- *Assists in the re-establishment of links between isolated habitat remnants that contain high value biodiversity.*

Municipal Strategic Statement

Clause 21.03 (Natural Environment Sustainability)

Council Vision:

- *To promote the responsible and sustainable care of our natural environment for the use and enjoyment of the people who make up the vibrant community of Latrobe Valley; and*
- *To responsibly manage the natural environment, to ensure its sustainability and diversity for the community.*

Applicable *Environmental Sustainability* objective:

- *To maintain and improve the ecological integrity of natural and artificial systems such as agriculture, forestry and urban areas.*

Applicable *Native Vegetation and Biodiversity* objective:

- *To protect native flora and fauna species and their habitat across the municipality;*
- *To increase the extent and quality of native vegetation and biodiversity across the municipality; and*
- *To support the maintenance of bushland reserves.*

Applicable *Water Quality and Quantity* objective:

- *To protect and improve water quality and river health*

Clause 12.01-2 Native Vegetation Management, 52.17 Native Vegetation and applicable guidelines were considered as part of this assessment.

Native Vegetation Management

Biodiversity Assessment Guidelines, 2013

These guidelines replace *Victoria's Native Vegetation- A Framework for Action* and are incorporated into the Victoria Planning Provisions and all planning schemes in Victoria.

The proposed development does not entail the removal of patches of native vegetation (Ecological Vegetation Class) as determined by the Guidelines and, as such, an assessment against Victoria's No Net Loss policy is not required and there is no additional permit requirement for the project under the relevant West Gippsland Native Vegetation Plan (WGCMA 2003).

Regional Native Vegetation Plans provide a strategic and co-ordinated approach to the management of native vegetation within a given Catchment Management Authority region, and complement the Native Vegetation Management guidelines.

4 Scope of the assessment

To assist with the development of this report, a desktop assessment has been undertaken using the Viridans Biological Database (Gullan, 2011). A site inspection was also undertaken on April 20th 2016 to assess the ecological characteristics of the subject site. The results of these assessments were used to predict the potential impact of the proposed development on important ecological characteristics identified within the area.

4.1 Desktop assessment

A desktop assessment of the Viridans Biological Database revealed the following: (see Gullan, 2011). (Refer to Appendix 2 and 3).

Fauna

No Fauna species, of national significance have been identified within close proximity to the subject site (see Figure 4 for the area searched).

Flora

Two fauna species listed under the EPBC Act and *Flora and Fauna Guarantee Act 1988* have been identified in close proximity to the subject site, including:

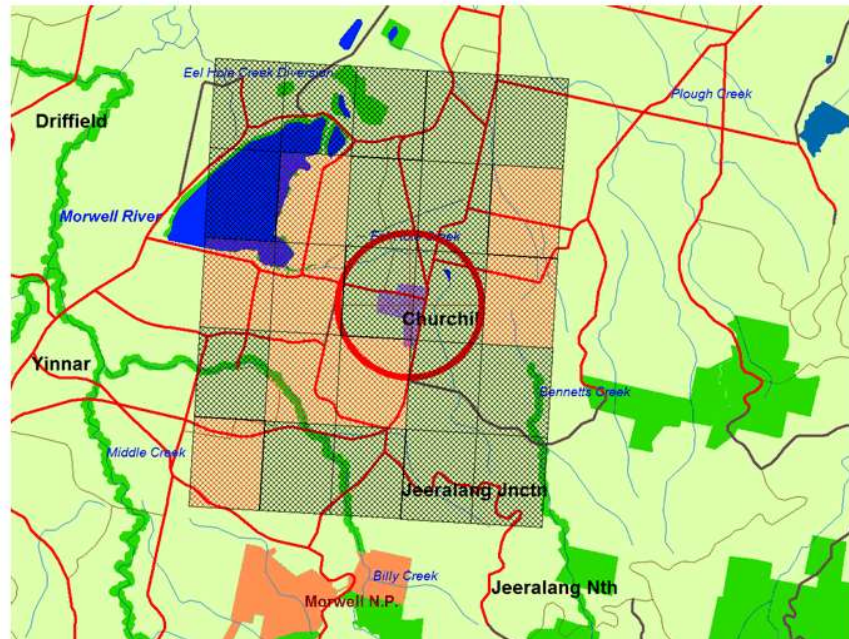
- Matted flax-lily (*Dianella amoena*);
- Strzelecki gum (*Eucalyptus strzeleckii*)

Figure 5. Extent of the search area undertaken as part of the desktop flora and fauna assessment.

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Note: The subject site is marked by the red ring and the search area is marked by the grid cells (each with a dimension of approximately 1.8 x 1.5)

5 Assessment of the Proposed Development

The vegetation and fauna habitat throughout the study area has been highly modified by past disturbances and is of low ecological value. Most of the study area has been significantly degraded and supports predominantly introduced vegetation that is of limited value.

Although two flora species listed under the EPBC Act and *Flora and Fauna Guarantee Act 1988* were identified within the study area, no terrestrial flora or fauna species of national or state significance have been recorded. Schedule 5 to the Development Plan Overlay (DP05) identifies that the Growling Grass Frog (*Litoria raniformis*) and Dwarf galaxias (*Galaxiella pusilla*) could be present in the area. The results highlight that neither species are present within or in close proximity to the site.

Growling Grass Frog

The Growling Grass Frog is a largely aquatic species that occupies a variety of permanent and ephemeral wetlands (Heard, 2010, Pyke, 2002) including:

- Natural wetlands;
- Streams;
- Irrigation channels;
- Farm dams.

There are no such water bodies within the development footprint however Eel Hole Creek to the east of the proposed residential development could potentially provide

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suitable habitat for the Growling Grass Frog. Provided that future allotments are connected to reticulated sewer, stormwater runoff is adequately managed and that sediment controls are implemented during any development, it is submitted that the proposed development will not have a significant impact on potential habitat for the Growling Grass Frog.

Dwarf Galaxias

The Dwarf Galaxias is an aquatic species that requires a range of still or slow-flowing waters, swamps or pools usually at low altitudes and often near the coast (Jackson, 2010).

The site contains no artificial waterbodies and the neighbouring creek also contains low quality vegetation and water flowing only intermittently throughout the year. In its current state, the site does not present a suitable habitat for the species.

Assessment against EPBC Act:

Of the matters of national environmental significance detailed under Part 3 of the EPBC Act, *Listed threatened species and communities* identified as components that need to be considered as part of this particular development application as follows:

- Matted flax lily (*Dianella amoena*)
- Strzelecki gum (*Eucalyptus Strzelecki*)

The potential impact of the proposed development on these areas is discussed below:

Dianella amoena is a robust tufted lily that grows in grass lands and grassy woodlands. *Eucalyptus Strzelecki* is a tall tree up to 40m tall, usually growing along foothills and flats. The study area is dominated by introduced grass species and does not support the presence of any patches of native vegetation (Ecological Vegetation Class). No flora species of national or state significance were recorded during the site inspection and are not likely to occur due to lack of suitable habitat.

6 Additional considerations

The Eel Hole Creek is located to the east of the site. It is down stream of the Lake Hyland water body and from a series of artificial wetlands. Additional matters that need to be considered is whether future development will affect water quality of the creek; and/or riparian vegetation; and the role vegetation plays in relation to land degradation such as soil erosion and salinity. Provided that future allotments are connected to reticulated sewer, stormwater runoff is adequately managed and that sediment controls are implemented during any development, it is submitted that the proposed development will not cause detrimental impact to the creek.

7 Recommendations

Overall the revised study area is of low ecological value, surrounded by residential housing and vacant land.

We make the following recommendations with regards to the future development of the site:

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- A Stormwater Management Plan can be developed to look at measures to ensure that runoff from future allotments is not directly disposed of into the creek drainage east of the development footprint.
- That an Erosion and Sediment Control Plan is developed and implemented prior to any works on the site.
- That in the event that either species identified in the Development Plan Overlay (DPO5), Growling Grass Frog (*Litoria raniformis*) and Dwarf galaxias (*Galaxiella pusilla*) are found to be present during any permitted works or activities within the precinct area, works must stop immediately and advice sought from the Environment, Natural resources and Fisheries business at the Gippsland regional DEPI office in Traralgon. There is to be no handling, translocation or other activities that may impact adversely on the species without the written consent of the relevant authorities.
- Landscaping of wetland areas should seek to utilise species that will have occurred naturally in the area covered by the Swampy Scrub EVC.

8 Conclusion

This assessment deems that development of the nature and scale proposed will not adversely impact on the ecological characteristics of the site.

Mitigation measures have been proposed to reduce the risk of adverse impacts resulting from the development.

It is particularly important that future development adequately monitors stormwater runoff and erosion and sediment control as part of any future works. Implementing measures relating to these areas will help to minimise the impact of future development on the adjacent waterways and wetlands system.

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9 References

GULLAN, P. 2011. Just-a-minute Victorian Plants and Animals. *Viridians Biological Database, Bentleigh East, Victoria.*

HEARD, G. W., SCROGGIE, M.P., AND CLEMANN, N. 2010. Guidelines for managing the endangered Growling Grass Frog in urbanising landscapes. Arthur Rylah Institute for Environmental Research Technical Report Series No. 208. Department of Sustainability and Environment, Heidelberg, Victoria.

PYKE, G.H. 2002. A review of the biology of the southern bell frog *Litoria raniformis* (anura:Hylidae). *Australian Zoologist* 32,32-38.

JACKSON, J., HAMMER, M., AND SADDLIER, S. 2010. National recovery plan for the Dwarf Galaxias, *Galaxiella pusilla*. The Victorian Government of Sustainability and Environment (DSE) 3-4.

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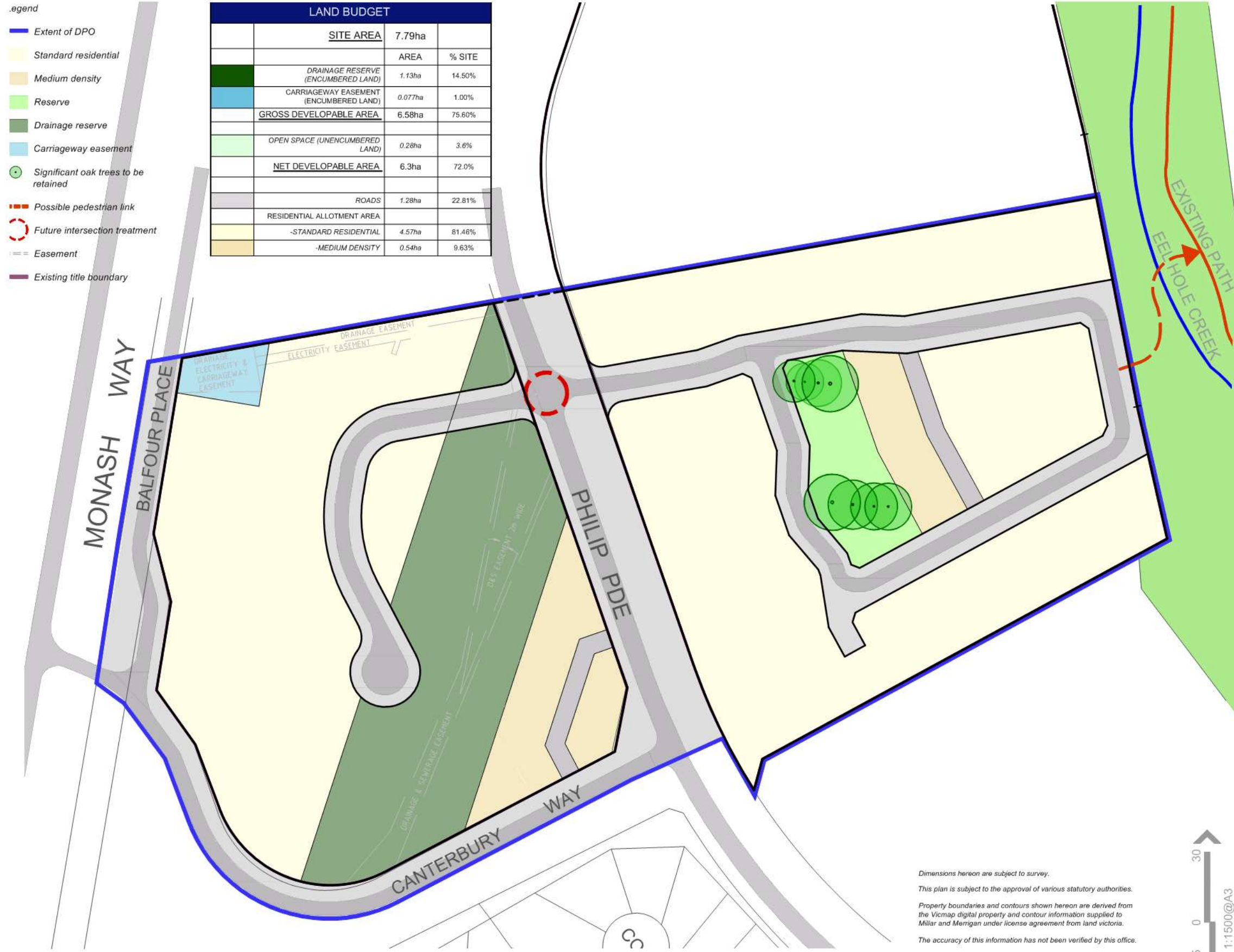
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Appendix 1. Proposed Development Plan (18732 P2 V1)

Legend

- Extent of DPO
- Standard residential
- Medium density
- Reserve
- Drainage reserve
- Carriageway easement
- Significant oak trees to be retained
- Possible pedestrian link
- Future intersection treatment
- Easement
- Existing title boundary

LAND BUDGET		
	SITE AREA	7.79ha
	AREA	% SITE
DRAINAGE RESERVE (ENCUMBERED LAND)	1.13ha	14.50%
CARRIAGEWAY EASEMENT (ENCUMBERED LAND)	0.077ha	1.00%
GROSS DEVELOPABLE AREA	6.58ha	75.60%
OPEN SPACE (UNENCUMBERED LAND)	0.28ha	3.6%
NET DEVELOPABLE AREA	6.3ha	72.0%
ROADS	1.28ha	22.81%
RESIDENTIAL ALLOTMENT AREA		
-STANDARD RESIDENTIAL	4.57ha	81.46%
-MEDIUM DENSITY	0.54ha	9.63%



Dimensions hereon are subject to survey.
 This plan is subject to the approval of various statutory authorities.
 Property boundaries and contours shown hereon are derived from the Vicmap digital property and contour information supplied to Millar and Merrigan under license agreement from land victoria.
 The accuracy of this information has not been verified by this office.
 Location and size of stormwater treatment facilities is conceptual only.

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DEVELOPMENT PLAN

Philip Parade Development Plan
 Philip Parade, Churchill (Part lot 4 on PS309824 & PC350767)
 Latrobe City Council
 18732 DP2_V2



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Appendix 2. Flora list from the Viridians Biological Database Search (Gullan, 2011).

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Species Name	Family Name	Last Date
<i>Acacia dealbata</i> - Silver Wattle	Mimosaceae	1980-1989
<i>Acacia mearnsii</i> - Black Wattle	Mimosaceae	2000-2015
<i>Acacia melanoxylon</i> - Blackwood	Mimosaceae	2000-2015
<i>Acacia verniciflua</i> - Varnish Wattle	Mimosaceae	2000-2015
<i>Acacia verticillata</i> - Prickly Moses	Mimosaceae	2000-2015
<i>Acaena echinata</i> - Sheep's Burr	Rosaceae	2000-2015
<i>Acaena novae-zelandiae</i> - Bidgee-widgee	Rosaceae	2000-2015
<i>Acrotriche serrulata</i> - Honey-pots	Epacridaceae	2000-2015
<i>Adiantum aethiopicum</i> - Common Maidenhair	Adiantaceae	2000-2015
* <i>Agrostis capillaris</i> - Brown-top Bent	Poaceae	1990-1999
* <i>Agrostis stolonifera</i> - Creeping Bent	Poaceae	2000-2015
* <i>Aira elegantissima</i> - Delicate Hair-grass	Poaceae	1990-1999
<i>Alisma plantago-aquatica</i> - Water Plantain	Alismataceae	2000-2015
* <i>Alopecurus pratensis</i> - Meadow Fox-tail	Poaceae	2000-2015
<i>Alternanthera denticulata s.l.</i> - Lesser Joyweed	Amaranthaceae	1990-1999
<i>Alternanthera denticulata s.s.</i> - Lesser Joyweed	Amaranthaceae	1990-1999
* <i>Alternanthera philoxeroides</i> - Alligator Weed	Amaranthaceae	2000-2015
<i>Amyema pendula</i> - Drooping Mistletoe	Loranthaceae	1990-1999
<i>Anthosachne scabra s.l.</i> - Common Wheat-grass	Poaceae	1960-1969
* <i>Anthoxanthum odoratum</i> - Sweet Vernal-grass	Poaceae	2000-2015
* <i>Arctotheca calendula</i> - Cape weed	Asteraceae	2000-2015
<i>Arthropodium strictum s.l.</i> - Chocolate Lily	Anthericaceae	2000-2015
<i>Asplenium bulbiferum subsp. gracillimum</i> - Mother Spleenwort	Aspleniaceae	1980-1989
* <i>Aster subulatus</i> - Aster-weed	Asteraceae	2000-2015
* <i>Atriplex prostrata</i> - Hastate Orache	Chenopodiaceae	2000-2015
<i>Austrostipa pubinodis</i> - Tall Spear-grass	Poaceae	2000-2015
<i>Austrostipa rudis</i> - Veined Spear-grass	Poaceae	2000-2015
<i>Azolla filiculoides</i> - Pacific Azolla	Azollaceae	1990-1999
* <i>Barbarea intermedia</i> - Wintercress	Brassicaceae	2000-2015
<i>Billardiera scandens s.l.</i> - Common Apple-berry	Pittosporaceae	1990-1999
<i>Blechnum minus</i> - Soft Water-fern	Blechnaceae	2000-2015
<i>Bossiaea cinerea</i> - Showy Bossiaea	Fabaceae	2000-2015
<i>Bossiaea prostrata</i> - Creeping Bossiaea	Fabaceae	1990-1999
* <i>Brassica rapa</i> - White Turnip	Brassicaceae	2000-2015
* <i>Briza maxima</i> - Large Quaking-grass	Poaceae	1990-1999
* <i>Briza minor</i> - Lesser Quaking-grass	Poaceae	2000-2015
* <i>Bromus catharticus</i> - Prairie Grass	Poaceae	2000-2015
* <i>Bromus diandrus</i> - Great Brome	Poaceae	2000-2015
* <i>Bromus hordeaceus subsp. hordeaceus</i> - Soft Brome	Poaceae	1990-1999
<i>Burchardia umbellata</i> - Milkmaids	Colchicaceae	2000-2015
<i>Bursaria spinosa</i> - Sweet Bursaria	Pittosporaceae	2000-2015
<i>Bursaria spinosa subsp. spinosa</i> - Sweet Bursaria	Pittosporaceae	2000-2015
<i>Caesia calliantha</i> - Blue Grass-lily	Hemerocallidaceae	1990-1999
* <i>Callitriche stagnalis</i> - Common Water-starwort	Veronicaceae	2000-2015
<i>Calochlaena dubia</i> - Common Ground-fern	Culcitaceae	1980-1989
v <i>Cardamine paucijuga</i> - Annual Bitter-cress	Brassicaceae	1990-1999
* <i>Carduus pycnocephalus</i> - Slender Thistle	Asteraceae	2000-2015
<i>Carex appressa</i> - Tall Sedge	Cyperaceae	2000-2015
<i>Carex inversa</i> - Knob Sedge	Cyperaceae	2000-2015
<i>Cassinia aculeata</i> - Common Cassinia	Asteraceae	2000-2015
<i>Cassinia longifolia</i> - Shiny Cassinia	Asteraceae	2000-2015
* <i>Cenchrus clandestinus</i> - Kikuyu	Poaceae	2000-2015
* <i>Centaurium tenuiflorum</i> - Slender Centaury	Gentianaceae	1980-1989
<i>Centella cordifolia</i> - Centella	Apiaceae	1990-1999
<i>Centrolepis strigosa subsp. strigosa</i> - Hairy Centrolepis	Centrolepidaceae	1990-1999
* <i>Cerastium glomeratum</i> - Common Mouse-ear Chickweed	Caryophyllaceae	2000-2015
<i>Chamaescilla corymbosa var. corymbosa</i> - Blue Stars	Anthericaceae	1990-1999
* <i>Chenopodium murale</i> - Sowbane	Chenopodiaceae	2000-2015
* <i>Cirsium arvense</i> - Perennial Thistle	Asteraceae	2000-2015
* <i>Cirsium vulgare</i> - Spear Thistle	Asteraceae	2000-2015
<i>Clematis aristata</i> - Mountain Clematis	Ranunculaceae	2000-2015
* <i>Conium maculatum</i> - Hemlock	Apiaceae	2000-2015
* <i>Conyza bonariensis</i> - Flaxleaf Fleabane	Asteraceae	2000-2015
* <i>Conyza sumatrensis var. sumatrensis</i> - Tall Fleabane	Asteraceae	1980-1989
<i>Coprosma quadrifida</i> - Prickly Currant-bush	Rubiaceae	2000-2015
* <i>Cortaderia jubata</i> - Pink Pampas-grass	Poaceae	1990-1999
* <i>Cotula coronopifolia</i> - Water Buttons	Asteraceae	2000-2015
<i>Crassula helmsii</i> - Swamp Crassula	Crassulaceae	2000-2015
* <i>Crataegus monogyna</i> - Hawthorn	Rosaceae	2000-2015
<i>Cynodon dactylon</i> - Couch	Poaceae	2000-2015
* <i>Cynodon dactylon var. dactylon</i> - Couch	Poaceae	2000-2015

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Species Name	Family Name	Last Date
<i>Cynoglossum suaveolens</i> - Sweet Hound's-tongue	Boraginaceae	1990-1999
* <i>Cyperus eragrostis</i> - Drain Flat-sedge	Cyperaceae	1990-1999
* <i>Dactylis glomerata</i> - Cocksfoot	Poaceae	2000-2015
<i>Daviesia latifolia</i> - Hop Bitter-pea	Fabaceae	2000-2015
* <i>Delairea odorata</i> - Cape Ivy	Asteraceae	1990-1999
<i>Dianella admixta</i> - Black-anther Flax-lily	Hemerocallidaceae	1990-1999
f Ee <i>Dianella amoena</i> - Matted Flax-lily	Hemerocallidaceae	1990-1999
<i>Dianella longifolia s.l.</i> - Pale Flax-lily	Hemerocallidaceae	2000-2015
<i>Dianella longifolia var. longifolia s.l.</i> - Pale Flax-lily	Hemerocallidaceae	1990-1999
<i>Dianella revoluta s.l.</i> - Black-anther Flax-lily	Hemerocallidaceae	2000-2015
<i>Dichondra repens</i> - Kidney-weed	Convolvulaceae	2000-2015
* <i>Dipsacus fullonum subsp. fullonum</i> - Wild Teasel	Dipsacaceae	1990-1999
* <i>Dittrichia graveolens</i> - Stinkwort	Asteraceae	1980-1989
<i>Diuris orientis</i> - Wallflower Orchid	Orchidaceae	1990-1999
<i>Drosera aberrans</i> - Scented Sundew	Droseraceae	1990-1999
* <i>Echium plantagineum</i> - Paterson's Curse	Boraginaceae	2000-2015
* <i>Ehrharta erecta var. erecta</i> - Panic Veldt-grass	Poaceae	2000-2015
* <i>Ehrharta longiflora</i> - Annual Veldt-grass	Poaceae	2000-2015
* <i>Eichhornia crassipes</i> - Water Hyacinth	Pontederiaceae	2000-2015
<i>Einadia nutans</i> - Nodding Saltbush	Chenopodiaceae	2000-2015
<i>Eleocharis acuta</i> - Common Spike-sedge	Cyperaceae	2000-2015
<i>Eleocharis sphacelata</i> - Tall Spike-sedge	Cyperaceae	2000-2015
<i>Epacris impressa</i> - Common Heath	Epacridaceae	2000-2015
<i>Epilobium billardierianum</i> - Variable Willow-herb	Onagraceae	2000-2015
<i>Epilobium billardierianum subsp. billardierianum</i> - Smooth Willow-herb	Onagraceae	2000-2015
<i>Epilobium hirtigerum</i> - Hairy Willow-herb	Onagraceae	2000-2015
* <i>Erodium moschatum</i> - Musky Heron's-bill	Geraniaceae	2000-2015
<i>Eucalyptus angophoroides</i> - Apple Box	Myrtaceae	2000-2015
<i>Eucalyptus bridgesiana</i> - But But	Myrtaceae	1990-1999
<i>Eucalyptus croajingolensis</i> - Gippsland Peppermint	Myrtaceae	2000-2015
<i>Eucalyptus cypellocarpa</i> - Mountain Grey-gum	Myrtaceae	2000-2015
# <i>Eucalyptus globulus</i> - Southern Blue-gum	Myrtaceae	1990-1999
<i>Eucalyptus globulus subsp. pseudoglobulus</i> - Gippsland Blue-gum	Myrtaceae	1990-1999
<i>Eucalyptus melliodora</i> - Yellow Box	Myrtaceae	2000-2015
<i>Eucalyptus obliqua</i> - Messmate Stringybark	Myrtaceae	2000-2015
<i>Eucalyptus ovata</i> - Swamp Gum	Myrtaceae	2000-2015
<i>Eucalyptus pauciflora</i> - Snow Gum	Myrtaceae	1990-1999
<i>Eucalyptus radiata</i> - Narrow-leaf Peppermint	Myrtaceae	2000-2015
<i>Eucalyptus radiata subsp. radiata</i> - Narrow-leaf Peppermint	Myrtaceae	2000-2015
<i>Eucalyptus rubida</i> - Candlebark	Myrtaceae	2000-2015
f Vv <i>Eucalyptus strzeleckii</i> - Strzelecki Gum	Myrtaceae	2000-2015
<i>Eucalyptus viminalis</i> - Manna Gum	Myrtaceae	2000-2015
<i>Eucalyptus viminalis subsp. viminalis</i> - Manna Gum	Myrtaceae	2000-2015
<i>Euchiton involucratus</i> - Star Cudweed	Asteraceae	2000-2015
<i>Exocarpos cupressiformis</i> - Cherry Ballart	Santalaceae	2000-2015
* <i>Festuca arundinacea</i> - Tall Fescue	Poaceae	2000-2015
<i>Gahnia radula</i> - Thatch Saw-sedge	Cyperaceae	2000-2015
* <i>Galium aparine</i> - Cleavers	Rubiaceae	2000-2015
<i>Gastrodia procera</i> - Tall Potato-orchid	Orchidaceae	2000-2015
* <i>Geranium dissectum</i> - Cut-leaf Crane's-bill	Geraniaceae	2000-2015
<i>Geranium homeanum</i> - Rainforest Crane's-bill	Geraniaceae	1990-1999
<i>Geranium potentilloides</i> - Soft Crane's-bill	Geraniaceae	2000-2015
<i>Geranium sp. 2</i> - Variable Crane's-bill	Geraniaceae	2000-2015
<i>Glycine clandestina</i> - Twining Glycine	Fabaceae	2000-2015
<i>Gonocarpus tetragynus</i> - Common Raspwort	Haloragaceae	1990-1999
<i>Goodenia ovata</i> - Hop Goodenia	Goodeniaceae	2000-2015
<i>Goodia lotifolia</i> - Golden Tip	Fabaceae	2000-2015
<i>Gynatrix pulchella s.l.</i> - Hemp Bush	Malvaceae	2000-2015
<i>Gynatrix pulchella s.s.</i> - Hemp Bush	Malvaceae	1990-1999
<i>Hardenbergia violacea</i> - Purple Coral-pea	Fabaceae	2000-2015
<i>Helichrysum luteoalbum</i> - Jersey Cudweed	Asteraceae	2000-2015
* <i>Helminthotheca echioides</i> - Ox-tongue	Asteraceae	1990-1999
* <i>Holcus lanatus</i> - Yorkshire Fog	Poaceae	2000-2015
* <i>Hordeum leporinum</i> - Barley-grass	Poaceae	2000-2015
<i>Hydrocotyle hirta</i> - Hairy Pennywort	Araliaceae	2000-2015
<i>Hymenophyllum cupressiforme</i> - Common Filmy-fern	Hymenophyllaceae	1970-1979
* <i>Hypericum androsaemum</i> - Tutsan	Hypericaceae	2000-2015
* <i>Hypericum perforatum subsp. veronense</i> - St John's Wort	Hypericaceae	2000-2015
* <i>Hypochoeris radicata</i> - Flatweed	Asteraceae	2000-2015
<i>Hypolepis rugosula</i> - Ruddy Ground-fern	Dennstaedtiaceae	1990-1999
<i>Hypoxis hygrometrica</i> - Golden Weather-glass	Hypoxidaceae	1990-1999

Just a Minute - Victorian Plants

Species Name	Family Name	Last Date
<i>Hypoxis vaginata</i> - Yellow Star	Hypoxidaceae	1990-1999
# <i>Imperata cylindrica</i> - Blady Grass	Poaceae	1990-1999
<i>Isolepis cernua</i> - Nodding Club-sedge	Cyperaceae	1990-1999
<i>Isolepis cernua</i> var. <i>cernua</i> - Nodding Club-sedge	Cyperaceae	1990-1999
<i>Isolepis inundata</i> - Swamp Club-sedge	Cyperaceae	2000-2015
* <i>Jacobaea vulgaris</i> - Ragwort	Asteraceae	2000-2015
<i>Juncus amabilis</i> - Hollow Rush	Juncaceae	1980-1989
<i>Juncus australis</i> - Austral Rush	Juncaceae	1990-1999
<i>Juncus bufonius</i> - Toad Rush	Juncaceae	1990-1999
<i>Juncus gregiflorus</i> - Green Rush	Juncaceae	2000-2015
<i>Juncus pallidus</i> - Pale Rush	Juncaceae	2000-2015
<i>Juncus pauciflorus</i> - Loose-flower Rush	Juncaceae	1990-1999
<i>Juncus procerus</i> - Tall Rush	Juncaceae	1980-1989
<i>Juncus sarophorus</i> - Broom Rush	Juncaceae	2000-2015
<i>Juncus subsecundus</i> - Finger Rush	Juncaceae	1980-1989
<i>Kennedia prostrata</i> - Running Postman	Fabaceae	1990-1999
<i>Lachnagrostis filiformis</i> s.l. - Common Blown-grass	Poaceae	2000-2015
<i>Lachnagrostis filiformis</i> s.s. - Common Blown-grass	Poaceae	1960-1969
<i>Lemna disperma</i> - Common Duckweed	Lemnaceae	1990-1999
* <i>Leontodon taraxacoides</i> subsp. <i>taraxacoides</i> - Hairy Hawkbit	Asteraceae	2000-2015
<i>Lepidosperma laterale</i> - Variable Sword-sedge	Cyperaceae	2000-2015
<i>Leptospermum continentale</i> - Prickly Tea-tree	Myrtaceae	2000-2015
<i>Leptostigma reptans</i> - Dwarf Nertera	Rubiaceae	1990-1999
<i>Lilaeopsis polyantha</i> - Australian Lilaeopsis	Apiaceae	2000-2015
* <i>Lolium perenne</i> - Perennial Rye-grass	Poaceae	1980-1989
* <i>Lolium rigidum</i> - Wimmera Rye-grass	Poaceae	2000-2015
* <i>Lolium temulentum</i> - Darnel	Poaceae	1980-1989
<i>Lomandra filiformis</i> - Wattle Mat-rush	Xanthorrhoeaceae	2000-2015
<i>Lomandra filiformis</i> subsp. <i>coriacea</i> - Wattle Mat-rush	Xanthorrhoeaceae	2000-2015
<i>Lomandra longifolia</i> - Spiny-headed Mat-rush	Xanthorrhoeaceae	2000-2015
* <i>Lonicera japonica</i> - Japanese Honeysuckle	Caprifoliaceae	2000-2015
* <i>Lotus corniculatus</i> - Bird's-foot Trefoil	Fabaceae	1980-1989
* <i>Lysimachia arvensis</i> - Pimpernel	Primulaceae	2000-2015
<i>Lythrum hyssopifolia</i> - Small Loosestریف	Lythraceae	2000-2015
* <i>Malva nicaeensis</i> - Mallow of Nice	Malvaceae	1990-1999
# <i>Melaleuca ericifolia</i> - Swamp Paperbark	Myrtaceae	2000-2015
<i>Meliccytus dentatus</i> - Tree Violet	Violaceae	1990-1999
* <i>Mentha X piperita</i> - Peppermint	Lamiaceae	2000-2015
<i>Microlaena stipoides</i> var. <i>stipoides</i> - Weeping Grass	Poaceae	2000-2015
<i>Microtis parviflora</i> - Slender Onion-orchid	Orchidaceae	1990-1999
<i>Microtis unifolia</i> - Common Onion-orchid	Orchidaceae	1990-1999
* <i>Myosotis arvensis</i> - Field Forget-me-not	Boraginaceae	1990-1999
* <i>Myosotis sylvatica</i> - Wood Forget-me-not	Boraginaceae	2000-2015
* <i>Myriophyllum aquaticum</i> - Parrot's Feather	Haloragaceae	1990-1999
<i>Myrsine howittiana</i> - Mutton-wood	Myrsinaceae	1990-1999
* <i>Nasturtium officinale</i> - Watercress	Brassicaceae	1990-1999
<i>Olearia lirata</i> - Snowy Daisy-bush	Asteraceae	2000-2015
<i>Olearia phlogopappa</i> - Dusty Daisy-bush	Asteraceae	1980-1989
<i>Opercularia ovata</i> - Broad-leaf Stinkweed	Rubiaceae	1990-1999
<i>Opercularia varia</i> - Variable Stinkweed	Rubiaceae	1990-1999
<i>Oxalis perennans</i> - Grassland Wood-sorrel	Oxalidaceae	1990-1999
* <i>Oxalis purpurea</i> - Large-flower Wood-sorrel	Oxalidaceae	1990-1999
<i>Ozothamnus ferrugineus</i> - Tree Everlasting	Asteraceae	2000-2015
<i>Pandorea pandorana</i> subsp. <i>pandorana</i> - Wonga Vine	Bignoniaceae	2000-2015
* <i>Paspalum dilatatum</i> - Paspalum	Poaceae	2000-2015
* <i>Paspalum distichum</i> - Water Couch	Poaceae	2000-2015
<i>Persicaria hydropiper</i> - Water Pepper	Polygonaceae	1990-1999
<i>Phragmites australis</i> - Common Reed	Poaceae	1990-1999
* <i>Phytolacca octandra</i> - Red-ink Weed	Phytolaccaceae	1990-1999
<i>Pimelea humilis</i> - Common Rice-flower	Thymelaeaceae	2000-2015
* <i>Pinus radiata</i> - Radiata Pine	Pinaceae	2000-2015
# <i>Pittosporum undulatum</i> - Sweet Pittosporum	Pittosporaceae	2000-2015
* <i>Plantago coronopus</i> - Buck's-horn Plantain	Plantaginaceae	2000-2015
* <i>Plantago lanceolata</i> - Ribwort	Plantaginaceae	2000-2015
* <i>Plantago major</i> - Greater Plantain	Plantaginaceae	1990-1999
* <i>Poa annua</i> - Annual Meadow-grass	Poaceae	1990-1999
<i>Poa labillardierei</i> - Common Tussock-grass	Poaceae	2000-2015
* <i>Poa pratensis</i> - Kentucky Blue-grass	Poaceae	2000-2015
* <i>Poa trivialis</i> - Rough Meadow-grass	Poaceae	2000-2015
* <i>Poa trivialis</i> subsp. <i>trivialis</i> - Rough Meadow-grass	Poaceae	2000-2015
* <i>Polypogon monspeliensis</i> - Annual Beard-grass	Poaceae	1990-1999

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Species Name	Family Name	Last Date
<i>Pomaderris aspera</i> - Hazel Pomaderris	Rhamnaceae	2000-2015
<i>Poranthera microphylla s.l.</i> - Small Poranthera	Phyllanthaceae	2000-2015
<i>Potamogeton ochreateus</i> - Blunt Pondweed	Potamogetonaceae	1990-1999
* <i>Prunella vulgaris</i> - Self-heal	Lamiaceae	1990-1999
<i>Pteridium esculentum</i> - Austral Bracken	Dennstaedtiaceae	2000-2015
<i>Pteris tremula</i> - Tender Brake	Pteridaceae	2000-2015
<i>Pterostylis nutans</i> - Nodding Greenhood	Orchidaceae	1990-1999
<i>Ranunculus amphitrichus</i> - Small River Buttercup	Ranunculaceae	2000-2015
* <i>Ranunculus repens</i> - Creeping Buttercup	Ranunculaceae	1990-1999
* <i>Ranunculus sceleratus subsp. sceleratus</i> - Celery Buttercup	Ranunculaceae	1990-1999
<i>Rhytidosporum procumbens</i> - White Marianth	Pittosporaceae	1990-1999
* <i>Romulea rosea</i> - Onion Grass	Iridaceae	2000-2015
* <i>Rubus anglocandicans</i> - Common Blackberry	Rosaceae	2000-2015
* <i>Rubus leucostachys</i> - Blackberry	Rosaceae	1990-1999
<i>Rubus parvifolius</i> - Small-leaf Bramble	Rosaceae	2000-2015
<i>Rumex brownii</i> - Slender Dock	Polygonaceae	2000-2015
* <i>Rumex conglomeratus</i> - Clustered Dock	Polygonaceae	2000-2015
* <i>Rumex crispus</i> - Curled Dock	Polygonaceae	2000-2015
<i>Rytidosperma indutum</i> - Shiny Wallaby-grass	Poaceae	1990-1999
<i>Rytidosperma penicillatum</i> - Weeping Wallaby-grass	Poaceae	2000-2015
<i>Rytidosperma racemosum var. racemosum</i> - Slender Wallaby-grass	Poaceae	2000-2015
<i>Rytidosperma setaceum</i> - Bristly Wallaby-grass	Poaceae	1990-1999
<i>Rytidosperma setaceum var. setaceum</i> - Bristly Wallaby-grass	Poaceae	1990-1999
* <i>Salix cinerea</i> - Grey Sallow	Salicaceae	1980-1989
<i>Schoenoplectus tabernaemontani</i> - River Club-sedge	Cyperaceae	2000-2015
<i>Schoenus apogon</i> - Common Bog-sedge	Cyperaceae	2000-2015
<i>Senecio glomeratus</i> - Annual Fireweed	Asteraceae	1990-1999
<i>Senecio linearifolius</i> - Fireweed Groundsel	Asteraceae	2000-2015
<i>Senecio minimus</i> - Shrubby Fireweed	Asteraceae	2000-2015
<i>Senecio pinnatifolius</i> - Variable Groundsel	Asteraceae	1990-1999
<i>Senecio prenanthoides</i> - Beaked Fireweed	Asteraceae	1980-1989
<i>Senecio quadridentatus</i> - Cotton Fireweed	Asteraceae	2000-2015
* <i>Silene gallica</i> - French Catchfly	Caryophyllaceae	1990-1999
* <i>Silybum marianum</i> - Variegated Thistle	Asteraceae	2000-2015
* <i>Sisymbrium officinale</i> - Hedge Mustard	Brassicaceae	2000-2015
* <i>Sisymbrium orientale</i> - Indian Hedge-mustard	Brassicaceae	1990-1999
* <i>Sisyrinchium iridifolium</i> - Striped Rush-leaf	Iridaceae	1990-1999
* <i>Solanum nigrum</i> - Black Nightshade	Solanaceae	2000-2015
* <i>Solanum pseudocapsicum</i> - Madeira Winter-cherry	Solanaceae	1990-1999
* <i>Sonchus asper</i> - Rough Sow-thistle	Asteraceae	1990-1999
* <i>Sonchus oleraceus</i> - Common Sow-thistle	Asteraceae	2000-2015
* <i>Sporobolus africanus</i> - Rat-tail Grass	Poaceae	2000-2015
* <i>Stellaria media</i> - Chickweed	Caryophyllaceae	2000-2015
<i>Styandra glauca</i> - Nodding Blue-lily	Hemerocallidaceae	2000-2015
* <i>Taraxacum officinale spp. agg.</i> - Garden Dandelion	Asteraceae	2000-2015
<i>Thelymitra pauciflora s.l.</i> - Slender Sun-orchid	Orchidaceae	1990-1999
<i>Themeda triandra</i> - Kangaroo Grass	Poaceae	2000-2015
<i>Thysanotus patersonii</i> - Twining Fringe-lily	Anthericaceae	1990-1999
<i>Tricoryne elatior</i> - Yellow Rush-lily	Hemerocallidaceae	2000-2015
* <i>Trifolium fragiferum var. fragiferum</i> - Strawberry Clover	Fabaceae	1980-1989
* <i>Trifolium repens var. repens</i> - White Clover	Fabaceae	1990-1999
* <i>Trifolium subterraneum</i> - Subterranean Clover	Fabaceae	1990-1999
<i>Triglochin procera s.l.</i> - Water Ribbons	Juncaginaceae	1990-1999
<i>Triglochin procera s.s.</i> - Common Water-ribbons	Juncaginaceae	1990-1999
<i>Typha domingensis</i> - Narrow-leaf Cumbungi	Typhaceae	1980-1989
* <i>Typha latifolia</i> - Lesser Reed-mace	Typhaceae	1980-1989
<i>Typha orientalis</i> - Broad-leaf Cumbungi	Typhaceae	1990-1999
<i>Urtica incisa</i> - Scrub Nettle	Urticaceae	2000-2015
* <i>Urtica urens</i> - Small Nettle	Urticaceae	1990-1999
* <i>Veronica arvensis</i> - Wall Speedwell	Veronicaceae	1990-1999
<i>Veronica gracilis</i> - Slender Speedwell	Veronicaceae	1990-1999
* <i>Vicia sativa</i> - Common Vetch	Fabaceae	2000-2015
* <i>Vicia sativa subsp. sativa</i> - Common Vetch	Fabaceae	2000-2015
<i>Viola hederacea</i> - Ivy-leaf Violet	Violaceae	1990-1999
* <i>Vulpia bromoides</i> - Squirrel-tail Fescue	Poaceae	2000-2015
<i>Wahlenbergia multicaulis</i> - Branching Bluebell	Campanulaceae	2000-2015
<i>Wurmbea dioica</i> - Common Early Nancy	Colchicaceae	1990-1999
<i>Wurmbea dioica subsp. dioica</i> - Common Early Nancy	Colchicaceae	1980-1989

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Appendix 3. Fauna list from the Viridians Biological Database Search (Gullan, 2011).

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Species Name	Family Name	Last Date
<i>Agile Antechinus</i> - Antechinus agilis	Dasyuridae	1980-1989
<i>Australasian Grebe</i> - Tachybaptus novaehollandiae	Podicipedidae	2000-2010
<i>Australasian Pipit</i> - Anthus novaeseelandiae	Motacillidae	1990-1999
v <i>Australasian Shoveler</i> - Anas rhynchotis	Anatidae	1980-1989
<i>Australian King-Parrot</i> - Alisterus scapularis	Psittacidae	2000-2010
<i>Australian Magpie</i> - Gymnorhina tibicen	Artamidae	2000-2010
<i>Australian Owllet-nightjar</i> - Aegotheles cristatus	Aegothelidae	2000-2010
<i>Australian Pelican</i> - Pelecanus conspicillatus	Pelecanidae	1980-1989
<i>Australian Raven</i> - Corvus coronoides	Corvidae	2000-2010
<i>Australian Shelduck</i> - Tadorna tadornoides	Anatidae	2000-2010
<i>Australian White Ibis</i> - Threskiornis molucca	Threskiornithidae	2000-2010
<i>Australian Wood Duck</i> - Chenonetta jubata	Anatidae	2000-2010
n <i>Azure Kingfisher</i> - Alcedo azurea	Alcedinidae	2000-2010
f e <i>Barking Owl</i> - Ninox connivens connivens	Strigidae	2000-2010
<i>Bassian Thrush</i> - Zoothera lunulata	Muscicapidae	2000-2010
v <i>Black Falcon</i> - Falco subniger	Falconidae	2000-2010
* <i>Black Mangrove Cichlid</i> - Tilapia mariae	Cichlidae	1990-1999
<i>Black Swan</i> - Cygnus atratus	Anatidae	1990-1999
<i>Black-faced Cuckoo-shrike</i> - Coracina novaehollandiae	Campephagidae	2000-2010
<i>Black-fronted Dotterel</i> - Elseyornis melanops	Charadriidae	1980-1989
<i>Black-shouldered Kite</i> - Elanus axillaris	Accipitridae	2000-2010
<i>Blotched Blue-tongued Lizard</i> - Tiliqua nigrolutea	Scincidae	1990-1999
<i>Brown Falcon</i> - Falco berigora	Falconidae	2000-2010
<i>Brown Goshawk</i> - Accipiter fasciatus	Accipitridae	1990-1999
<i>Brown Thornbill</i> - Acanthiza pusilla	Pardalotidae	2000-2010
* <i>Brown Trout</i> - Salmo trutta	Salmonidae	1960-1969
<i>Brown-headed Honeyeater</i> - Melithreptus brevirostris	Meliphagidae	2000-2010
* <i>Carp</i> - Cyprinus carpio	Cyprinidae	1990-1999
<i>Cattle Egret</i> - Ardea ibis	Ardeidae	1990-1999
<i>Chocolate Wattled Bat</i> - Chalinolobus morio	Vespertilionidae	2000-2010
<i>Clamorous Reed Warbler</i> - Acrocephalus stentoreus	Sylviidae	2000-2010
<i>Collared Sparrowhawk</i> - Accipiter cirrocephalus	Accipitridae	1990-1999
* <i>Common Blackbird</i> - Turdus merula	Muscicapidae	2000-2010
<i>Common Bronzewing</i> - Phaps chalcoptera	Columbidae	2000-2010
<i>Common Brushtail Possum</i> - Trichosurus vulpecula	Phalangeridae	1970-1979
<i>Common Cicadabird</i> - Coracina tenuirostris	Campephagidae	2000-2010
<i>Common Froglet</i> - Crinia signifera	Myobatrachidae	1990-1999
* <i>Common Myna</i> - Acridotheres tristis	Sturnidae	2000-2010
<i>Common Ringtail Possum</i> - Pseudocheirus peregrinus	Pseudocheiridae	1970-1979
* <i>Common Starling</i> - Sturnus vulgaris	Sturnidae	2000-2010
<i>Common Wombat</i> - Vombatus ursinus	Vombatidae	1970-1979
* <i>Convict Cichlid</i> - Amatitlania nigrofasciata	Cichlidae	1990-1999
<i>Crescent Honeyeater</i> - Phylidonyris pyrrhoptera	Meliphagidae	2000-2010
<i>Crested Shrike-tit</i> - Falcunculus frontatus	Pachycephalidae	1990-1999
<i>Crimson Rosella</i> - Platycercus elegans elegans	Psittacidae	2000-2010
<i>Delicate Skink</i> - Lampropholis delicata	Scincidae	1990-1999
<i>Domestic Goose</i> - Anser anser	Anatidae	1980-1989
<i>Dusky Woodswallow</i> - Artamus cyanopterus	Artamidae	1990-1999
<i>Eastern Australian Smelt</i> - Retropinna sp. 2	Retropinnidae	1990-1999
<i>Eastern Brown Snake</i> - Pseudonaja textilis	Elapidae	1990-1999
* <i>Eastern Gambusia</i> - Gambusia holbrooki	Poeciliidae	1990-1999
f v <i>Eastern Great Egret</i> - Ardea modesta	Ardeidae	1990-1999
<i>Eastern Grey Kangaroo</i> - Macropus giganteus	Macropodidae	1990-1999
<i>Eastern Rosella</i> - Platycercus eximius	Psittacidae	2000-2010
<i>Eastern Spinebill</i> - Acanthorhynchus tenuirostris	Meliphagidae	2000-2010
<i>Eastern Yellow Robin</i> - Eopsaltria australis	Petroicidae	2000-2010
<i>Eurasian Coot</i> - Fulica atra	Rallidae	1990-1999
* <i>Eurasian Tree Sparrow</i> - Passer montanus	Passeridae	2000-2010
* <i>European Goldfinch</i> - Carduelis carduelis	Fringillidae	2000-2010
* <i>European Hare</i> - Lepus europeus	Leporidae	1990-1999
* <i>European Rabbit</i> - Oryctolagus cuniculus	Leporidae	2000-2010
* <i>European Skylark</i> - Alauda arvensis	Alaudidae	1990-1999
<i>Fan-tailed Cuckoo</i> - Cacomantis flabelliformis	Cuculidae	2000-2010
<i>Flame Robin</i> - Petroica phoenicea	Petroicidae	2000-2010
<i>Forest Raven</i> - Corvus tasmanicus	Corvidae	1990-1999
<i>Fork-tailed Swift</i> - Apus pacificus	Apodidae	2000-2010
<i>Galah</i> - Eolophus roseicapilla	Cacatuidae	2000-2010
<i>Gang-gang Cockatoo</i> - Callocephalon fimbriatum	Cacatuidae	2000-2010
<i>Garden Skink</i> - Lampropholis guichenoti	Scincidae	1990-1999
v <i>Glossy Grass Skink</i> - Pseudemoia rawlinsoni	Scincidae	1990-1999
n <i>Glossy Ibis</i> - Plegadis falcinellus	Threskiornithidae	1990-1999

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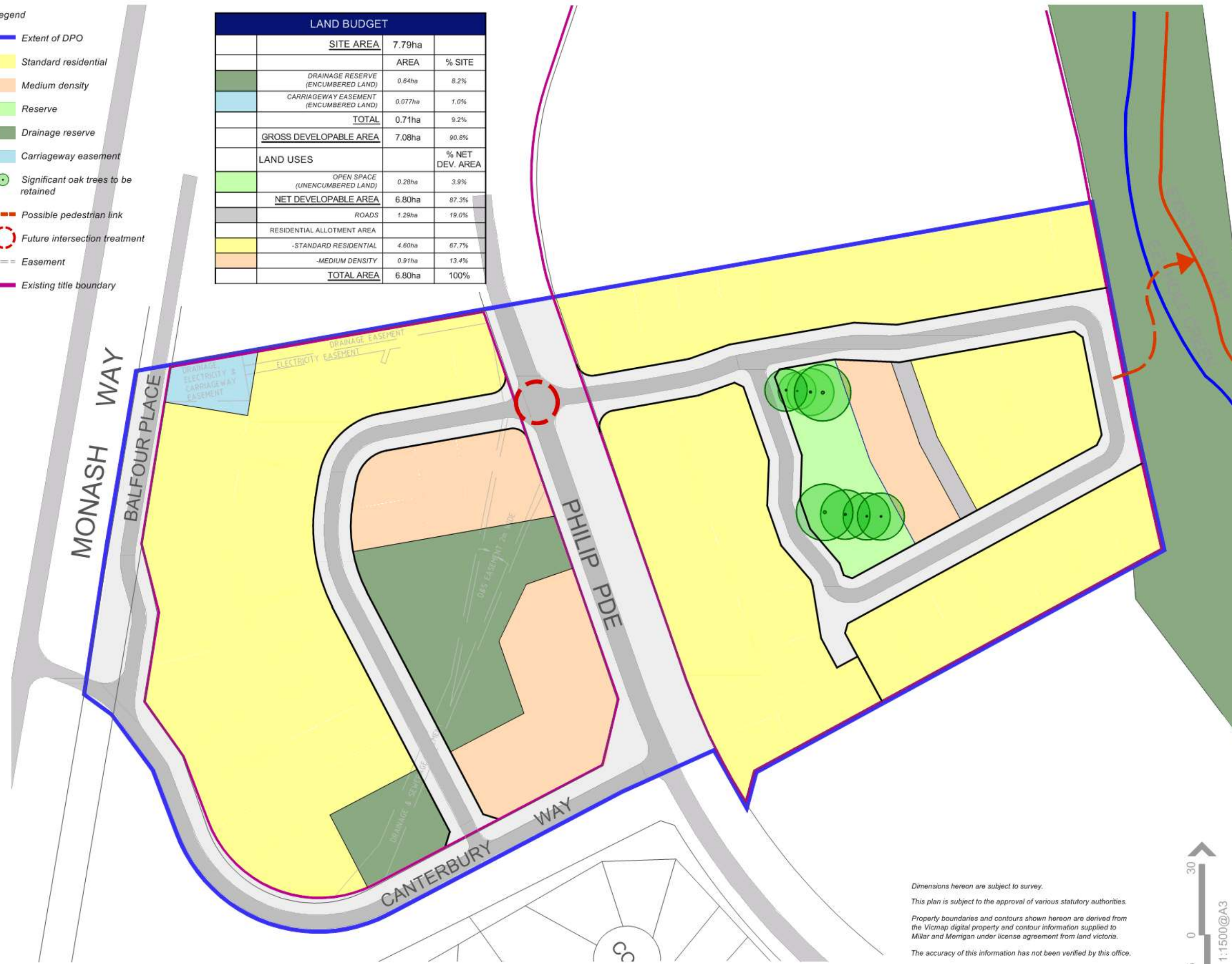
	Species Name	Family Name	Last Date
	<i>Golden Whistler</i> - <i>Pachycephala pectoralis</i>	Pachycephalidae	2000-2010
	<i>Golden-headed Cisticola</i> - <i>Cisticola exilis</i>	Sylviidae	2000-2010
*	<i>Goldfish</i> - <i>Carassius auratus</i>	Cyprinidae	1990-1999
	<i>Gould's Wattled Bat</i> - <i>Chalinolobus gouldii</i>	Vespertilionidae	2000-2010
	<i>Great Cormorant</i> - <i>Phalacrocorax carbo</i>	Phalacrocoracidae	2000-2010
	<i>Grey Butcherbird</i> - <i>Cracticus torquatus</i>	Artamidae	2000-2010
	<i>Grey Currawong</i> - <i>Strepera versicolor</i>	Artamidae	2000-2010
	<i>Grey Fantail</i> - <i>Rhipidura albiscarpa</i>	Dicruridae	2000-2010
f v	<i>Grey Goshawk</i> - <i>Accipiter novaehollandiae</i>	Accipitridae	1990-1999
	<i>Grey Shrike-thrush</i> - <i>Colluricincla harmonica</i>	Pachycephalidae	2000-2010
	<i>Grey Teal</i> - <i>Anas gracilis</i>	Anatidae	1990-1999
	<i>Hoary-headed Grebe</i> - <i>Poliiocephalus poliocephalus</i>	Podicipedidae	1980-1989
*	<i>House Mouse</i> - <i>Mus musculus</i>	Muridae	2000-2010
*	<i>House Sparrow</i> - <i>Passer domesticus</i>	Passeridae	2000-2010
	<i>Inland Freetail Bat</i> - <i>Mormopterus sp. 3</i>	Molossidae	2000-2010
	<i>Jacky Winter</i> - <i>Microeca fascians</i>	Petroicidae	2000-2010
	<i>Koala</i> - <i>Phascolarctos cinereus</i>	Phascolarctidae	1990-1999
e	<i>Lace Monitor</i> - <i>Varanus varius</i>	Varanidae	1990-1999
	<i>Laughing Kookaburra</i> - <i>Dacelo novaeguineae</i>	Alcedinidae	2000-2010
	<i>Lewin's Honeyeater</i> - <i>Meliphaga lewinii</i>	Meliphagidae	2000-2010
	<i>Little Black Cormorant</i> - <i>Phalacrocorax sulcirostris</i>	Phalacrocoracidae	2000-2010
f e	<i>Little Egret</i> - <i>Egretta garzetta nigripes</i>	Ardeidae	2000-2010
	<i>Little Forest Bat</i> - <i>Vespertilio vulturinus</i>	Vespertilionidae	2000-2010
	<i>Little Pied Cormorant</i> - <i>Microcarbo melanoleucos</i>	Phalacrocoracidae	1990-1999
	<i>Little Raven</i> - <i>Corvus mellori</i>	Corvidae	2000-2010
	<i>Little Wattlebird</i> - <i>Anthochaera chrysoptera</i>	Meliphagidae	2000-2010
	<i>Lowland Copperhead</i> - <i>Austrelaps superbus</i>	Elapidae	1990-1999
	<i>Maggie-lark</i> - <i>Grallina cyanoleuca</i>	Dicruridae	2000-2010
	<i>Masked Lapwing</i> - <i>Vanellus miles</i>	Charadriidae	2000-2010
	<i>McCoy's Skink</i> - <i>Anepischtos maccoyi</i>	Scincidae	1990-1999
	<i>Musk Lorikeet</i> - <i>Glossopsitta concinna</i>	Psittacidae	2000-2010
	<i>New Holland Honeyeater</i> - <i>Phylidonyris novaehollandiae</i>	Meliphagidae	2000-2010
	<i>Noisy Miner</i> - <i>Manorina melanocephala</i>	Meliphagidae	2000-2010
	<i>Olive Whistler</i> - <i>Pachycephala olivacea</i>	Pachycephalidae	2000-2010
	<i>Pacific Barn Owl</i> - <i>Tyto javanica</i>	Tytonidae	1990-1999
	<i>Pacific Black Duck</i> - <i>Anas superciliosa</i>	Anatidae	2000-2010
	<i>Pallid Cuckoo</i> - <i>Cuculus pallidus</i>	Cuculidae	2000-2010
	<i>Peregrine Falcon</i> - <i>Falco peregrinus</i>	Falconidae	2000-2010
	<i>Pied Currawong</i> - <i>Strepera graculina</i>	Artamidae	2000-2010
	<i>Pink-eared Duck</i> - <i>Malacorhynchus membranaceus</i>	Anatidae	1980-1989
	<i>Plumed Whistling-Duck</i> - <i>Dendrocygna eytoni</i>	Anatidae	2000-2010
f v	<i>Powerful Owl</i> - <i>Ninox strenua</i>	Strigidae	2000-2010
	<i>Purple Swamphen</i> - <i>Porphyrio porphyrio</i>	Rallidae	1990-1999
*	<i>Red Fox</i> - <i>Vulpes vulpes</i>	Canidae	1980-1989
	<i>Red Wattlebird</i> - <i>Anthochaera carunculata</i>	Meliphagidae	2000-2010
	<i>Red-browed Finch</i> - <i>Neochmia temporalis</i>	Passeridae	2000-2010
	<i>Restless Flycatcher</i> - <i>Myiagra inquieta</i>	Dicruridae	1990-1999
	<i>River Blackfish</i> - <i>Gadopsis marmoratus</i>	Gadopsidae	1970-1979
	<i>Rose Robin</i> - <i>Petroica rosea</i>	Petroicidae	2000-2010
n	<i>Royal Spoonbill</i> - <i>Platalea regia</i>	Threskiornithidae	2000-2010
	<i>Rufous Fantail</i> - <i>Rhipidura rufifrons</i>	Dicruridae	1990-1999
	<i>Rufous Whistler</i> - <i>Pachycephala rufiventris</i>	Pachycephalidae	1990-1999
	<i>Satin Flycatcher</i> - <i>Myiagra cyanoleuca</i>	Dicruridae	1990-1999
	<i>Scarlet Robin</i> - <i>Petroica boodang</i>	Petroicidae	2000-2010
	<i>Short-beaked Echidna</i> - <i>Tachyglossus aculeatus</i>	Tachyglossidae	1990-1999
	<i>Short-finned Eel</i> - <i>Anguilla australis</i>	Anguillidae	1990-1999
	<i>Silver Gull</i> - <i>Chroicocephalus novaehollandiae</i>	Laridae	1980-1989
	<i>Silvereye</i> - <i>Zosterops lateralis</i>	Zosteropidae	2000-2010
	<i>Southern Boobook</i> - <i>Ninox novaeseelandiae</i>	Strigidae	2000-2010
	<i>Southern Brown Tree Frog</i> - <i>Litoria ewingii</i>	Hylidae	2000-2010
	<i>Southern Bullfrog</i> - <i>Limnodynastes dumerilii</i>	Myobatrachidae	1990-1999
	<i>Spotted Marsh Frog</i> - <i>Limnodynastes tasmaniensis</i>	Myobatrachidae	2000-2010
	<i>Spotted Pardalote</i> - <i>Pardalotus punctatus</i>	Pardalotidae	2000-2010
*	<i>Spotted Turtle-Dove</i> - <i>Streptopelia chinensis</i>	Columbidae	2000-2010
	<i>Straw-necked Ibis</i> - <i>Threskiornis spinicollis</i>	Threskiornithidae	2000-2010
	<i>Striated Pardalote</i> - <i>Pardalotus striatus</i>	Pardalotidae	2000-2010
	<i>Striated Thornbill</i> - <i>Acanthiza lineata</i>	Pardalotidae	2000-2010
	<i>Striped Marsh Frog</i> - <i>Limnodynastes peronii</i>	Myobatrachidae	2000-2010
	<i>Stubble Quail</i> - <i>Coturnix pectoralis</i>	Phasianidae	2000-2010
	<i>Sulphur-crested Cockatoo</i> - <i>Cacatua galerita</i>	Cacatuidae	2000-2010
	<i>Superb Fairy-wren</i> - <i>Malurus cyaneus</i>	Maluridae	2000-2010

Just a Minute - Victorian Animals

Species Name	Family Name	Last Date
Superb Lyrebird - Menura novaehollandiae	Menuridae	2000-2010
Swamp Harrier - Circus approximans	Accipitridae	1990-1999
Swamp Rat - Rattus lutreolus	Muridae	2000-2010
Tawny Frogmouth - Podargus strigoides	Podargidae	1990-1999
Tree Martin - Petrochelidon nigricans	Hirundinidae	2000-2010
Verreaux's Tree Frog - Litoria verreauxii verreauxii	Hylidae	1990-1999
Verreaux's Tree Frog - Litoria verreauxii	Hylidae	2000-2010
Water Rat - Hydromys chrysogaster	Muridae	2000-2010
Weasel Skink - Saproscincus mustelinus	Scincidae	1990-1999
Wedge-tailed Eagle - Aquila audax	Accipitridae	2000-2010
Weebill - Smicronis brevirostris	Pardalotidae	2000-2010
Welcome Swallow - Petrochelidon neoxena	Hirundinidae	2000-2010
Whistling Kite - Haliastur sphenurus	Accipitridae	2000-2010
White-browed Scrubwren - Sericornis frontalis	Pardalotidae	2000-2010
White-eared Honeyeater - Lichenostomus leucotis	Meliphagidae	2000-2010
White-faced Heron - Egretta novaehollandiae	Ardeidae	2000-2010
White-lipped Snake - Drysdalia coronoides	Elapidae	1990-1999
White-naped Honeyeater - Meliphaga lunata	Meliphagidae	2000-2010
White-necked Heron - Ardea pacifica	Ardeidae	1990-1999
White-striped Freetail Bat - Tadarida australis	Molossidae	2000-2010
v White-throated Needletail - Hirundapus caudacutus	Apodidae	2000-2010
White-throated Treecreeper - Cormobates leucophaeus	Climacteridae	2000-2010
White-winged Triller - Lalage sueurii	Campephagidae	2000-2010
Willie Wagtail - Rhipidura leucophrys	Dicruridae	2000-2010
Wonga Pigeon - Leucosarcia melanoleuca	Columbidae	1990-1999
Yellow Thornbill - Acanthiza nana	Pardalotidae	2000-2010
Yellow-billed Spoonbill - Platalea flavipes	Threskiornithidae	1990-1999
Yellow-faced Honeyeater - Lichenostomus chrysops	Meliphagidae	2000-2010
Yellow-rumped Thornbill - Acanthiza chrysorrhoa	Pardalotidae	2000-2010
Yellow-tailed Black-Cockatoo - Calyptrorhynchus funereus	Cacatuidae	2000-2010

- Legend**
- Extent of DPO
 - Standard residential
 - Medium density
 - Reserve
 - Drainage reserve
 - Carriageway easement
 - Significant oak trees to be retained
 - Possible pedestrian link
 - Future intersection treatment
 - Easement
 - Existing title boundary

LAND BUDGET		
	SITE AREA	7.79ha
	AREA	% SITE
DRAINAGE RESERVE (ENCUMBERED LAND)	0.64ha	8.2%
CARRIAGEWAY EASEMENT (ENCUMBERED LAND)	0.077ha	1.0%
TOTAL	0.71ha	9.2%
GROSS DEVELOPABLE AREA	7.08ha	90.8%
LAND USES		% NET DEV. AREA
OPEN SPACE (UNENCUMBERED LAND)	0.28ha	3.9%
NET DEVELOPABLE AREA	6.80ha	87.3%
ROADS	1.29ha	19.0%
RESIDENTIAL ALLOTMENT AREA		
-STANDARD RESIDENTIAL	4.60ha	67.7%
-MEDIUM DENSITY	0.91ha	13.4%
TOTAL AREA	6.80ha	100%



Dimensions hereon are subject to survey.
 This plan is subject to the approval of various statutory authorities.
 Property boundaries and contours shown hereon are derived from the Vicmap digital property and contour information supplied to Millar and Merrigan under license agreement from land victoria.
 The accuracy of this information has not been verified by this office.
 Location and size of stormwater treatment facilities is conceptual only.



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DEVELOPMENT PLAN

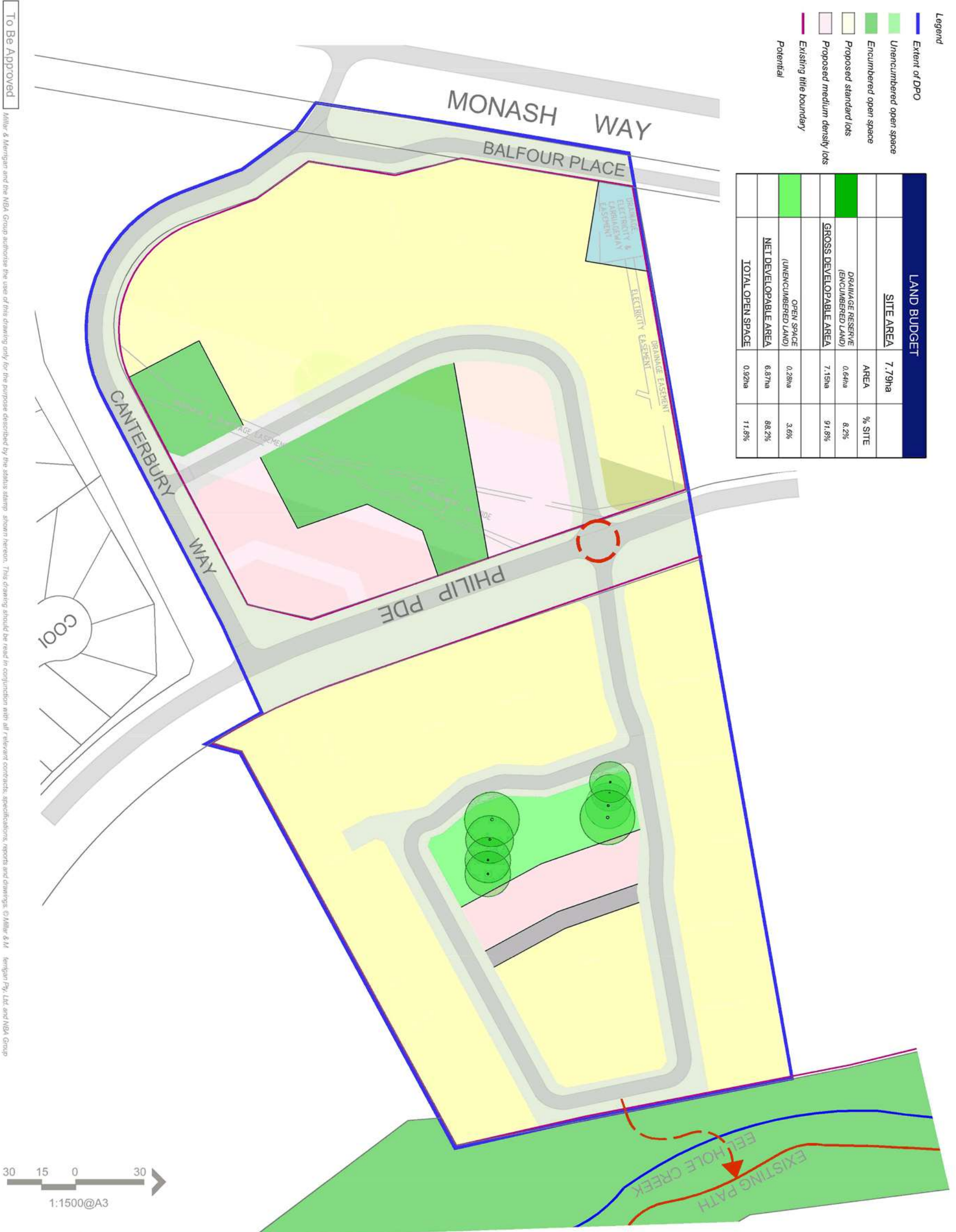
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OPEN SPACE PLAN

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MOBILITY PLAN

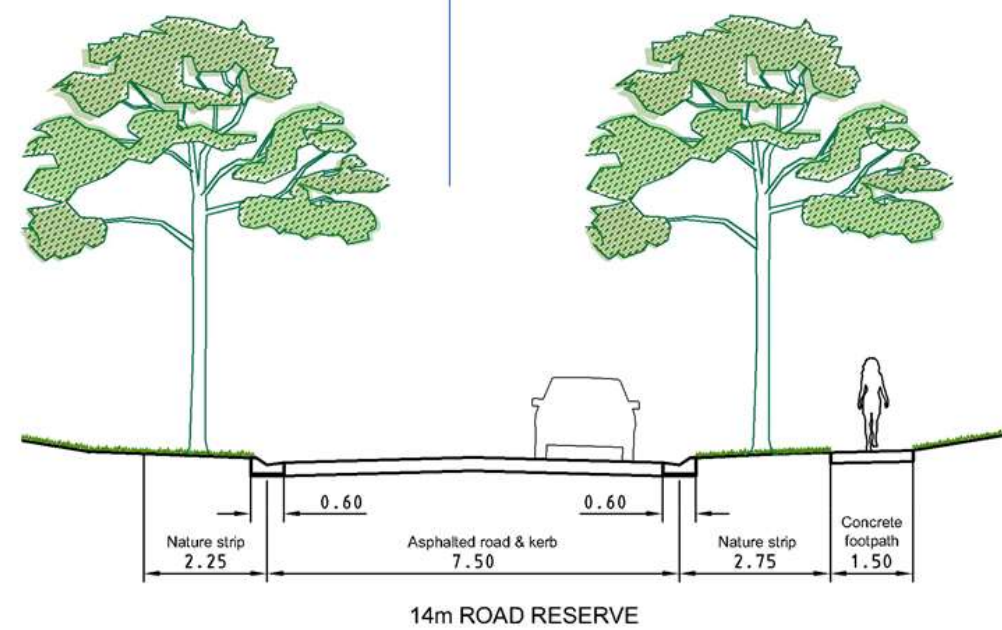
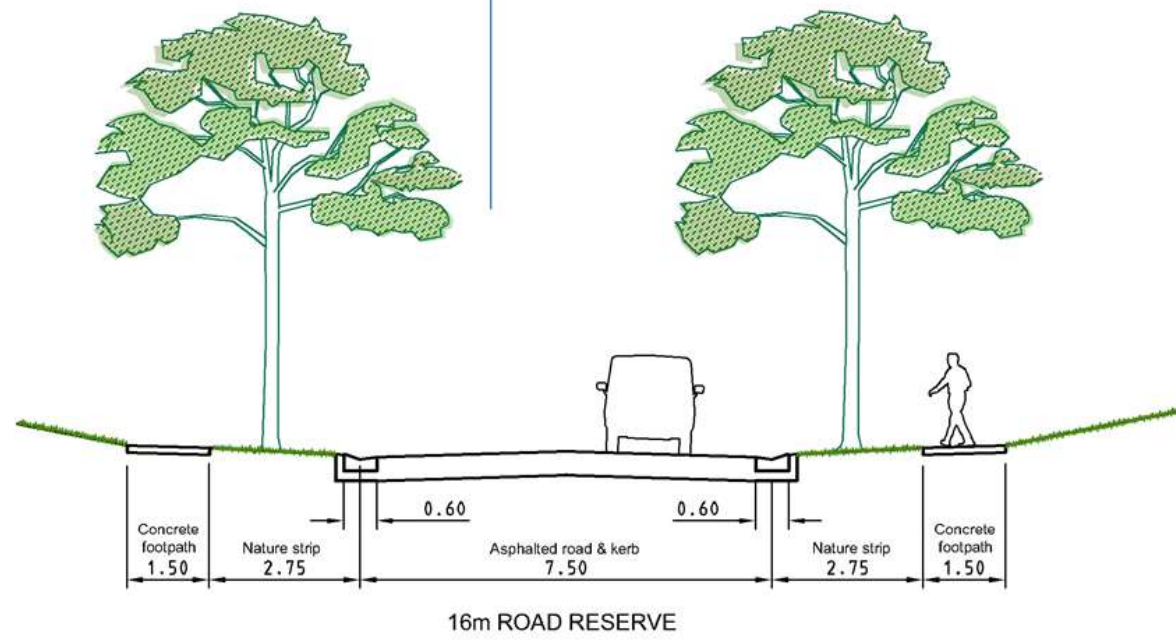
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Legend

- Existing 30m wide road
- Proposed 16m wide road
- Proposed 14m wide road
- Proposed 8m laneway



CROSS SECTIONS

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 Philip Parade, Churchill (Part lot 4 on PS309824 & PC350767)
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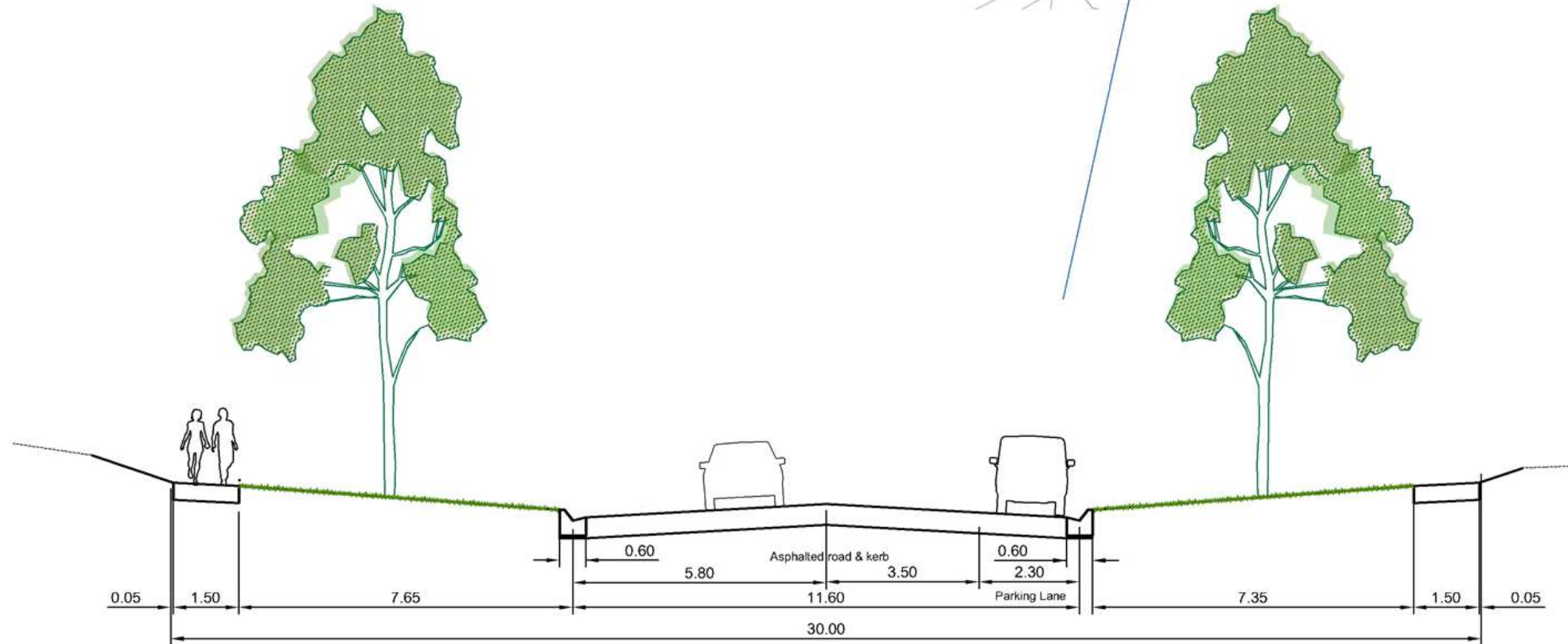


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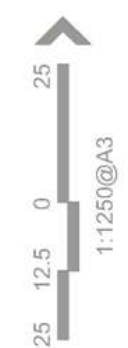
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Legend

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30m ROAD RESERVE
CANTERBURY WAY EAST
(COLLECTOR ROAD)



CROSS SECTIONS

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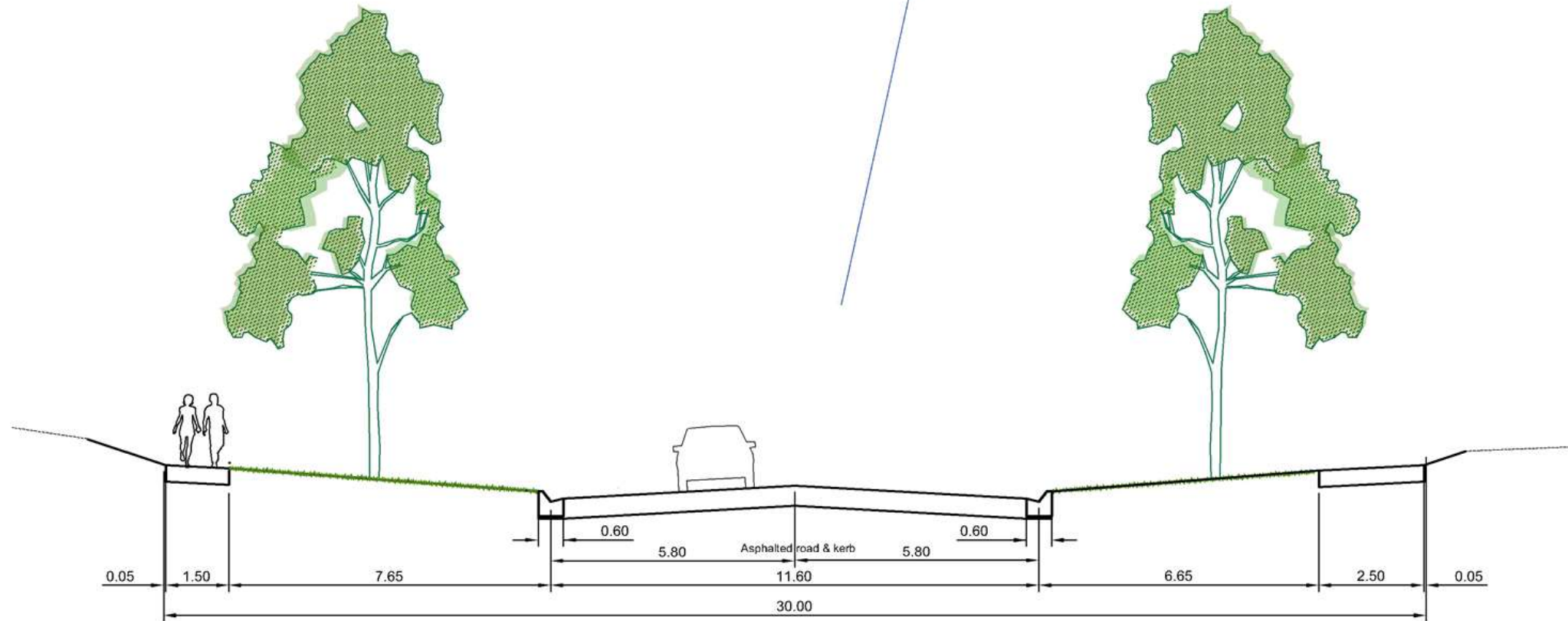


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Legend

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- Proposed 14m wide road
- Proposed 8m laneway



30m ROAD RESERVE WITH SHARED PATH
CANTERBURY WAY EAST
(COLLECTOR ROAD)



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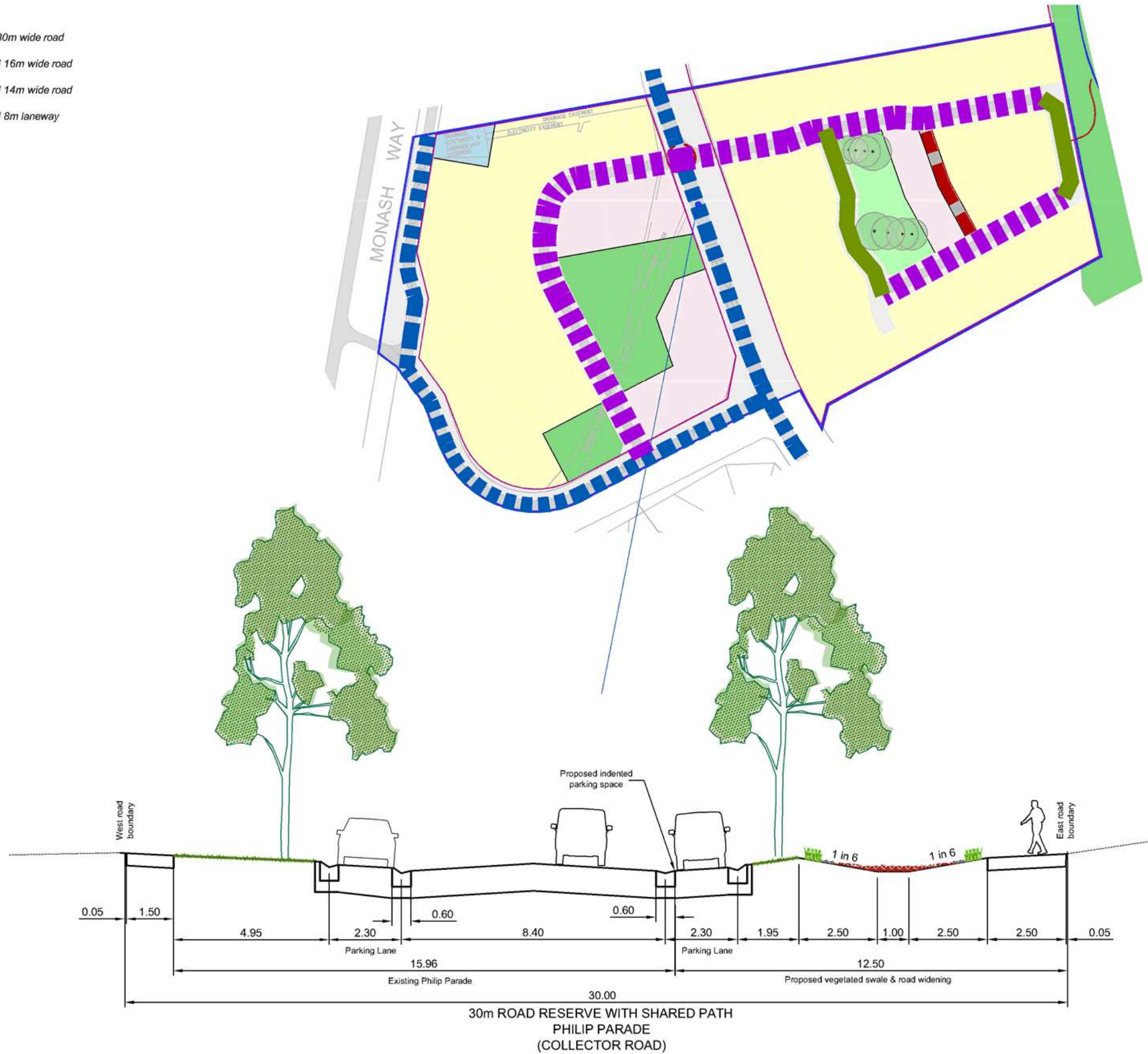


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Legend

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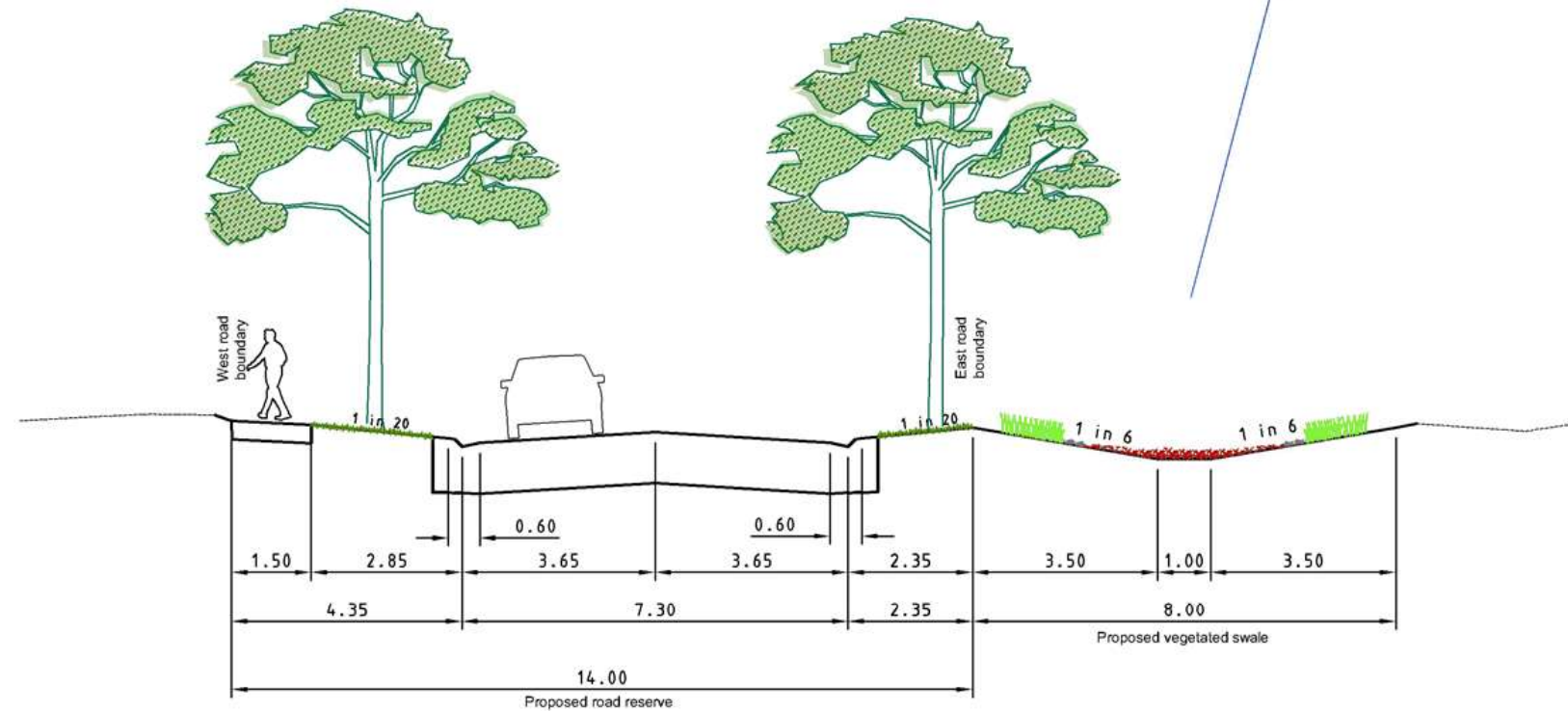


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Legend

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VEGETATED SWALE TYPICAL SECTION
EEL HOLE CREEK



CROSS SECTIONS

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LANDSCAPE CONCEPT PLAN

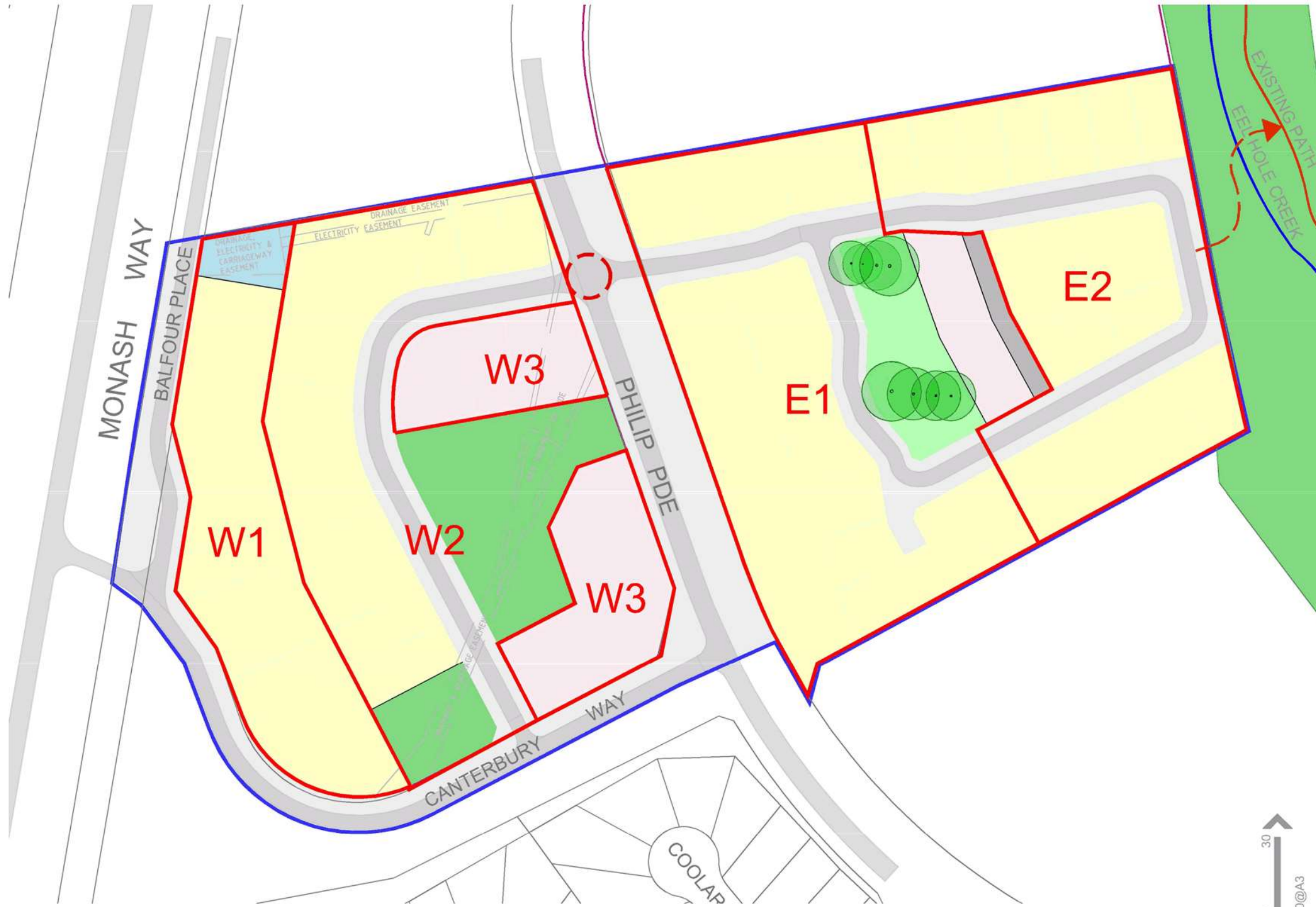


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STAGING PLAN

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Legend

- Extent of DPO
- Standard residential
- Medium density
- Reserve
- Carriageway easement
- Future intersection treatment
- Trees to be retained
- Trees to be removed
- Possible pedestrian link
- Existing title boundary

The existing carriageway easement remains an encumbrance on title

The existing service road provides for direct lot access

The existing intersection is capable of accommodating the additional lots

WSUD will cater for stormwater retardation/ quality and be landscaped to ensure it creates a positive addition to the development. Design detail will occur at the subdivision stage

Future intersection treatment to be detailed at subdivision stage

The layout allows for lots to front Philip Parade, which will create an active boulevard through to Churchill town hub

The layout provides excellent future opportunity for housing to overlook open spaces

Potential for small local play space within the reserve

The road layout provides an active frontage to Eel Hole Creek and offers excellent scope for pedestrian links

The layout considers bush fire risk with use of a perimeter road along the majority of the eel Hole Creek interface and deep lot modules that can allow generous building setbacks.

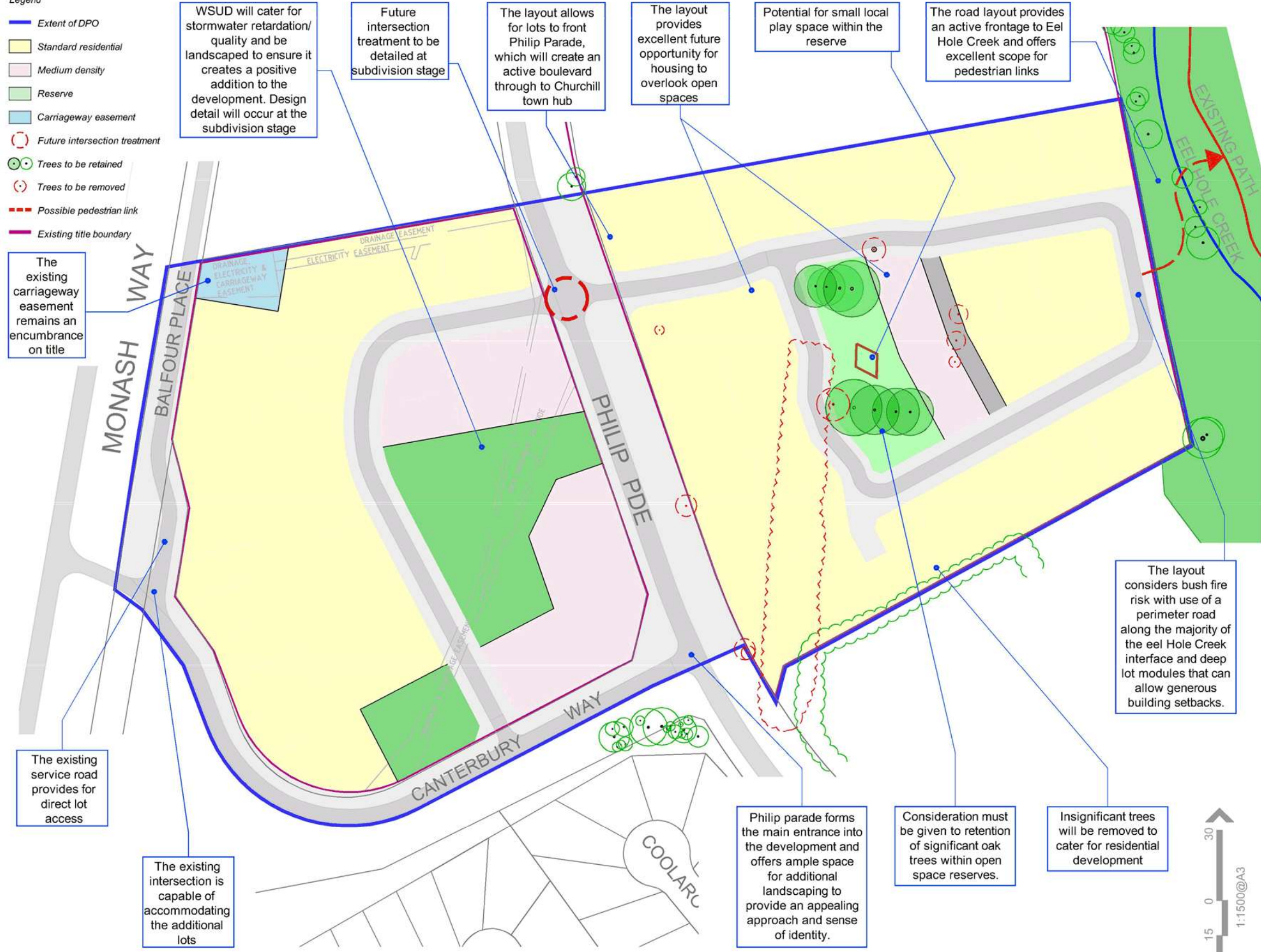
Philip parade forms the main entrance into the development and offers ample space for additional landscaping to provide an appealing approach and sense of identity.

Consideration must be given to retention of significant oak trees within open space reserves.

Insignificant trees will be removed to cater for residential development

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DESIGN RESPONSE

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STORMWATER MANAGEMENT STATEMENT

15 – 57 Philip Parade, Churchill

Prepared for: NBA Group Pty Ltd

Municipality: Latrobe City Council

Reference: 18732

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Millar & Merrigan Pty Ltd

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Version	Date	Description	Prepared By	Approved By
1	15/08/2016	Issue	Andrew Keegan	
2	10/11/2016	Response to Council comments	Andrew Keegan	

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1 Proposed Strategy

Millar Merrigan has been engaged by the Principal to assist in the investigation of drainage requirements for the construction of a new residential housing development along Philip Parade in Churchill, Victoria. The land is zoned Residential Growth Zone – Schedule 1 (RGZ1), and is covered by a Development Plan Overlay – Schedule 5 (DP05)

The works involve the subdivision of existing land, and thus require the construction of new access streets, as well as WSUD elements such as a wetland, sedimentation pond, and vegetated swales to ensure water treatment targets are met. The development plan is demonstrated in Figure 1 below.

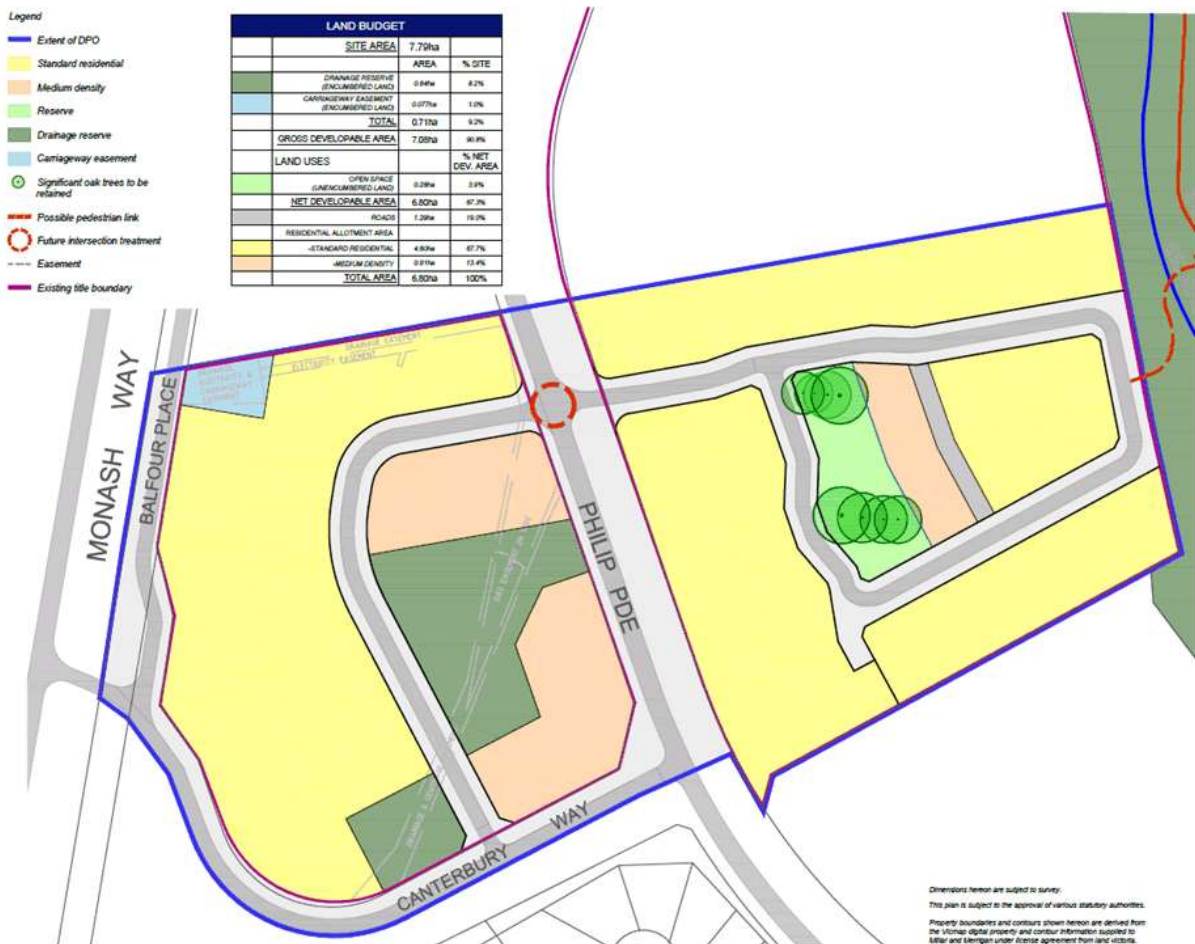


Figure 1. Development Plan

The planning permit has requested a drainage strategy, details of WSUD and detention requirements. This report outlines measures to be taken to address these items.

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The following documents have been considered when compiling this report:

- Best Practice Environmental Management Guidelines for Urban Stormwater (CSIRO 1999) (BPEMG)
- WSUD Engineering Procedures: Stormwater (CSIRO 2005) (EPS)
- Australian Runoff Quality (Engineers Media 2006) (ARQ)
- Melbourne Water Land Development Manual
- Austroads Guide to Road Design (2013)
- Melbourne Water STORM modelling

1.1 Catchments

The proposed development is located at 15 – 57 Philip Parade, Churchill, Victoria, and covers approximately 7.80 ha. Canterbury Road abuts the site on its southern boundary, and Balfour Place lies to the west. A feature and level survey, conducted by Millar Merrigan, indicates that the land is undulating, where the land to the west and immediate east of Philip Parade falls to the north side of the property, however there is a natural ridge on the eastern side of the property (approx. 10m higher than the surrounding topography) that forces runoff to the north-east corner of the property. The topography of the land can be seen in Figure 2.

The development contains four distinct sub-catchments within it, as well as external catchment of 80 ha. The internal sub-catchments for the site can be seen in Figure 2; as can be seen by the 'direction of flow' arrows, Catchments A, B, and C, all outlet via existing drainage along Philip Parade, whilst Catchment D falls to the eastern boundary of the site. The external catchment for the site extends to the south and covers an area of 80 ha. This catchment runs through Catchment A. The impact of this catchment was considered in the drainage strategy and has informed the stormwater treatment requirements.

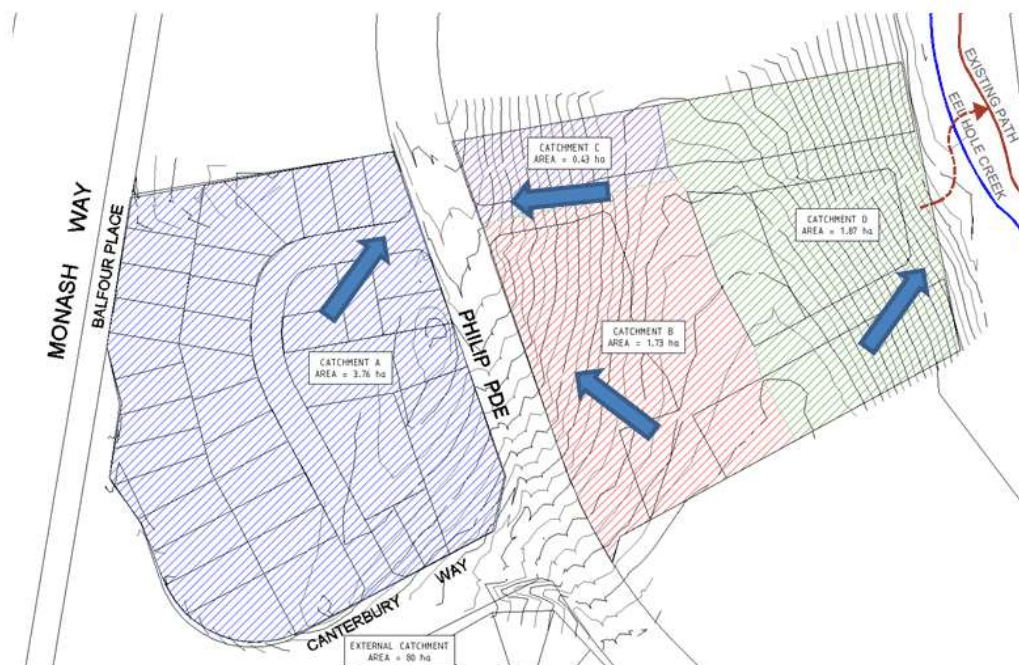


Figure 2. Drainage Catchments & Site Topography

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1.2 Stormwater Runoff

The rational method was used to calculate the stormwater runoff generated by the site for a 1 in 5 year ARI rainfall event (Q5) and a 1 in 100 year ARI rainfall event (Q100) for both the site's pre-developed and post developed states. Table 1 outlines the Q5 and Q100 runoff volumes for each sub-catchment for pre-developed and post developed states. Drainage infrastructure such as concrete pipes, culverts, and swales/table drains shall be designed to convey the Q5 post-developed flows. The road shall be designed to convey the Q100 storm event, and all dwellings shall achieve minimum freeboard above the Q100 flood level.

Table 1. Runoff volumes for pre-developed and post-developed flows

Catchment	Pre-Developed		Post-Developed	
	Q5 (m ³ /s)	Q100 (m ³ /s)	Q5 (m ³ /s)	Q100 (m ³ /s)
External	1.594	5.055	4.522	13.368
A	0.196	0.514	0.380	1.182
B	0.085	0.245	0.169	0.552
C	0.024	0.069	0.046	0.145
D	0.099	0.274	0.191	0.609

1.3 Stormwater Detention

Installation of 5,000L rainwater tanks with 3,000L of re-use and 2,000L of stormwater detention shall be a requirement placed upon each of the lots that fall within the 'Standard Residential' zoning as per the development plan (Figure 1). The proposed rainwater tanks greatly exceed the need for stormwater detention, as the existing drainage assets downstream of the development site are well oversized and thus have adequate excess capacity to provide pipe storage for the proposed development. However, they will be used to serve a WSUD function in addition to the benefits associated with minimal stormwater runoff.

1.4 Stormwater Treatment

The Model for Urban Stormwater Improvement Conceptualisation (MUSIC) was used to determine the necessary sizing for WSUD elements to achieve best practice water quality treatment outcomes. The proposal consists of the construction of a sedimentation pond and wetland on the western side of the development, primarily to service the External Catchment and Catchment A. In addition, vegetated swales adjacent to Philip Parade and the eastern boundary of the site shall be constructed, and rainwater tanks with 3,000L of re-use and 2,000L of detention for all lots within the 'Standard Residential' zones as per the Development Plan (Figure 1). Lots fronting the proposed vegetated swales will be provided with a direct outlet to the swales, whilst all other lots shall be serviced via pipe drains to the appropriate WSUD element; this layout can be seen in Figure 3 below. An indicative location of the wetland, sedimentation ponds, and vegetated swales are shown in Figure 4. The MUSIC analysis indicates that the proposed WSUD elements work to achieve best practice, this can be seen in Table 2, Table 3, and Table 4.

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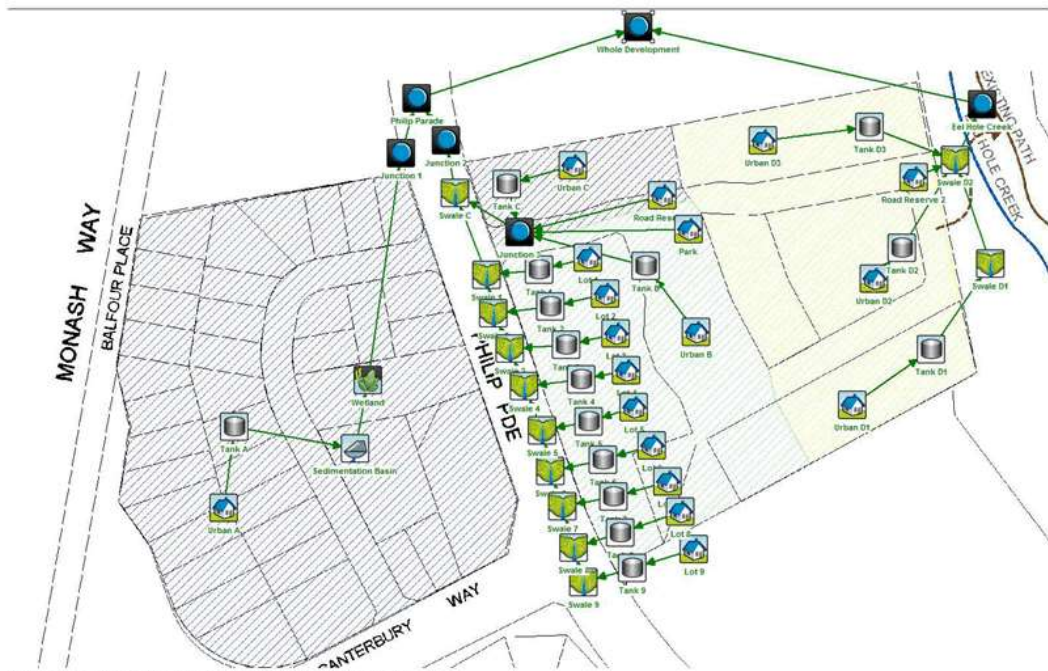


Figure 3. WSUD Elements and Layout



Figure 4. Wetland and Vegetated Swale Layout

Millar | Merrigan

Table 2. Treatment Train Effectiveness – Philip Parade Outlet

	Sources	Residual Load	% Reduction
Flow (ML/yr)	23.3	18.6	20.3
Total Suspended Solids (kg/yr)	4500	585	87
Total Phosphorus (kg/yr)	9.28	2.44	73.7
Total Nitrogen (kg/yr)	65.6	33.1	49.6
Gross Pollutants (kg/yr)	990	0	100

Table 3. Treatment Train Effectiveness – Eel Hole Creek Outlet

	Sources	Residual Load	% Reduction
Flow (ML/yr)	7.65	6.68	12.7
Total Suspended Solids (kg/yr)	1480	108	92.7
Total Phosphorus (kg/yr)	3.06	0.902	70.5
Total Nitrogen (kg/yr)	21.7	12.4	42.9
Gross Pollutants (kg/yr)	325	0	100

Millar | Merrigan

Table 4. Treatment Train Effectiveness – Whole Development

	Sources	Residual Load	% Reduction
Flow (ML/yr)	30.9	25.2	18.4
Total Suspended Solids (kg/yr)	5980	693	88.4
Total Phosphorus (kg/yr)	12.3	3.34	72.9
Total Nitrogen (kg/yr)	87.4	45.5	47.9
Gross Pollutants (kg/yr)	1310	0	100

As can be seen in the above tables and figures, best practice targets for stormwater quality treatment are achieved for the development site.

Wetland and Sedimentation Pond

A wetland and sedimentation pond are proposed to be constructed within the drainage reserve on the western side of the Philip Parade, as outlined in Figure 4 above. The wetland is intended to perform a water quality treatment function for the western side of the development. The wetland and sedimentation pond shall be designed in accordance with the West Gippsland Catchment Management Authority's guidelines. The required areas and volumes for the wetland and sedimentation pond are outlined below:

- Wetland surface area = 650 m²
- Wetland volume = 550 m³
- Sedimentation Pond area = 60 m²
- Sedimentation Pond volume = 31 m³

Vegetated Swales

The design calls for two (2) vegetated swales to be construed as a part of this development. Firstly, running south-north along the eastern boundary of the Philip Parade road reserve, and secondly, south-north along the eastern boundary of the development site, outfalling to Eel Hole Creek. The primary function of a vegetated swale is to allow for effective drainage of a site without the need for reinforced concrete pipes (RCP) and thus shall be sized based on this need, however, they offer many benefits over RCP, including community amenity, habitat creation, and water quality treatment. As such, vegetated swales form a major aspect of the WSUD for this development. Approximately 130m of vegetated swale of varying width will be required along Philip Parade (this length takes nine (9) driveway crossings and one road crossing into consideration); and approximately 190m of varying width vegetated swale shall be required between the eastern boundary and

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Eel Hole Creek. Typical cross sections for the vegetated swales (as per the section markers in Figure 4) can be found in Figure 5; as previously discussed, the width of the swales adjacent to Philip Parade vary depending on drainage requirements.

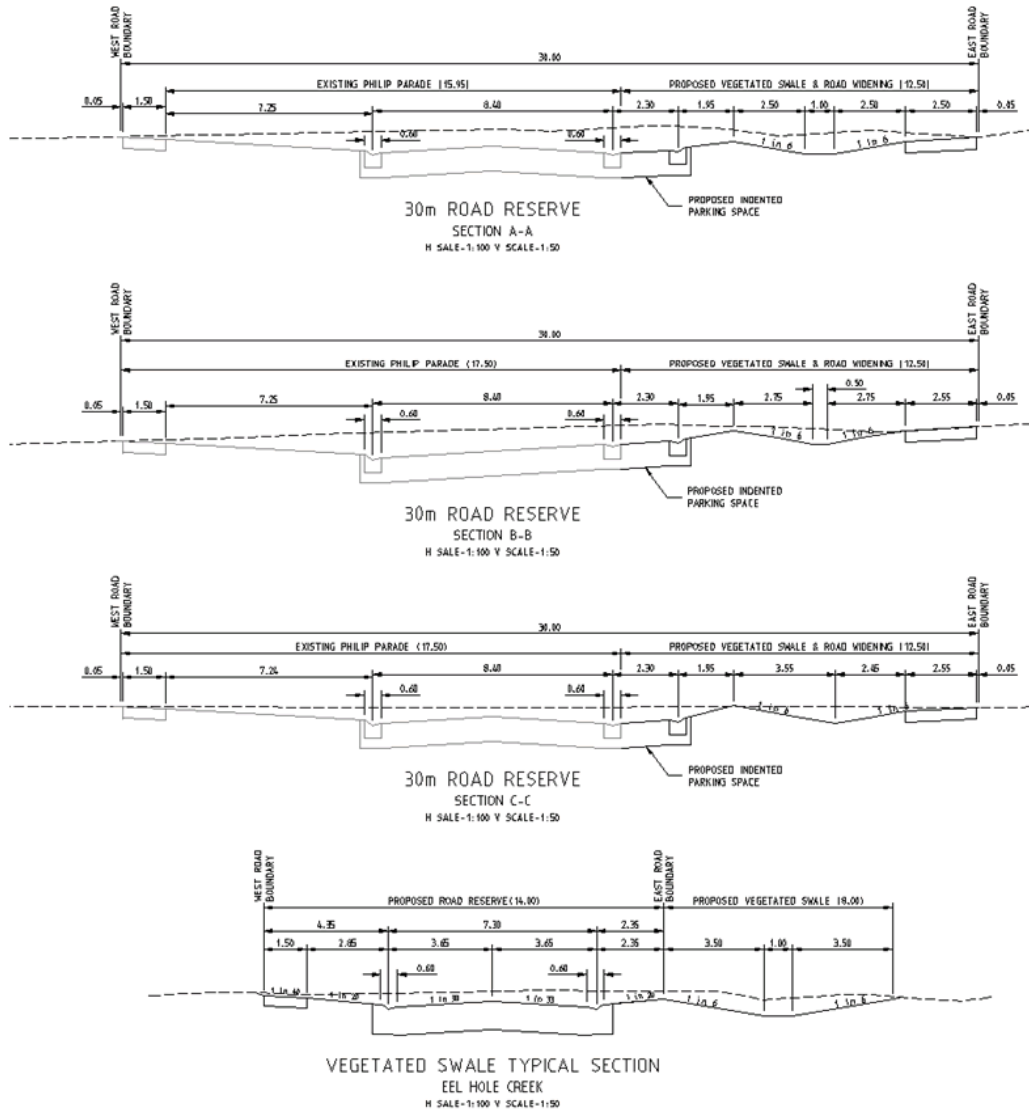


Figure 5. Typical vegetated swale cross sections

2 Conclusion & Recommendations

It is recommended that the above proposal be adopted for this development as it addresses all items referred to in the planning permit including WSUD and detention.

The key points of this strategy are as follows:

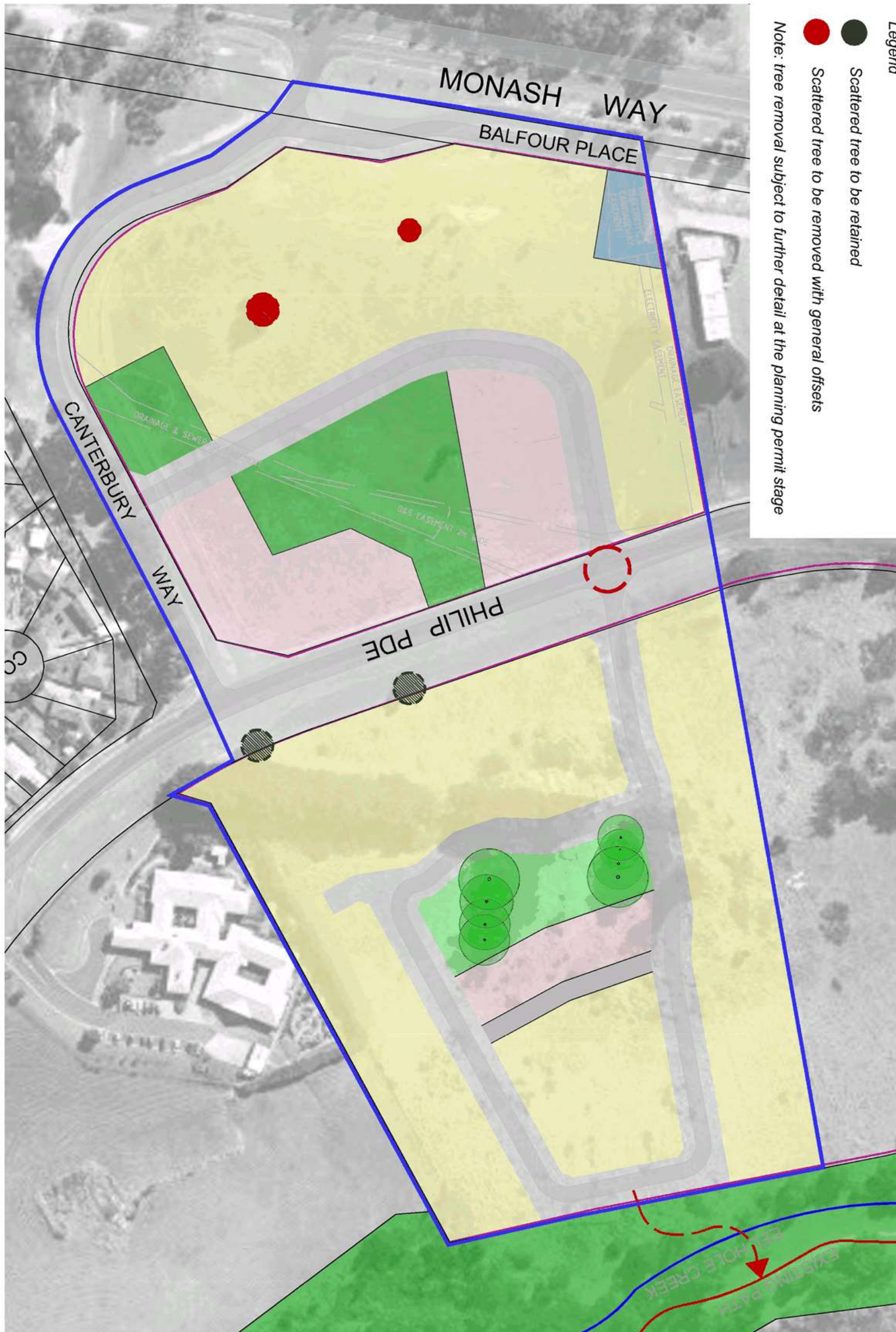
Millar | Merrigan

- There are two outfall points, one to the north along Philip Parade, which shall service the majority of the development as well as the external catchment, and another in the north east corner, which will service the balance of lots that lie beyond the ridge.
- On site detention is not required, as the downstream drainage assets will be able to retard flows.
- A wetland (area = 600 m², volume = 450 m³) and sediment pond are to be constructed (area = 60 m², volume = 31 m³) in the drainage reserve on the west side of Philip Parade.
- Two vegetated swales, one along the eastern boundary of Philip Parade (130m) and one along the eastern boundary of the development, flowing into Eel Hole Creek (190m) are to be constructed. The dimensions of the swales shall vary along their length based upon drainage capacity requirements, however their full vegetation shall ensure water quality treatment.

The adoption of the drainage strategy outlined in this report will ensure the requirements to treat stormwater and mitigate any impacts downstream of the development are met.

To Be Approved

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Legend
 ● Scattered tree to be retained
 ● Scattered tree to be removed with general offsets
 Note: tree removal subject to further detail at the planning permit stage

VEGETATION REMOVAL PLAN



Philip Parade Development Plan
 Philip Parade, Churchill (Part lot 4 on PS309824 & PC350767)
 Latrobe City Council

18732 DP9_V3
 November 2016

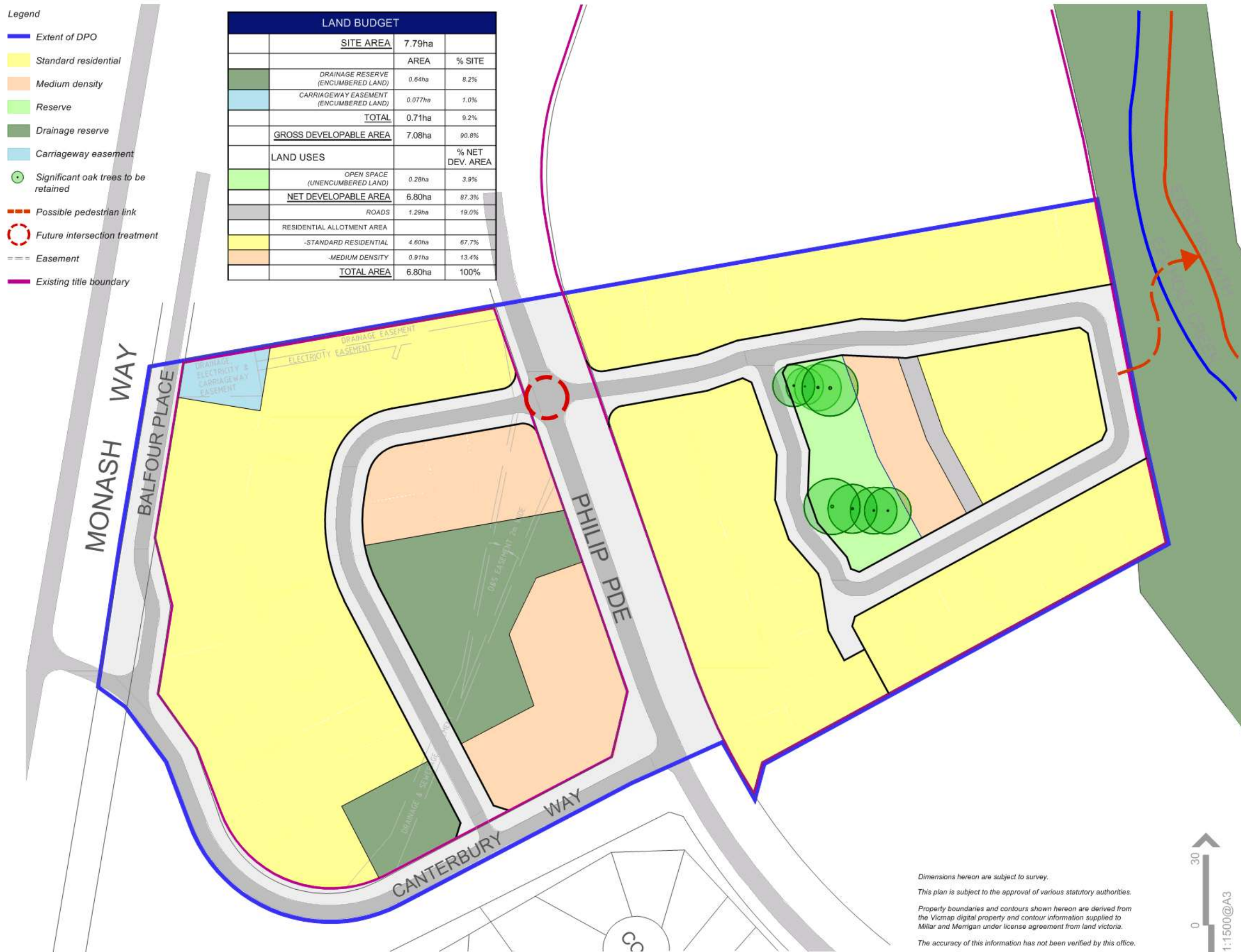
Miller & Merrigan Pty Ltd ACN 005 541 668
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F (03) 5143 1244
 nick@nbagroup.com.au
 nbagroup.com.au

Legend

- Extent of DPO
- Standard residential
- Medium density
- Reserve
- Drainage reserve
- Carriageway easement
- Significant oak trees to be retained
- - - Possible pedestrian link
- Future intersection treatment
- Easement
- Existing title boundary

LAND BUDGET		
SITE AREA 7.79ha		
	AREA	% SITE
	DRAINAGE RESERVE (ENCUMBERED LAND)	0.64ha 8.2%
	CARRIAGEWAY EASEMENT (ENCUMBERED LAND)	0.077ha 1.0%
	TOTAL	0.71ha 9.2%
	GROSS DEVELOPABLE AREA	7.08ha 90.8%
LAND USES		
	OPEN SPACE (UNENCUMBERED LAND)	0.28ha 3.9%
	NET DEVELOPABLE AREA	6.80ha 87.3%
	ROADS	1.29ha 19.0%
RESIDENTIAL ALLOTMENT AREA		
	-STANDARD RESIDENTIAL	4.60ha 67.7%
	-MEDIUM DENSITY	0.91ha 13.4%
	TOTAL AREA	6.80ha 100%



Dimensions hereon are subject to survey.
 This plan is subject to the approval of various statutory authorities.
 Property boundaries and contours shown hereon are derived from the Vicmap digital property and contour information supplied to Millar and Merrigan under license agreement from land victoria.
 The accuracy of this information has not been verified by this office.
 Location and size of stormwater treatment facilities is conceptual only.

To Be Approved

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DEVELOPMENT PLAN

Philip Parade Development Plan
 Philip Parade, Churchill (Part lot 4 on PS309824 & PC350767)
 Latrobe City Council
 18732 DP2_V3
 Nov. 2016



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MOBILITY PLAN

Philip Parade Development Plan
 Philip Parade, Churchill (Part lot 4 on PS309824 & PC350767)
 Latrobe City Council
 18732 DP3_V3
 November 2016

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M 0418 402 240 **T** (03) 5143 0340
F (03) 5143 1244
 nick@nbagroup.com.au
 nbagroup.com.au

Aerial image indicating the properties notified by direct mail of the community exhibition period for the draft Philip Parade Development Plan.



APT O&M Services Pty Ltd ACN 112 358 586
 1 Wood Street Thomastown VIC 3074
 PO Box 111
 Thomastown VIC 3074
 P: +61 3 9463 8222 | F: +61 3 9436 8219
 apa.com.au



Our reference: COU/2016 050
 Your reference:
 Enquiries: R. May
 Extension: 349

12th August, 2016

LaTrobe Shire Council
 Urban Growth Project Officer
 P.O. Box 265
 MORWELL VIC 3840

Kiesha.Jones@latrobe.vic.gov.au

VIA EMAIL

Attention: Kiesha Jones

Dear Sir/Madam,

**LATROBE CITY: REQUEST FOR REFERRAL RESPONSE
 PHILLIP PARADE
 CHURCHILL DEVELOPMENT PLAN**

Reference is made to your email dated 7th July 2016 with the accompanying explanatory report and plans.

APT O&M Services Pty Ltd, (APA Networks), operating as a subsidiary of APA Group, manages and operates the gas reticulation assets located within the vicinity of the above on behalf of Australian Gas Networks (Vic) Pty Ltd, and has reviewed the affect this proposal will have on our existing gas network assets.

As shown on the attached District Plans, (highlighted in green), APA Networks has no existing gas reticulation or current proposals within the subject area, however APA Group does have existing gas reticulation in the vicinity. Consequently, APA Networks has no objection to Councils proposed Phillip Parade Development Plan, as described in your correspondence and appendices forwarded on 7th July 2016.

Future gas reticulation requests are dependent upon property development and viability. A contribution by the developer(s) may be required to extend our distribution assets to supply and reticulate this area. This cannot be evaluated until an application for natural gas is received and/or subdivision development plans lodged for assessment with our Mains Extension Officer.

Enclosed for your information is a copy of APA Group District Plans, as listed below, showing the recorded location of existing gas mains.

Yours faithfully,

Rebecca May
Planning Manager
 Planning & Integrity

District Plans: Bulga 2500: 07-31 and 07-32

Note: APA Group acts as the Network Operator on behalf of Australian Gas Networks (Vic) Pty Ltd, a licensed gas distributor in relation to all works in the vicinity of Australian Gas Networks (Vic) Pty Ltd gas reticulation mains and transmission pipelines.

Page 1

energy. connected.



<p>NOTICE</p> <p>APA GROUP HAS TAKEN CARE TO ENSURE THAT THE LOCATION OF THE GAS MAINS SHOWN ON THIS PLAN DOCUMENT ARE ACCURATE. HOWEVER, SOME VARIATIONS FROM RECORDS DO EXIST AND COMPLETE ACCURACY CANNOT BE GUARANTEED. APA GROUP SHALL NOT BE LIABLE TO PAY ANY DAMAGES OR ANSWER ANY CLAIM WHERE THERE EXISTS ANY ERROR ON THIS PLAN.</p> <p>IN ALL INSTANCES IT IS ESSENTIAL THAT THE POSITION OF THE PIPES BE PROVED BY HAND EXCAVATION.</p> <p>RECORDS OF GAS MAINS ARE CONTINUOUSLY UPDATED AND IT IS RECOMMENDED THAT THIS PLAN BE DESTROYED ON COMPLETION OF WORKS. NOTICE IS HEREBY GIVEN THAT IT IS AN OFFENCE TO DAMAGE GAS INDUSTRY PROPERTY (GAS INDUSTRY ACT 2001).</p>	<p>0m 100m 200m 300m 400m 500m 600m 700m 800m</p>	<p>DIAL BEFORE YOU DIG 1100</p> <p>DIMENSIONS ARE IN METRES PIPE SIZES ARE IN MILLIMETRES</p> <p>REFER OVERLEAF FOR DETAILED LEGEND</p>	<p>PRESSURE RANGES</p> <table style="font-size: small;"> <tr> <td>LOW PRESSURE</td> <td>UP TO 75kPa</td> <td></td> </tr> <tr> <td>MEDIUM PRESSURE</td> <td>75kPa - 200kPa</td> <td></td> </tr> <tr> <td>HIGH PRESSURE</td> <td>200kPa - 515kPa</td> <td></td> </tr> <tr> <td>TRANSMISSION PRESSURE</td> <td>IN EXCESS OF 515kPa</td> <td></td> </tr> </table>	LOW PRESSURE	UP TO 75kPa		MEDIUM PRESSURE	75kPa - 200kPa		HIGH PRESSURE	200kPa - 515kPa		TRANSMISSION PRESSURE	IN EXCESS OF 515kPa		<p>LOCATION/TOWNSHIP</p> <p>CHURCHILL</p>	<p>REVISED BY: C.R.</p> <p>REVISION DATE: 06/06/2013</p> <p>PRINT DATE: 13/06/2013</p>	<table border="1" style="font-size: x-small;"> <tr> <td>06-32</td> <td>07-32</td> <td>08-32</td> </tr> <tr> <td>06-31</td> <td>07-31</td> <td>08-31</td> </tr> <tr> <td>06-30</td> <td>07-30</td> <td>08-30</td> </tr> </table>	06-32	07-32	08-32	06-31	07-31	08-31	06-30	07-30	08-30	<p>APA Group</p> <p>Envestra Investing in energy infrastructure</p>	<p>MUNICIPALITY</p> <p>LATROBE</p> <p>BULGA 2500</p> <p>07-31</p>
LOW PRESSURE	UP TO 75kPa																												
MEDIUM PRESSURE	75kPa - 200kPa																												
HIGH PRESSURE	200kPa - 515kPa																												
TRANSMISSION PRESSURE	IN EXCESS OF 515kPa																												
06-32	07-32	08-32																											
06-31	07-31	08-31																											
06-30	07-30	08-30																											



NOTICE
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0m 100m 200m 300m 400m 500m 600m 700m 800m

DIAL BEFORE YOU DIG 1100

DIMENSIONS ARE IN METRES PIPE SIZES ARE IN MILLIMETRES REFER OVERLEAF FOR DETAILED LEGEND

PRESSURE RANGES		LOCATION/TOWNSHIP
LOW PRESSURE	UP TO 75kPa	CHURCHILL
MEDIUM PRESSURE	75kPa - 200kPa	
HIGH PRESSURE	200kPa - 515kPa	
TRANSMISSION PRESSURE	IN EXCESS OF 515kPa	

REVISED BY: R.S.
 REVISION DATE: 01/07/2009
 PRINT DATE: 07/05/2015

06-01	07-01	08-01
06-32	07-32	08-32
06-31	07-31	08-31

APA Group
Australian Gas Networks

MUNICIPALITY

LATROBE

BULGA 2500
 07-32



Department of Environment, Land, Water & Planning

3 August 2016

Keisha Jones
Urban Growth Project Officer
Latrobe City Council
PO Box 264
MORWELL VIC 3840

Our ref: SP457211
Your ref: Philip Parade Development Plan

71 Hotham Street
Traralgon Victoria 3844
Australia
Telephone: +61 3 5172 2111
Facsimile: +61 3 5172 2100
www.delwp.vic.gov.au
DX 219284

Dear Keisha

**PHILIP PARADE DEVELOPMENT PLAN
PHILIP PARADE, CHURCHILL, VIC 3842
PC350767 & LOT 4 PS309824 (PART)**

Thank you for your correspondence dated and received 7 July 2016 in respect of the Philip Parade Development Plan.

The Department of Environment, Land Water and Planning (department) offers the following comments for consideration:

- Page 8 of the *Philip Parade Development Plan* (NBA June 2016) states that "there are some scattered trees across the site which may be classified as Native Vegetation. Consideration should be given to the retention of removal and offset of these trees at the subdivision design stage." The location of these native scattered trees have not been identified in the documentation, only the significant oak trees. Given that lots are identified to be less than 4000m² (Page 13), any retention of these native trees needs to be considered in the development plan in public open space or they will automatically be deemed lost at subdivision stage.
- The subdivision borders Eel Hole Creek to the east and the development plan should support and enhance the environmental values where possible through water quality improvement, landscape design, indigenous species selection and scattered tree retention.

All written correspondence should be sent electronically to gippsland.planning@delwp.vic.gov.au or mailed to:

Manager Statutory Planning Approvals Gippsland
Department of Environment, Land, Water and Planning
71 Hotham Street
TRARALGON VIC 3844

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If you have any queries regarding this matter, please contact Regional Planning and Approvals – Gippsland at the department’s Traralgon office, telephone (03) 5172 2111.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'John Brennan', with a stylized flourish extending to the right.

John Brennan
Manager Statutory Planning Approvals Gippsland

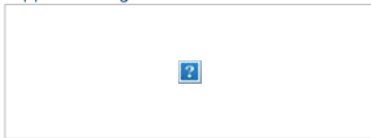
From: Karen Taylor
To: [Kiesha Jones](#)
Subject: Churchill Development Plan
Date: Friday, 26 August 2016 4:24:42 PM
Attachments: [image001.jpg](#)
[image002.jpg](#)
[image003.png](#)
[image004.png](#)

Hi Keisha

EPA has reviewed the development plan and have no objections or comments to make. Appears to be a good use of the land with good interface for residential development.

I am not able to provide a formal response at this stage unfortunately – as just a bit snowed under.

Karen Taylor
 Planning Assessment Officer
 Gippsland Region



Environment Protection Authority Victoria
 8 - 12 Seymour Street, Traralgon VIC 3844 | GPO Box 4395 Melbourne Vic 3001 | DX 219292
 ☎ 1300 372 842 (1300 EPA VIC) | E karen.taylor@epa.vic.gov.au | www.epa.vic.gov.au

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From: Paul.Young@gippswater.com.au
To: [Kiesha Jones](mailto:Kiesha.Jones@latrobe.vic.gov.au)
Cc: Nigel.Gerreyn@gippswater.com.au; [Deanne Smith](mailto:Deanne.Smith@gippswater.com.au)
Subject: RE: Request for referral response - Philip Parade, Churchill Development Plan
Date: Monday, 15 August 2016 10:27:57 AM
Attachments: [image001.jpg](#)
[RE Street Trees.msg](#)

Kiesha,

Sorry for the delay guys.

Response as follows;

Sewer

300mm sewers would have capacity.

No direct connections would be allowed, unless Gippsland Water gives approval.

The 300mm western sewer main will need to be realigned, preferably along road reserves, unless Gippsland Water gives approval.

Water

Appropriate sized water mains to be connected off the 150mm main in Phillip Parade.

General

The street trees listed under the Indicative Planting Schedule are all fine, except the yellow scented gum. These will need to have a horizontal clearance of 4 metres from the sewer main. Therefore may not be practical. Refer to attached email from GW's Environmental Officer.

Regards,

Paul Young

Asset Planning

Gippsland Water

Ph: (03) 51 774 728

Mob: 0427 314 144

email: paul.young@gippswater.com.au

From: Kiesha Jones [<mailto:Kiesha.Jones@latrobe.vic.gov.au>]

Sent: Wednesday, 10 August 2016 3:50 PM

To: Paul Young

Cc: Nigel Gerreyn; Deanne Smith

Subject: RE: Request for referral response - Philip Parade, Churchill Development Plan

Hi Paul,

Just following up on my email below.

Please note that we require all feedback by no later than 15 August 2016.

Regards,

Kiesha Jones
Urban Growth Project Officer
Latrobe City Council

[mailto: Kiesha.Jones@latrobe.vic.gov.au](mailto:Kiesha.Jones@latrobe.vic.gov.au)

Direct: 03 5128 5751
Mobile: 0424 803 498
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: Kiesha Jones
Sent: Thursday, 7 July 2016 12:20 PM
To: 'Paul Young'
Cc: 'Nigel Gerreyn'; Deanne Smith
Subject: Request for referral response - Philip Parade, Churchill Development Plan

Hi Paul,

Latrobe City Council is currently considering the Philip Parade, Churchill Development Plan.

Please find attached a folder with a copy of the draft Philip Parade Development Plan and associated appendices, as prepared by NBA Group.

Latrobe City Council would appreciate if you could please review these documents and provide your written comments. All written feedback is to be provided to me by no later than **15 August 2015**.

Your comments on the draft Philip Parade Development Plan will inform a further information request to the applicant to address any particular matters which require additional detail, prior to further consideration of the draft Development Plan.

Should you wish to discuss any aspects of this plan, please do not hesitate to contact Deanne Smith, Senior Strategic Planner (Project Manager of the Philip Parade, Churchill Development Plan) on 5128 6133 or via email on Deanne.Smith@latrobe.vic.gov.au. We are also more than happy to arrange a meeting with you, if required.

If you require any further information, please do not hesitate to contact me on the details set out below.

Regards,

Kiesha Jones
Urban Growth Project Officer
Latrobe City Council

[mailto: Kiesha.Jones@latrobe.vic.gov.au](mailto:Kiesha.Jones@latrobe.vic.gov.au)

Direct: 03 5128 5751

Mobile: 0424 803 498
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Phone: 1300 367 700
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141 Commercial Rd, Morwell 3840



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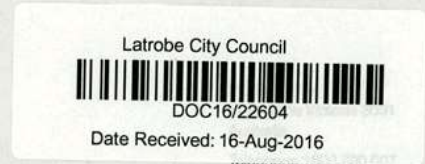
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ptv.vic.gov.au

DX 210018

Deanne Smith
Senior Strategic Planner
LaTrobe City Council
PO Box 264
Morwell VIC 3840

Dear Deanne,

PHILIP PARADE CHURCHILL DEVELOPMENT PLAN

Thank you for your letter dated 07 July 2016 referring the Philip Parade, Churchill Development Plan to Public Transport Victoria for comment.

Public Transport Victoria notes that a roundabout has been proposed on Philip Parade. Roundabouts as shown in the Development Plan must be constructed to accommodate ultra-low-floor buses in accordance with Public Transport Victoria's specifications.

Should you have any queries regarding the above, please contact Rosario Pacheco on 9027 4827 or alternatively via email, rosario.pacheco@ptv.vic.gov.au

Yours sincerely

A handwritten signature in blue ink, appearing to read "Mark Burton".

MARK BURTON

Manager, Place Planning

8/08/2016

Kiesha Jones

From: Emma Bostedt <Emma.Bostedt@ausnetservices.com.au>
Sent: Thursday, 29 September 2016 2:33 PM
To: Kiesha Jones
Subject: RE: Request for Referral Response - Philip Parade Development Plan

Hi Kiesha,

I have read the Infrastructure Services Information and can confirm that I am happy with section 3.3 regarding electricity reticulation.

Further comments:

- A Kiosk Substation requires a reserve size of 8m x 5m
- AusNet Services' policy for alteration to existing assets requires the customer to contribute the full cost of the augmentation works.
- Services to any existing houses will be required to be relocated to the underground network within the estate, at the expense of the developer.
- AusNet Services' standard URD policy would apply for medium density housing i.e. lots sizes <= 2000 square metres are entitled to a LV rebate of \$980.00 per lot in the subdivision.
- HV reimbursements apply for High Voltage works completed internal to the housing estate.
- If the average lot size is greater than 2000 square metres or non residential, then the development would be classed as low density/commercial and the developer would pay the total cost of works for HV and LV cables less AusNet Services' contribution based on expected revenue from assets installed.

If you require any further information or clarification, please contact me.

Regards,

Emma Bostedt
Design Officer



AusNet Services
PO Box 339
Traralgon VIC 3844 Australia
Tel 51739016 Fax 51741456
Mobile 0429534842
emma.bostedt@ausnetservices.com.au
www.ausnetservices.com.au

From: Chris.Padovan@roads.vic.gov.au
To: [Kiesha Jones](mailto:Kiesha.Jones@roads.vic.gov.au)
Cc: Kylie.Franklin@roads.vic.gov.au; [Deanne Smith](mailto:Deanne.Smith@roads.vic.gov.au); Stuart.Fenech@roads.vic.gov.au; Shafiul.Haque@roads.vic.gov.au
Subject: Fw: Request for referral response - Philip Parade, Churchill Development Plan
Date: Friday, 19 August 2016 3:03:34 PM
Attachments: [pic03655.jpg](#)
[pic11234.jpg](#)

Hi Keisha,

Thank you for providing VicRoads with an opportunity to respond to Latrobe City Councils Philip Parade Development Plan. I apologise for the delay in responding to the plan.

VicRoads has reviewed the plan and acknowledges that the proposal will likely have a minimal adverse impact to adjacent arterial road, Monash Way.

Based on VicRoads review, it would be appreciated if Council includes the following comments on the plan:

- provide swept path analysis for a 19m semi-trailer design vehicle for all movements associated with the intersection of Monash Way and Canterbury Way, in accordance with the Austroads Guide to Road Design.
- Submission of a V3 lighting plan to determine the adequacy of lighting at the intersection of Monash Way and Canterbury Way. Note - All lighting must meet V3 standard and to VicRoads approval. The lights must be LED type and approved by the Electricity Distribution Company.
- The inclusion of a traffic island on Canterbury Way at the intersection with Monash Way.

Please do not hesitate to contact me should you have any further queries regarding this matter.

Chris

Chris Padovan
Team Leader - Integrated Transport & Land Use
VicRoads - Eastern Victoria
Telephone: 5172 2627
Mobile: 0419 005 009
Fax: 5176 1016
Email: chris.padovan@roads.vic.gov.au

----- Forwarded by Chris Padovan/VicRoads on 19/08/2016 02:51 PM -----

From: Kiesha Jones <Kiesha.Jones@latrobe.vic.gov.au>
To: "Chris.Padovan@roads.vic.gov.au" <Chris.Padovan@roads.vic.gov.au>
Cc: "Kylie.Franklin@roads.vic.gov.au" <Kylie.Franklin@roads.vic.gov.au>, Deanne Smith <Deanne.Smith@latrobe.vic.gov.au>
Date: 10/08/2016 03:52 PM
Subject: RE: Request for referral response - Philip Parade, Churchill Development Plan

Ext: Business Area:
Fax: Internet:
File Name: File Description:
This email is from an external source. If it is a Business Record remember
to file it in QuickDocs

Hi Chris,

In Stuart's absence, please see my email below.

Please note that we require all feedback by no later than 15 August 2016.

Thanks,

Kiesha Jones
Urban Growth Project Officer
Latrobe City Council

mailto: Kiesha.Jones@latrobe.vic.gov.au
Direct: 03 5128 5751
Mobile: 0424 803 498
Fax: (03) 5128 5672
Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840

(Embedded image moved to file: pic03655.jpg)

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

From: Kiesha Jones
Sent: Thursday, 7 July 2016 1:11 PM
To: 'Stuart.Fenech@roads.vic.gov.au'
Cc: 'Kylie.Franklin@roads.vic.gov.au'; Deanne Smith
Subject: Request for referral response - Philip Parade, Churchill
Development Plan

Hi Stuart,

Latrobe City Council is currently considering the Philip Parade, Churchill
Development Plan.

Please find attached a folder with a copy of the draft Philip Parade
Development Plan and associated appendices, as prepared by NBA Group.

Latrobe City Council would appreciate if you could please review these
documents and provide your written comments. All written feedback is to be
provided to me by no later than 15 August 2015.

Your comments on the draft Philip Parade Development Plan will inform a
further information request to the applicant to address any particular
matters which require additional detail, prior to further consideration of
the draft Development Plan.

Should you wish to discuss any aspects of this plan, please do not hesitate to contact Deanne Smith, Senior Strategic Planner (Project Manager of the Philip Parade, Churchill Development Plan) on 5128 6133 or via email on Deanne.Smith@latrobe.vic.gov.au. We are also more than happy to arrange a meeting with you, if required.

If you require any further information, please do not hesitate to contact me on the details set out below.

Regards,

Kiesha Jones
Urban Growth Project Officer
Latrobe City Council

mailto: Kiesha.Jones@latrobe.vic.gov.au
Direct: 03 5128 5751
Mobile: 0424 803 498
Fax: (03) 5128 5672
Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840

(Embedded image moved to file: pic11234.jpg)

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

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Latrobe City Council
P.O. Box 264
Morwell 3840 Victoria Australia

www.latrobe.vic.gov.au

*****[attachment
"Philip Parade Development Plan.zip" deleted by Chris Padovan/VicRoads]

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The following conditions apply to this communication and any attachments: VicRoads reserves all of its copyright; the information is intended for the addressees only and may be confidential and/or privileged - it must not be passed on by any other recipients; any expressed opinions are those of the sender and not necessarily VicRoads; VicRoads accepts no liability for any consequences arising from the recipient's use of this means of communication and/or the information contained in and/or attached to this communication. If this communication has been received in error, please contact the person who sent this communication and delete all copies.



CMA Application No: WG-F-2016-0166
Your Ref: Draft Philip Parade
 Development Plan
Date: 29 July 2016

Keisha Jones
 Latrobe City Council
 PO Box 264
 Morwell, Victoria 3840

keisha.jones@latrobe.vic.gov.au

Dear Keisha,

Application Number (CMA Ref): WG-F-2016-0166

Property: **Street:** 15-57 Philip Parade, Churchill, Victoria 3842
Cadastral: PC350767, Parish of Hazelwood

Thank you for your enquiry, received at the West Gippsland Catchment Management Authority ('the Authority') on 13 July 2016. The Authority understands you require flood advice for the Draft Philip Parade Churchill Development Plan.

The Authority does not have any official record of flooding for the property on which to base its assessment. Mapping available to the Authority, as shown in Figure 1, indicates that a designated waterway traverses the property and that the development is adjacent to Eel Holes Creek at the eastern boundary of the property.

The Authority has reviewed the proposed Development Plan and has noted that a wetland is intended for treatment of stormwater before it leaves the site. The Authority does not normally support piping of designated waterways but is willing to vary this position in this instance as the waterway is piped downstream of the site and the developer is proposing to treat stormwater runoff quality in excess of the normal requirements provided for in the '*Urban Stormwater Best Practice Environmental Management Guidelines*' (CSIRO, 1999).

The Authority would be **unlikely to object** to the proposal, subject to (but not limited to) the following conditions:

1. All new lots must be demonstrated to be flood free.
2. A Stormwater Management Plan must be developed to the satisfaction of the West Gippsland Catchment Management Authority, which details appropriate Water Sensitive Urban Design features and confirms that stormwater treatment will exceed best practice guidelines. The final plan must provide detailed design drawings, landscape plans including plant densities and an appropriate maintenance schedule.

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

Should you have any queries, please do not hesitate to contact Catherine Couling on 1300 094 262. To assist the Authority in handling any enquiries please quote **WG-F-2016-0166** in your correspondence with us.

ABN 88 062 514 481

Correspondence PO Box 1374, Traralgon VIC 3844

Telephone 1300 094 262 | Facsimile (03) 5175 7899 | Email westgippy@wgma.vic.gov.au | Website www.wgma.vic.gov.au

Traralgon Office 16 Hotham Street, Traralgon VIC 3844 | Leongatha Office Corner Young & Bair Streets, Leongatha VIC 3953

Yours sincerely,

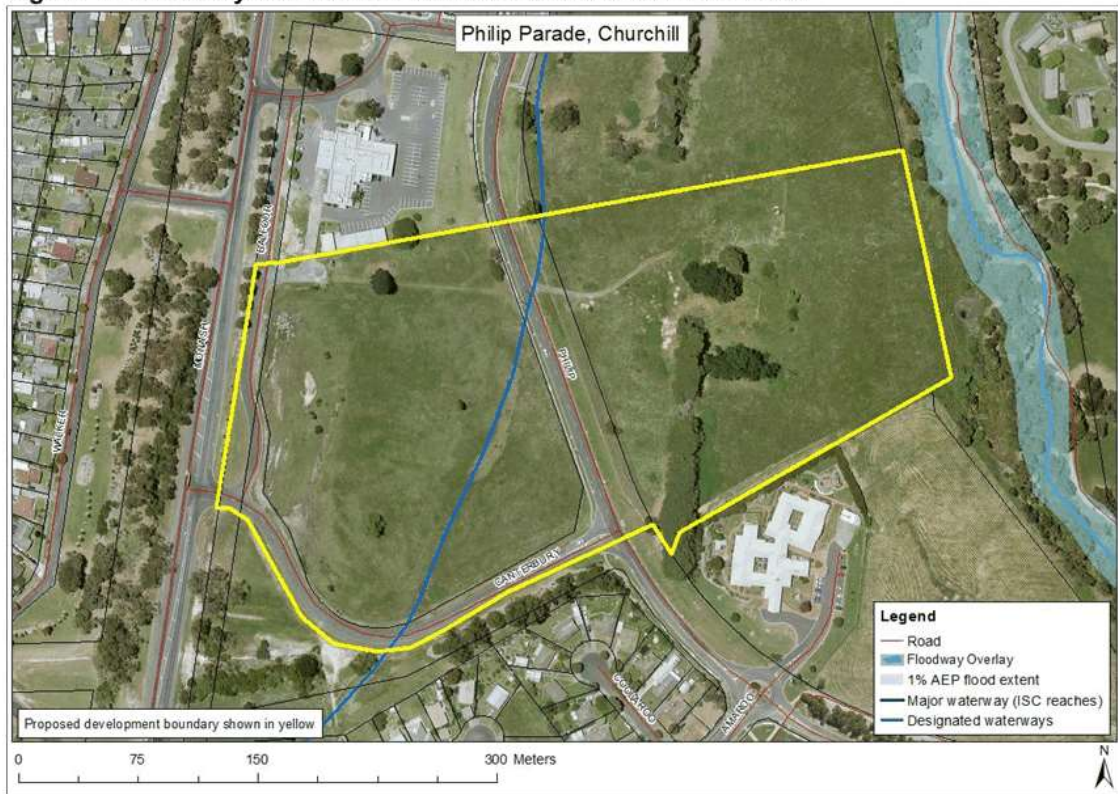


Adam Dunn
Statutory Planning Manager

Cc: Latrobe City Council

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

Figure 1 – Waterway location and 1% AEP extent for Eel Hole Creek



Definitions and Disclaimers

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

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

Patron: The Honourable Linda Dessau AM, Governor of Victoria

Fire Safety Referrals
Fire & Emergency Management
Email: firesafetyreferrals@cfa.vic.gov.au
Telephone: 03 9262 8578



Our Ref: 27000-57706-64957
Telephone:
Council Ref:



Date Received: 08-Nov-2016

14 October 2016

Kiesha Jones
Latrobe City Council
PO BOX 264
MORWELL VIC 3840

Dear Keisha

COMMENT ON PROPOSED DEVELOPMENT PLAN

Proposal: Philip Parade Development Plan
Location: Philip Parade Churchill

Thank you for providing CFA with an opportunity to comment on the proposed development for Philip Parade, Churchill.

CFA has assessed the proposed Development Plan and given that it does not appear to have implications relating to bushfire safety to the community and/or service delivery for CFA. CFA supports the plan in its current iteration.

If you wish to discuss this matter in more detail, please do not hesitate to contact the Manager Community Safety, Jude Kennedy on 9767 1811.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jude Kennedy', written over the typed name.

Jude Kennedy
Manager Community Safety
Fire & Emergency Management

Protecting lives and property

cfa.vic.gov.au

14.5 LATROBE REGIONAL AIRPORT ANNUAL REPORT 2015/16**General Manager****City Development****For Information****PURPOSE**

The purpose of this report is to request Council to note the Latrobe Regional Airport Annual Report 2015-2016 on the operations for the year ended 30 June 2016. The Latrobe Regional Airport Board operates under a Deed of Delegation from Council and the Deed requires that the Board present Council with an Annual Report showing activities for the year and budget performance.

EXECUTIVE SUMMARY

The Latrobe Regional Airport Board operates as a special committee of Council under Section 86 of the *Local Government Act 1989*.

Under Section 4(b) of the Deed of Delegation from Latrobe City Council, under which the Latrobe Regional Airport Board operates, an Annual Report must be provided to Council.

The Annual Report provides an account of the Latrobe Regional Airport's operations and performance against plans and targets identified in the budget, the business plan and Master Plan, and any other significant matters.

Latrobe Regional Airport has now completed its infrastructure upgrades, the Airport Master Plan 2015 and is the process of undertaking the Airport Marketing Strategy and Business Plan.

Council continues to recognise the importance of the Latrobe Regional Airport as a community asset and emergency services base, as well as a significant employment generator for the Latrobe region.

All Civil Aviation Safety Authority (CASA) statutory requirements have been met, and through the Board's maintenance and upgrade programs, the Latrobe Regional Airport continues to provide the Gippsland community with a strategic asset and an industrial hub which is operated both safely and securely, and is positioned well for the future.

On 14 November 2016 the Latrobe Regional Airport Board resolved the following:

That the Latrobe Regional Airport Annual Report for 2015/2016 as presented be adopted.

The Latrobe Regional Airport Annual Report is now presented to Council for noting.

MOTION

Moved: Cr Middlemiss

Seconded: Cr Gibson

That Council receives and notes the Latrobe Regional Airport Annual Report 2015-2016.

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

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

STRATEGIC FRAMEWORK

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

Latrobe 2026: The Community Vision for Latrobe Valley

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

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 1: Job creation and economic sustainability

Theme 2: affordable and sustainable facilities, services and recreation

Theme 3: Efficient, effective and accountable governance

Theme 4: Advocacy for and consultation with our community

Theme 5: Planning for the future

Strategic Direction 1– Provide incentives and work proactively to attract new business and industry to locate in Latrobe City.

Strategic Direction 2 – Assist existing small and medium enterprises to expand and sustain employment opportunities.

Strategic Direction 3 – Work in partnership with business, industry and government to create new jobs and investment in Latrobe City.

BACKGROUND

The Latrobe Regional Airport Board operates as a special committee of Council under Section 86 of the *Local Government Act 1989*.

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)**

Under Section 4(b) of the Deed of Delegation from Latrobe City Council, under which the Latrobe Regional Airport Board operates, an Annual Report must be provided to Council.

The Annual Report provides an account of the Latrobe Regional Airport's operations and performance against plans and targets identified in the budget, the business plan and Master Plan, and any other significant matters.

On 14 November 2016 the Latrobe Regional Airport Board resolved the following:

That the Latrobe Regional Airport Annual Report for 2015/2016 as presented be adopted.

KEY POINTS/ISSUES

The significant activities undertaken during the year are outlined below.

Latrobe Regional Airport Open Day

Latrobe Regional Airport hosted an Open Day on Sunday 10 April 2016.

The purpose of this event was to highlight the Latrobe Regional Airport to Gippsland people, and to provide information, particularly to the school leavers, regarding the diverse career streams that are available in the aviation/aerospace industry.

An estimate crowd of over 600 people attended throughout the day and were provided with information on careers by a number of education providers including Federation Training, RMIT University, Swinburne University, Combined Defence Services Recruitment, and the RAAF Air Cadets.

Latrobe Regional Airport Master Plan 2015

The final Latrobe Regional Airport Master Plan document was adopted by the Latrobe City Council in May 2016 and a planning amendment is currently being prepared to have the Master Plan included in the Latrobe Planning Scheme. This will provide not only the future direction for the development of the Airport, but also planning protection from unsuitable developments in the areas surrounding the Airport.

Opening of Infrastructure Upgrades

Latrobe Regional Airport infrastructure upgrades were officially opened on 18 November 2015 by the Deputy Prime Minister the Hon Warren Truss, the Mayor of Latrobe City Cr Michael Rossiter and other local parliamentarians. These upgrades included runway resurfacing, upgraded taxiways, new navigation beacon, services to land, new runway lighting system and more. The upgrades were made possible with the assistance of both the Federal and State Governments.

Marketing & Business Strategy

Latrobe City Council has identified Latrobe Regional Airport as a potential major employment zone within Latrobe City. To ensure the continued

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)**

development of Latrobe Regional Airport a specialist consultant has been engaged to develop and deliver a Latrobe Regional Airport Marketing and Business Development Strategy to facilitate the attraction of aviation/aerospace business and employment to Latrobe Regional Airport.

Work has commenced on the project both in terms of the development of the Strategy and contact meetings with a number of businesses, senior Federal and State Government officials and ministers, and defence department contractors.

Emergency Services

The Airport Emergency Services group continues to meet the needs of the Latrobe City and greater Gippsland communities from bases at Latrobe Regional Airport.

This year has seen the upgrade of the Helimed 1 (HEMS 2) helicopters to the larger Augusta Westland AW139 to even better serve the community needs into the future.

The year has also seen the further development of the Department of Environment, Land, Water & Planning (DELWP) regional aerial fire base at Latrobe Regional Airport, with the addition of another helipad.

Latrobe City Council continues to recognise the importance of the Latrobe Regional Airport as a community asset and emergency services base, as well as a significant employment generator for the Latrobe region.

The 2015/2016 financial year finished on a strong note with an amount of \$26,538 savings against budget and \$118,000 transferred to reserve for the Airport Marketing Strategy and Business Plan which will be delivered by consultants during 2016/2017.

All statutory requirements have been met, and through the Board's maintenance and upgrade programs, the Latrobe Regional Airport continues to provide the Gippsland community with a strategic asset and industrial hub which is operated both safely and securely, and is positioned well for the future.

RISK IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with Council's Operational Risk Management Policy 2016.

FINANCIAL AND RESOURCES IMPLICATIONS

The Airport was operated in line with the 2015/16 adopted recurrent budget of \$707,000 as detailed in the finance report contained in the Annual Report attached, The 2015/2016 financial year finished with an amount of \$118,000 transferred to reserve to accommodate the Airport Marketing Strategy and Business Plan which will be delivered by consultants during 2016/2017. In addition an amount of \$26,538 in additional savings against budget was realised for the year.

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)****INTERNAL/EXTERNAL CONSULTATION**

There is no consultation required as this is an Annual Report on activities, as required by the Latrobe Regional Airport Deed of Delegation from Council.

OPTIONS

Council may choose to:

1. Note the Latrobe Regional Airport Board 2015/2016 Annual Report;
or
2. Seek further clarification in respect to the Latrobe Regional Airport Board annual report.

CONCLUSION

Latrobe Regional Airport has now completed its infrastructure upgrades, the Airport Master Plan 2015 and is in the process of undertaking the Airport Marketing Strategy and Business Plan.

Council continues to recognise the importance of the Latrobe Regional Airport as a community asset and emergency services base, as well as a significant employment generator for the Latrobe region.

All Civil Aviation Safety Authority (CASA) statutory requirements have been met, and through the Board's maintenance and upgrade programs, the Latrobe Regional Airport continues to provide the Gippsland community with a strategic asset and an industrial hub which is operated both safely and securely, and is positioned well for the future.

SUPPORTING DOCUMENTS

Nil

Attachments

1. Annual Report 2015/16

14.5

Latrobe Regional Airport Annual Report 2015/16

1	Annual Report 2015/16	427
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LATROBE REGIONAL AIRPORT ANNUAL REPORT 2015-2016





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Chair's Message

As Chair of the Latrobe Regional Airport Board, I am pleased to report that the Latrobe Regional Airport has ended the financial year on a positive note financially, and continues to position itself for future development opportunities.

The review and update of the Airport Master Plan has now been adopted by the Latrobe City Council. The adopted Master Plan 2015 sets out the various precincts for future orderly development of the Airport and will now be incorporated into a Planning Amendment to secure the long term future of Latrobe Regional Airport. The inclusion of the 2015 Master Plan into the Latrobe Planning Scheme will ensure appropriate provisions are in place for safeguarding the airport and the communities around it for the future.

Emergency Services continue to be a major priority in the development of the Latrobe Regional Airport. This year has seen the upgrade of helicopters used by Ambulance Victoria's Helimed 1 (HEMS 2) ambulance and rescue service at their Latrobe Regional Airport base. The new Augusta Westland 139 helicopter is a larger and more versatile machine that is better able to serve the Latrobe Community in this vital role.

Having completed the update of the Airport's major infrastructure, and adopted the 2015 Master Plan, the Board has now embarked on a Marketing program aimed at attracting aviation/aerospace businesses to Latrobe Regional Airport. This is an important part of Council's plans to diversify the industry and employment base of Latrobe City and increasing the employment level in the aviation/aerospace business sector.

Once again I thank my fellow Board members for your commitment to the continued development of this vital community asset for the future and to reinforce to Governments and business that Latrobe Regional Airport is "Open for Business".

GARY VAN DRIEL

Chair

Latrobe Regional Airport Board



The Latrobe Regional Airport Board

The members of the Latrobe Regional Airport Board are:



Mr Gary Van Driel (Chair)



Cr Graeme Middlemiss



Mr Graham Talmage



Mrs May Sennett



Mr Gerard Lappin



Mr Barry Richards



Mr Kevin Reardon



Mr Alan Jenkins

The Latrobe Regional Airport Board

The Latrobe Regional Airport Board is comprised of seven members, two of whom represent Latrobe City Council and five who are appointed from community nominations. A community based non voting advisory member was also appointed this year. The community members are selected on the basis of qualification/experience relevant to business development and airport operations.

Members of the Board for 2015/2016 were Mr Gary Van Driel (Chair), Cr Graeme Middlemiss, Mrs May Sennett, Mr Graham Talmage, Mr Barry Richards, Mr Gerard Lappin and Mr Kevin Reardon. The non voting advisory member is Mr Alan Jenkins. The community based Board members are appointed for a four year term ending on 30 June 2018.

The Latrobe Regional Airport Board continues to be pro-active in developing its vision for the Latrobe Regional Airport in line with the Airport Master Plan and associated documents, and ensuring that this vital community asset and developing employment hub continues to grow for future generations.





Making a Difference

Latrobe Regional Airport Master Plan 2015

The final Latrobe Regional Airport Master Plan document was adopted by the Latrobe City Council in May 2016 and a planning amendment is currently being prepared to have the Master Plan included in the Latrobe Planning Scheme. This will provide not only the future direction for the development of the Airport, but also planning protection from unsuitable developments in the areas surrounding the Airport.

Manufacturing For Defence

Latrobe City and Defence Materials Technology Centre (DMTC) jointly conducted a Defence Manufacturing Briefing and Benchmarking workshop on Wednesday 2 December 2015. This event was targeted at manufacturing companies in the Latrobe Valley and wider Gippsland region that have the capacity or are currently considering supplying to the defence industry.

This event was very well supported by local industry and could well be of assistance to local manufacturers wishing to enter the Defence arena and in particular in the area of aircraft component manufacturing.

National Fun Flight Day

Bandicoot Adventure Flights, a tenant of Latrobe Regional Airport, hosted an open day for disabled and disadvantaged children (and adults) on Sunday 8 November 2015. On the day there were over 170 people in attendance and 130 participating in the flying activities. Latrobe Regional Airport provided the facilities and assisted in the operations of the day.

Marketing & Business Strategy

Latrobe City Council has identified Latrobe Regional Airport as one of three major employment zones within Latrobe City. It was considered that a specific contract was required to engage a specialist consultant to develop and deliver a Latrobe Regional Airport Marketing and Business Development Strategy to facilitate the attraction of aviation/aerospace business and employment to Latrobe Regional Airport.

Fox Strategic (Paul Fox principal) was awarded the contract for this project. Work has commenced on the project both in terms of the development of the Strategy and contact meetings with a number of businesses, senior Federal and State Government officials and ministers, and defence department contractors.

Already there has been interest from several businesses and there are some other exciting prospects on the horizon.

Current Businesses

The following business types and services are currently operating at Latrobe Regional Airport:-

- Aircraft Manufacturing
- Aircraft Maintenance
- Aircraft Refurbishing and Rebuilding
- General Aviation Pilot Training
- Recreational Pilot Training
- Microlight Pilot Training
- Historical Aircraft Museum
- Aerobatic Joyflights
- Charter Operations
- Emergency Services Regional Bases (Ambulance/Rescue & Fire)
- SES & CFA
- RAAF Cadets

Opening of Infrastructure Upgrades

Latrobe Regional Airport infrastructure upgrades were completed early in 2015 and officially opened on 18 November 2015. These upgrades included runway resurfacing, upgraded taxiways, new navigation beacon, services to land, new runway lighting system and more. These upgrades were made possible with the assistance of both the Federal and State Governments.



Pictured cutting the ribbon are Senator Ricky Muir, The Hon Darren Chester, Deputy Prime Minister The Hon Warren Truss, Melina Bath MLC, Latrobe City Mayor Cr Michael Rossiter, The Hon Russell Northe.

Latrobe Regional Airport Open Day

Latrobe Regional Airport hosted an Open Day on **Sunday 10 April 2016**.

The purpose of this event was to highlight the Latrobe Regional Airport to people, and to provide information, particularly to the school leavers, regarding the diverse career streams that are available in the aviation/aerospace industry.

There were approximately 30 aircraft on static display and the public had access to airside with soft barriers around display aircraft.

Inside the Terminal building there were trade displays by educators including LVAC (learn to fly), Recreational Aviation Australia (flying training) Federation Training, RMIT University, Swinburne University, Combined Defence Services Recruitment, Air Cadets, Gippsland Armed Forces Museum, and the Hang Gliding Federation of Australia.

Latrobe Valley Airframes and Welding opened their hangar for people to see repairs and rebuilding of aircraft and in particular wooden historic aircraft.

Latrobe Flying Museum had its entire collection of historic military aircraft on display which created quite a lot of interest.

The support of the Airport Community Committee and tenants was instrumental in the success of this event.

An estimated crowd of 600+ attended on the day.



Federation Training display at the Open Day

Major Tenant – HEMS 2 (Helimed 1) Ambulance Victoria

The Latrobe Regional Airport Board places a high priority on the maintenance and expansion of its emergency services precinct. One of the major elements of this precinct is Ambulance Victoria's Helimed 1.

Ambulance Victoria operates the emergency response helicopter from its base at Latrobe Regional Airport. This service ensures that our community has rapid access to our highest level of care and transport to major specialist care in the Melbourne metropolitan region. From its base at Latrobe Regional Airport, most of the helicopter work carried out is pre-hospital time critical emergencies, which are often trauma and paediatric cases.

There are approximately 500 emergency operations per year carried out by Helimed 1 from the Latrobe Regional Airport.



The Helimed 1 AW139 Helicopter

The helicopter is operated by a crew of three, consisting of a pilot, an air crewman and a MICA Flight Paramedic. MICA Flight Paramedics are highly educated and experienced Intensive Care Paramedics who have advanced clinical knowledge, skills and a high level of physical fitness to ensure they are capable of undertaking this demanding role.



The Latrobe City community values the support and service provided by our “Red and White Angel”



Financial Statement FOR YEAR ENDED 30 JUNE 2016

Comment of Full Year Forecast			
At year end \$118K was carried forward to 2016/17 year to enable Marketing work which was commenced in 2015/16 to be continued in 2016/17. The year finished with a net budget saving of \$26,538.			
	Actual	Budget	Variance (Fav)/Unfav
Net Results by Cost Centre			
Latrobe Regional Airport Management	200,178	207,705	(7,527)
Latrobe Regional Airport - LANDSIDE	(325,771)	(321,003)	(4,768)
Latrobe Regional Airport - AIRSIDE	4,681	17,906	(13,225)
Latrobe Regional Airport - General Maintenance	109,429	110,447	(1,019)
Net Result	(11,483)	15,055	(26,539)
Net Results by Account Group			
Income: Grants	(6,000)	(6,000)	0
Other	(28,836)	(32,750)	3,914
Residence	(13,220)	(12,720)	(500)
Commercial	(391,677)	(388,759)	(2,918)
Trading / Light Commercial	(41,939)	(48,976)	7,037
Recreational / Non-Trading	(46,819)	(46,221)	(598)
Community Group/Service	(150)	(150)	0
Farm / Agistment	(22,153)	(22,152)	(1)
Latrobe City Contribution	(134,301)	(134,301)	0
Total Income	(685,095)	(692,029)	6,934
Expenditure:			
Salaries Wages & Oncosts	213,659	213,983	(324)
Other Employee Costs	3,849	5,349	(1,500)
Materials & Contracts	140,151	206,048	(65,897)
Internal Charge Costs	197,453	189,453	8,000
Bad & Doubtful Debts	0	0	0
Transfer to Reserve	118,500	92,250	26,250
Total Expenditure	673,612	707,083	(33,471)
Net Result - Recurrent	(11,483)	15,054	(26,538)

Key Statistics

The Latrobe Regional Airport operates with an unconditional Civil Aviation Safety Authority Licence V007 and currently has approximately 26,000 aircraft movements a year excluding fire events.

Physical attributes of Latrobe Regional Airport include:

- Two all weather runways- 03/21:1430 metres sealed to 23 metres wide, and 09/27: gravel, 919 metres and 18 metres wide, and a grass strip 03/21 537 metres
- Pilot activated lighting (PAL) on 03/21
- Precision Approach Path Indicator (PAPI)
- Radio Navigation Aid, Non Directional Beacon (NDB)
- Fully sealed aprons
- Automatic Weather Information Service (AWIS)
- AFRU Beep Back
- Aviation Fuel, AVGAS and JET A1
- Modern air-conditioned terminal building
- Sealed public car-park
- On-site aircraft construction and maintenance facilities
- Emergency facilities including State Emergency Services, Country Fire Authority, Department of Environment, Land, Water and Planning fire bomber base and Ambulance Victoria's Helimed 1 helicopter ambulance and rescue service base
- Flying training and Charter flights available
- Serviced land available with direct access to runways for aviation-related business activities



Happy Aerobatics Group

The Year Ahead

Latrobe Regional Airport is recognised by Latrobe City Council as a valuable and vital community asset. It provides a vehicle for industry diversification which is a must for the continued growth of the City.

During the year ahead, there will be a concerted marketing program undertaken in an effort to attract aviation/aerospace industries to Latrobe Regional Airport and grow business and employment opportunities.

The AIR 5428 pilot training program for all defence services was announced during the year, and it will be conducted at the East Sale RAAF base. Contact has been made with the lead contractor Lockheed Martin and the senior RAAF personnel driving this program to let them know that Latrobe Regional Airport is "Open for Business".



The new RAAF trainer – Pilatus PC21

**14.6 PLANNING APPLICATION 2016/43- DEVELOPMENT OF LAND
WITH SIX (6) DWELLINGS IN THE GENERAL RESIDENTIAL
ZONE AT 1-5 KIMBERLEY DRIVE, TRARALGON**

General Manager

City Development

For Decision

PURPOSE

The purpose of this report is to determine Planning Permit Application 2015/9 for the development of land with six (6) single storey dwellings at 1-5 Kimberly Drive, Traralgon (Lot 2 PS 526928).

The application is to be heard at an Ordinary Council Meeting under the current delegation process as 18 objections have been received to the proposal.

EXECUTIVE SUMMARY

The applicant seeks a permit to develop the land at 1-5 Kimberly Drive, Traralgon for six dwellings. Pursuant to Clause 32.08-4, a planning permit is required for the construction of two or more dwellings on a lot.

The proposed development is considered to comply with the Latrobe Planning Scheme and it is therefore recommended that a Notice of Decision to Grant a Planning Permit be issued.

RECOMMENDATION

That Council issues a Notice of Decision to grant a planning permit for the development of six dwellings at 5 Kimberly Drive, Traralgon (Lot 2 PS 526928) subject to the following conditions:

Amended plan condition:

1. Prior to the commencement of any works hereby permitted, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and then will form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted but modified to show:
 - a) The provision of 1.5 metre wide concrete footpaths along the north side of Kimberly Drive from Tyers Road to Sundale Road and along the west side of Sundale Road from Kimberly Drive to the vehicle accessway for dwelling 1.

Endorsed plan conditions

2. The development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.

Engineering conditions:

3. Before the commencement of any works hereby permitted a site

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)**

drainage plan including all hydraulic computations must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The drainage plan must be prepared in accordance with the requirements of Latrobe City Council's Design Guidelines and must provide for the following:

- a) How the land including all buildings, open space and paved areas within each lot will be drained for a 1 in 5 year ARI storm event to the legal point of discharge.
 - b) An underground pipe drainage system conveying stormwater discharge separately from each dwelling to Latrobe City Council's stormwater drainage system. Shared stormwater connections to Latrobe City Council's stormwater drainage system will only be permitted for dwellings that, if the land were to be subdivided, the dwellings would be part of any future owners corporation.
 - c) The provision of stormwater detention within the site and prior to the point of discharge into Latrobe City Council's drainage system. The stormwater detention system must be designed to ensure that stormwater discharges arising from the proposed development of the land are restricted to pre-development flow rates. The rate of pre-development stormwater discharge shall be calculated using a co-efficient of run-off of 0.4.
 - d) The underground pipe drainage system from one dwelling must not cross beneath any buildings associated with any other dwelling on the property unless both dwellings would, if the land were to be subdivided, be part of the same owners corporation.
4. Before an Occupancy Permit is issued for the dwellings hereby permitted, the operator of this permit must complete the following works to the satisfaction of the Responsible Authority including all necessary permits being obtained and inspections undertaken:
- a) All stormwater discharging from the proposed dwellings and associated buildings and works must be conveyed to the property stormwater drainage connections in accordance with the approved site drainage plan.
 - b) The construction of on-site stormwater detention works in accordance with a site drainage plan for the property approved by the Responsible Authority.
 - c) The proposed vehicle crossings to provide access to the new dwellings must be constructed in accordance with the endorsed plans, at right angles to the road and must comply with the vehicle crossing standards set out in Latrobe City Council's Standard Drawing LCC 307.
 - d) Areas for vehicle access and car parking within the land must be constructed in accordance with plans endorsed by the Responsible Authority and be surfaced with concrete, reinforced

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

concrete, brick paving, hot mix asphalt or gravel and drained in accordance with an approved site drainage plan.

- e) Construction of 1.5 metre wide 75 mm depth concrete footpaths along the north side of Kimberley Drive from Tyers Road to Sundale Road and along the west side of Sundale Road from Kimberley Drive to the vehicle accessway for dwelling 1. The footpaths must be constructed to comply with Latrobe City Council's Standard Drawing LCC 307 and standard specifications.

5. Appropriate measures must be implemented throughout the construction stage of the development to rectify and/or minimise mud, crushed rock or other debris being carried onto public roads or footpaths from the subject land, to the satisfaction of the Responsible Authority.

Standard Conditions

6. Upon completion of the works, the site must be cleared of all excess and unused building materials and debris to the satisfaction of the Responsible Authority.
7. Once building works have commenced they must be completed to the satisfaction of the Responsible Authority.
8. All buildings and works must be maintained in good order and appearance to the satisfaction of the Responsible Authority.
9. The landscaping as shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.

Expiry of permit

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

MOTION

Moved: Cr Harriman
Seconded: Cr Middlemiss

That Council issues a notice of refusal to grant a permit to Planning Application 2016/43 for the development of six (6) single storey dwellings at 1-5 Kimberley Drive, Traralgon (Lot 2 PS 526928) in the General Residential Zone on the following grounds:

- 1. The proposal is inconsistent with Clause 32.08 of the Planning Scheme, more particularly the purpose and decision guidelines of the General Residential Zone.**
- 2. The proposal is inconsistent with the strategic direction of the State Planning Policy Framework, namely Clause 15 Built Environment and Heritage and Clause 16 Housing.**
- 3. The proposal is inconsistent with the decision guidelines of Clause 65 of the Latrobe Planning Scheme.**

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

CARRIED**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 as follows:

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

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

Latrobe City Council Plan 2013 – 2017***Strategic Objectives – Built Environment***

- *Promote and support high quality urban design within the built environment; and*
- *Ensure proposed developments enhance the liveability of Latrobe City, and provide for a more sustainable community.*

Theme and Objectives

Theme 5: Planning for the future

Strategic Direction

Provide efficient and effective planning services and decision making to encourage development and new investment opportunities.

Plan and coordinate the provision of key services and essential infrastructure to support new growth and developments.

Legislation

Local Government Act 1989

Planning and Environment Act 1987

SUMMARY

Land:	1-5 Kimberly Drive Traralgon.
Proponent:	C/ Sunkim Pty Ltd
Zoning:	General Residential Zone
Overlay	None

Pursuant to Clause 32.08-4 a permit is required for the development of two or more dwellings on a lot.

SUBJECT SITE AND SURROUNDS

The subject land is located in an established residential area approximately 3 kilometres north-west of the Traralgon Activity Centre. The residential development in the surrounding area comprises mainly of single storey detached dwellings, with a three unit development directly opposite the site. There are currently two large palm trees on the site, which were planted and are proposed to be removed. Development plans are included in Attachment 1 and a site context plan is included in Attachment 2.

PROPOSAL

The application is for the development of six single storey dwellings on a vacant lot. The site is situated on the corner of Kimberly Drive and Sundale Road, and is surrounded by residential development to the north, east and west, with it's western boundary abutting Tyers Road. The site is roughly rectangular in shape, with an area of approximately 2853 square metres. The frontage to Kimberly Drive is 64 metres and the Sundale Road boundary measures 43.5 metres. The north-western and south-western boundaries measure 52.2 and 52.3 metres respectively.

All of the dwellings are proposed to have three bedrooms and the usual suite of rooms, with Dwellings 1, 2 and 5 having a study in addition to the three bedrooms. All dwellings incorporate an integral double garage and covered alfresco area. One visitor parking space is provided adjacent to the driveway for dwellings 5 and 6. All of the dwellings have good solar access through the provision of north facing living areas and appropriately

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

positioned private open spaces. Each dwelling has been individually designed and two different colour schedules have been selected for the dwellings within the development. As the palm trees are to be removed, sixteen mature trees are proposed to be planted to soften the appearance of the development in the streetscape.

An overview of the development is provided in the following table:

Dwelling	Bedrooms	Dwelling Area (m ²)	Private open space (minimum of 40m ²)	No. of car spaces	Externally accessible storage space (minimum 6m ³)
Dwelling 1	3 + study	221.1	135m ²	Double Garage	9.9m ³
Dwelling 2	3 + study	225.2	140m ²	Double Garage	6.75m ³
Dwelling 3	3	198.9	117m ²	Double Garage	6.75m ³
Dwelling 4	3	204.3	98m ²	Double Garage	14m ³
Dwelling 5	3 + study	212.5	120m ²	Double Garage	11m ³
Dwelling 6	3	202.8	144m ²	Double Garage	8.1m ³

To ensure that the development can satisfactorily provide appropriate street setbacks, solar access, private open space, vehicle access and parking and not adversely impact on adjoining properties, the proposal is required to comply with Clause 55 of the Scheme. The submitted plans and assessment against these clauses demonstrate that the proposal is compliant with these aspects.

LATROBE PLANNING SCHEME

The State Planning Policy Framework (SPPF) and the Local Planning Policy Framework (LPPF), including the Municipal Strategic Statement (MSS) have been considered as part of the assessment of this application. The following clauses are relevant to consideration of the application.

State Planning Policy Framework

Clause 11.02-1 Supply of urban land

Clause 11.08-3 Sustainable communities

Clause 15.01-1 Urban design

Clause 15.02-1 Energy and resource efficiency

Clause 16.01-1 Integrated housing

Clause 16.01-2 Location of residential development

Clause 16.01-4 Housing Diversity

Clause 16.05-5 Housing affordability

Local Planning Policy Framework

Clause 21.04-2 – Built Environment Sustainability: Settlement Overview

Clause 21.04-5 – Built Environment Sustainability: Urban Design Overview

Clause 21.04-6 Infrastructure Overview

Clause 21.05-2 – Main Towns: Overview

General Residential Zone

A planning permit is required for the development of two or more dwellings on a lot pursuant to Clause 32.08-4 of the Scheme. A development must meet the requirements of Clause 55, as well as address the decision guidelines of the zone.

A discussion of the above is included in the 'issues' sections of this report.

Particular Provisions

Clause 55 Two or more dwellings on a lot:

The proposal has been assessed against the provisions of Clause 55 and found to comply. The proposed dwellings respond appropriately to the site and its context.

Decision Guidelines (Clause 65)

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

INTERNAL / EXTERNAL CONSULTATION

Referrals:

There were no referral requirements pursuant to Section 55 of the *Planning and Environment Act 1987*.

Notification:

Pursuant to Sections 52(1) (a) and (d) of the *Planning and Environment Act 1987* the application was notified for a minimum of 14 days. Adjoining landowners and occupiers were sent a letter and a sign was placed on the site.

Initially, twenty letters in the form of objections were received in response to the application being publicly notified (nineteen of these were a form letter). All objectors were sent a letter in response to the specific concerns raised in their submissions. As a result of this communication, two objections were subsequently withdrawn, therefore there are currently eighteen objections to the proposal. Copies of all submissions are attached in Attachment 3 of this report (confidential). Concerns raised are discussed in the 'Response to submissions' section of this report.

Gippsland Water were also notified of the application under S. 52(1)(d) of the Act as there is an easement for drainage, pipeline and ancillary purposes in the northern corner of the site. Gippsland Water did not object to the proposal.

Internally the application was referred to Council's Infrastructure team for consideration. There was no objection to the granting of a planning permit subject to the inclusion of appropriate conditions.

KEY POINTS/ISSUES

Strategic direction of the State and Local Planning Policy Frameworks:

The State and Local Policy Frameworks highlight the need to ensure ongoing provision of land for residential uses and the need to provide a range of lot sizes to suit a variety of dwellings and household types. It is considered that the proposal appropriately responds to State and Local planning policies.

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

The purpose of the General Residential Zone includes:

- *To encourage development that respects the neighbourhood character of the area.*
- *To implement neighbourhood character policy and adopted neighbourhood character guidelines.*
- *To provide a diversity of housing types and moderate housing growth in locations offering good access to services and transport.*

An assessment of the proposal against Clause 55 was completed and it was considered that the proposal is consistent with the objectives and standards of the Clause.

The development of six dwellings will enable a higher density of development which has good access to facilities whilst respecting the neighbourhood character, given that there is a three unit development directly opposite the site, on the corner of Sundale Road and Kimberly Drive.

All dwellings contain at least three bedrooms and each dwelling has been allocated two to three times the amount of private open space required under the provisions of the planning scheme. The applicant has designed the development so that the corner dwelling addresses both Sundale Road and Kimberly Drive, which is considered to be a positive design outcome to ensure that both roads are afforded appropriate passive surveillance.

Clause 65 (Decision Guidelines):

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

RESPONSE TO SUBMISSIONS

1. There is inadequate parking for visitors in the development
Each dwelling is provided with a double garage and the development provides for one visitor parking space on site, which fully complies with Clause 52.06 of the Latrobe Planning Scheme.

2. As there are already three units of the corner of Sundale Road and Kimberly Drive, there are concerns that the development will mean that there will be nine units on the corner, which is an overdevelopment of this type of housing in the area.
The proposed development of six dwellings has been designed so that Dwelling 1 will front onto Sundale Road, and the other five dwellings gain access from Kimberly Drive, with Dwellings 5 and 6 sharing a driveway. Each dwelling is provided with a double garage and the development provides for one visitor parking space on site, which fully complies with Clause 52.06 of the Latrobe Planning Scheme.
The applicant has submitted plans which demonstrate the ability for each of the dwellings to accord with the requirements of Clause 55, with respect to street setback, site coverage, side and rear setbacks and private open space.

3. The setback from the street is inadequate
Dwelling 1 is setback six metres from Sundale Road, consistent with the setback distance of 56 Sundale Road. The remaining three dwellings are all setback at least 4 metres from Kimberly Drive. Therefore, the setbacks of the proposed development comply with the distances set out in Clause 55.03 of the Latrobe Planning Scheme (noting that the standard allows porches and pergolas to encroach into the setback to a limit of 2.5 metres).

4. Concerns that residents did not envisage such a proposal to have nine townhouses, and that if they are all rentals a major problem will exist with parking and traffic hazard.
The development proposes the development of six dwellings. The three dwellings to the east of the site were approved under a separate planning application. The proposed development is suitably located in the General Residential Zone with good access to infrastructure and all services available to the site. An appropriate number of car parking spaces are provided on the site in accordance with the Latrobe Planning Scheme.
The possibility of the proposed dwellings being tenanted is not a relevant planning consideration.
Council's Engineering Department are satisfied that the proposed development will not cause any traffic safety issues as the development provides adequate car parking and there is sufficient space for vehicular movements on site. Proposed conditions will require the developer to construct a footpath along the north side of

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

Kimberly Drive from Tyers Road to Sundale Road and along the west side of Sundale Road from Kimberly Drive, to improve pedestrian safety in the area.

5. Suggestion that four townhouses of larger size would be more suitable.

Modification of the proposal is not considered necessary as the proposal is found to substantially comply with the provisions of the Latrobe City Planning Scheme.

6. Noise impacts

Noise coming from the site will be reasonable for the residential area as the six units will be used for residential purposes. Any construction noise during the development of the dwellings is considered to be reasonable for the residential zoning of the land as it would be short-term and is regulated by Environmental Protection Authority legislation.

7. Property devaluation concerns

Previous VCAT decisions have demonstrated that property devaluation concerns are not a valid planning consideration.

RISK IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management framework. There is no known risk associated with the approval of this proposal.

FINANCIAL RESOURCES IMPLICATIONS

If Council's decision is appealed at the Victorian Civil and Administrative Tribunal (VCAT) there will be associated cost and staff time required.

OPTIONS

Council has the following options in regard to this application:

1. To make a decision to issue a Notice of Decision to grant a Planning Permit subject to necessary conditions; or
2. To make a decision to Refuse to Grant a Planning Permit

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

CONCLUSION

In conclusion, it is recommended that Council issues a Notice of Decision to grant a planning permit for the development of six dwellings at 1-5 Kimberly Drive, Traralgon (Lot 2 PS 526928) on the following grounds:

- The proposal is consistent with the State and Local Policy Frameworks and General Residential Zone of the Latrobe Planning Scheme as the development will contribute to the diversity of housing within the Traralgon area.

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)**

- The proposal is consistent with the objectives and standards of Clauses 55.
- The proposal is consistent with Clause 65 (Decision Guidelines) of the Scheme.

Attachments



1. Aerial Image of Site and Surrounds
2. Site and Context Plan
3. Development Plans
4. Location of Objectors (Published Separately) (Confidential)
5. Objector's Submissions (Published Separately) (Confidential)

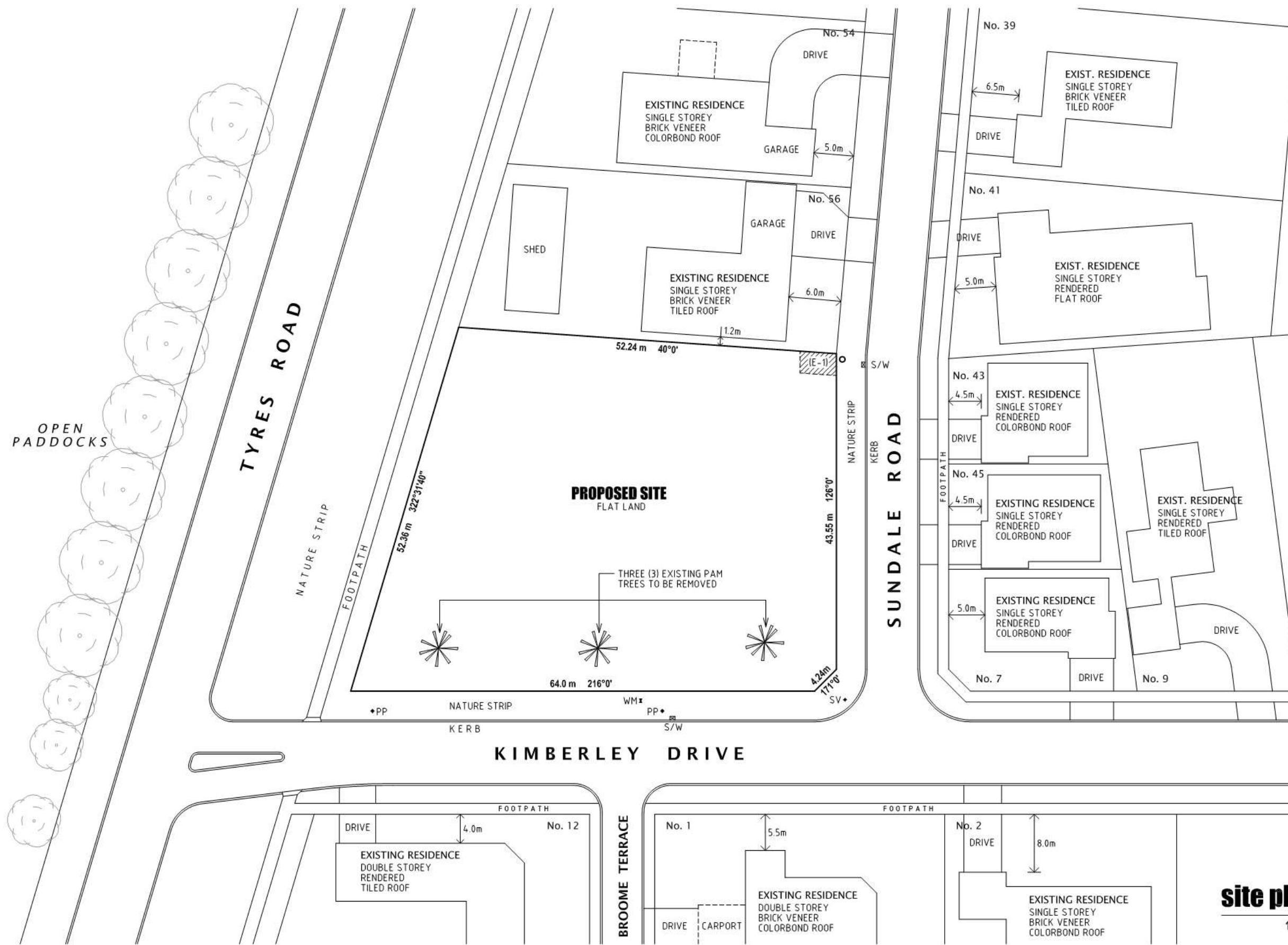
14.6

Planning Application 2016/43- Development of land with six (6) dwellings in the General Residential Zone at 1-5 Kimberley Drive, Traralgon

1	Aerial Image of Site and Surrounds	451
2	Site and Context Plan	453
3	Development Plans	455



	<p>Aerial View of Subject Site (1-5 Kimberley Drive Traralgon) and wider area</p>	
<p>Note The information shown on this map is derived from a variety of sources including, but not limited to, Vicmap Data, other State and Local Government Agencies data and Latrobe City Data.</p>	<p>17/11/2016</p>	
<p>Disclaimer: The State of Victoria does not warrant the accuracy or completeness of information in this publication and any person using or relying upon such information does so on the basis that the state of Victoria shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information. Latrobe City does not guarantee the accuracy or the currency of the information presented on this map and therefore Latrobe City will not be held liable for any loss or damage arising as a result of using this information. The location of features shown on this map is indicative only. The underground infrastructure location shown is not to be used as a substitute for Dial Before You Dig. The compilation of this map is subject to copyright laws and regulations, no part of this map can be reproduced without prior written consent of Latrobe City Council.</p>	<p>1:1754</p>	



site plan
1 : 500



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CONTRACTOR SHALL VERIFY ALL DIMENSIONS BEFORE COMMENCING CONSTRUCTION. DO NOT SCALE DRAWINGS. USE FIGURED DIMENSIONS ONLY

matthew franke BUILDING DESIGN & DRAFTING

• PO Box 321, Traralgon, Vic 3824
• mattf@vic.australis.com.au
• Ph 0412 687 585 • Fax 56331380

Project Proposed Townhouse Development
Address Kimberley Drive / Sundale Road, Traralgon

Client Sunkim Pty Ltd
Date Feb. 2016
Scale 1 : 500
Job No. 201541

Area of Site 2890 m²

Areas (m ²)	T1	T2	T3	T4	T5	T6
HOUSE	161.7	159.0	143.7	143.2	154.5	141.8
GARAGE	43.5	39.4	39.1	46.7	41.7	40.3
ALFRESCO	12.6	19.4	12.3	11.4	12.2	14.0
PORCH	4.3	7.4	3.8	3.0	4.1	6.7
TOTAL	222.1	225.2	198.9	204.3	212.5	202.8

Site Coverage Objection		Permeable Surface	
MAX. ALLOWED	60% - 1734 m ²	REQUIRED	20% - 578 m ²
ACHIEVED	44% - 1266 m ²	ACHIEVED	41% - 1204 m ²

Legend	
	CLOTHES LINE
	SECLUDED PRIVATE OPEN SPACE 25m ² MINIMUM REQUIREMENT SHOWN
	CONCRETE PAVING
	METERBOX
	TIMBER PILING FENCE - 1.9m HIGH ALL INTERNAL FENCING

Notes

TOWNHOUSE FLOOR LEVELS TO BE A MINIMUM 150mm ABOVE FINISHED GROUND LEVEL

ALL OVERLOOKING SITUATIONS ARE SCREENED OUT BY EXISTING BOUNDARY FENCE

THE REQUIRED 6m³ STORAGE PER TOWNHOUSE IS ACHIEVED IN EACH OF ITS OWN RESPECTIVE GARAGE

REFER TO DRAWING 7 FOR LANDSCAPING DETAILS

design response

1 : 250

OVERSHADOWING LINES

- 9am OVERLOOKING SHADOWLINE
- 3pm OVERLOOKING SHADOWLINE
- 12 noon OVERLOOKING SHADOWLINE

NO OVERSHADOWING OF NEIGHBOURING PROPERTIES



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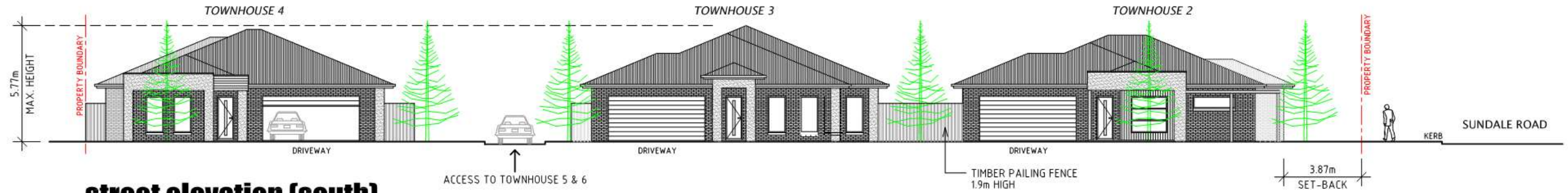
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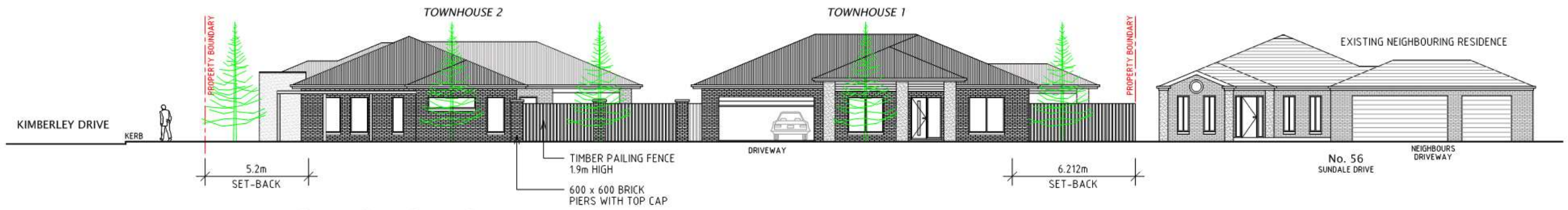
Project Proposed Townhouse Development
 Address Kimberley Drive / Sundale Road, Traralgon

Client Sunkim Pty Ltd
 Date Feb. 2016
 Scale 1 : 250
 Job No. 201541



street elevation (south)

KIMBERLEY DRIVE 1 : 200



street elevation (east)

SUNDALE ROAD 1 : 200

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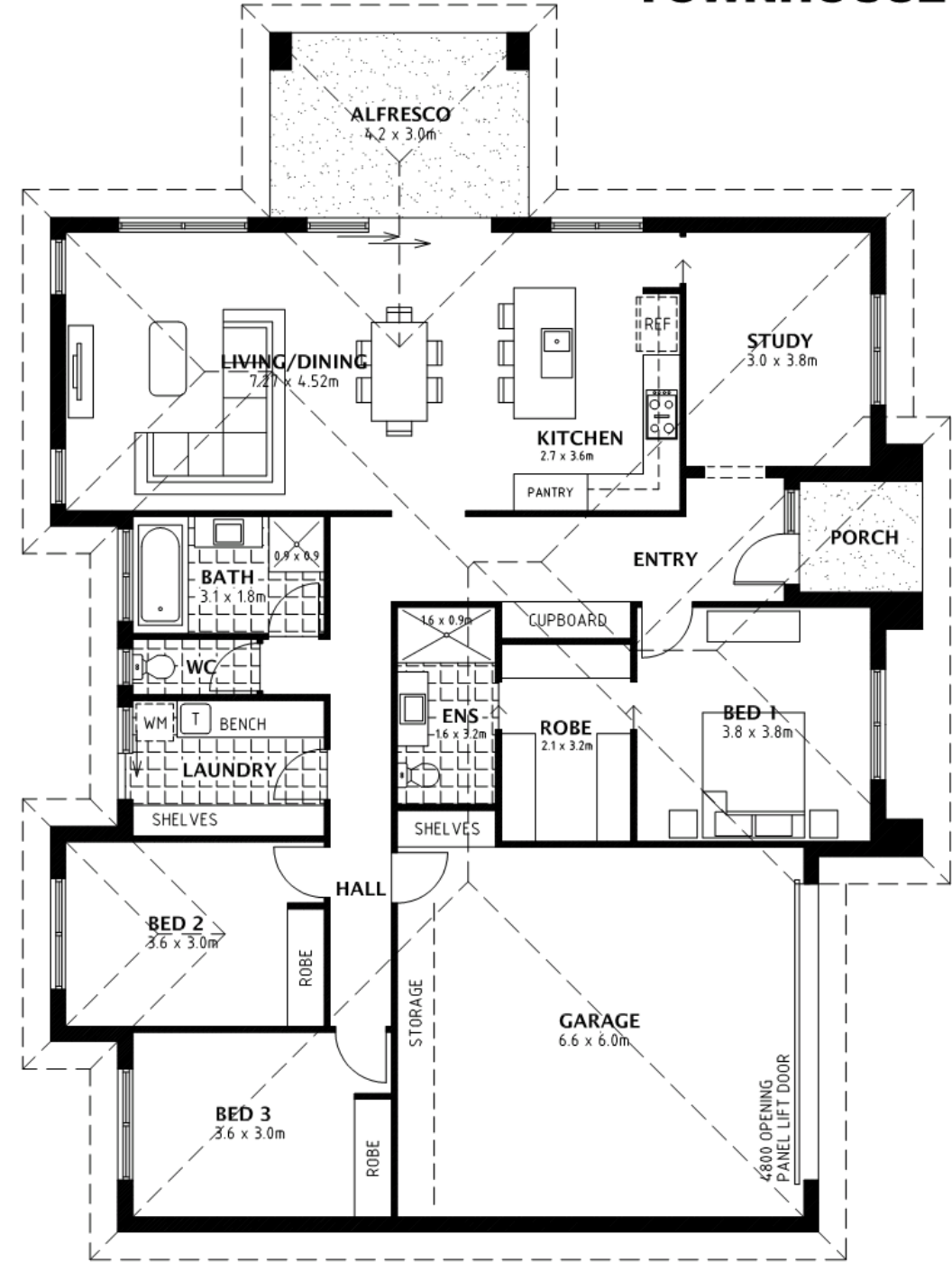
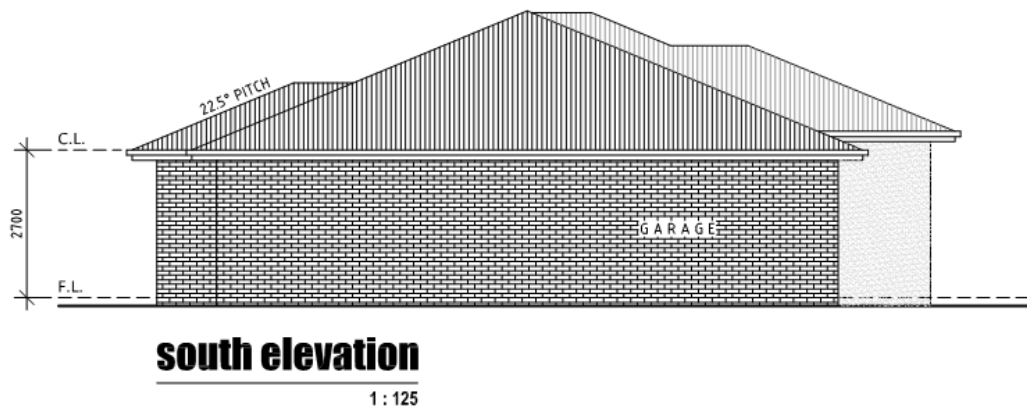
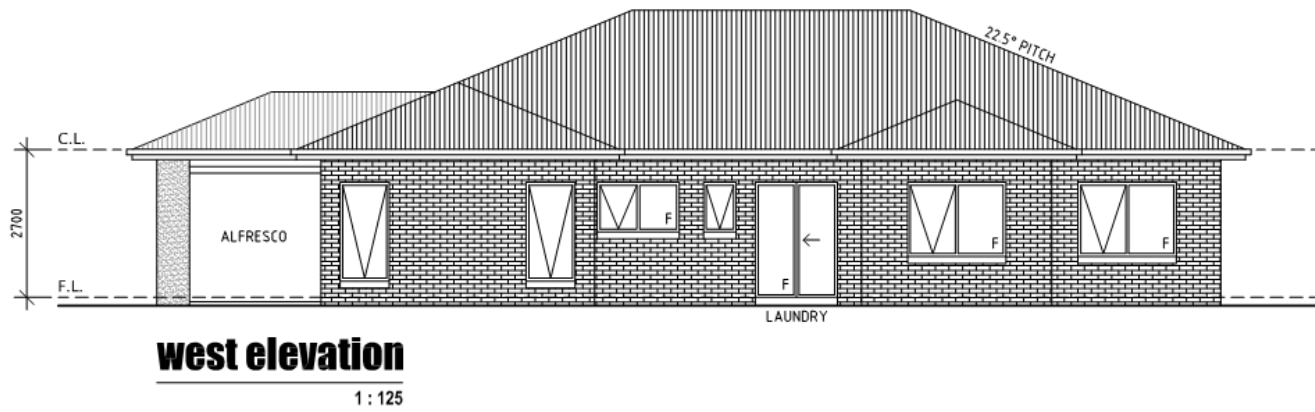
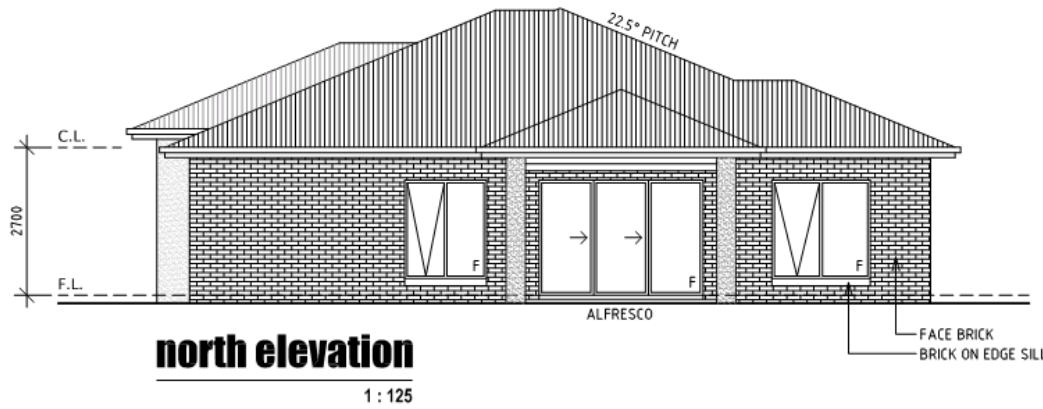
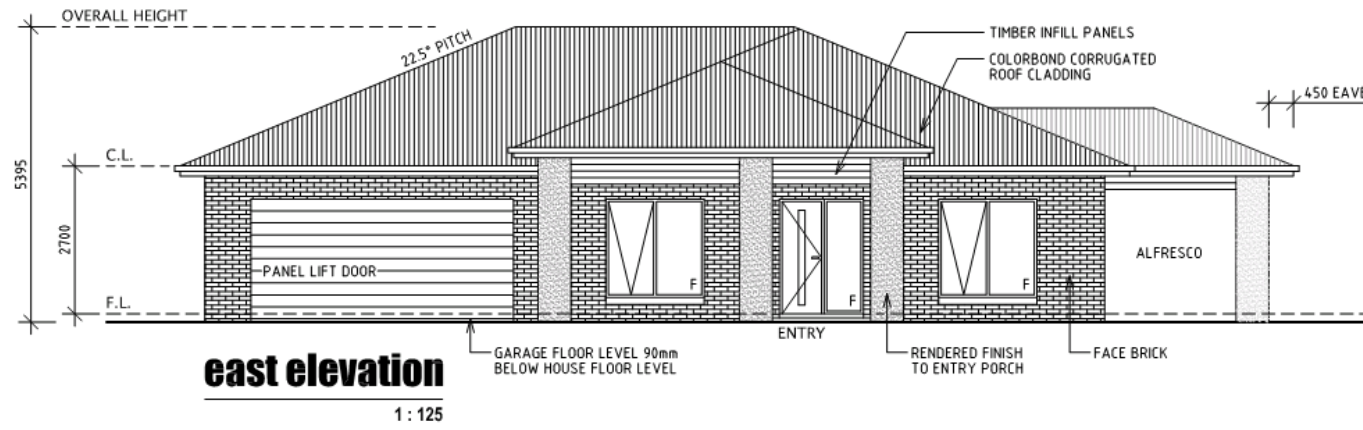
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 Address Kimberley Drive / Sundale Road, Traralgon

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 Date Feb. 2016
 Scale 1 : 200
 Job No. 201541

STREET ELEVATION

TOWNHOUSE 1



external colours	
ITEM	COLOUR
ROOF	COLORBOND CORRUGATED WINDSPRAY
GUTTER	COLORBOND CORRUGATED WINDSPRAY
FASCIA	COLORBOND DUNE
BRICK	AUSTRAL BRICKS MELBOURNE CANTERBURY
RENDER	COLORBOND WOODLAND GREY
WINDOW FRAME	COLORBOND DUNE
FRONT DOOR	COLORBOND WINDSPRAY
GARAGE DOOR	COLORBOND DUNE

floor plan

1:100

	Area	m ²	sq
House	161.7	17.36	
Garage	43.5	4.67	
Alfresco	12.6	1.35	
Porch	4.3	0.46	
TOTAL	222.1	23.84	

EAVES NOT INCLUDED IN AREAS

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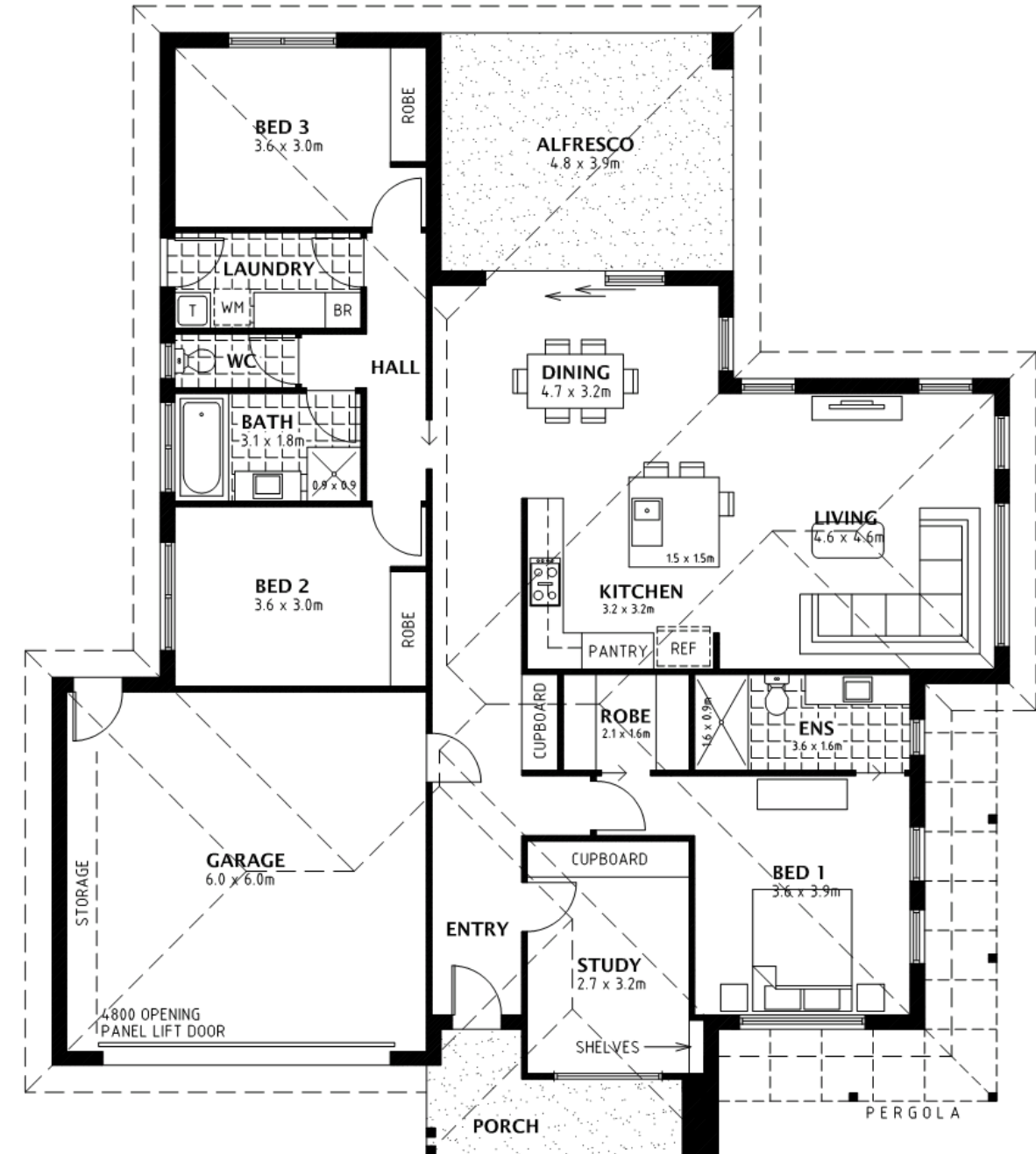
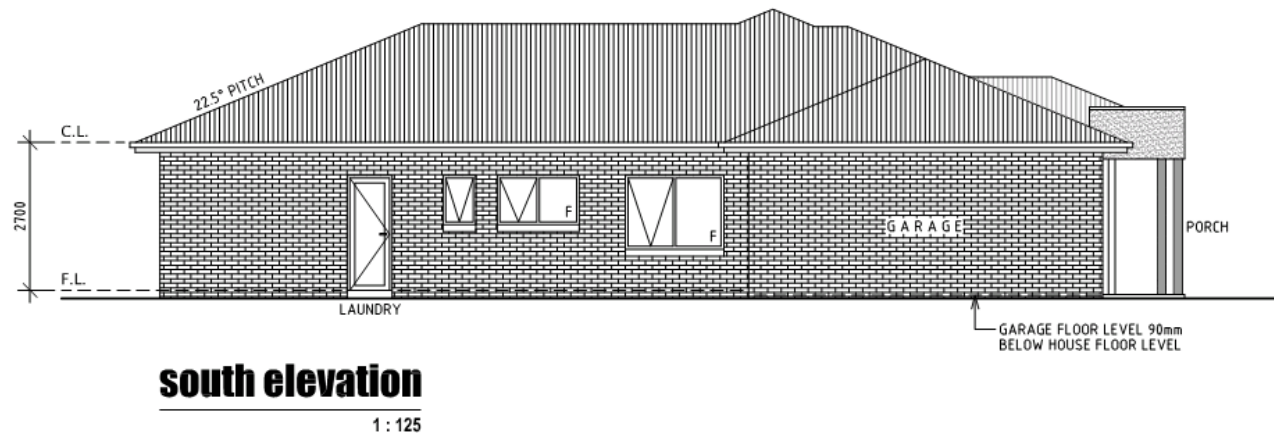
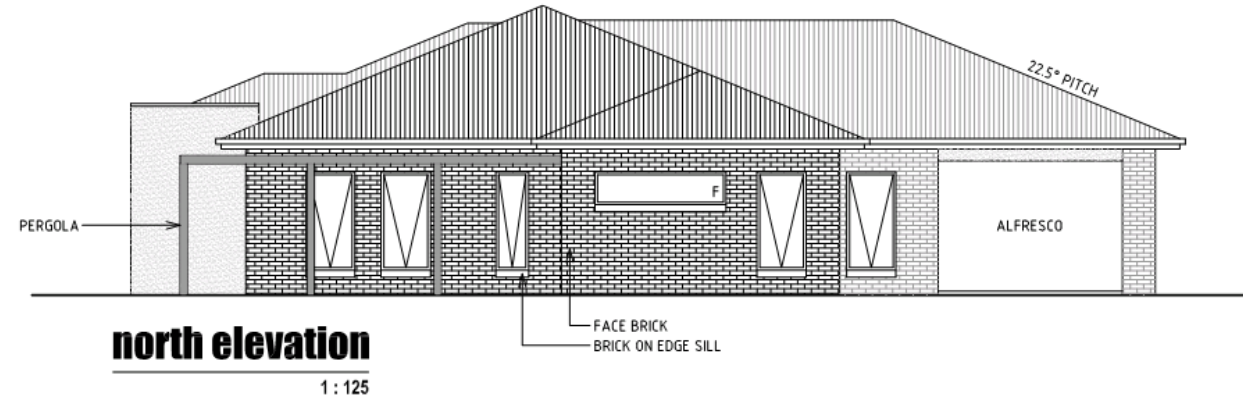
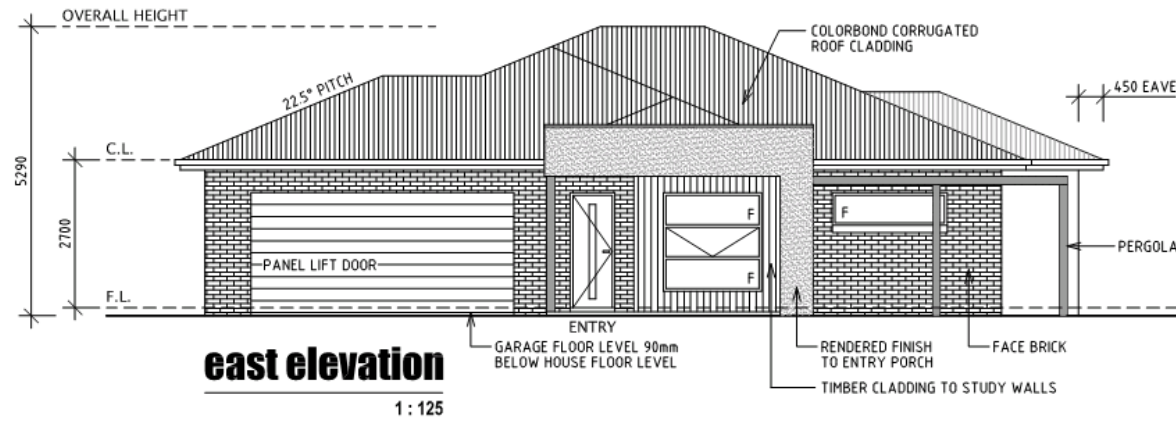
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Project Proposed Townhouse Development
 Address Kimberley Drive Traralgon

Client Skylla Homes
 Date Feb. 2016
 Scale 1:100 1:125
 Job No 201541

TOWNHOUSE 2



external colours	
ITEM	COLOUR
ROOF	COLORBOND CORRUGATED WINDSPRAY
GUTTER	COLORBOND CORRUGATED WINDSPRAY
FASCIA	COLORBOND DUNE
BRICK	AUSTRAL BRICKS MELBOURNE CANTERBURY
RENDER	COLORBOND WOODLAND GREY
WINDOW FRAME	COLORBOND DUNE
FRONT DOOR	COLORBOND WINDSPRAY
GARAGE DOOR	COLORBOND DUNE

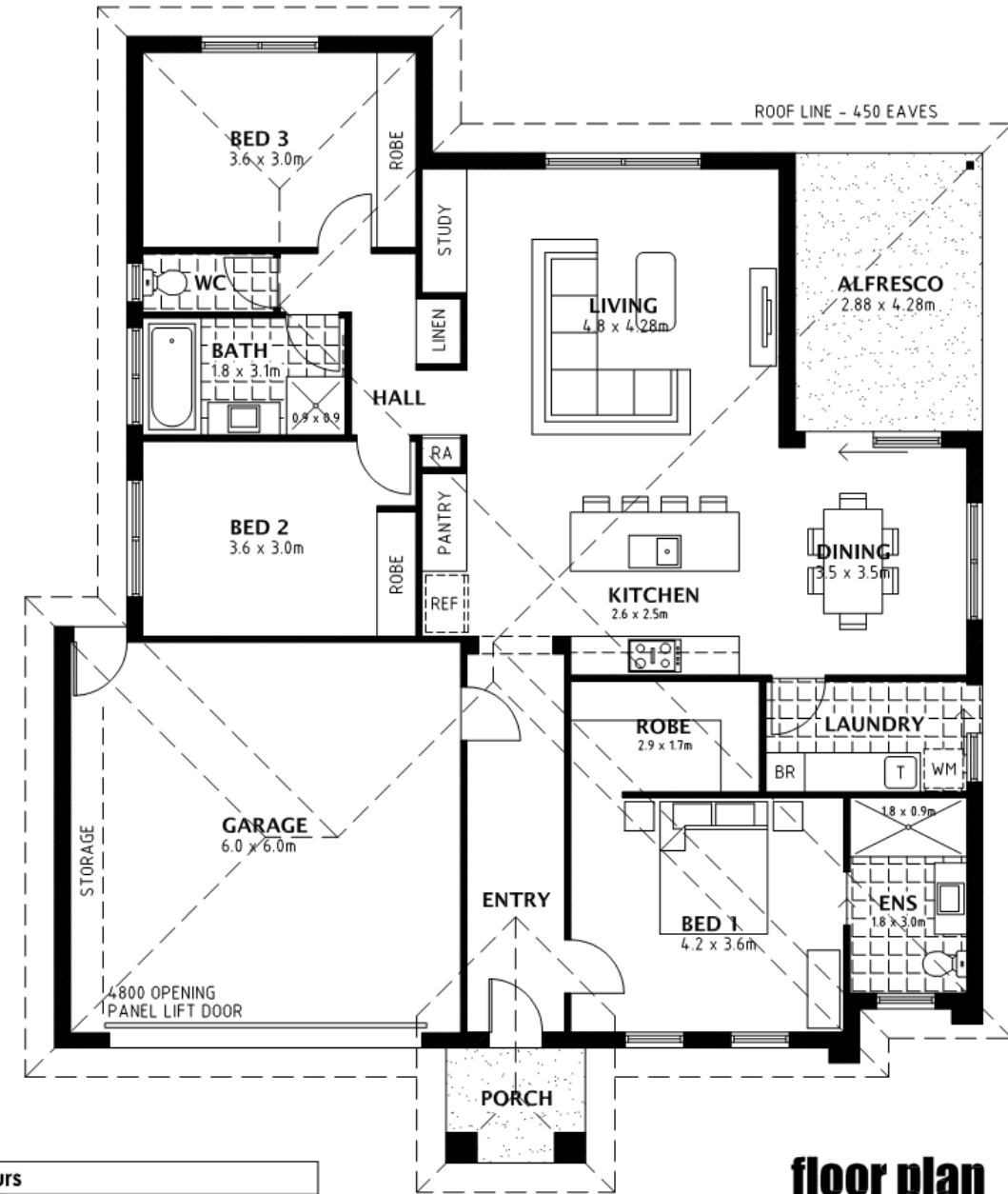
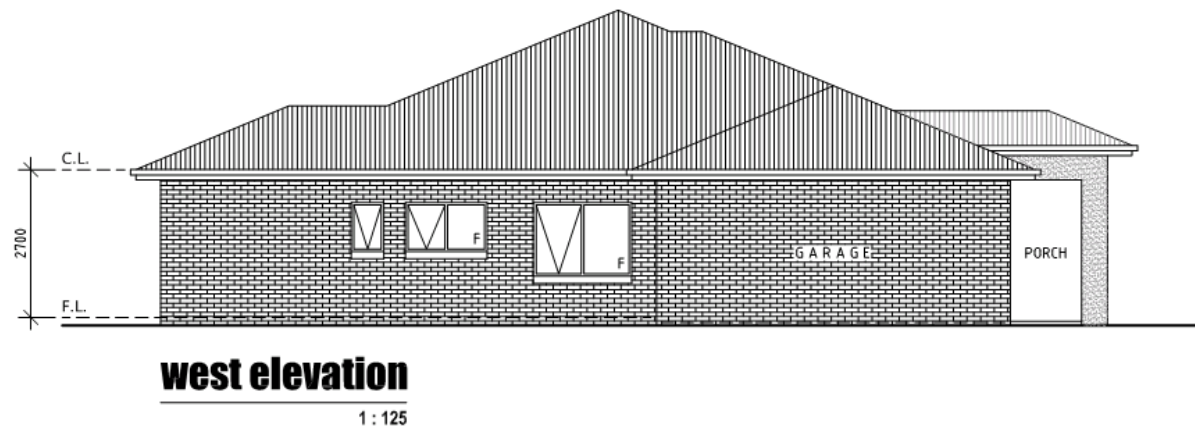
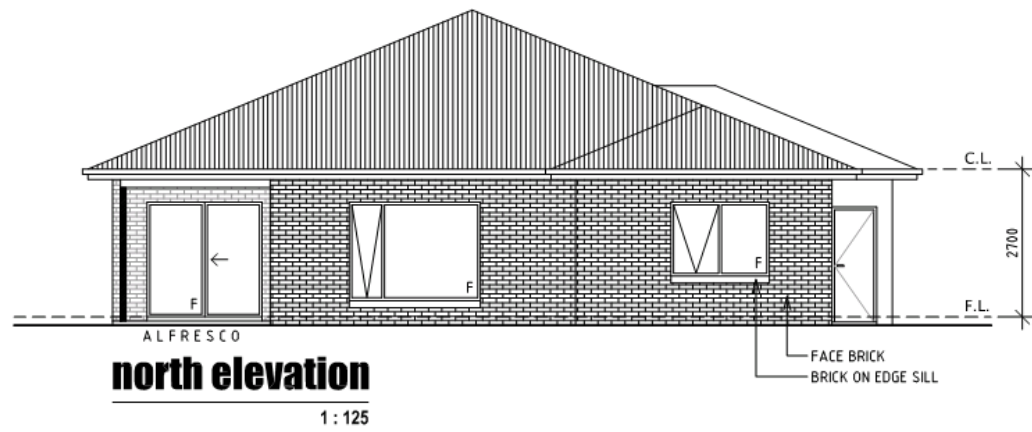
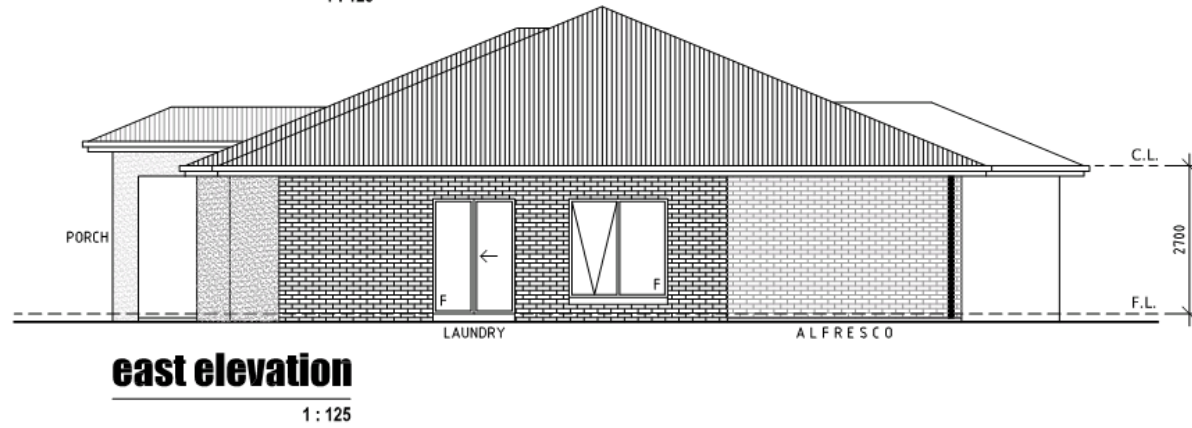
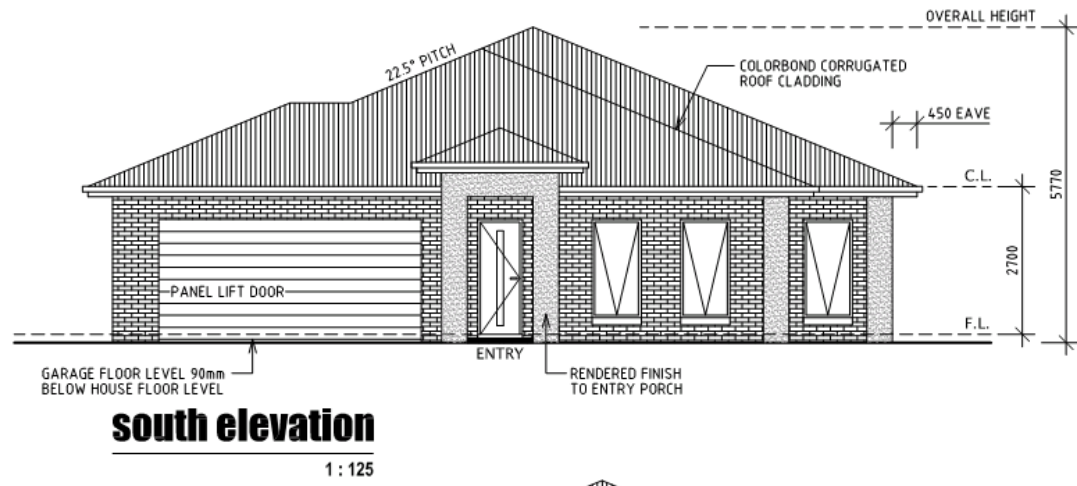
floor plan

1:100

Area	m ²	sq
House	159.0	17.07
Garage	39.4	4.23
Alfresco	19.4	2.08
Porch	7.4	0.79
TOTAL	225.2	24.17

EAVES NOT INCLUDED IN AREAS

TOWNHOUSE 3



external colours	
ITEM	COLOUR
ROOF	COLORBOND CORRUGATED WINDSPRAY
GUTTER	COLORBOND CORRUGATED WINDSPRAY
FASCIA	COLORBOND DUNE
BRICK	AUSTRAL BRICKS MELBOURNE CANTERBURY
RENDER	COLORBOND WOODLAND GREY
WINDOW FRAME	COLORBOND DUNE
FRONT DOOR	COLORBOND WINDSPRAY
GARAGE DOOR	COLORBOND DUNE

Area	m ²	sq
House	143.7	15.43
Garage	39.1	4.20
Alfresco	12.3	1.32
Porch	3.8	0.41
TOTAL	198.9	21.36

EAVES NOT INCLUDED IN AREAS

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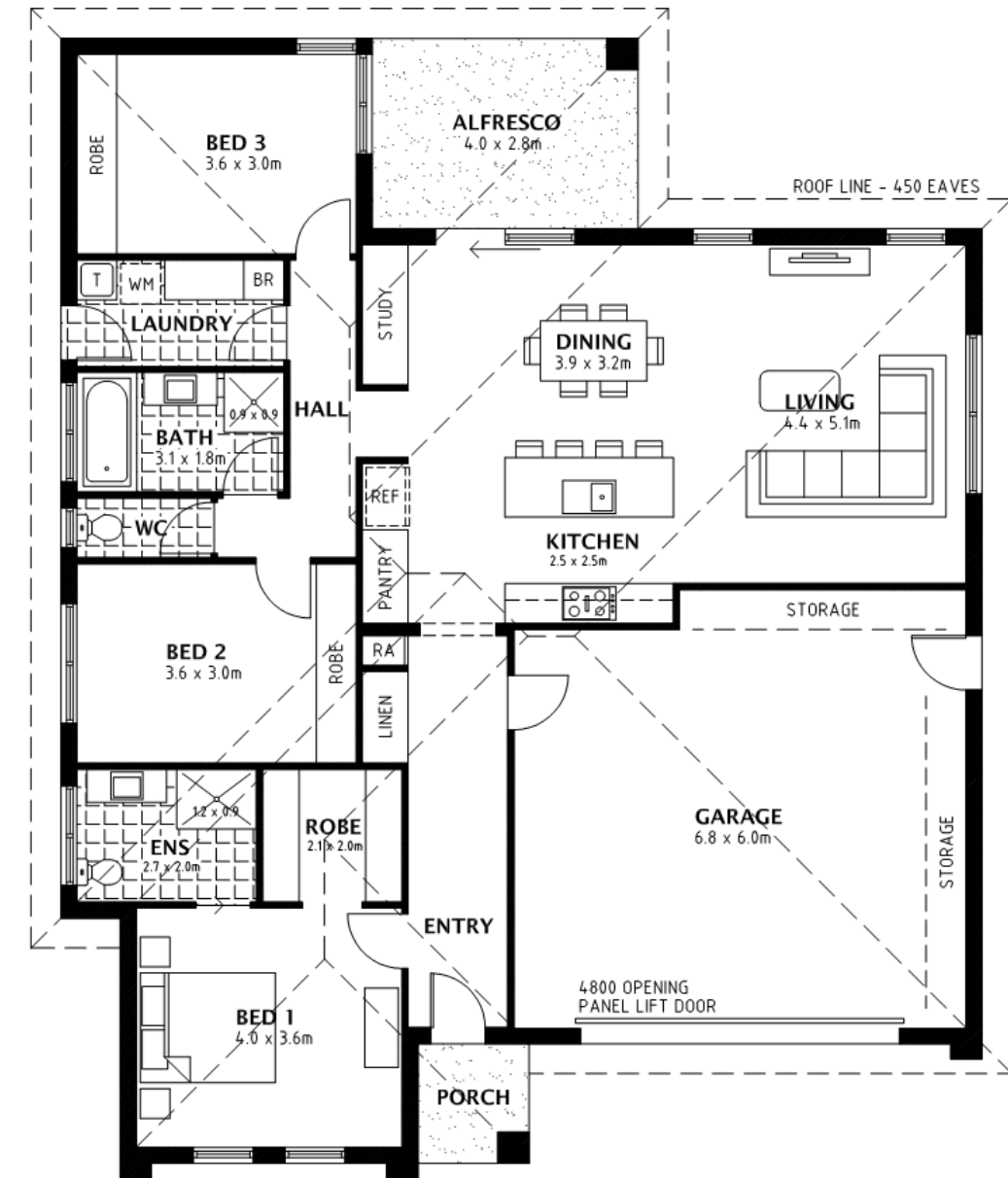
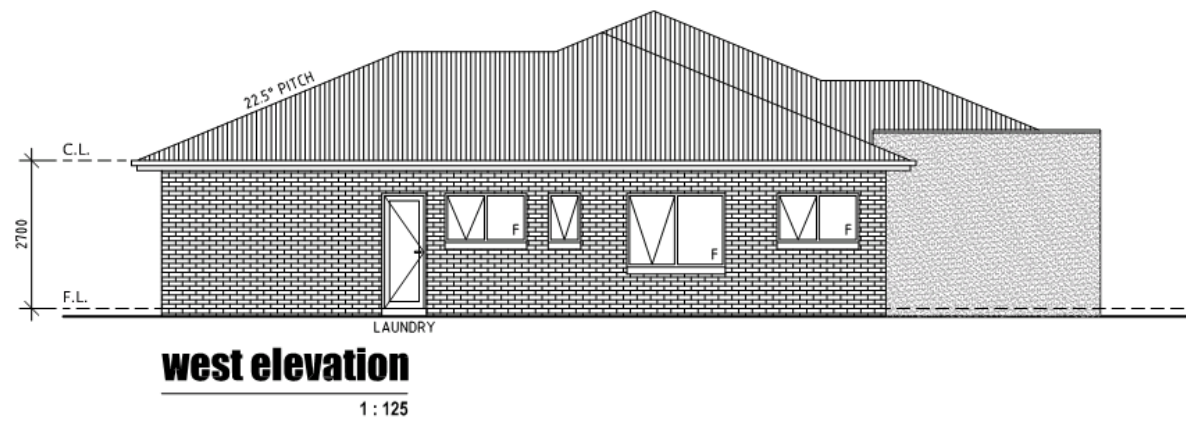
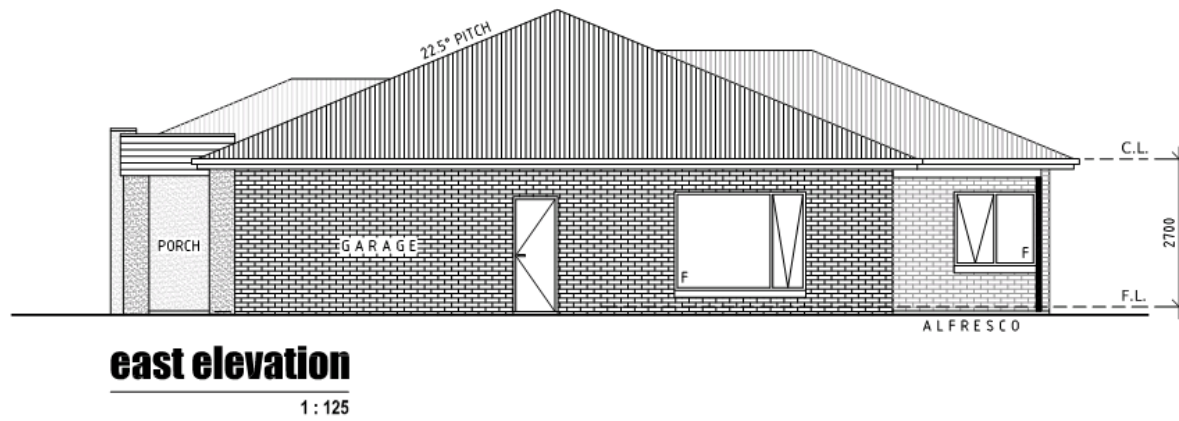
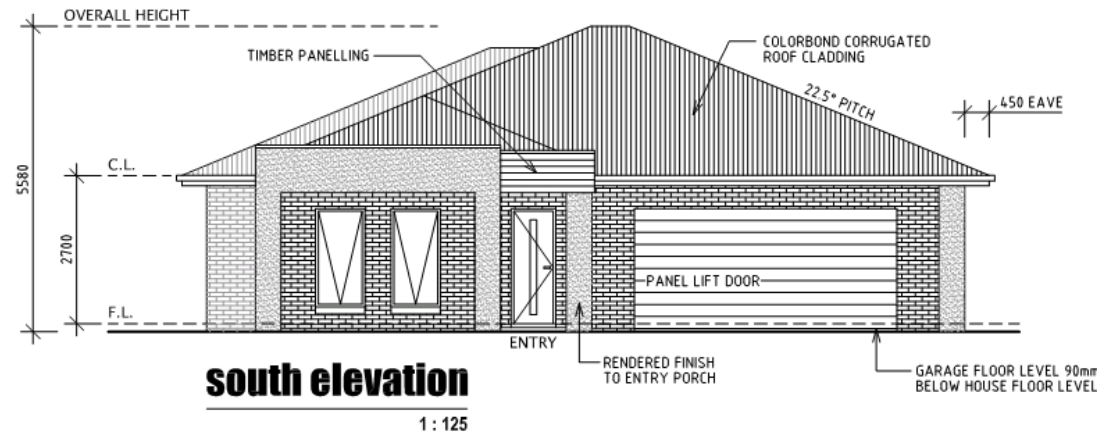
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Project Proposed Townhouse Development
 Address Kimberley Drive Traralgon

Client Skyld Homes
 Date Feb. 2016
 Scale 1:100 1:125
 Job No 201541

TOWNHOUSE 4



external colours	
ITEM	COLOUR
ROOF	COLORBOND CORRUGATED WINDSPRAY
GUTTER	COLORBOND CORRUGATED WINDSPRAY
FASCIA	COLORBOND DUNE
BRICK	AUSTRAL BRICKS MELBOURNE CANTERBURY
RENDER	COLORBOND WOODLAND GREY
WINDOW FRAME	COLORBOND DUNE
FRONT DOOR	COLORBOND WINDSPRAY
GARAGE DOOR	COLORBOND DUNE

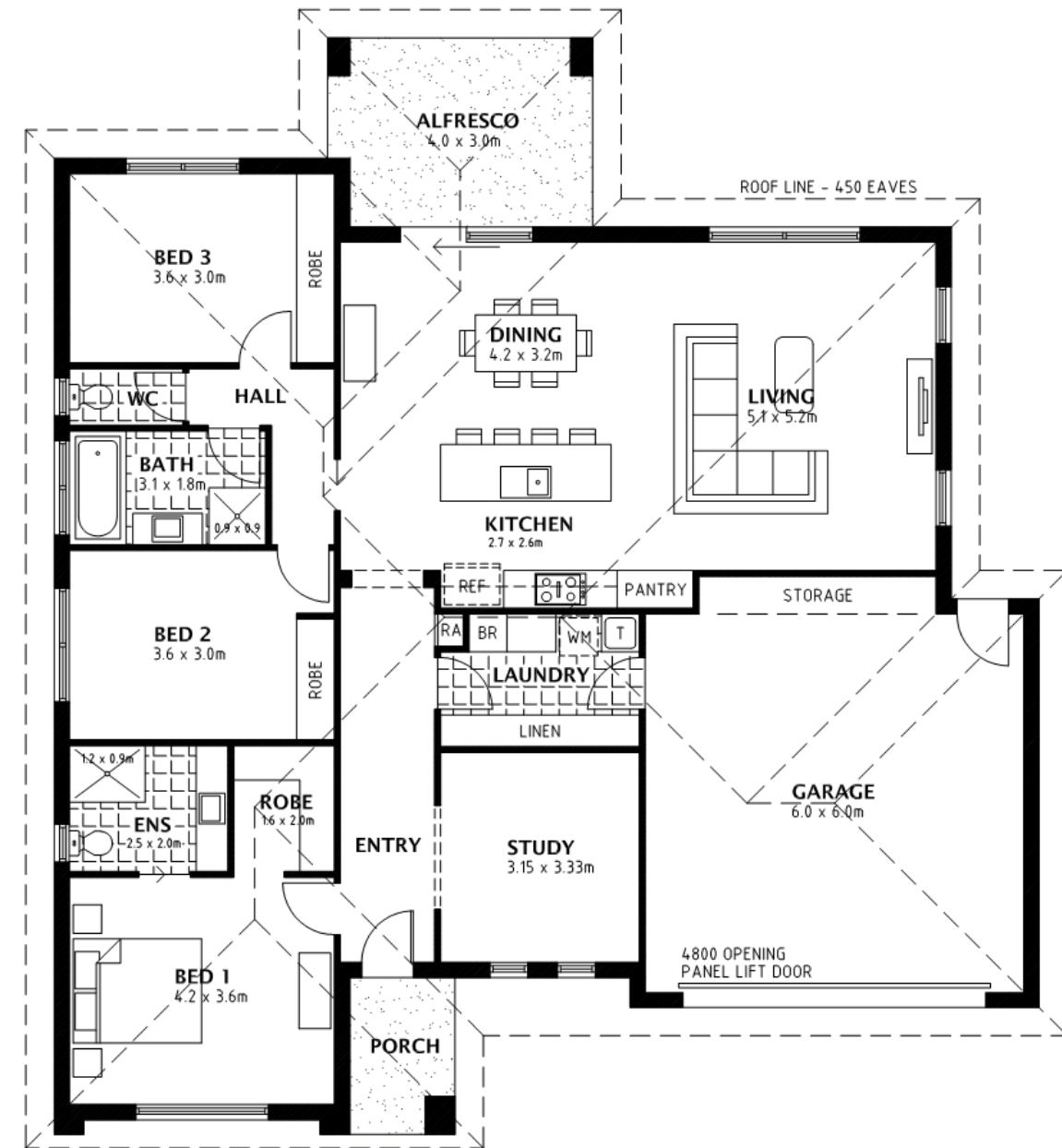
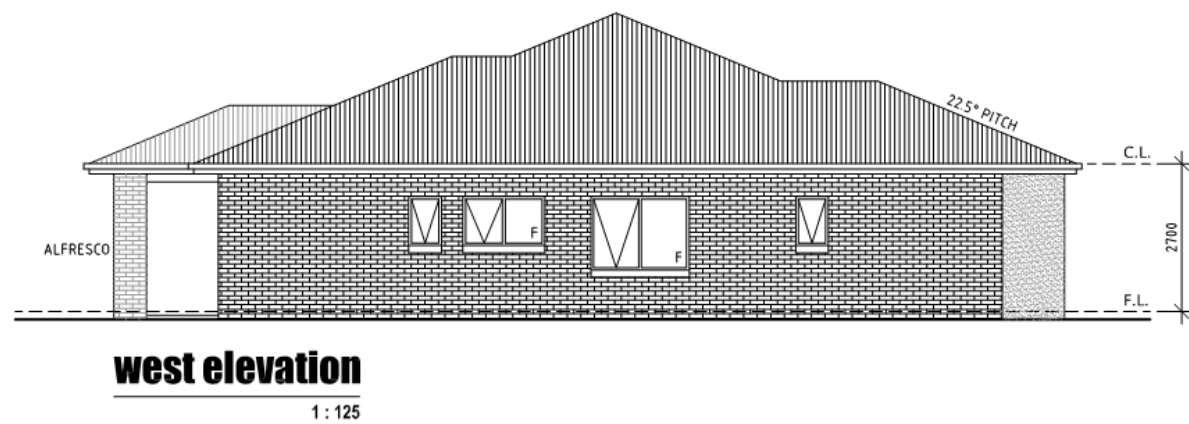
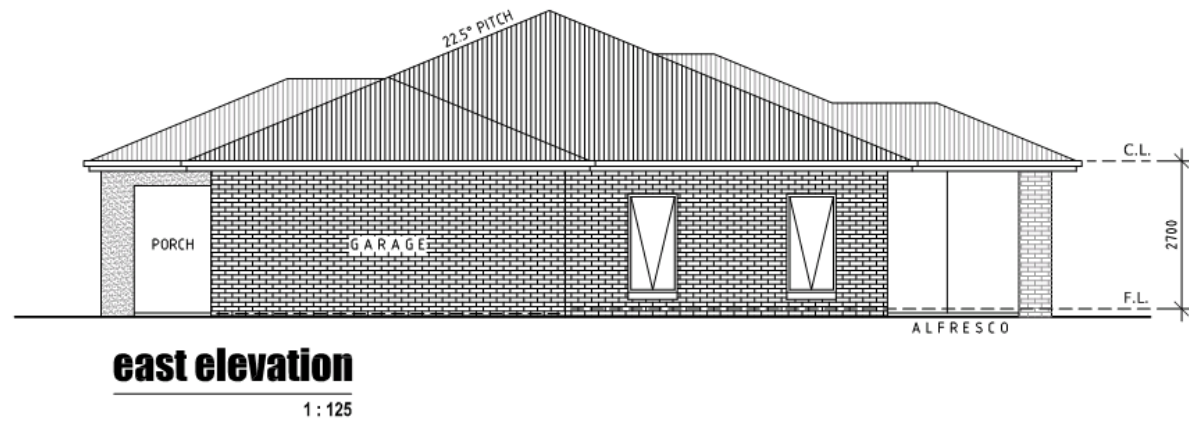
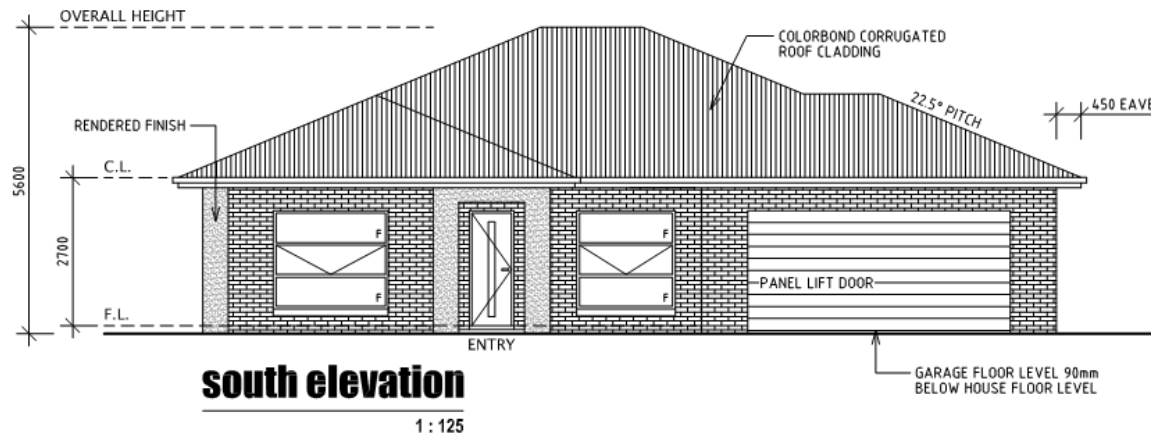
floor plan

1:100

Area	m ²	sq
House	143.2	15.37
Garage	46.7	5.01
Alfresco	11.4	1.22
Porch	3.0	0.32
TOTAL	204.3	21.92

EAVES NOT INCLUDED IN AREAS

TOWNHOUSE 5



floor plan

1:100

external colours	
ITEM	COLOUR
ROOF	COLORBOND CORRUGATED WINDSPRAY
GUTTER	COLORBOND CORRUGATED WINDSPRAY
FASCIA	COLORBOND DUNE
BRICK	AUSTRAL BRICKS MELBOURNE CANTERBURY
RENDER	COLORBOND WOODLAND GREY
WINDOW FRAME	COLORBOND DUNE
FRONT DOOR	COLORBOND WINDSPRAY
GARAGE DOOR	COLORBOND DUNE

Area	m ²	sq
House	154.5	16.58
Garage	41.7	4.48
Alfresco	12.2	1.31
Porch	4.1	0.44
TOTAL	212.5	22.81

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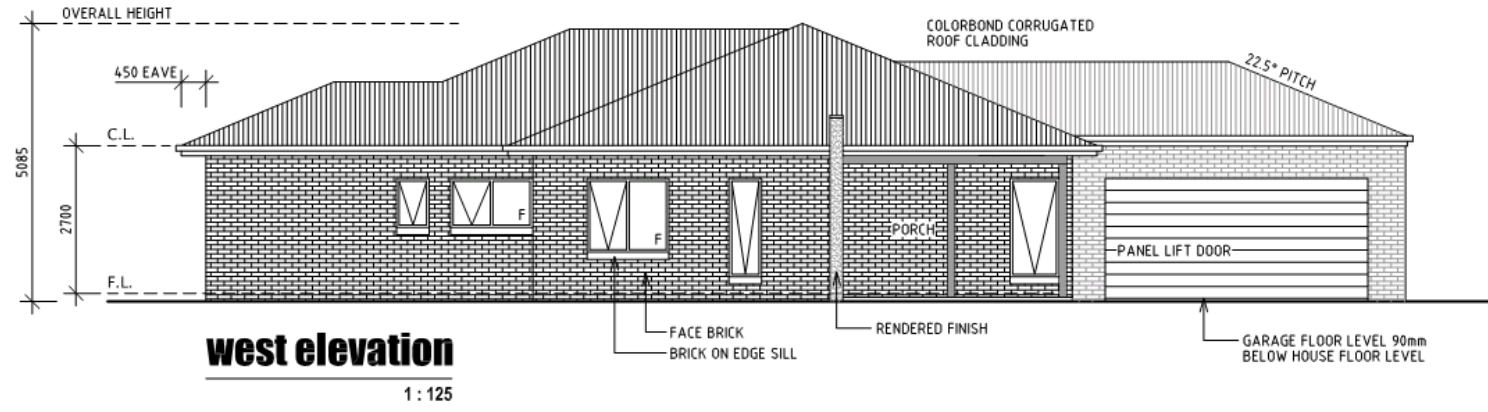
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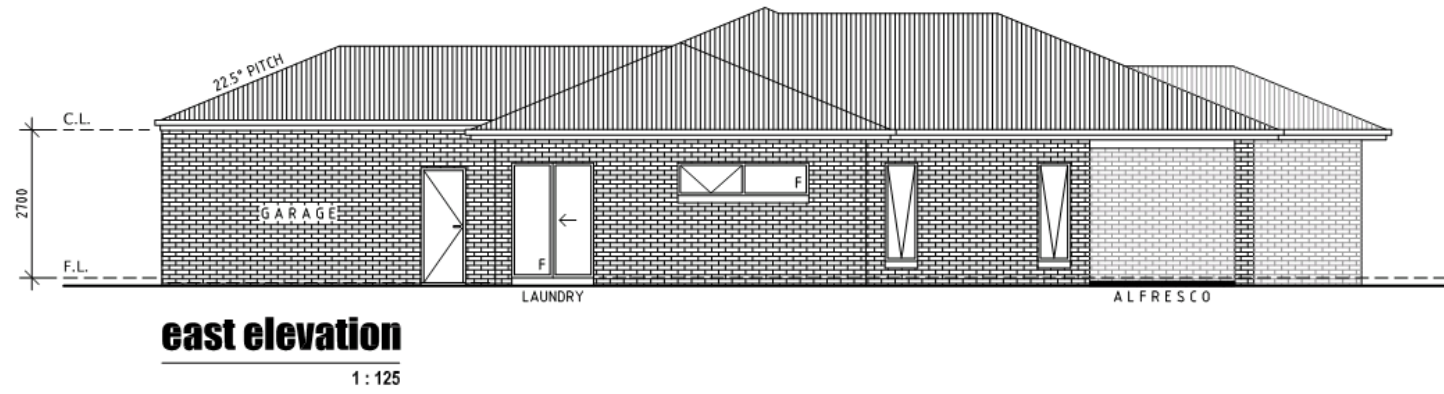
Client Skylla Homes
Scale 1:100 1:125

Date Feb. 2016
Ink No 201541

TOWNHOUSE 6

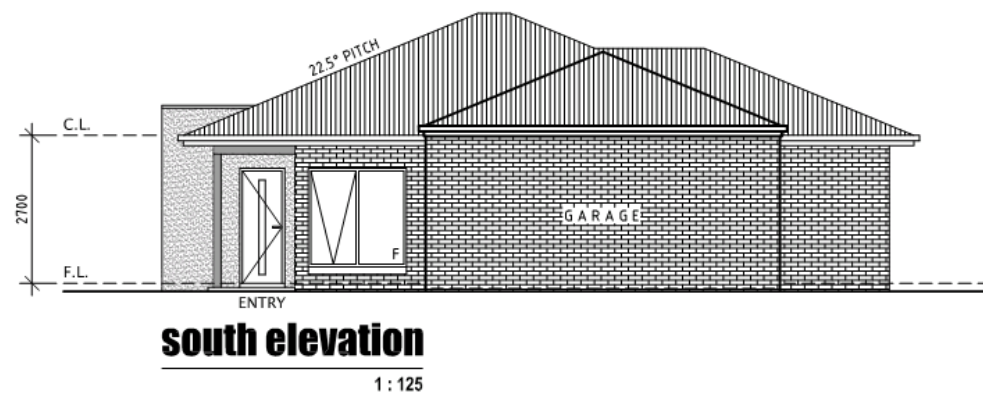
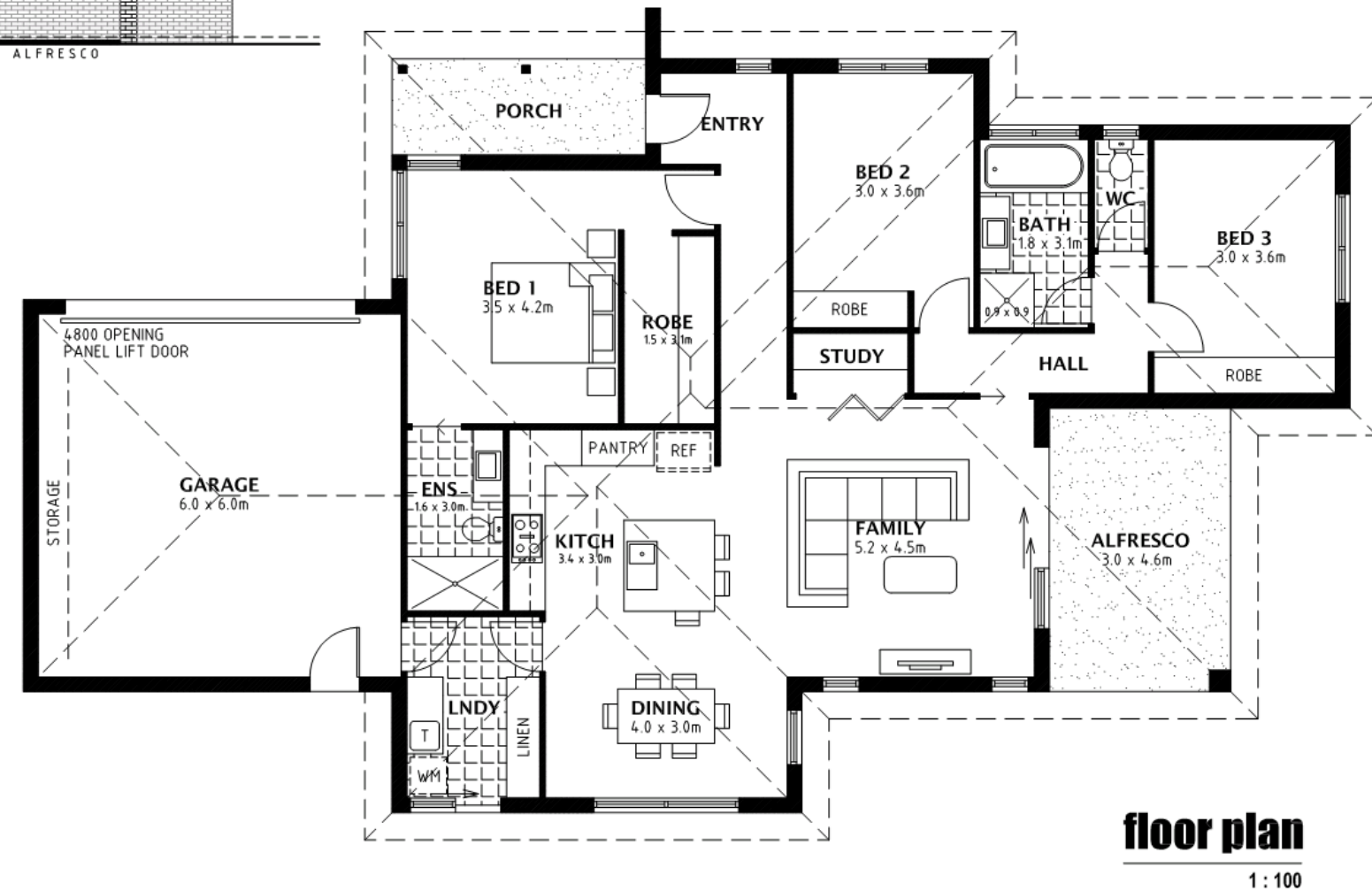


external colours	
ITEM	COLOUR
ROOF	COLORBOND CORRUGATED WINDSPRAY
GUTTER	COLORBOND CORRUGATED WINDSPRAY
FASCIA	COLORBOND DUNE
BRICK	AUSTRAL BRICKS MELBOURNE CANTERBURY
RENDER	COLORBOND WOODLAND GREY
WINDOW FRAME	COLORBOND DUNE
FRONT DOOR	COLORBOND WINDSPRAY
GARAGE DOOR	COLORBOND DUNE



	Area	m ²	sq
House	141.8	15.22	
Garage	40.3	4.33	
Alfresco	14.0	1.50	
Porch	6.7	0.72	
TOTAL	202.8	21.77	

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Project	Proposed Townhouse Development	Client	Skyld Homes	Date	Feb. 2016
Address	Kimberley Drive Traralgon	Scale	1:100 1:125	Inch No	201541

14.7 GIPPSLAND RAIL NEEDS STUDY

General Manager

City Development

For Decision

PURPOSE

This report presents a collaborative study (Attachment 1) into the rail needs for Gippsland. It has been a collaborative work between Latrobe City Council, Wellington Shire Council, Baw Baw Shire Council and East Gippsland Shire Councils on behalf of the Gippsland Local Government Network (GLGN).

EXECUTIVE SUMMARY

Gippsland's main line railway, vital to economic efficiency and social inclusion in the region, has been neglected compared to other regional mainlines in Victoria and is the slowest and most unreliable in the state.

Recent investments in regional rail in Victoria have excluded Gippsland. The Skyrail project on the Dandenong-Cranbourne corridor will further disadvantage Gippsland by precluding express trains running through the metropolitan area for years ahead.

A Gippsland Rail Needs Study has been developed and is submitted for Council adoption. This study presents a plan for improvement of public transport in Gippsland. It recommends key service improvements and capital investment of greater than \$2 billion in order to ensure that Gippsland is afforded a level of public transport service that is commensurate with other regional cities.

This report outlines the recommended investment and service improvement and recommends that Council adopt this study as a key advocacy document for Latrobe City and the region.

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)****RECOMMENDATION**

That Council:

1. Adopts the Gippsland Rail Needs Study final report, October 2016, as its key document to advocate for the Public Transport Needs of the Latrobe City Community.
2. Writes to the Victorian Government calling for support to implement the Gippsland Regional Rail Link.
3. Establishes a Gippsland Rail Advocacy Committee and invites representatives from VLine, Public Transport Victoria, Department of Economic Development, Jobs, Transport and Resources, Cardinia, Baw Baw, Latrobe, Wellington and East Gippsland Council and community members.

MOTION

Moved: Cr Gibson
Seconded: Cr Middlemiss

That Council:

1. **Adopts in-Principle the Gippsland Rail Needs Study final report, October 2016, as an advocacy document for the Public Transport Needs of the Latrobe City Community.**
2. **Writes to the Victorian Government calling for support to implement the Gippsland Regional Rail Link.**
3. **Establishes a Gippsland Rail Advocacy Committee and invites representatives from VLine, Public Transport Victoria, Department of Economic Development, Jobs, Transport and Resources, Cardinia, Baw Baw, Latrobe, Wellington and East Gippsland Council and community members.**

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

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

STRATEGIC FRAMEWORK

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

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives –

Economy

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

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.

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

Theme 2: affordable and sustainable facilities, services and recreation

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

Theme 4: Advocacy for and consultation with our community

- *To advocate for and support cooperative relationships between business, industry and the 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*

Theme 5: Planning for the future

- *To provide a well-planned, connected and liveable community*

Latrobe City Council Annual Action Plan 2016 - 2017

Advocacy for and Consultation with our Community

- *Advocate for the public transport needs of the Latrobe community including Rail & Bus Services, Moe & Morwell Station Car parks and the Traralgon Station Masterplan.*

BACKGROUND

In January 2016, Public Transport Victoria removed VLocity trains from certain parts of the rail network, after one train reportedly failed to trigger equipment at a level crossing on the Dandenong line. This incident became colloquially known as the “wheel-wear” incident, where for weeks Gippsland trains were removed from the line until remedial works were undertaken, disadvantaging Gippsland rail patrons.

In March 2016, Latrobe City, Baw Baw, Wellington and East Gippsland representatives met to determine what action could be taken to advocate for better services on behalf of the community.

In June, John Hearsch Consulting was appointed after a competitive process to undertake this study. John Hearsch and colleague, Dr Bill Russell, have also produced *Intercity* – a report advocating for improved regional rail across Victoria. For more on this report, please see supporting documents.

This Council report presents the Gippsland Rail Needs Study final report and recommends that Council adopts the report as its key advocacy document to achieve its objective to “*advocate for the public transport needs of the Latrobe community*” (Council 2016-2017 Annual Action).

KEY POINTS/ISSUES

Gippsland’s main line railway, linking its major settlements and cities with Melbourne, is vital to economic efficiency and social inclusion in the region. Compared to other regional mainlines in Victoria, however the Gippsland line has been neglected. According to the consultant’s report, infrastructure and service levels are poorer in regard to journey times, reliability and frequency.

As shown in Table 1 below, recent investments in regional rail in Victoria have excluded Gippsland. Although the Regional Fast Rail (RFR) project in 2005 increased speeds on parts of the Gippsland line, these benefits have been more than offset by slower journeys through the metropolitan area and other parts of the line.

Moreover, the configuration of the Skyrail project on the Dandenong-Cranbourne corridor will further disadvantage Gippsland by precluding express trains running through the metropolitan area for years ahead.

Table 1 - Previous Major Investments in Rail in Victoria

Project	Cost	Year	Outcome
Regional Fast Rail Bendigo, Geelong Ballarat, Traralgon	\$800 m	2005/6	Upgraded tracks for major regional lines to take new Velocity train stock. Gippsland Line unfinished.
Regional Rail Link	~\$4 billion	2011-15	Provided Dedicated Regional Track for Ballarat, Geelong and Bendigo lines
Level Cross Removal Project	~\$1 billion	2016	Removal level crossings between Dandenong and Caulfield

Findings of the Rail Needs Study

- Gippsland mainline rail services are the slowest and most unreliable in Victoria and some commuter services from Warragul to Melbourne are now slower than in 2000.
- The completion of the Regional Rail Link project in 2014 provided vastly improved services for Bendigo, Ballarat and Geelong through rail separation, however there have been no significant upgrades to Gippsland corridor rail infrastructure or improvement to railway station facilities (other than Warragul) since completion of the Regional Fast Rail project in 2005/06.
- All services operate at relatively low average end to end speeds, largely due to their slow running through the metropolitan area, as seen in Table 2.
- Efficiency of the Gippsland railway is impeded by inadequate infrastructure; including single line sections, outdated safe working systems and some old and unfit for purpose structures, such as station buildings and bridges.
- Significant social benefits would result from improved rail services; including better access to jobs, education, health facilities, facilitation of social inclusion and tourist industry development.
- Public transport connections are not provided for several key Gippsland tourist destinations, depriving the region of valuable tourist income, especially from international visitors.

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

Table 2 - Comparison of Rail Services in Tier 2 Cities in Victoria

	Geelong	Ballarat	Bendigo	Latrobe
Total Commuters (road/rail)	16,050	7,839	4,042	5,610
Rail mode share %	54.5%	67.1%	75.1%	44.5%
Rail Distance (km)	81	115	163	144
Rail Avg Speed (Km/h)	93.5	106.2	105.2	70.8
Fastest Peak Travel Time (mins)	52	65	93	122
Freeway Travel Time (mins)	64	83	106	126
Rail Time Advantage (%)	18.8	21.7	12.2	4.0

Rail and Coach Service Improvements:

The following points summarise the Rail and Coach Service improvements as outlined in the Rail Needs Study. Please see [Attachment 2](#) for an overview of recommendations:

- All services on the Traralgon line should operate on a minimum hourly pattern, increasing to 40 minute frequencies once the necessary supporting infrastructure is in place;
- A minimum of four commuter trains each AM and PM peak period between Traralgon and Flinders Street (Southern Cross where train paths permit), with alternate express and stopping services, reducing journey times;
- VLocity consists of at least 4-car sets, operating for all Traralgon and Sale peak and shoulder peak services;
- Introduction of a commuter service originating at Warragul to allow commuting to Morwell and Traralgon by workers and students from Drouin and Warragul, evolving later into a Latrobe Metro, providing regular internal services on the Drouin to Sale corridor;
- Commensurate service improvements to Sale and Bairnsdale including provision of stabling at Sale and upgrading of rolling stock and signalling to Bairnsdale;
- Introduction of service standards for coach services to small, larger and medium sized Gippsland towns as well as to key tourist destinations;

Recommended Rail Infrastructure Investments:

- An urgent Study is needed to plan for additional capacity for express services on the Dandenong Rail Corridor. The track configuration between Dandenong and Melbourne is the biggest single factor

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

inhibiting the introduction of fast, reliable and frequent rail services to Gippsland.

- Planned and staged investments to Gippsland public transport services are required to support the frequent and fast train service that is central to the effective future of public transport in Gippsland.
- Table 3 below identifies investment required in more detail.

Table 3 (a) - Short Term to 2021:

Estimated Investment	Outline
\$500,000	Urgent Independent study to determine actions to upgrade the Dandenong Rail Corridor for quadruplicating
\$350 million	<ul style="list-style-type: none"> • Bunyip - Longwarry duplication and upgraded stations at both locations • Drouin Parkway Expansion (400 spaces) • Train stabling at Warragul & Sale • Additional car parking at Moe (50 spaces) • Morwell crossing loop Extension • Morwell second platform • Traralgon station precinct Upgrade • New signalling Traralgon to Sale • Replacement of the Avon River bridge • New signalling to enable extra service from/to Bairnsdale

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)**

Table 3 (b) - Medium Term - 2021 to 2026:

Estimated Investment	Outline
\$2+ billion	Implement upgrades and quadruplication of Dandenong Rail Corridor
\$250 million	<ul style="list-style-type: none"> • Upgrade remaining sections to Class 1 standard (160km/hr): <ul style="list-style-type: none"> ○ North line Pakenham to Bunyip ○ Longwarry to Moe ○ Moe to Hernes Oak ○ Hernes Oak loop track to ○ Extend duplication from Moe to Hernes Oak including a new station building and second platform at Moe • Second platform at Traralgon • Track upgrade to Class 2 standard Traralgon to Bairnsdale • New signalling Sale to Bairnsdale • Bairnsdale train stabling

Table 3 (b) - Longer Term – 2026 to 2031:

Estimated Investment	Outline
\$2+ billion	Complete upgrades and quadruplication of Dandenong Rail Corridor
\$150 million	<ul style="list-style-type: none"> • Overtaking line between Beaconsfield and Officer • Extend track duplication from Hernes Oak to Morwell Loop and from Morwell Loop to Traralgon • New crossing loop at Wurruk (near Sale)

Implementation of the Rail Study

Discussions during the formulation of the Rail Needs Study turned to providing direction on the next steps once the report was complete. It is considered necessary that Council utilise the findings of this report to advocate strongly, in collaboration with its regional council colleagues, to drive implementation of this study. It is highly appropriate, therefore, that Council auspices a multi-partner committee with high visibility within the region and the state to carry the advocacy efforts forward.

RISK IMPLICATIONS

Risk has been considered and this report provides a high level plan for advocacy to minimise the economic and social risks of poor rail services in Gippsland.

FINANCIAL AND RESOURCES IMPLICATIONS

The cost of this report was accommodated in the operational budget of Council and shared across the four participating councils.

The report proposes a comprehensive capital and operational investment programme to improve public transport services. It is estimated that the recommended capital costs will total approximately \$750 million over 15 years and vital capacity upgrades to the metro Dandenong Corridor may cost more than \$2 billion. The operational cost of rail service improvements has not been estimated.

The report does not propose to incur a financial liability beyond Council's operational budget (to produce the report). The proposed infrastructure and service upgrades should be borne by the Victorian Government if Council's advocacy efforts are successful.

INTERNAL/EXTERNAL CONSULTATION*Engagement Method Used:*

Engagement to produce this report was targeted to specific groups who could provide input into this report. Internally, the Economic Development, Land Use Planning, Community Development and management of the four councils were consulted for input into this report. A draft for comment was presented to the Chief Executives and Mayors of the Gippsland Local Government Network. External to the four Gippsland councils, Cardinia Shire Council, VLine, Department of Economic Development, Jobs, Transport and Resources, and the Gippsland VLine Users Group were consulted.

Details of Community Consultation / Results of Engagement:

A public consultation and engagement programme was not considered for reasons of expediency; however a concurrent programme of community engagement was undertaken in Council's *Community Conversations* event to inform its Transition Plan. This engagement work revealed a strong message requiring marked improvement to public transport and passenger rail in the region.

CONCLUSION

The Gippsland Rail Needs Study provides a holistic, high level plan for improvement of public transport services for Gippsland that if implemented would minimise disadvantage and bring about a service equitable with other tier-two cities in Victoria.

It is considered appropriate that Council endorse this report and takes the lead in advocating for the implementation of this plan on behalf of the Latrobe community and the Gippsland region.

SUPPORTING DOCUMENTS

Intercity: how regional rail can re-balance population growth and create a “state of cities” in Victoria <http://www.railfutures.org.au/2016/08/intercity-how-regional-rail-can-re-balance-population-growth-and-create-a-state-of-cities-in-victoria/>

Attachments

1. Gippsland Rail Needs Study - Final Report
2. Gippsland Railway Plan Overview

14.7

Gippsland Rail Needs Study

- | | | |
|----------|---|------------|
| 1 | Gippsland Rail Needs Study - Final Report..... | 475 |
| 2 | Gippsland Railway Plan Overview | 539 |

GIPPSLAND RAIL NEEDS STUDY



FINAL REPORT

October 2016

John Hearsch Consulting Pty Ltd

Version 16: 14 10 2016

GIPPSLAND RAIL NEEDS STUDY REPORT

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Executive Summary

Background

Gippsland benefits from a main line railway that links its major settlements and cities, and links them with Melbourne. This rail link is vital to economic efficiency and social inclusion in the region.

However the Gippsland line has been neglected compared to other regional mainlines in Victoria; infrastructure is inadequate and service levels are poorer in regard to journey times, reliability and frequency. Passenger trains operate at the lowest average speed of any Victorian mainline, and journey times have deteriorated significantly since 2001, for example, the journey times from Warragul to Melbourne are now typically 10-15 minutes slower than in 2001.

Recent investments in regional rail upgrading in the State have excluded Gippsland. Although the Regional Fast Rail (RFR) project increased speeds on parts of the Gippsland line, these benefits have been more than offset by slower journeys through the metropolitan area. Moreover, only one of the two tracks was upgraded, and that not completely. Single line sections, for example between Bunyip and Longwarry, still cause delays, while the chosen configuration of the Skyrail project on the Dandenong-Cranbourne corridor will further disadvantage Gippsland by precluding express running through the metropolitan area for years ahead.

Findings

- Gippsland mainline rail services are the slowest and most unreliable in Victoria and connecting coach services are of variable quality and require improvement.
- Gippsland trains are regularly delayed by preceding suburban trains on the two track corridor, particularly between Dandenong and Caulfield, whereas the completion in 2014 of the Regional Rail Link project fully separated Geelong and Ballarat line trains from Metro services and also substantially did so for Bendigo line services.
- Recent decisions in relation to the Cranbourne/Pakenham Rail project have effectively nullified the ability to add two additional tracks in the existing rail reserve between Caulfield and Oakleigh and have also added to the difficulty of doing so between Oakleigh and Dandenong.
- There have been no significant upgrades to Gippsland corridor rail infrastructure since completion of the Regional Fast Rail project in 2005/06.
- There have been no serious improvement to Gippsland railway station facilities over many years other than the recent car park and bus interchange works at Warragul.
- There has been little improvement to service frequency to Traralgon since completion of the Regional Fast Rail project in 2005/06, and some commuter services from Warragul to Melbourne are now slower than in 2000.
- There has been no improvement to services to Sale and Bairnsdale in terms of travel time, frequency, rolling stock and general service quality since the early 1990s (but acknowledging reopening of passenger services between Sale and Bairnsdale in 2004, following closure in 1993).
- All services operate at relatively low average end to end speeds of, largely due to slow running through the metropolitan area.
- There are no freight services beyond Morwell (Australian Paper Maryvale mill).
- Freight trains to Bairnsdale are prohibited and there are 10 km/h speed restrictions for passenger trains running over the obsolete and decrepit Avon River bridge at Stratford.
- Gippsland has received no benefit from major state investments such as the Regional Rail Link, the North Eastern line rebuild and investments in upgrading the Ballarat and Bendigo lines.
- The Regional Fast Rail project in Gippsland has not been completed with one line not upgraded, single line sections retained and speed restrictions.

- Efficiency of the Gippsland railway overall is impeded by inadequate infrastructure including single line sections, outdated safe working systems, and some old and unfit for purpose structures such as station buildings and bridges.
- Significant social benefits would result from improved rail services and specific infrastructure upgrading to support these services: the benefits would include better access to jobs, education, health facilities, facilitation of social inclusion and tourist industry development.
- Carefully targeted public transport improvements will reduce the region's excessive car dependency which is presently reflected in avoidable obesity, health issues, and road trauma.
- Gippsland has a larger proportion of aged residents than the State average and these citizens need better public transport to access health facilities, visit relatives and maintain their quality of life.
- Public transport connections are not provided for several key Gippsland tourist destinations, including Walhalla, the Baw Baws, the Buchan Caves, the Tarra Valley, Port Albert, the coastal route from Melbourne to Sydney via Gippsland, and the Great Alpine Road, depriving the region of valuable tourist income, especially from international visitors.

Recommendations

This Report examines rail and coach services in Gippsland and provides detailed recommendations for staged service improvements, investments in supporting infrastructure and facilities, and better coach services to bring Gippsland's rail and the public transport network generally to a standard that meets contemporary needs and expectations for residents and visitors.

Recommended Rail and Coach Service Improvements:

We suggest that Gippsland community expectations should be conditioned around what could reasonably be provided in three timescales:

- Short term – the next 5 years to 2021 – improved service reliability, frequency and less overcrowding consistent with additional rolling stock availability and enhanced infrastructure capability including completion of Cranbourne/Pakenham rail upgrade project, new train stabling facilities at Warragul and Sale, and initial Gippsland line infrastructure improvements. Some improvement in travel times due to more services running express between Drouin and Dandenong.
- Medium term – over 10 years to 2026 – further service reliability and frequency improvements (especially off-peak), consistent with completion of Melbourne Metro project (noting that this will further add metropolitan services on the Dandenong/Pakenham corridor), new trains for long distance services and further Gippsland line infrastructure improvements. The new generation long distance trains will enable a substantial reduction in journey times to and from Sale and Bairnsdale.
- Longer term – over 15 years to 2031 – substantial improvements in service reliability and journey time reductions assuming completion of Caulfield-Dandenong quadruplication, other metropolitan area works and further Gippsland line infrastructure improvements.

The following sets out an overview of the proposed service changes:

- All weekday, inter-peak, evening and weekend services on the Traralgon line should operate on a regular minimum hourly pattern increasing to 40 minute frequencies once the necessary supporting infrastructure is in place;
- A new service pattern with a minimum of four commuter trains each AM and PM peak period between Traralgon and Flinders Street (Southern Cross where train paths permit), with alternate express and stopping services, reducing journey times;
- All Traralgon and Sale peak and shoulder peak services should operate with VLocity consists larger than the current 3-car sets;

- Introduction of one or more morning eastbound trains originating at Warragul (including provision for train stabling at Warragul) sufficiently early to allow commuting to Morwell and Traralgon by workers and students from Drouin and Warragul, evolving later into a Latrobe Metro providing regular internal services on the Drouin to Sale corridor;
- Extension of at least two VLocity train services from and to Sale and provision of stabling at Sale;
- Provision of disabled-compliant carriages on all Bairnsdale trains;
- Early replacement of 35-60 year old locomotive-hauled carriages on Bairnsdale services with new generation trains of international standard, appropriately configured for long distance services;
- A fourth and subsequently a fifth return Bairnsdale train; reducing journey times from 225 to 200 minutes for all Bairnsdale trains by limiting stops between Melbourne and Traralgon; and more user friendly departure times;
- Introduction of explicit service standards for coach services to small, larger and medium sized Gippsland towns as well as to key tourist destinations;
- Additional or improved coach services to and from Bruthen, Mirboo North and Orbost,
- Coach connections to allow weekend tourists using public transport to spend weekends at Walhalla, Buchan, Mallacoota, Paynesville or the Tarra Valley, and improvements to coach connectivity between V/line coaches terminating at Bateman's Bay and onward services to and from Sydney;

Recommended Rail Infrastructure Investments:

Urgent Study needed of the best way of adding capacity for express services on the Dandenong Rail Corridor

The improvements required to Gippsland public transport services require planned and staged investments to bring the Gippsland line to a level where it can support the frequent and fast train service that is central to the effective future of public transport in Gippsland.

Track configuration between Dandenong and Melbourne is the biggest single factor inhibiting the introduction of fast, reliable and frequent rail services to Gippsland. As the current Skyrail project has been constructed without providing for the extra capacity and faster services needed by Gippsland and the growing suburbs south and east of Dandenong, it is critical that a major independent planning study be commissioned to determine the most appropriate means of providing the extra track capacity needed.

Other infrastructure investments that are needed:

This study has identified a number of urgent investments for completion within 5 years to support improved services on the Gippsland line:

- Duplication of the single line between Bunyip and Longwarry and upgraded stations at both locations
- Expansion of the Drouin Parkway facility with an additional 400 car park spaces
- Provision of train stabling facilities at Warragul and Sale
- Extension of the Morwell crossing loop towards Traralgon for approximately 3km and upgrading of the existing loop track and turnout.
- Additional car parking at Moe
- Provision of a second platform at Morwell with associated DDA compliant access
- Upgrading of the Traralgon station precinct including provision of 200 car parking spaces
- A new safeworking system and signalling Traralgon to Sale
- Replacement of the Avon River bridge at Stratford
- Provision of remote controlled signalling for loco runarounds at Bairnsdale

Medium term, within 10 years, additional investment will be needed:

- Full upgrading of the North line Pakenham to Bunyip and Longwarry to Moe to Class 1 standard to permit 160km/h operation of VLocity and new generation long distance trains

- Upgrading to Class 1 standard of the remaining Class 2 sections of the South Line between Longwarry and Warragul to permit 160km/h operation of VLocity trains and new generation long distance trains (subject to curvature constraints)
- Extending duplication from Moe to Hernes Oak including a new station building and second platform at Moe with associated DDA compliant access
- Upgrading of existing track Moe to Hernes Oak and Hernes Oak loop track to Class 1 standard to permit 160km/h operation of VLocity trains and new generation long distance trains (subject to curvature constraints)
- Provision of a second platform at Traralgon with associated DDA compliant access
- Track upgrade to Class 2 standard Traralgon to Bairnsdale for 130 km/h operation of VLocity trains and new generation long distance trains
- New safeworking system and signalling Sale to Bairnsdale
- Provision of a train stabling facility at Bairnsdale

Longer term, within 15 years, further investment will be needed:

- Quadruplication between Caulfield and Dandenong
- An overtaking line (4 km of bi-directional third rack) between Beaconsfield and Officer
- Extending track duplication from Hernes Oak to Morwell Loop and from Morwell Loop to Traralgon
- A new crossing loop at Wurruk (near Sale)

In addition, all remaining unprotected level crossings should be progressively closed or afforded full active protection on those lines where passenger services operate. Priority should be given to close examination of such crossings on all sections where higher speeds are permitted or proposed.

Recommendations for rail and tourism:

- Gippsland tourist authorities and V/Line should undertake a review of rail and coach services from the tourist point of view.
- Several Gippsland coach connections should be considered for introduction, or re-aligned to support tourist needs. These include coach connections to Buchan, the Tarra Valley and Walhalla
- The public transport advice on the three relevant Government websites should be aligned. The Visit Victoria website should refer to travellers to the PTV website, not the V/Line website. The V/Line website should either carry a warning that it is less comprehensive than the PTV website, or automatically refer travellers to the PTV website if they seek destinations not served by V/Line.
- V/Line should consider including Gippsland destinations in its Escape with V/Line promotions and other marketing.

Other recommendations:

- The Gippsland Local Government Network consider establishing an ongoing Gippsland Public Transport Forum to articulate the region's needs. The Forum would ensure that proposed rail service changes and coach service reviews conducted by PTV or its successor fully reflect local needs. Ideally, the Forum on behalf of the GLGN may be able to fund a full or part time Transport Connections Officer to support the Forum.

The Report provides detailed discussion of these and other issues and many detailed proposals. It is intended for consideration by Gippsland councils and to form the basis of advocacy to Government. The Gippsland railway and connecting road services are the backbone of public transport and social inclusion in Gippsland, and a key factor in future economic, social and tourist development. This Report is designed to articulate the actions required and the priorities and phasing of those actions.

1. Introduction

1.1 Terms of Reference

This Study of the Rail Needs of Gippsland has been commissioned by the four local governments directly served by the Gippsland railway: Baw Baw Shire, Latrobe City, Wellington Shire and East Gippsland Shire. The Councils intent was to provide a "combined view that could form the basis of a persuasive submission to Government for improvements in services and infrastructure in the rail corridor to provide for the current and future transport needs of their citizens."

1.2 Aim of this Report

To identify and discuss:

- Social, economic and demographic issues affecting Gippsland rail demand;
- Current rail services – demand trends, strengths and weaknesses;
- Current infrastructure strengths and weaknesses;
- Standards of service and infrastructure requirement to support such services;
- Short, medium and long term priorities for service improvements and infrastructure investments;
- Rail freight in Gippsland in coming years; and
- Some desirable Special Projects

1.3 State and National Context

After many years of relative neglect compared with financial support for road projects, State and Federal Governments over recent years have begun to revitalise the nation's railways, recognising the unique contribution that passenger rail and freight rail can contribute to economic efficiency and social wellbeing.

Federal Governments have made further investments in rail gauge standardization and long distance freight infrastructure upgrading, such as:

- the recent \$500 million upgrade of the Oaklands and Albury lines in Victoria
- the federal commitment to 50% of cost of the Murray Basin Rail project in Victoria
- limited commitment to support urban rail developments in Queensland, NSW, Victoria, SA and WA.
- funding commitment for planning the Melbourne-Brisbane inland freight rail link

The Victorian Government has a strong record in regional rail investment and modernization, with notable milestones in recent years being:

- the Regional Fast Rail project,
- the investment in locally constructed VLocity railcars,
- the \$4bn Regional Rail Link project, and
- commitment to 50% of the cost of the \$440m Murray Basin Rail project.

These investments mirror strong investment and modernization of passenger and freight rail systems worldwide. Investments in new rail technologies and systems are providing economic transformation in many countries. Examples are:

- China has constructed over 10,000 km of high speed passenger rail in the past decade, including the completion of exceptionally challenging engineering tasks such as the new railway to Tibet, previously considered impossible
- The HS2 project in Britain, to commence construction in 2019, which will unify the British economy, connect areas in the north and northwest with high unemployment to those in the southeast where jobs are available

- Rapid developments in rail freight technology in northwest Australia, where driverless train technology is being introduced, and the longest and heaviest freight trains in the world are operated (up to 4 km in length with loads of up to 35,000 tonnes).

1.4 Rail Revitalisation Worldwide

Similar reasons exist worldwide for the revitalisation of rail systems and the development of completely new rail facilities: These include:

For rail passenger services, recognition of:

- The capacity of fast rail to connect people to jobs, education, health and leisure opportunities by "shrinking distance"
- The capacity of well-designed rail systems to overcome some of the chronic problems of road based transport systems, viz. traffic congestion that actually increases with some major road investments; road trauma that increases with road use, fuel inefficiency and continuing issues with pollution (exemplified by the recent Volkswagen scandal that revealed some diesel vehicles were emitting 40 times the stated and permitted level of toxic pollutants)
- The capacity of rail systems to contribute to balanced development among regions by enabling long range commuting from areas with excessive unemployment to areas with well paid jobs, resulting in a more equitable sharing of prosperity, and a capacity to absorb population growth more widely through regional areas; and
- A recognition that excessive "car dependence" can be a serious threat to community health via obesity, road trauma, social exclusion and the pressure of car operating costs on the budgets of lower income families.

For rail freight services, recognition of:

- Rail's capacity to move very large tonnages of freight at lower cost than road transport and with less impact on community amenity;
- Fuel savings
- Lower pollution and emissions
- Significant reduction in road traffic congestion
- Safety benefits, especially much reduced road trauma involving large and heavy vehicles
- Minimal land footprint compared with freeway systems
- Ability to recycle existing rail infrastructure to meet new needs
- Ability to share capacity and costs with passenger rail

1.5 Gippsland's exclusion from Rail Revitalisation

Gippsland residents and businesses are becoming the "poor relations" relative to rail passenger and freight services that connect other parts of regional Victoria with Melbourne and which operate within the regions. This is manifested in several ways:

- Completion in 2014 of the Regional Rail Link project which fully separates Geelong and Ballarat line trains from Metro services and also substantially does so for Bendigo line services.
- Recent decisions in relation to the Cranbourne/Pakenham Rail project that have effectively nullified the ability to add two additional tracks in the existing rail reserve between Caulfield and Oakleigh and have also added to the difficulty of doing so between Oakleigh and Dandenong.
- Lack of any significant upgrades to Gippsland corridor rail infrastructure since completion of the Regional Fast Rail project in 2005/06.
- Lack of any serious improvement to Gippsland railway station facilities over many years other than the recent car park, bus interchange and road underpass works at Warragul

- Almost no improvement to weekday service frequency to Traralgon since completion of the Regional Fast Rail project in 2005/06.
- No improvement to services to Sale and Bairnsdale in terms of trip times, frequency, rolling stock and general service quality since the early 1990s (but acknowledging reopening of passenger services between Sale and Bairnsdale in 2004, following closure in 1993).
- Relatively low average end to end speeds of all services, largely due to slow running through the metropolitan area
- Lack of any freight services beyond Morwell (Australian Paper Maryvale mill)
- Prohibition of freight trains and severe speed restriction for passenger trains running over the Avon River bridge at Stratford

In addition, Gippsland rail services are plagued by poor reliability, again largely due to the unsatisfactory interface with metropolitan services, particularly between the City and Dandenong, but also contributed to by the single line sections on the corridor and other infrastructure deficiencies.

In recent years there have also been a succession of unplanned impacts that have hit Gippsland rail users particularly hard, including:

- Suspension of services between Sale and Bairnsdale for some months due to unreliable operation of level crossing active protection
- Suspension of services beyond Moe due to failure of the Morwell River Bridge.
- Recent curtailment of almost all passenger services due to wheel wear problems and unreliable operation of level crossing protection in the metropolitan area involving VLocity units, leading to their temporary withdrawal from all Gippsland line services.

2. Social and Economic Issues

2.1 Social and Economic Overview

2.1.1 Social Profile of Gippsland Local Government Areas

The following table provides some selected social information regarding the four local government areas included in this Study. It depicts a population with relatively high car ownership, relatively disadvantaged, with a higher than average aging population, that faces significant travel time and distance challenges in relation to travel to Melbourne:-

Table 1: SELECTED SOCIAL CHARACTERISTICS RELEVANT TO TRANSPORT NEEDS – GIPPSLAND LGAs

LGA	Population DHHS ERP 2012	Distance to Melbourne Km (road)	Work trips by Public Transport %	Un-employment %	Passenger Vehicles per 1000 people	Index of Relative Social Disadvantage (Rank) Low No.=High Disadvantage	65-84 year olds as % of population
Baw Baw	44,394	102	2.7	4.2	636.7	47	15
East Gippsland	43,174	275	0.6	5.5	648.9	17	21.2
Latrobe	73,903	161	1.7	6.4*	627	7	14.1
Wellington	42,269	212	0.7	4.0	610	25	15.1

*This figure is understood to have increased significantly recently. See Box on Page 11.

The figures in relation to work trips by public transport contrast with communities where more adequate regional rail transport is provided, despite car ownership being at similar levels in most areas:

Table 2: SELECTED SOCIAL CHARACTERISTICS RELEVANT TO TRANSPORT NEEDS – LGAs WITH UPGRADED PUBLIC TRANSPORT

LGA	Population	Distance to Melbourne	Work trips by Public Transport %	Un-employment %	Passenger Vehicles per 1000 people	Index of Relative Social Disadvantage (Rank)	65-84 year olds as % of population
Ballarat	96,964	115	3.1	5.8	582	43	13.2
Macedon Ranges	21,549	55	6.9	3.2	651.4	72	12.6
Greater Dandenong	144,680	28	12.1	9.1	614.8	1	12.3
Greater Geelong	218,378	78	5.0	6.4	624.6	40	14.6

2.1.2 Economic Overview

The Gippsland Regional Plan¹ identifies the following as Gippsland's key industry sectors:

Table 3: KEY INDUSTRY SECTORS

	NO OF JOBS	% OF TOTAL JOBS
Health Care and Social Assistance	11952	13.3
Retail	9972	11.0
Construction	9136	9.1
Education and Training	7921	8.7
Agriculture, Forestry & Fishing	7777	8.7
Manufacturing	7679	8.6
Tourism	6104	6.9

¹ Gippsland Regional Plan 2015-2020, p.24

It will be noted that the employment sectors of health care and social assistance, retail, education and training and manufacturing amount together to 41.6% of total employment. These are all sectors that tend to be clustered around towns and cities in the region, and activities where both employees and clients' travel can be provided by the rail system. Employment in agriculture, fishing and forestry, construction and tourism tends to be more dispersed and is likely to be supported by road transport, although rail freight has a role to play when primary products are subject to processing for transport elsewhere, as is the case with logs, paper products and processed food products.

The important role of employment in health and education is a reminder that there are large sectors of Gippsland employment where employees and clients can access employment nodes by rail and other forms of public transport if services are provided when and where they are needed.

The Gippsland Regional Plan also divided these Industry Sectors into those that are growing and those that are contracting, as follows:

Table 4: GROWING AND SHRINKING INDUSTRY SECTORS

GROWING INDUSTRY SECTORS	SHRINKING INDUSTRY SECTORS
Health Care and Social Assistance	Agriculture
Construction	Electricity production
Accommodation & Food Services	Saw Mill, Logging and Paper Products
Professional Services	
Public Administration	
Education and Training	
Tourism	

It will be noted that the growing industry sectors, with the exceptions of construction and tourism, are activities that tend to be located within existing towns and cities served by rail services, and are activities that attract multiple clients to those centres, whether by private or public transport.

The contractions in agriculture and forest products industries, while negative for rail freight, have little impact on rail passenger demand.

However the growth in health, clerical, educational and professional services industries will support the use of passenger rail services. These industry sectors are growing in the Victorian economy as a whole, not just in Gippsland, so they will influence demand for travel within the region, from the region to Melbourne and from the region to interstate destinations.

2.2. Employment – Access to Jobs

Gippsland is faced by overlapping policy challenges that exacerbate unemployment and also make it harder for jobseekers to commute to places where jobs are available.

These policy challenges include:

- Pressures to downsize brown coal based power generation
- Pressures confining logging and timber production
- Pressures on the dairy industry

Unsatisfactory rail services exacerbate these problems making it difficult for jobseekers, especially those who have difficulty meeting car operating costs, to commute to more job-rich localities.

Gippsland continues to face challenging employment trends arising from:

- The decline in power industry employment, likely to continue as aging brown coal power stations are phased out;
- Poor milk prices exerting pressure on dairy farmers with some farmers being forced to leave the industry;

- Overall decline in forestry industries;
- Phasing down of clerical processing in Australia, and the export of call centre jobs to the Philippines;
- Slow development of expected emergent industries in Gippsland such as brown coal liquefaction, coal export and East Gippsland mining exports; and
- Tourist industry competition resulting from low airfares and discount carriers attracting Australian holidaymakers overseas without corresponding inbound tourism to Gippsland destinations.

Latrobe-Gippsland's unemployment rate has jumped by about four per cent in the past year.

- Unemployment rates in the Latrobe-Gippsland region are going against the trend of other regional cities in Victoria.
- Rates in Bendigo, Ballarat and Shepparton are falling below the national average to 5.0, 5.9 and 3.5 per cent, respectively. These figures are based on a three-month rolling average.
- However, Latrobe-Gippsland's unemployment rate has jumped by about four per cent in the past year. The unemployment rate for Latrobe-Gippsland now stands at nine per cent, up from 8.2 per cent three months ago and 5.2 per cent in April last year.
- Morwell's unemployment has increased by 7% since June 2015

(Latrobe Valley Express, 2 June 2016 and Small Area labour Markets Report 2016)

These factors have manifest into a circumstance of increasing unemployment in Gippsland with a need for many people to consider travelling or relocating to areas offering employment, typically in Melbourne or its nearer surrounds. Gippsland youth are particularly hard put, and find it difficult to secure employment in their home towns.

Gippsland residents require effective public transport access to areas where jobs are available and growing. This includes better access to:

- High value knowledge economy jobs in the Melbourne CBD and surrounding areas
- Manufacturing jobs in the south eastern manufacturing zone around Dandenong and
- Residential construction employment opportunities in Casey and Cardinia as well as apartment construction in the Melbourne CBD and surrounding areas.

Gippsland is not faring well in obtaining its share of high value CBD based jobs compared to Ballarat and Bendigo, and this is directly correlated to the slow and unreliable V/Line service on the Traralgon line. Data provided by V/Line and VicRoads showing the modal split of daily commuters travelling to Melbourne by car and rail from the major regional centres and intermediate peri-urban towns in 2013/14, favours rail on three of the four Regional Fast Rail corridors. Gippsland compares poorly with Ballarat and Bendigo in this respect.

The following table shows the high rail mode share of CBD commuting trips from Bendigo and Ballarat, corresponding to the lower unemployment levels in those communities:

Table 5: Estimated number and rail share of daily commuters to Melbourne from regional centres and intermediate locations - 2013/14²

	GEELONG	BALLARAT	BENDIGO	TRARALGON
Total numbers	16,050	7,389	4,042	5,610
Rail mode share %	54.5%	67.1%	75.1%	44.5% ³

² Source – External Advisory Board Review of Regional Economic Development and Services, Final Report, July 2015, DEDJTR

³ This appears to include passengers boarding Gippsland trains at Pakenham.

Improved rail services can offset this problem by providing a service that would enable commuters from Traralgon, Morwell, Moe and Warragul to comfortably access these jobs as daily commuters, remaining in their Gippsland homes and injecting their living costs back to Gippsland businesses through the multiplier effect.

2.3. Health – Access to Health Services

Good access to quality medical and mental health treatment is a fundamental human right that should not by default be restricted to car owners.

In Gippsland there are a number of significant health factors that indicate the need for improved access in the interests of social inclusion. These are:

- In 5 of the 6 Gippsland local government areas there is a lower male and female life expectancy than the Victorian average. Inability to access primary and acute medical care is likely to be one factor leading to this outcome;
- Mental health contacts per 1000 population are significantly higher in 5 of the 6 Gippsland local government areas than the Victorian average;
- Health and social support services in the Latrobe Valley are heavily represented in Morwell, resulting in frequent needs for travel to support agencies. These services based at Morwell include Centrelink, Berry St, Anglicare, Gamblers Help, Latrobe Community Health, emergency relief providers, and a dental clinic. Travellers are drawn from the whole of Gippsland.
- In relation to mental health, isolation and loneliness is an important problem for aging populations, where good transport options are vital to maintaining strong social networks and connectedness. Many Gippsland towns are not provided with public transport options that would enable older residents to travel easily, maintain connectedness and avoid social isolation.

The two top causes of death in Gippsland are cancer and heart disease. There is a Cancer Care Centre at Latrobe Regional Hospital, but both cancer and heart treatment frequently require treatment at major teaching hospitals located in the Melbourne Metropolitan area – the former at the Peter MacCallum Cancer Centre in Parkville, while the closest major cardiovascular surgery centre is the Monash Medical Centre.

Improved rail services can offset this problem by providing a service that would enable commuters from Traralgon, Morwell, Moe and Warragul to comfortably access health services such as cancer treatment at Peter MacCallum or cardiovascular surgery at Monash Medical centre, or to be able to visit friends and relatives having such treatments, while remaining in their Gippsland homes.

CASE STUDY: GIPPSLAND RESIDENT HAVING HEART SURGERY AT MONASH MEDICAL CENTRE

A simple case study of social exclusion concerns a resident of the town of Loch needing heart surgery at Monash Medical Centre. His condition means he can't drive. Frequent patient and family visits are required.

In 1985, he would have reached Clayton from Loch by train in 90 minutes. The 7.15 morning train from Loch reached Dandenong at 8.25, and a connecting suburban train from the same platform would reach Clayton at 8.45.

Direct rail service from Loch to Clayton was withdrawn by the Kennett Government in July 1993. In 2000 the Bracks Government promised to restore the service but did not do so.

Now, each time he (or his wife/partner) wishes to go from Loch to Monash Medical Centre he faces a journey time of 133 minutes each way, involving a bus to Koo Wee Rup, a bus to Dandenong and a train to Clayton.

In both cases there is a 550 metre walk or taxi from Clayton station to Monash Medical Centre. Taxis frequently refuse to accept such short trips.

Properly co-ordinated public transport today could involve such reforms as:

- Re-instating passenger trains from Leongatha,
- Ensuring that this regional passenger train could meet contemporary travel time expectations and be allocated an undelayed train path between Dandenong and Clayton
- A bus shuttle from Clayton to Monash Medical Centre and Monash University similar to the 401 bus from North Melbourne station to the Royal Melbourne Hospital and the University of Melbourne

Under these circumstances it would be reasonable to expect a 70 minute journey time to Clayton, with a connecting bus to Monash Medical Centre available within 5 minutes and requiring 5 minutes to reach the hospital.

2.4. Access to Education Opportunities

Rail services play an important role in transporting secondary and tertiary students to their schools, colleges, TAFEs and universities. Such students often do not own or have access to a motor vehicle. If they wish to remain living at home, (often a necessity in view of the high cost of renting alternatives) the quality of available public transport services will determine the extent of the educational opportunities open to them.

The following table shows the journey time requirements for a student living in Traralgon, depending on whether the student studies at Federation University, Churchill, Chisholm Institute Dandenong, Monash Clayton Campus or Monash Caulfield Campus.

Table 6: JOURNEY TIMES [each way] FOR A TERTIARY STUDENT FROM GIPPSLAND

Originating at-----	TRARALGON	MORWELL	WARRAGUL	SALE
Heading to...				
Federation University , Churchill	24 minutes	28 minutes ⁴	68 minutes ⁵	107 minutes
Chisholm Dandenong	116 minutes	107 minutes	91 minutes	180 minutes
Monash Clayton	133 minutes ⁶	124 minutes	100 minutes	193 minutes
Monash Caulfield	156 minutes	116 minutes	97 minutes	185 minutes

(Based on a journey commencing at 9.00am on a weekday, using PTV journey planner for Bus and Train journeys)

⁴ Bus

⁵ Train + Bus

⁶ V/Line to Clayton; Metro to Huntingdale; Bus to Monash

These times are unacceptably long. The journey from Traralgon to Caulfield, for which 156 minutes is required, is 146 km and currently takes two and a half hours, making study at this location impractical for a Traralgon student. With existing VLocity railcars the journey instead would take about one and a half hours if operated at similar average speeds to the Bendigo line. In Germany, the 151 km journey of comparable length from Hamburg to Hannover takes 70 minutes. Introducing German train speeds would allow students and workers from most Latrobe Valley towns to study or work in Melbourne CBD and accessible locations south east of it within reasonable travelling times, but even if the 106 km/h average speed on the Bendigo line were delivered, a great many more Gippsland residents would have wider employment and study choices.

Secondary students are also significant users of Latrobe Valley train services, mainly for travel within the Valley. A wide range of different secondary education opportunities is available along the Valley, with private schools at Sale and Warragul; technical schools at Sale, Yallourn and Warragul, secondary colleges or high schools at Trafalgar, Moe and Sale, and specialist schools such as a campus of Kurnai College serving the indigenous community, at Moe. This choice of schools is desirable from an educational standpoint, but the transport outcome is that pupils need a choice of trains and connecting buses that allow them to reach their school of choice. While some schools charter their own buses to transport students, a significant number use public transport services, in part providing counter-peak patronage on trains and buses within the Valley.

2.5. Aging of the Population – Transport Requirements

Gippsland also requires improved public transport services because of its aging population. All Gippsland local government areas exhibit a strong proportional increase in persons aged over 65, for whom access to leisure activities, family visits, medical and health care and social activities are critical to their social inclusion.

The following table sets out the marked trend this decade toward an aged population in all Gippsland local government areas:

Table 7: AGING OF GIPPSLAND'S POPULATION

LOCAL GOVERNMENT AREA	AGED 65+ 2011	AGED 65+ 2021	% CHANGE
Bass Coast	7023	10785	53.6%
Baw Baw	7153	10941	53.0%
East Gippsland	9825	14413	46.7%
Latrobe	11183	16838	50.6%
South Gippsland	5331	8128	52.5%
Wellington	6982	11028	59.2%

Note: -Victorian Department of Health, Planning for a Healthier Gippsland, using ABS figures.

It is highly desirable that the large contingent of Gippsland residents aged 65 and over has the choice of using public transport rather than being car-dependent. Aged persons may lack confidence to drive in heavy traffic and congested circumstances and this may circumscribe their quality of life. As they pass into older age and relinquish their motor vehicles they may become isolated socially and unable to easily access necessary medical care unless effective public transport opportunities exist. For the majority of Gippslanders, they do not.

Improved rail services can greatly assist aged residents to access health facilities, visit relatives and avoid social isolation.

2.6. Rail and Tourism

2.6.1 Tourism Overview

It is widely recognised that Gippsland faces significant challenges in making the transition to a low carbon economy. RDA Gippsland has highlighted this in its vision for Gippsland in 2022, and in this transition, the role of Tourism in the future economy of the region is highlighted as follows:

“Tourism in Gippsland has grown significantly through the expansion of its range of highly accessible destinations that have leveraged the region’s extensive wilderness areas. The region focussed on the sustainable development of its iconic tourism locations, including the Gippsland Lakes, on growing the linkages with the region’s outstanding food experiences, and on the delivery of outstanding hospitality services, to provide outstanding visitor experiences.”

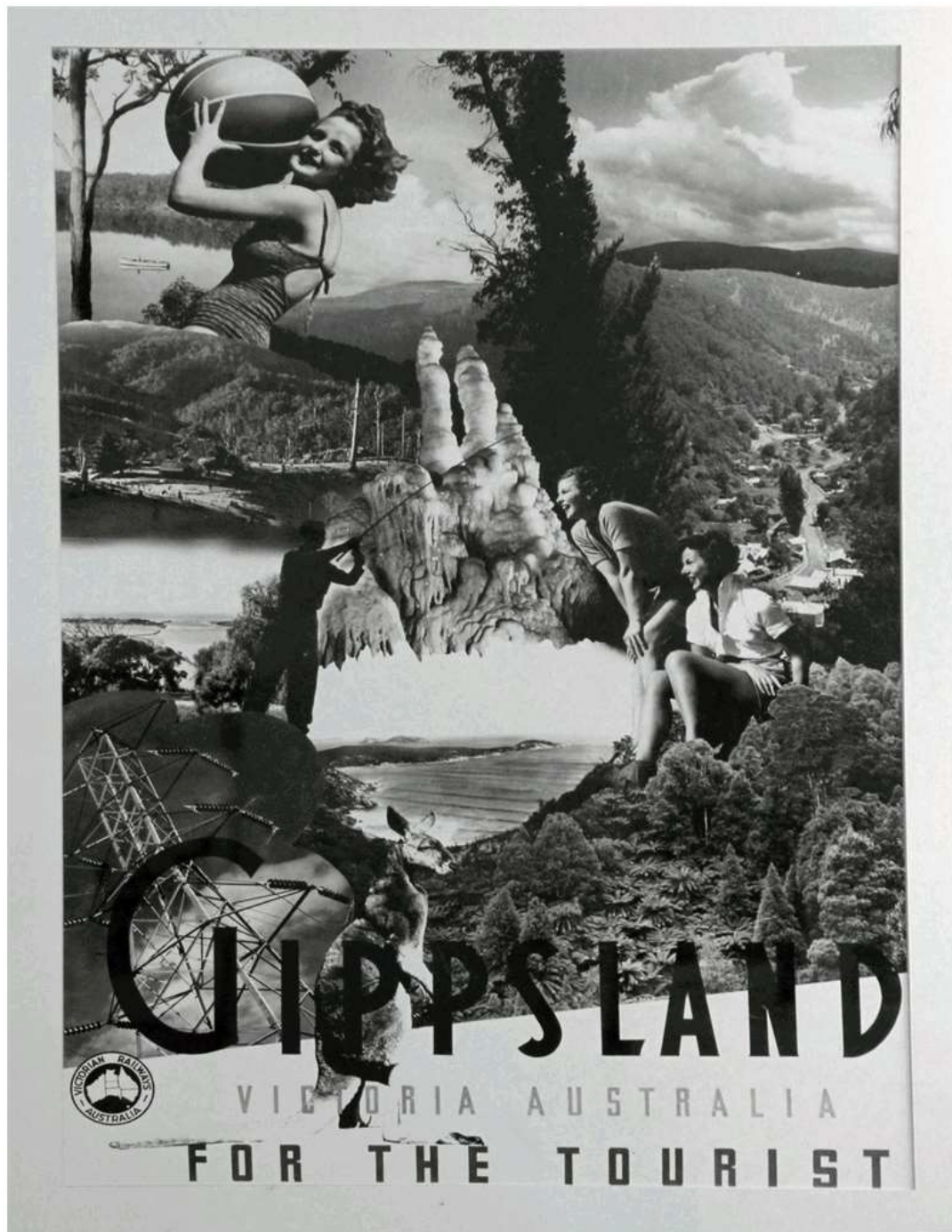
This vision for the future acknowledges that “improved public transport connections” will be needed to accomplish the region’s economic transition.

Improvement is clearly needed as to tourist access to the region by rail and connecting coach, as the holiday and tourist component among V/Line Gippsland travellers is estimated to be just 3%. Higher tourist usage of V/Line services will support improvements to service frequencies, and also support local accommodation and hospitality ventures and employment. The current low level of public transport-based tourism in Gippsland appears to be attributable to a range of factors, including inadequate passenger service offerings to allow public transport access to many of the region’s key attractions, poor or non-existent coach and/or taxi connections, a complete lack of marketing of rail as a means of accessing the region’s attractions, and a view that rail’s functions do not include contributing to the region’s tourist industry.

A growing section of the local tourist market is cycle based tourism, which is popular in many areas of the state and in Gippsland is evident in the Baw Baws, rail trails and other areas. Cycling tourists can be accommodated on most V/Line long distance trains, but there is very limited accommodation for them on VLocity trains and no accommodation on connecting coaches unless the bike is dismantled and placed in the underfloor luggage area. Cyclists also would like to be able to book their bikes on to a particular trip, to avoid the possibility of being unexpectedly stranded. Cycling tourism is extremely consistent with other Gippsland tourism goals, and V/line should work with Gippsland tourism authorities to see what improvements can be made.

The small role now played by public transport-based tourism was not always the case. In the Warragul station office there is a wall poster issued by the Victorian Railways circa 1950 promoting Gippsland’s attractions. The photo-collage highlights the following attractions, then accessible by rail or rail/coach:

Lakes Entrance/Gippsland Lakes	Walhalla
Buchan caves	Latrobe Valley power stations
Tarra Valley	The Baw Baws



This Victorian Railways poster from c.1950 is a museum exhibit on the wall of Warragul station office. We found no contemporary effort to promote rail based tourism to the region, although V/Line promotions of Bendigo and Ballarat attractions were in the racks in Gippsland stations

The following table summarises the accessibility by rail and coach of each of these attractions today:

Table 8: ACCESSIBILITY BY RAIL OF KEY GIPPSLAND TOURIST ATTRACTIONS

LOCATION	MEANS OF ACCESS	ADEQUACY	"TRAVEL INFO" ACCORDING TO THE VISIT VICTORIA WEBSITE
Lakes Entrance	Rail and coach from Bairnsdale – 6 services daily	Good but slow	The Visit Victoria website states: "Make your way to Gippsland by car train or bus. By car take the Monash freeway and follow the M1". No information on train services
Buchan Caves	Train and two buses, twice a week only. Listed on the PTV journey planner but not the V/Line website. Requires using the twice weekly Bairnsdale to Gelantipy bus (Route 12). The PTV journey planner lists an 8 hour 48 minute journey from Melbourne to a turnoff 1420 metres from Buchan Caves, leaving Melbourne at 8.13 on Wednesdays and Fridays and arriving Buchan at 5.01pm. The outward journey includes changing from train to bus at Traralgon and then to another bus at Bairnsdale. The return journey connects to the train at Bairnsdale and takes 8 hours. As the bus operates Wednesdays and Fridays only in both directions, there is no possibility of a weekend visit. The shortest visit possible is to arrive Wednesday 5 pm and leave Friday 9.00 am. This connection is not mentioned on the V/Line website (to which visitors are directed by the Visit Victoria website).	Virtually non-existent	Buchan caves website refers visitors seeking information on <i>Getting There</i> to the Visit Victoria website. Visit Victoria provides the same information as for Lakes Entrance – take the M1 Freeway! Discover East Gippsland website states "V/Line offers a combination of train and bus services to centres throughout the Gippsland region." Examination of the Plan trip Menu on the V/Line website makes no mention of Buchan. The Escape with V/Line section of the V/Line website makes no mention of any Gippsland attraction
Tarra Valley	The PTV Journey Planner provides 4 options for reaching the Tarra Valley from Melbourne, taking from 4 to 4 and half hours. The recommendations include 2 trains to Traralgon, with a connecting coach to Yarram operated by Turnbull's Coaches, followed by a 26 minute taxi trip, or 2 coaches to Yarram, followed by a 26 minute taxi trip. On Saturday there are two trips, arriving at 6.56 pm or 9.51 pm, making a weekend stay by public transport starting on Saturday impossible.	Very poor	The Prom Country Regional Tourism website under How to get to the Prom Country depicts a V/Line coach and states that "V/Line bus services operate between Melbourne and South Gippsland and run several times daily"
Walhalla	No public transport access.	None	Walhalla is another destination that does not appear in the V/Line website as a coach destination. PTV Journey Planner includes Walhalla destinations but when times are sought the software responds with "Journey Planner could not find an access point to public transport".
Yallourn and Morwell power stations	Taxi ride required from Morwell station, making a reasonable connection with the train arriving from Melbourne at 10.40	Taxi required	Tours of the Latrobe Valley power stations are scheduled twice weekly at 11.00 am on Tuesdays and Thursdays.

LOCATION	MEANS OF ACCESS	ADEQUACY	"TRAVEL INFO" ACCORDING TO THE VISIT VICTORIA WEBSITE
The Baw Baws	<p>Steamrail is operates two Snow Trains from Melbourne to Traralgon, with connecting coaches that visit Mount Baw Baw and Walhalla, as well as some Gippsland food experience destinations and wineries. This initiative illustrates how a rail/coach tour can combine destinations otherwise not accessible, and incorporate Gippsland high end food experiences</p> <p>Bike access from Warragul to the Baw Baws is also emerging as a destination for cycling enthusiasts. However only the Bairnsdale trains have capacity to carry a significant number of bicycles. So many cycling enthusiasts drive</p>	Access by public transport non-existent except once or twice a year.	The official Visit Baw Baw website has a how to get there section that lists the main Gippsland line. There is no information as to how to get to Mount Baw Baw or Walhalla by public transport. The PTV website notes two buses on Route 5 Weekdays only by Warragul bus lines to Noojee and return; however these buses do not operate at weekends. The bus services appear to be designed for school pupils.

2.6.2 Website issues

As the above table demonstrates, three of the government websites that provide information about Gippsland tourism provide variable information as to public transport access to the region. The Visit Victoria website – the state’s primary tourist web portal – provides only cursory information about public transport access and refers users to the V/Line site. However the V/Line site covers only V/Line services and does not include key Gippsland destinations. The most comprehensive site is the PTV journey planner, as it contains both V/Line services and those of other providers.

2.6.3 Rail and coach service offerings.

As the examples in the above table demonstrate, rail and rail/coach services to key Gippsland tourist destinations do not serve the tourist well, and in several cases, do not permit visitors to make weekend visits to key destinations. A review of rail and coach services from the tourist point of view is required.

In relation to marketing, the V/Line site does not include Gippsland destinations in its “Escape with V/Line” menu. And V/Line does not seem to promote Gippsland destinations by rail and rail coach as was the case in past years. Gippsland tourist organisations need to engage with V/Line to determine how this can be improved.

Added use of train and train coach services by holidaymakers and tourists can assist Gippsland tourism, but also helps regular train and train/coach users. Extra demand provides the case for the provision of extra and more convenient services. At present, the tourist/holidaymaker component of travel on the Gippsland line is so small that it provides no leverage. However, rail based holidays and tourism is strong worldwide and there is no reason for Gippsland not to benefit from this in view of the position of the Gippsland railway along the centre of the region. During the period of this study, we noted that the Bairnsdale East Gippsland News carried an advertisement for rail/coach holidays in New Zealand, including coach travel from Bairnsdale to Tullamarine as the first leg of the journey. We also noted the complete absence of marketing material and tourist travel advice (other than excellent local town information) at the stations we visited on the Gippsland line.

2.6.4 Findings in relation to Rail and Tourism

1. Holidaymakers and tourists form a very small component of rail travel on the Gippsland line
2. Rail and coach services are not tourist friendly and some destinations are very hard to access by public transport

3. V/Line promotes some Victorian destinations for tourist travel but currently lists no Gippsland destinations on its website
4. The three government websites that a tourist would use to ascertain public transport access to Gippsland destinations are of variable quality. The Visit Victoria website refers public transport users to the V/Line website but the V/Line website is less comprehensive with regard to Gippsland destinations than the PTV website, as the latter includes private operators.
5. There appears to be a complete absence of Gippsland-related marketing material and tourist travel advice at the stations we visited on the Gippsland line.

Walhalla – an Opportunity Missed

Throughout the world, rail operators build patronage (and thus the quality and frequency of services they offer) by taking tourists to and from regional attractions. Walhalla is a good example of a missed opportunity to do this. Together with Erica and Rawson, it has a combined population of around 500. It has major tourist attractions including a ghost mining town, the Star Hotel, the Long Tunnel Extended Mine and the Walhalla Goldfields Railway. Rawson has a supermarket, school and a school bus service. Walhalla's annual visitation is now said to be around 150,000. But it doesn't even get a mention in the PTV journey planner, which states: "Journey Planner could not find an access point to public transport". There is simply no scheduled public transport to these popular locations.

2.7 Population Distribution, Urban Development and Demand for Rail Services

Victoria's population is projected to grow to 10 million in 2051. The scale of this change is unprecedented in Victoria. Melbourne is already experiencing the difficulties of such rapid growth. It is clear it cannot continue to sprawl, or soar, without a clear development strategy to keep Melbourne liveable.

82% of this population growth is expected to occur in Melbourne. The Government's own statutory planning obligations and strategic planning objectives require a rebalancing of population from Melbourne to regional Victoria. Yet the spatial and population imbalance between Melbourne and regional Victoria will be greater by 2051 than it is now.⁷

The Government's statutory obligations and strategic plan also requires the creation of a polycentric 'State of Cities'. Successive Victorian Governments, however, are yet to demonstrate that they have an adequate concept of what Melbourne as a polycentric city might look like, or how it will develop a 'State of Cities' capable of accommodating the population growth projections.

The challenge of population growth requires a holistic approach. It is vital that we integrate planning and transport strategy.

2.7.1 Gippsland's Growth

Within this context, Gippsland communities are generally on a growth path, with the strongest growth in West Gippsland in Baw Baw Shire at the very high rate of about 3% per annum, with growth between 1 and 2 per cent in other local government areas. The Gippsland Regional Growth Strategy is designed to assist them to make the decisions needed to manage this growth. The following table sets out growth rates in the four participating Gippsland local government areas⁸:

⁷ The issue of balancing population growth between Melbourne and the regions and the vital role regional rail can play in offsetting excessive growth in Melbourne is set out in the Rail Futures report: *InterCity: How Regional Rail can Re-Balance Population Growth and create a State of Cities in Victoria* (2016). www.railfutures.org.au

⁸ Data from Gippsland Regional Growth Plan, 2014, p 7

Table 9: POPULATION GROWTH RATES IN GIPPSLAND LOCAL GOVERNMENT AREAS

LOCAL GOVERNMENT AREA	2011	2021	2031	20-YEAR GROWTH RATE 2011-2031
Baw Baw	44,042	54,439	64,608	46.69%
East Gippsland	44,680	51,149	58,808	31.62%
Latrobe	76,640	83,531	90,741	18.39%
Wellington	43,920	46,013	49,276	12.19%
TOTAL	209,282	235,132	263,433	25.87%

These rapid rates of population growth over the 15 years through to 2031, especially in West Gippsland, will require substantial and rapid investment in rail infrastructure. With appropriate coach connections, the potential rail catchment of the Gippsland line in this time horizon will be similar to that of Geelong or Hobart today, and will require faster and more frequent rail services as well as much improved coach connectivity. More details of how this can be achieved are set out later in this report.

2.7.2 Growth must be supported by Transport Connections

The picture in those smaller towns not supported by rail or adequate coach connections is however different. Many population segments, including younger people, working couples and the increasing segment of aging citizens, will find it unattractive to remain or move to in localities unsupported by strong transport connections. While transport connectivity is only one factor in the growth of a community, it is well established by research that towns with rail connectivity do better than those without it. The following table illustrates how Gippsland towns denied effective public transport connections struggle to maintain populations.

Table 10: POPULATION CHANGE IN MEDIUM SIZE GIPPSLAND TOWNS WITH PREVIOUS RAIL SERVICE

TOWN	POPULATION 1957 ⁹	DATE RAIL SERVICES CEASED	POPULATION 2006	POPULATION 2011
Heyfield	2500	1977	2099	1459
Maffra	5000	1977	4149	5112
Mirboo North	2500	1974	2202	2215
Yarram	1800	1993	2105	2168

Later in this Report we discuss how coach connections from smaller towns that have lost rail services could be improved, with suggested Standards of Service that could be implemented to support towns of various sizes.

⁹ Figures from the Victorian Municipal Directory, 1957.

3. Current Rail and Road Coach Services

3.1 Rail service pattern and trip types

V/line currently offers reasonably comprehensive passenger train services and coach/train services on the Gippsland line, although these services are let down by excessive journey times, poor reliability, aging rolling stock (in the case of Bairnsdale services) and inadequate station facilities in some cases. Bus connections to these services are of variable quality.

Services operate on a relatively frequent basis between Melbourne and Traralgon, mostly using Diesel Multiple Unit (DMU) rolling stock¹⁰. In addition, long distance services operate between Melbourne and Bairnsdale using conventional locomotive-hauled rolling stock.

System-wide, V/Line classifies users of the service into commuter trips and discretionary trips. Commuter trips are 70% journey to and from work, and 30% journey to and from school. The discretionary trips are as follows:

Table 11: V/LINE SYSTEM: BREAKDOWN OF DISCRETIONARY TRIP PURPOSE

TRIP PURPOSE	%
Visiting friends and family	49
Leisure day trips	28
Personal appointments	11
Sports and special events	9
Holidays	3

Source: V/Line (May 2016) Market segmentation: Preliminary Report

3.2 Bairnsdale to Melbourne services

The long-distance Southern Cross to Bairnsdale service provides 5 trains or train/coach combinations per weekday, leaving Bairnsdale at 0435, 0610, 1245, 1515 and 1820, and leaving Southern Cross at 0720, 0813, 1320, 1658, and 1834¹¹. The average gap between trains is 135 minutes, with a significant gap mid-morning, of 4 hours 25 minutes in the up direction and 5 hours 7 minutes in the down direction.

Two additional train/coach combinations originate from Sale each morning at 0755 and 0920 although only the latter service provides a suitable train connection at Traralgon. Likewise, there are three additional coach services each day from Traralgon to Sale for local travel which all depart from Traralgon before the first train arrives from Melbourne. An additional train/coach combination to Sale leaves Southern Cross at 1520. Therefore, Sale receives 3 train and 4 train/coach combination services to Melbourne and 3 train and 3 train/coach combination services from Melbourne on weekdays.

While Bairnsdale has five return services and Sale has six return services to and from Melbourne on weekdays, almost half of these involve road coach connections at Traralgon, or in one case on Sundays at Sale. However, the road coach component and change at Traralgon is unpopular with users and add considerably to journey times. For this reason and because of relative service frequency, many users instead choose to drive to Traralgon (or directly to Melbourne), thus artificially depressing patronage potential at both Sale and Bairnsdale. In addition, the timing and duration of these trips and some stopping conditions require review in the short term. In this category are the following:

- On weekdays Bairnsdale trains should be scheduled separately from the hourly Traralgon services and should have common but limited stopping conditions between Melbourne and Traralgon, thus enabling more appropriate scheduling and overall trip time reductions.

¹⁰ Diesel Multiple Units (DMUs) are diesel-powered trains that are self-propelled and do not involve haulage with a conventional locomotive. The multiple unit designation refers to the ability to couple two or more of these trains (or units) together and be operated as a single unit under the control of one driver.

¹¹ Train services are shown in black, train/road coach combination services in red.

- Extremely long train turnaround times at Bairnsdale result in sub-optimal timings in terms of passenger convenience and impact efficient rolling stock utilisation (requires signalling changes)

In addition, there is early potential for some existing rail services to be extended from Traralgon to Sale and for a fourth daily return service to Bairnsdale that would replace a current combined rail/coach service. These proposals are detailed in Section 7 of this report.

The current services to and from Melbourne are shown below in simplified tabular form.

Table 12: COMBINED RAIL/COACH SERVICES BAIRNSDALE AND SALE TO MELBOURNE

BAIRNSDALE AND SALE TO MELBOURNE															
	Monday to Friday						Saturday				Sunday				
Bairnsdale dep	0435	0610			1245	1515	1820	0630	1222		1637	0750	1255	1637	
Sale arr													1355		
Sale dep	0535	0659	0755	0920	1335	1615	1910	0720	1312	1520	1727	0840	1415	1727	
Traralgon arr	0625		0845	1010		1705				1610					
Traralgon dep	0637	0736	0920	1020	1413	1715	1947	0755	1348	1629	1803	0916	1454	1803	
Southern Cross	0848	0957	1137	1247	1635	1935	2222	1006	1610	1850	2019	1130	1710	2019	
MELBOURNE TO SALE AND BAIRNSDALE															
	Monday to Friday						Saturday				Sunday				
Southern Cross	0720	0813	1320	1520	1658	1834		0725	1156	1336	1816	0804	1025	1336	1816
Traralgon arr		1049		1740	1911					1553				1553	
Traralgon dep	0944	1100	1540	1750	1920	2051		0945	1416	1615	2036	1014	1238	1615	2036
Sale arr				1835						1700			1314	1700	
Sale dep	1019	1145	1615		2005	2124		1020	1451		2111	1049	1400		2111
Bairnsdale arr	1113	1245	1709		2105	2218		1113	1541		2204	1142	1500		2204

Train services are shown in black, connecting road coach services in red

Bairnsdale is located 276 rail kilometres from Southern Cross and in 2011 had a population of 11,820. Sale is 207 rail kilometres from Southern Cross and in 2011 had a population of 13,186. However, the current combined population of Wellington and East Gippsland Shires is approximately 88,000 whom, with only a few exceptions, focus on Sale and Bairnsdale as their principal service centres and transport nodes. The service level can be compared with that offered to Warrnambool and Albury, which service current populations in their regions of approximately 86,000 and 96,000 respectively (the latter excluding the City of Albury), but with broadly similar distances from Melbourne:

Table 13: RAIL SERVICE LEVELS: REGIONAL CITIES TO MELBOURNE (WEEKDAYS)

	BAIRNSDALE	WARRNAMBOOL	ALBURY
Distance in km	276	267	317
No of services each way - weekdays (rail only/combined rail and coach)	3/5	3/0 ¹²	5/6 ¹³
Minimum journey time	224 mins	207 mins	199 mins ¹⁴
Maximum Service Gap	307 mins	301 mins	225 mins
Average Speed (fastest)	74km/h	77km/h	96km/h

As the above table shows, Bairnsdale receives the same number of train services per day and more combined rail/road coach services than the comparable regional population served by the Warrnambool line, although average train speeds are somewhat lower and journey times greater. Most cities on the longer distance routes (Swan Hill and Shepparton lines are other examples) experience gaps between trains or coach/trains of up to 5 hours.

¹² The Government has committed to introduce an additional Warrnambool service each way on weekdays in January 2017.

¹³ Albury services include 2 XPT Melbourne-Sydney services and one train/coach combination service each way on weekdays.

¹⁴ Minimum journey time on a V/Line Albury service is 225 minutes – average speed 85km/h.

Average speeds on all long distance services, other than Albury, are extremely low. Moreover, over the past 15 years, notwithstanding the Regional Fast Rail project, journey times have increased and for Bairnsdale, are now slightly worse than when train services were truncated at Sale (notwithstanding the interchange time of up to 20 minutes at Sale), during the 1993 - 2004 period. Taking a longer term view over the 26 years since 1990, little discernible progress has been made.

Table 14: CHANGES IN MELBOURNE (SOUTHERN CROSS) TO SALE/BAIRNSDALE SERVICES SINCE 1990

	1990	2001	2009	2016
Weekday return rail services to Sale	3	3	3	3
Weekday return rail services to Bairnsdale	2 ¹⁵	nil	3	3
Fastest/slowest journey time to Sale	166/172 mins	155/168 mins	158/161 mins	163/167 mins
Fastest/slowest journey time to Bairnsdale	224/231 mins	219/243 mins ¹⁶	217/219 mins	224/232 mins

Long gaps between train services, and slow journey times need to be replaced by frequencies and speeds that are competitive with road transport and contemporary expectations.

3.3 Traralgon to Melbourne Services

Traralgon is the terminus for regular services to Melbourne and is mainly served by V/Line VLOCITY commuter trains from Melbourne, providing 18 services a day. The lunchtime and evening Bairnsdale services which operate with locomotive-hauled carriages also form part of the regular Traralgon service pattern. The service during the day operates on a clock-face timetable. However, we have taken Morwell as the central location of Latrobe City as the basis for comparison with other regional rail services. Morwell is located 144 kilometres from Melbourne and has a population of 14,000 out of total current Latrobe City population of over 73,000. Services depart Morwell hourly at 29 minutes past the hour in the morning, and 25 minutes past the hour in the afternoon.

A typical journey during the day from Morwell to Southern Cross takes 2 hours 8 minutes, an average speed of 68 km/h. Actual scheduled journey times vary widely between exactly 2 hours (average speed 72 km/h) and 2 hours 32 minutes (average speed 57 km/h). The fastest service during peak hours takes 2 hours, 2 minutes.

This is a poor result that compares very unfavourably with other V/Line VLOCITY services. It will be noted that it is currently quicker to get from Bendigo to Melbourne than from Morwell to Melbourne, and that while a Bendigo train commuter has a 12% advantage over a freeway user and a Ballarat one has a >20% advantage, a Morwell train commuter to Melbourne will take approximately the same time as a freeway user.

Table 15: COMPARISON OF JOURNEY TIMES AND SPEEDS, V/LINE COMMUTER SERVICES

CITY	RAIL DISTANCE FROM MELB (Km)	POPULATION (2015)	RAIL AVERAGE SPEED (Km/h)	FASTEST PEAK PERIOD RAIL TRAVEL TIME (MINUTES)	FREEWAY TRAVEL TIME (MINUTES)	RAIL TIME ADVANTAGE OVER ROAD (%)
Geelong	81 (via Tarneit)	228,950	93.5	52	64	18.8
Bendigo	163	108,437	105.2	93	106	12.2
Ballarat	115	100,283	106.2	65	83	21.7
Latrobe	144 (Morwell)	73,548	70.8	122	126	4.0

Although service frequency has greatly improved, journey times are now longer than before the Regional Fast Rail project was completed in 2005/06, as shown in the following table. Moreover, there has been little effective progress in achieving faster trip times over the 26 year period from 1990.

¹⁵ Excludes one combined rail/roach service between Sale and Bairnsdale.

¹⁶ These times were for the combined train/coach journey to Bairnsdale during the period (1993 to 2004) when services were truncated at Sale.

Table 16: CHANGES IN MELBOURNE (SOUTHERN CROSS) TO WARRAGUL/TRARALGON SERVICES SINCE 1990

	1990	2001	2009	2016
Weekday return rail services to Warragul	11	15	17	18
Weekday return rail services to Traralgon	8	12	17	18
Fastest/slowest journey time to Warragul	82/105 mins	77/106 mins	77/97 mins	88/107 mins
Fastest/slowest journey time to Traralgon	129/161 mins	117/149 mins	116/139 mins	128/164 mins

For mode shift from private car use to rail to be maximised, a time advantage over road is an important factor. It will be noted that the Gippsland corridor, which offers little relative benefit to rail commuters, has achieved significantly lower mode shift than the corridors where this has been achieved.

3.4 Coach Connections

Coach to Train and Bus to Train interchange facilities are critical to ensuring that travellers to and from cities and towns that are not on the main railway corridor have reasonable public transport access. Making such interchange effective requires that:

- Timetables are designed to support interchange
- Coaches do not depart if connecting trains are running late
- Signage at interchanges is comprehensive as to timetables, frequencies and departure points
- The interchange area is compact, and facilitates easy transfer of passengers with luggage
- The interchange area is well-lit, safe and sheltered from inclement weather
- The interchange area meets DDA requirements and can readily be traversed by patrons in wheelchairs, as well as the elderly and those with children
- The interchange area provides toilet and refreshment facilities, either staffed or with vending machines

Interchange facilities from local urban bus services to train are also important but require fewer facilities than are required for passengers required to change mode in the middle of a longer distance journey.

In this Section, comments are offered on the two most extensive interchanges in the study area, at Bairnsdale and Traralgon. There are several other interchange points in the study area not discussed in detail, including Warragul, Morwell and Sale.

Bairnsdale coach connections

The Bairnsdale Interchange is a major train-coach interchange serving East Gippsland communities including, Bruthen, Buchan, Gelantipy, Lakes Entrance, Marlo, Paynesville, Orbost, Omeo, and Mallacoota, as well as connections to Eden, Narooma and Bateman's Bay in southern NSW and Canberra ACT. Coaches connect in each direction with the long distance train services from Bairnsdale to Melbourne. It also serves local urban bus routes.

Paynesville has coach connections to both the 0720 and 1320 pm trains from Melbourne. The time gaps for the change are 47 minutes and 31 minutes respectively, which are too long - a 20 minute gap would be sufficient. Paynesville is provided with a coach connection to the Saturday morning (0735) train from Melbourne, but not to other services. The Saturday journey time of 4 hours 43 minutes compares unfavourably with 3 hours 22 minutes by road but is not as bad as the Lakes Entrance journey. The Saturday journey is 40 minutes shorter than the weekday journey by the morning train, partly due to a 12 minute change at Bairnsdale.

Orbost receives three coach services from Melbourne seven days a week, with coach connections to the 0720, 1320 and 1834 trains from Melbourne and the corresponding up trains at 06.10 and 12.45. Journey times are about 5 and half hours, compared to 4 and quarter hours by car. There are three services to Melbourne, at 04.13, 11.05 and 13.38. The last of these is a six hour journey that involves two coaches, one from Orbost to

Bairnsdale and one from Bairnsdale to Traralgon, connecting with a VLOCITY train to Melbourne and offering no opportunity for refreshments during the six hour trip. Orbost also receives three Saturday and four Sunday services, one of which is a coach connection from Sale that entails a six and a quarter hour journey time. There are 3 scheduled services from Orbost to Melbourne on Saturday and Sunday that join the train at Bairnsdale and a fourth service on Sunday at 11.03 involving two coaches with connection to the Bairnsdale train at Sale.

Lakes Entrance receives six coaches per day from Bairnsdale, three of which connect with the three rail services from Melbourne and three of which originate in Bairnsdale and terminate at **Lake Tyers Beach** after stopping at Lakes Entrance.

Omeo has one weekday daily connection from Melbourne that is poorly scheduled. Because the coach leaves Bairnsdale at 1325, the rail connection involves taking the 0813 train to Traralgon and then a coach from Traralgon to Bairnsdale station where there is a 45 minute overlay. As a result the total journey time is 7 hours 50 minutes, an unfavourable comparison with a 4 and a half hour car trip for the 400 km. The coach connection should be made at Bairnsdale with the 0720 train from Melbourne. This would allow an improvement of 70 minutes in the journey time without any investment or faster running. There is no Saturday service to Omeo, while the Sunday service is only for the brave - a 12 hour journey via Wangaratta.

Mallacoota has one weekday connection, to the 0720 train from Melbourne, which requires taking the 1130 coach from Bairnsdale and changing to a local coach at Genoa. There are no Saturday or Sunday connections. Total journey time is 8 hours 8 minutes, compared to 5 hours 50 minutes by car.

Connections to NSW from Bairnsdale - Three coaches a week are provided to coastal New South Wales, all connecting with the 0720 train from Melbourne. On Mondays and Thursdays, the coach travels to Batemans Bay while on Saturdays the service terminates at Narooma. Journey time Melbourne to Batemans Bay is 11 hours 14 minutes. There is no through Greyhound, Firefly or Murray's coach service from Melbourne to Sydney via the Princes Highway.

A passenger wishing to connect from Melbourne to Sydney via the Princes Highway would take the 0720 train to Bairnsdale, and then the 1130 V/Line coach to Eden arriving at 1534 (Mondays, Thursdays and Saturdays only). The journey would continue with the 0605 Premier Motor Service coach from Eden the next morning arriving in Sydney at 1615. (Another option for the more adventurous traveller would be the 0240 coach from Eden arriving at Sydney Central at 1130).

There are also connections to Canberra on Mondays, Thursdays and Saturdays. The coach connects with the 0720 train from Melbourne and leaves promptly from Bairnsdale. The travel duration is reasonable at ten and a half hours, arriving Canberra just before six in the evening.

These very limited coach connections probably point to a level of unmet tourist demand.

Table 17: SUMMARY OF BAIRNSDALE RAIL/COACH CONNECTIONS

TOWN	FREQUENCY	JOURNEY TIME FROM MELB	SERVICE QUALITY
Paynesville	11 per week	5.5 hours	Poor frequency, but demand responsive service picks up and delivers to home address in Eagle Point and Paynesville
Orbost	22 per week	5.5 – 6 hours	Good
Lakes Entrance	21 per week to Melbourne plus 17 a week to Bairnsdale only	5 hours	Good
Omeo	5 per week	8 hours	Poor
Mallacoota	5 per week	8 hours	Poor
Eden	3 per week	9 hours	Very poor
Sydney	3 per week	33 hours	Very poor
Canberra	3 per week	10.5 hours	Reasonable

Bairnsdale Bus and Coach Interchange - Physical Facilities

The interchange is of modern design and has been constructed in the station forecourt. However it provides only modest protection against inclement weather, with a discontinuous canopy.

Signage at Bairnsdale Interchange is poor. While individual stands are labelled as to the destination they serve, no information as to bus and coach services and frequencies is provided on noticeboards external to the station, as is the case at other V/Line interchanges.

Traralgon coach connections

Traralgon is the interchange station for coach services to Mirboo North, Churchill, Yarram, Maffra and Heyfield. To reach Briagolong via Traralgon and Stratford requires a long taxi journey.

Mirboo North is served on weekdays by one train/coach service from Melbourne via Traralgon, one via Morwell, and two coach/coach services via Leongatha. The 1320 train and connecting coach has the shortest journey time, of 3 hours 11 minutes, while the 0635 coach via Leongatha is the slowest route. There is no service to Mirboo North from Melbourne on weekdays after 1435. On Saturday and Sunday, there are trains from Melbourne at 0805 and 1156 with coach connections via Traralgon and a coach/coach option via Leongatha at 1110. There are no services to Mirboo North on Saturday or Sunday after noon.

Table 18: SUMMARY OF TRARALGON RAIL/COACH CONNECTIONS

TOWN	FREQUENCY	JOURNEY TIME FROM MELB	SERVICE QUALITY
Mirboo North	26 per week ¹⁷	3-4 hours	No service to Morwell after 14.35 weekdays and no weekend afternoon service.
Yarram	40 per week ¹⁸	4 hours	Good service
Maffra	21 per week ¹⁹	3 and a half hours	Reasonable service but a weekday midday service is needed between Maffra and Sale
Heyfield	16 per week ²⁰	3 to 3 and a half hours	No effective mid-day weekday up service
Briagolong	No service		No service – taxi required from Stratford station

3.5 Modal Interchange – private cars

As well as providing for bus and coach connections to rail services, there is a significant need to provide car parking at stations on the Gippsland line, and to date this has primarily involved the provision of station car parks. There is also scope to add "Parkway" facilities - or large car parks associated with a station serving car commuters.

Originally a UK innovation at stations such as Bristol Parkway, this function is served by stations with large car parks just beyond Geelong, Ballarat and Bendigo, where regional trains on those lines terminate. Further opportunities for Parkway type stations have been identified at Warrenheip on the Ballarat line and Corio on the Geelong line. Car parking at major stations (particularly Morwell and Traralgon) on the Gippsland line is well used and car park extensions in these locations are likely to be expensive but necessary.

Some years ago, Garfield was selected as a possible Parkway site and the station car park there was expanded and additional stops were provided there on Bairnsdale and other semi-fast services. However, all indications are that this has been unsuccessful at attracting commuters to park at that location, most likely because it was of little benefit to commuters from Drouin and Warragul. Drouin and Warragul remain the best solutions for

¹⁷ Includes coaches via Leongatha and Morwell

¹⁸ Includes coaches via South Gippsland

¹⁹ One daily service via Sale

²⁰ Some extra very long journeys are theoretically possible, e.g. a 5 and a half hour journey to Melbourne via Sale. These are not included in the total

Parkway stations, being located with generally convenient access from rapidly developing subdivisions in these towns. A considerably expanded Parkway facility with capacity for approximately 400 cars is proposed at Drouin (see Section 8.1). This can be accommodated on existing VicTrack land immediately east of the current car park and with access beneath the Main South Road bridge.

Other enhancements to existing car parking facilities will be progressively required, particularly at Moe and as indicated above, also at Morwell and Traralgon. The Traralgon Station Precinct Master Plan²¹ proposes substantial re-vamping of the overall Traralgon Station precinct, including provision of 200 car parking spaces on the south side of the present station. This proposal is strongly supported.

3.6 Passenger experience

Passenger experience on the Gippsland line varies. The VLocity railcars that operate most Traralgon services are of recent construction and are extremely reliable units and can operate at 160 km/h on suitable track, but the service is made unreliable by lack of capacity west of Dandenong, delays caused by the intense use of the inadequate two-track infrastructure in that section of the corridor, and delays caused by late running of suburban trains on the Cranbourne and Dandenong lines.

Overcrowding of some peak services is a regular complaint, particularly in the PM peak on those services which are used by metropolitan passengers detraining at Pakenham. Another significant complaint is that the design of the VLocity vehicles compromises Wi-Fi and mobile phone reception.

The Bairnsdale trains are limited to 115 km/h and the equipment used dates back about 35 years with some carriages dating back to the 1950s. All trains are air-conditioned and a mini-buffet service is provided, although the catering service is sometimes cancelled at short notice due to a staff shortage and the air conditioning struggles to maintain comfortable conditions on hot days. Moreover, the overall design of the N type carriages used on these trains is dated and ride quality can be poor on some sections of track. These vehicles are due for complete refurbishment or preferably, early replacement with new generation long distance trains designed to contemporary international standards.

Passenger safety and security is an issue on some services and around stations. While PSOs are based at Traralgon and Dandenong, they do not regularly travel on the train and there have been reports of drunk and offensive behaviour. Medical emergencies sometimes result in long delays awaiting attention to sick passengers.

The stations on the line are generally dated and unstaffed in the evenings; some have narrow subways which are perceived as a personal safety risk. CCTV coverage is considered to be essential in these situations.

A summary of issues associated with passenger experience on the Gippsland rail corridor and proposed solutions is in Section 9 of this report.

²¹ See http://www.latrobe.vic.gov.au/files/df1e5468-fc49-490e-a000-a0e1009693b1/tsp_master_plan_june_2011.pdf.

4. Moving forward – what is needed?

4.1 Drivers for Rail Service Provision

The starting point for determining the pattern of rail and rail coach/services to be provided in future is clarity as to the key drivers for the services – in other words, what are the market demands and community needs that the services must meet to be successful?

The Gippsland Railway (and in some instances the coach services attached to it) is a publicly provided, common user facility that supports several markets: -

- The competitive market for **commuting workers and students** to travel to their jobs or places of study. In this market, rail and public bus services compete primarily with the private motor vehicle, and to a very limited extent with other options such as private buses, taxis and bicycles. This market can be subdivided into commuters to the CBD and south east Melbourne, and internal commuters within Gippsland;
- The competitive market for **tourist and holiday** experiences in the region;
- The **community service market** for the subsidised provision of transport options for non-drivers, including the young, the old, the socially disadvantaged, the disabled and those unwilling or no longer willing or able to use motor cars for longer journeys. In this market, there are some limited options through community buses, car sharing and taxis, but often the publicly supported rail/coach service is the only available transport option – with non-travel being the alternative when services aren't provided;
- The competitive market for **bulk and containerised freight** to and from, and through the corridor. In this market, in Gippsland, rail competes with private trucking companies for all freight (see Section 6)..

In all of these markets in Gippsland, rail operates under significant difficulties, and these may be summarised as follows:

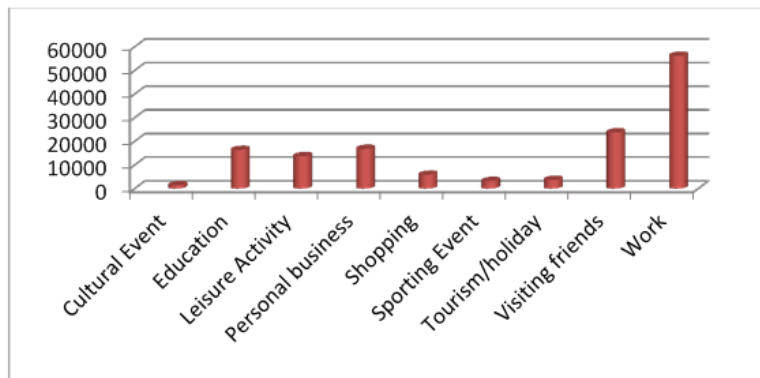
Table 19: DRIVERS AND MARKETS FOR RAIL (AND PUBLIC COACH) SERVICES IN GIPPSLAND

MARKET	ADVANTAGES	KEY PROBLEMS	SOLUTIONS
Commuters to CBD	Direct trains to CBD and South-East Melbourne	Congestion in rail corridor (especially inbound from Dandenong) means service unreliable and journey time excessive Overcrowding on peak period services	*Commuter express services to and from Melbourne; *Eliminate Pakenham & Garfield stops on peak period express services *Overtaking loops Pakenham to Dandenong *4-tracks Dandenong to Caulfield and later to South Yarra Operate longer VLocity consists on busy services
Internal commuters within Gippsland	Rail serves all the largest towns	No early eastbound train Service frequency poor during the day	*Consider a suitably timed Warragul to Traralgon local train *Latrobe Metro *Improved bus shuttles to key nodes e.g. Federation University

MARKET	ADVANTAGES	KEY PROBLEMS	SOLUTIONS
Tourists and holidaymakers	Rail and coach network potentially serves most attractions	Inadequate marketing of rail based Gippsland tourism Coach connections poor or non-existent to some destinations Government (VV, PTV & V/Line) websites inconsistent. Local tourist websites do not always explain how to use rail/coach to access attractions.	*Improve marketing/packaging *Improve website alignment *Redesign connecting coaches to better support day and weekend visitors *Provide timetables taxi or small bus services until market builds *Market to China
Social inclusion for the aged and non-drivers	Most main communities and community service facilities served	No platforms at destinations such as Mid Valley Shopping Centre, Fulham prison Services to smaller towns off the railway often don't support day trips for shopping or health to main centres Older citizens cannot "age in place" in smaller towns and/or experience social exclusion Non car drivers experience social exclusion	*Improve bus shuttles to key nodes off the rail system including Federation University, Mid Valley Shopping Centre and Fulham prison – ensure these buses meet trains. *Review and improve bus and taxi services to smaller towns off the railway

4.2 Market Segmentation in the Bairnsdale Sub-Corridor

The following chart provides a more detailed insight into patronage sub-groupings within the above market segments on the Bairnsdale sub-corridor in 2014/15. This chart is illustrative only – as segmentation differs in different parts of the corridor and at different times of the year.



4.3 Train service plan principles and expectations

Future train and connecting bus/road coach services for Gippsland should be primarily planned to meet the specific needs for:

- Journeys to work in the Melbourne CBD and other metropolitan destinations
- Journeys to work in the Latrobe Valley
- Journeys for education within the wider Gippsland region
- Journeys by discretionary users who would otherwise travel by car
- Journeys by the aged and non-drivers who rely on public transport
- Journeys by tourists and holidaymakers

Short and medium term, peak period commuter services for journeys to Melbourne will continue to be constrained by availability of train paths between Pakenham, Dandenong and the CBD. Until there is a major change in rail infrastructure capacity and configuration between Dandenong, Caulfield and South Yarra, Gippsland trains will be limited to two train paths per hour for train arrivals at Flinders Street between 0700 and 0900 and for departures between 1600 and 1800. No train paths are likely to be available during peak periods between Flinders Street and Southern Cross until infrastructure limitations in this area are resolved in the longer term; for the present the 0720 train to Bairnsdale being a likely exception to this.

Train timetable design is therefore a compromise between market-based requirements and practical issues of infrastructure capacity and rolling stock availability, allocation and overnight stabling facilities. We suggest that Gippsland community expectations should be conditioned around what could reasonably be provided in three timescales:

- Short term – the next 5 years to 2021 – improved service reliability, frequency and less overcrowding consistent with additional rolling stock availability and enhanced infrastructure capability including completion of Cranbourne/Pakenham rail upgrade project, new train stabling facilities at Warragul and Sale, and initial Gippsland line infrastructure improvements. Some improvement in travel times due to more services running express between Drouin and Dandenong.
- Medium term – over 10 years to 2026 – further service reliability and frequency improvements (especially off-peak), consistent with completion of Melbourne Metro project (noting that this will further add metropolitan services on the Dandenong/Pakenham corridor), new trains for long distance services and further Gippsland line infrastructure improvements. The new generation long distance trains will enable a substantial reduction in journey times to and from Sale and Bairnsdale.
- Longer term – over 15 years to 2031 – substantial improvements in service reliability and journey time reductions assuming completion of Caulfield-Dandenong quadruplication, other metropolitan area works and further Gippsland line infrastructure improvements.

Train timetables will define service frequencies and journey times. However other important characteristics of rail and other public transport services which need to be built into service plans include:

- Reliability
- Timetable, journey planner and real time service information, particularly connections
- Rolling stock allocation
- On-board comfort and amenity
- Fares and ticketing
- Dealing with luggage and bicycles
- Accessibility
- Facilities at stations and interchanges
- Safety and security

Services considered to be achievable within the foregoing timescales are described in Section 7.

4.4 Regional Network Development Plan (RNDP) proposals

The Government's RNDP is essentially a tactical rather than a strategic plan. Its focus is relatively short term, primarily considering outputs over the next 5 to 10 years. While the challenges it lists are real, they are understated and the plan for addressing them assumes a 'business as usual' approach, including in the context of official population forecasts which are less than optimistic in relation to regional growth.

The RNDP project proposals are generally sound, while essentially incremental. However the Plan is vague in terms of project timelines with some initiatives shown as spanning between 5 and 10+ years.

Its "Next steps" acknowledge *"the importance of integrated long term planning"* and *"to give local governments and communities...a significant voice in planning and delivering future regional transport"*.

However, the Plan does not propose any strategic policy changes, or actions to address some of the more serious planning and transport challenges expected to emerge within the next 10 to 15 years.

Its one concession to the need for more fundamental work is a proposal under the theme “New connections” to “Develop a strategic plan for the metropolitan and regional rail interface”. This is of critical importance in the Gippsland context, but needs to go beyond a high level planning exercise to be a serious study of the Dandenong corridor constraints, as the issues should already be well understood.

Some of the RNDP’s more significant proposals, which we broadly endorse, are to:

- Procure and roll out the next generation of regional trains (provided these are intended to replace 35-60 year old carriages on long distance services)
- Provide a mixture of stopping all stations and limited express trains to get people where they need to go as quickly as possible
- Work toward a minimum 20 minute peak frequency, 40 minute inter-peak frequency across the commuter rail network
- Develop a pathway towards providing five services, five days a week to Warrnambool, Bairnsdale, Albury-Wodonga, Echuca, Swan Hill and Shepparton

Specific to Gippsland rail services and infrastructure, the RNDP proposes to:

- Provide two additional return off-peak services from Melbourne to Traralgon each day
- Plan for passing loops between Moe and Traralgon, Traralgon and Sale and Sale and Bairnsdale
- Duplicate the single track between Bunyip and Longwarry
- Replace the Avon River bridge at Stratford
- Investigate and increase car park capacity and station amenity to meet demand at Moe, Morwell and Traralgon stations.

Under the heading of “Future Directions”, it also proposes to:

- Provide extra passing loops and extra track to facilitate more trains
- Upgrade track to allow higher speeds of up to 160 km/h
- Build train stabling at Sale to facilitate additional services
- Upgrade signalling to allow more trains through to Sale
- Improve safety at regional level crossings
- Retire classic fleet²² and procure replacement stock
- Review and upgrade stations and facilities in line with changing community needs.

In relation to Gippsland local bus and road coach services, the RNDP proposes:

- Regional bus improvements for the Latrobe Valley
- Upgrading of bus stop signage in Bairnsdale and Sale

It also promises to investigate opportunities for local transport in Gippsland to provide additional travel options for residents and to plan for and implement bus service improvements across Gippsland as demand for services change.

²² The “classic fleet” includes all of the rolling stock presently used on locomotive-hauled trains to and from Bairnsdale.

4.5 Network integration and coach service improvements

4.5.1 The Gippsland Public Transport System:

The provision of adequate public transport services for Gippsland requires the Gippsland public transport system (GPTS) to be viewed as one interconnected system. The Gippsland railway is the backbone of the GPTS, providing strong links to Melbourne and suburbs as well as inter-town links east-west along the corridor. These inter-town east-west rail links are important but can be improved, as outlined elsewhere in this report.

Along the line, connecting coaches link with the railway at Warragul, Morwell, Traralgon, Sale and Bairnsdale, with Traralgon and Bairnsdale providing the most connections. These connections generally serve hinterland towns, but there are also north-south connections to Wonthaggi and Leongatha from Morwell and Traralgon and Yarram from Traralgon, as well as infrequent interstate connections from Bairnsdale to Canberra and Bateman's Bay/Narooma.

Urban bus services also operate within Drouin, Warragul, Moe, Morwell, Traralgon, Sale, Lakes Entrance and Bairnsdale, providing the opportunity to deliver passengers to and from the railway from the suburbs of these larger centres.

This complex system is greatly affected by the efficiency of the backbone railway service. As noted elsewhere, services on the Gippsland railway stand in need of considerable improvement, supported by appropriate investment.

4.5.2 Coach Services to Surrounding Towns: Importance

Coach services to surrounding towns are of critical importance and serve the following objectives:

- They support the survival of smaller towns by enabling residents to access the core Gippsland public transport system and through it needed services in Gippsland or in the region;
- They allow residents to access medical services, schools, tertiary education institutions, shopping and employment within the region. The extent of such access by non-car drivers depends on the adequacy of the public transport system (including frequency, journey time, reliability and convenience);
- They are critical to the social inclusion of smaller town citizens;
- They are capable of supporting regional tourism if services are well designed (though this is not always the case).

With Gippsland's aging population, effective coach services are to some extent a pre-requisite of the capacity of smaller town citizens to "age in place", while retaining the capacity to visit friends and relatives, shop and get medical treatment without depending on community services. Some Gippsland public transport services are particularly well suited to this, such as the Bairnsdale to Paynesville bus, which operates as a flexible service when it reaches Eagle Point and Paynesville, dropping users to their address.

4.5.3 Standards of Service for Connecting Coaches

In the course of this study we have carefully analysed connecting coach services to three classes of Gippsland community served by the Gippsland mainline (and excluding towns in South Gippsland, Bass Coast and Casey/Cardinia).

We have examined services to 26 towns in all: 11 towns of up to 1000 population²³; 5 of population 1000 to 2000²⁴, 7 of population 2001-5200²⁵ and three tourist destinations. All centres above these population levels

²³ Benambra, Boisdale, Bruthen, Gormandale, Marlo, Noojee, Nowa Nowa, Omeo, Port Albert, Swift's Creek and Yinnar

²⁴ Boolarra, Briagolong, Heyfield, Mallacoota and Rosedale

²⁵ Churchill, Maffra, Mirboo North, Orbost, Paynesville, Stratford and Yarram

have direct mainline train services to and from Melbourne and to and from each other. The objective has been to identify areas where service is lacking and those where effective service is provided.

We have also examined connecting coach services to several established tourist regions/destinations with very small populations but considerable tourist potential²⁶, as well as north-south and interstate coach connections²⁷, as we believe tourist development in these areas should be supported by the GPTS, and will in turn support better Gippsland mainline train services.

We suggest the following service standards based on this analysis:

Table 20: SERVICE STANDARDS FOR CONNECTING COACHES

TOWN TYPE	NO. OF TOWNS	OBJECTIVE	RECOMMENDED STANDARD OF SERVICE
Small towns up to 1000 people	11	Access for shopping and medical services to a regional centre at least twice weekly Access to mainline rail services to Melbourne	Two days each week on which a morning coach takes passengers to a regional railhead/shopping centre and an afternoon coach returns from the railhead to the town.
Medium towns up to 2000 people	5	Daily access for shopping and medical services to a regional centre. Access to mainline rail services to Melbourne	Six days each week on which a morning coach takes passengers to a regional railhead/shopping centre and an afternoon coach returns from the railhead to the town
Larger towns up to 5000 people	7	Daily access for shopping and medical services to a regional centre. Access to mainline rail services to Melbourne	Seven days each week on which three daily coach services are provided to and from a regional railhead.
Tourist destinations with small permanent population	3	Support for weekend vacations for visitors and midweek access to regional centre and mainline train connection	A coach service connecting with the morning train from Melbourne on Saturdays and Sundays and an evening return coach on Sundays. A midweek return connecting coach.

4.5.4 Process for developing connecting coach services

Development of an adequate Gippsland Public Transport System requires coach services to be designed with a full understanding of the social and economic issues associated with the region, with the functioning of small towns in the region, and with the needs of citizens and businesses for public transport connection. In recent years, Transport Connections officers were funded within local governments to assist in the identification of needs.

It is important that the development of coach connections should be undertaken through coach service reviews led by Public Transport Victoria, but significant local involvement is critical. We suggest that Gippsland Local Government Network consider establishing a Gippsland Public Transport Forum to articulate the region's needs. The Forum would ensure that coach service reviews conducted by PTV or its successor fully reflect local needs. Ideally, the Forum on behalf of the GLGN may be able to fund a full or part time Transport Connections Officer to support this Forum.

²⁶ Bemm River, Buchan and Walhalla

²⁷ Bateman's Bay, Canberra and Great Alpine Road,

Particular suggestions for improved coach connections are listed in Section 6 below, although we would expect these suggestions to be subject to the Coach Service Review process described above.

4.5.5 Matching Supply and Demand

The introduction of new services requires both capital and operating costs and needs consideration through a careful planning process that matches the costs of new services with likely present and emerging demand. Therefore the suggestions made below should also be inputs to a planning process that includes local government, residents groups, tourist and accommodation providers as well as central PTV planners.

4.5.6 Scheduled Taxis

A further important issue is that the type of service provided needs to be cost-effective. Cost effectiveness in some instances may mean the provision of a scheduled (or even available) taxi service; the provision of a minibus; or the provision of a full size coach. In some instances, full size coaches will be available and able to cost effectively support whatever services are needed. We note that taxi services are already shown with relevant journey times by PTV in relation to services to Alberton, Port Albert, Boisdale and Briagolong. We understand that at present these are not scheduled or guaranteed taxi services, but rather the journey time where taxis are available. There may be circumstances where a scheduled taxi service could be considered.

4.5.7 Demand Responsive Services

For smaller towns and localities where dwellings are scattered, we commend the demand responsive “flexible” service currently provided to Paynesville and Eagle Point, whereby the bus will call or deliver passengers to their addresses. This service is relevant to senior patrons, who may have difficulties in reaching a bus stop, as well as to tourists with luggage (possibly including at times surfboards, bicycles or skis).

The concept of demand responsive buses originated in Hannover, Germany in the 1980s and has been successfully implemented in Victoria in the Croydon area and elsewhere. The Genoa to Mallacoota services are also Demand Responsive Buses that operate when booked. With the development of internet booking services, the Demand Responsive Bus concept may allow better public transport services to be provided to sparsely populated and low density areas more effectively than in the past.

5. Infrastructure to support Gippsland rail services

5.1 Current Position

Rail infrastructure between Melbourne CBD and Bairnsdale is constrained in several respects and at many locations. It is inadequate to meet the requirements of current V/Line users, let alone the expected population growth in the Latrobe Valley and West Gippsland regions as well as the burgeoning suburbs south and east of Dandenong. These deficiencies are manifested daily in overcrowded and unreliable services and inconvenience to regular passengers.

The central issue is that the rail infrastructure serving Gippsland and southeast Melbourne remains essentially the same double track that reached Dandenong in 1891²⁸ and the mixed double and single track beyond Dandenong that was implemented to support briquette traffic from the Latrobe Valley in the 1950s. The 2005-2006 Regional Fast Rail project undertook partial upgrading of the track as far as Traralgon and the new VLOCITY trains enabled service frequency to be enhanced (see 3.3, above). However neither planning nor investment in added track capacity has occurred since then. Meanwhile, billions have been spent in adding and widening freeways serving the region.

Nor has Gippsland been provided with the improved journey times and in particular a sufficient time advantage over car commuting that has been delivered in three of the other V/Line corridors, mainly as a result of improved rail infrastructure. Not surprisingly, the outcome is that the modal shift and modal share on the other corridors has not been achieved on the Gippsland line.

This will translate into ongoing and worsening road congestion, economic loss and social penalties for the region's population until the necessary work is planned and implemented.

The current major project on and around the railway in the south east, the level crossing removal project dubbed Skyrail by its detractors, delivers its main benefits to road users, although its completion will also renew track, signalling and electric traction equipment on the Dandenong rail corridor. It will also allow a small number of additional trains per hour through removal of the political constraint imposed by the previous government on the maximum number of trains that could be operated through level crossings on the line.

The completion of Melbourne Metro by 2026 will allow a further increase in capacity of the Dandenong line to 24 trains per hour of which two per hour can be Gippsland trains, but still does not address the needs of Gippsland and the suburbs south east of Dandenong for express services that would reduce travel time by around 15 minutes in each direction. This will continue as long as the key constraints remain, principally the double track between Caulfield and Dandenong whereas a four track railway is essential to allow for express running at average speeds more than double that of stopping trains (also see 5.3, below).

Apart from preventing further significant service improvement, the various constraints are also a prime source of service unreliability due to the inability to absorb chain reaction effects arising from unplanned events. The majority of such events are relatively minor (for example a trespasser on the line or an ill passenger on a train) but can have major knock-on effects.

Weather related impacts must also be significantly addressed, especially in the context of more severe weather events due to climate change. Rail infrastructure must therefore not only be designed to support required service levels but must also be sufficiently robust to withstand potential weather events and provide sufficient resilience to enable service recovery from the most common types of unplanned events. Modern, well-constructed rail infrastructure is generally designed to handle such events.

²⁸ The first section of the Gippsland line opened between Oakleigh and Bunyip in 1877 as a single line. It was subsequently extended to Sale in 1878, to Bairnsdale in 1888 and to Orbost in 1916. The section of line between Oakleigh and Dandenong was duplicated in 1891.

5.2 Network capacity and key gaps

The key gaps in Gippsland line network capacity, which also affect robustness and resilience, are:

- Inadequate track capacity between Southern Cross and Dandenong (see 5.3 and 5.4 below).
- Lack of overtaking capacity between Dandenong and Pakenham
- Only one track (South line, excluding 14 km) previously upgraded to 160 km/h (Class 1) standard on double line sections between Pakenham and Bunyip and between Longwarry and Moe
- North line between Pakenham and Nar Nar Goon remains Class 2 standard and limited to 115 km/h
- North line between Nar Nar Goon and Bunyip and between Longwarry and Moe remains Class 2 standard and limited to 130 km/h
- Single line section between Bunyip and Longwarry with 65 km/h limit turnouts at each location for trains using the North line
- 65 km/h limit turnout approaching/departing Moe for trains using the North line.
- Single line sections beyond Moe including inadequate crossing facilities at Morwell
- 10 km of single line between Moe not upgraded to 160 km/h (Class 1) standard including Moe to Hernes Oak limited to 115 km/h
- 40 km/h speed restriction for trains using the crossing loops at Hernes Oak and Morwell
- Single platforms at Moe, Morwell and Traralgon
- Inadequate train stabling capacity at Traralgon
- Outmoded train safe working system between Traralgon and Bairnsdale
- Inadequate track standard (Class 3) between Traralgon and Bairnsdale limiting all trains to 100 km/h
- Lack of an effective train crossing facility between Traralgon and Bairnsdale
- Condition of Avon River bridge at Stratford (10 km/h restriction for passenger trains, freight trains not permitted at all)
- Ineffective signalling system at Bairnsdale preventing efficient train turnarounds

The proposed phased investment program described in Section 8 would progressively eliminate these constraints.

5.3 Rail Capacity between South Yarra and Dandenong

The Melbourne Metro (MM) tunnel project will release two tracks for V/Line and freight use between Flinders Street and South Yarra. A four-track rail corridor between South Yarra, Caulfield and Dandenong is a critical medium term requirement for effective operation of Gippsland passenger (and freight) services. This will also provide an opportunity to operate semi-fast Metro services from Pakenham or Cranbourne.

Recent commitments by government to eliminate all nine remaining level crossings between Caulfield and Dandenong have resulted in a design solution that misses the opportunity to segregate stopping all-stations Metro trains from regional/express services by provision of two additional tracks. Express trains would save commuters up to half an hour travelling time per day. Without them, people living in Melbourne's booming suburbs in Casey and Cardinia and in Gippsland are at a significant disadvantage, compared with those from the west and north who now benefit from Regional Rail Link.

The plans released by LXRA confirm that quadruplication cannot be accommodated within the existing rail reservation between Caulfield and Oakleigh, and would therefore involve extensive property acquisition, as well as the major costs and disruption of a further period of construction. Creation of high quality parkland beneath the elevated tracks, even within the wide reservations through Clayton and Noble Park, while otherwise commendable, is likely to further inhibit provision of additional tracks in the present rail corridor. Contracts for the project are now in place and construction is under way, so this is essentially a fait accompli. Addressing this serious deficiency depends on several factors:

- the need to redesign the MM tunnel to provide for its extension or alternatively, a separate new tunnel beyond South Yarra to Caulfield, which will allow segregation of express lines between South Yarra and Caulfield;
- the extent to which quadruplication can be viable in some discrete sections between Caulfield and Dandenong within the existing rail reservation and/or without the need for extensive property acquisition; and/or
- options to construct a new tunneled or elevated line on an alternative alignment, e.g. between Caulfield and Oakleigh or Springvale, including the potential to serve other major destinations, such as the Chadstone shopping precinct and Monash University.

Given the decisions made by the government, the alternative solution of a new route for express trains seems likely to become the only viable option. This is clearly a less cost-efficient option than making strategic provision now for additional tracks on the existing corridor.

Growth projections for Melbourne's south-east and Gippsland indicate that rail capacity (in terms of train frequency) will be reached by 2030. Thereafter, further capacity can only be provided by means of longer trains and/or additional tracks. Irrespective of when capacity will be reached, the need to provide faster journeys needs to be addressed by adoption of one or more of the abovementioned options for implementation within the 10-15-year timeframe. Meanwhile, travellers from these areas are destined to still suffer slow and inadequate services on the Dandenong rail corridor.

Further comment regarding this issue is shown in the box below: "How the noose is tightening on the Dandenong corridor."²⁹

5.4 Additional capacity on the Flinders Street viaduct

The other key limiting factor in relation to Gippsland passenger services is the capacity of the viaduct between Flinders Street and Southern Cross stations in Melbourne's CBD. In the near future, metropolitan services will fully utilise this capacity during weekday peak periods, thus requiring most Gippsland trains to turnaround at Flinders Street during these times.

The planners have safeguarded the alignment for an additional two-track viaduct between Flinders Street and Southern Cross. Although recognised as a longer term requirement, this will provide a segregated route for regional services. It would also allow all services using VLocity rolling stock to become scheduled cross-city services to Geelong, Ballarat or Bendigo. This would significantly improve connectivity between the major regional centres. It will also increase the efficiency of rail operation and platform capacity of Southern Cross Station, because these services will then be able to run through with only limited stopping time at platforms 15 and 16.

²⁹ Source – "InterCity: How Regional Rail can re-balance population growth and create a "State of Cities" in Victoria", Rail Futures Institute, August 2016.

HOW THE NOOSE IS TIGHTENING ON THE DANDENONG CORRIDOR

The Department of Economic Development, Jobs, Transport and Resources (DEDJTR) has final responsibility for safeguarding the necessary capacity and suitability of the critically important rail corridor between South Yarra and Dandenong. But responsibility for planning the quadruplication of this critical corridor also lies with Public Transport Victoria, the Level Crossing Removal Authority and the Melbourne Metro rail project.

PTV has maintained that demand growth projections can be met by the additional capacity provided through its Cranbourne Pakenham corridor program. This program includes new high-capacity trains, level crossing removals and signalling and power upgrades. The expectation is that this will provide an additional 42% capacity. The assumption is that, with the proposed Melbourne Metro (MM) tunnel from South Yarra through the CBD, the government is providing infrastructure with sufficient capacity and the capability of supporting a high quality service, for the medium to long term in that area.

The Melbourne Metro tunnel through the CBD will surface at South Yarra instead of Caulfield as originally intended. The proposed merging of MM and existing tracks at South Yarra will reduce line capacity and create reliability issues. Extension of the MM tunnel or a separate new tunnel between South Yarra and Caulfield will become an unavoidable requirement.

The program of the Level Crossing Removal Authority along the Dandenong corridor has been popularised as 'Skyrail'. However the proposed elevated solution and "fast tracked" program for level crossing removal between Caulfield and Dandenong misses the opportunity to segregate stopping all stations Metro trains and regional/express services by provision of two additional tracks. Express trains would save commuters up to half an hour travelling time per day and provide equivalent service to people living in Melbourne's booming south east and Gippsland, compared with those from the west and north who now benefit from Regional Rail Link.

The current Skyrail project makes only "passive provision" for quadruplication. Confirmation of this approach includes a letter from the Minister for Public Transport which States:

"Bidders have been required to demonstrate that, wherever practicable, allowances have been made for the future provision of an additional two tracks on the Cranbourne and Pakenham line."

However, the plans released by the Level Crossing Removal Authority (LXRA) indicate that quadruplication cannot be accommodated within the existing rail reservation, at least between Caulfield and Oakleigh, and will therefore involve extensive property acquisition, as well as the major costs and disruption of a further period of construction. Creation of high quality parkland beneath the elevated tracks, even within the wide reservations through Clayton and around Noble Park, is likely to further inhibit provision of additional tracks in the present rail corridor.

It therefore seems that a tunnelled solution or adoption of a completely new alignment will be required for the additional tracks. Arguably the costs of quadruplication under these scenarios could be prohibitive, and the implication is that this has been deferred indefinitely.

Growth projections for Melbourne's south east and Gippsland indicate that train path (service frequency) capacity will be reached by 2030. By mid-century, the combined population of Drouin/Warragul, Latrobe City and East Gippsland is likely to exceed 400,000. Meanwhile, travellers from these areas seem destined to still suffer slow and inadequate services on the Dandenong rail corridor. The policy of "passive provision" is clearly inadequate.

A concrete plan is required now, so that structures and installations to be built are "future proofed" and do not have to be demolished later, and so that provision is made for the corridors and connections that will be needed. Unfortunately there is no evidence that such planning is occurring.

6. Gippsland Rail Freight

6.1 Current Position of Rail freight in Gippsland

The Gippsland Railway today is primarily a passenger railway, and this Report is focussed on improvements and investments needed to enhance the contribution the passenger railway can make to the social and economic development of the region.

However, the railway also has both the potential and capacity to serve as an important freight corridor, offering the following benefits to the community if managed well:

- The capacity to move bulk loads, such as mineral and forest products, and large volumes of finished goods such as paper products (as already occurs), through the community with minimum impact. This is important since the Princes Highway is the sole freeway and highway route through central Gippsland and large continuous bulk loadings through the region should be removed from the road system in the interests of economic efficiency, road safety and benefits to the environment;
- The capacity to convey containers to and from the port. This includes export containers, such as those currently transported on the Maryvale paper train, and also the capacity to bring inwards containers from the port to the region, if appropriate intermodal transfer facilities and services can be developed.

Rail freight is most effective carrying large loads and in this sense it is a “numbers game”. If significant exports of brown coal products from the Valley, copper ore from Benambra, or logs from East Gippsland have to be transported substantial distances to port, a rail solution will likely emerge and the location of the Bairnsdale line running through the region should offer the potential to capture such traffic.

At present however there is no capacity to offer freight services beyond Sale owing to the state of the Avon River Bridge at Stratford; there is no traffic on offer to utilise the GIFT terminal at Morwell, there is no brown coal or mineral traffic using the railway, and log traffic from East Gippsland has been lost to road transport.

The only rail freight using the line is the Maryvale paper train, now operated by Qube Logistics, which conveys containerised paper products, some for export and some for onward transit by rail to Brisbane and Perth. This



train operates seven days a week and conveys some 30,000 containers per year (20,000 to the Port for export and 10,000 for domestic consumption)³⁰.

Qube has shown considerable initiative as incoming operators of the service. The company has invested in new locomotives and rolling stock to improve the efficiency of the service, and has worked with government to improve the axle load capacity of

some sub-standard parts of the mainline. It has also established warehouses both at the Port of Melbourne and the Lyndhurst Intermodal Terminal. In a 2013 address to the South East Australian Transport Strategy Inc.(SEATS), Qube emphasised its commitment to establishing a series of open access metropolitan and regional intermodal road and rail terminals connected to the port, and to equal port access pricing between road and rail.³¹

By arrangement with the operators, the train accepts third party container traffic at Maryvale, although this is small in volume. It is understood that this traffic has included containers of sawn timber from a Latrobe Valley sawmill.

³⁰ Rail Futures Inc., (2016), Getting Freight back on rail in Victoria.

³¹ Qube, (16 August 2013) “Port Growth and Intermodal Terminals”, Address to South East Australian Transport Strategy Inc. (SEATS).

Table 21: DRIVERS AND MARKETS FOR RAIL FREIGHT SERVICES IN GIPPSLAND

	ADVANTAGES	KEY PROBLEMS	SOLUTIONS
Freight	Corridor through the Valley	Stratford rail bridge means no freight trains to Bairnsdale No marketing presence for rail freight	*Replace Avon River Bridge *Upgrade infrastructure *Franchise an operator for Bairnsdale and GIFT *Maintain MSIS (see below)

6.2 Requirements for the Development of Rail Freight in Gippsland

We believe the following requirements must be met for rail freight to play its role in Gippsland's economic and social development:

- There must be proactive commitment from state and local government to encourage rail freight development.
- The existing Mode Shift Incentive Scheme (MSIS)³², a temporary state government subsidy to intermodal train operators (including some containers on the Qube Maryvale service), needs to be extended on a 5-10 year basis to provide firmer investment horizons for rail and intermodal operators and their customers. The subsidy recognises the external economic benefits offered by rail freight.
- Rail freight facilitation and marketing must be innovative and entrepreneurial and take place at central and local level. At state level, a need has been identified for several years for the creation of a Rail Freight Facilitation Unit within state government to advocate for needed investments and planning for the rail freight system. Instead, recent years have seen the reduction of rail freight expertise within state government to a bare minimum.
- At the local level, successful marketing of rail and intermodal services requires effective entrepreneurs who can do business with local producers and freight forwarders, and who can build up train loads to effective levels by meeting their needs for reliable schedules and just in time warehousing, despatch and export. Such entrepreneurs have emerged over recent years in Mildura, Horsham, Warrnambool and Ettamogah near Albury. Even the tiny pulse-producing centre of Donald has a small intermodal capacity so that peas and beans for export to North Africa and the Indian sub-continent can be loaded into export containers there and added to the Mildura line intermodal train. Once the rail infrastructure to the region is restored to a fit-for-purpose standard (as described in Section 8), the franchise for providing intermodal services east of Maryvale could be offered by public tender, including rights to operate GIFT and the railyards at Sale and Bairnsdale.

6.3 Infrastructure Investments needed to support Rail Freight in Gippsland

The following are the key infrastructure issues that must be addressed to allow the present and future development of rail freight in Gippsland:

6.3.1 The Avon River Bridge

The Avon River Bridge at Stratford needs to be replaced, at a cost of about \$20 million. The bridge is over a century old, and freight trains are no longer permitted to operate over it. Passenger trains are limited to 10

³² Under the Mode Shift Incentive Scheme, the State Government provides subsidies to intrastate intermodal operators to Warrnambool, Merbein, Horsham, Shepparton and Maryvale. These subsidies are frequently renewed by state budget processes. Although they are vital to the viability of intermodal services, the MSIS subsidies are subject to constant re-allocation and are of on-going concern to operators. See <http://economicdevelopment.vic.gov.au/transport/freight/mode-shift-incentive-scheme> for further information.

km/h. The bridge currently costs some \$2 m per annum in maintenance. A road bridge in this condition would not be tolerated on a major state highway and immediate replacement is required.



The existing Avon River bridge at Stratford

6.3.2 Maryvale Line

The Maryvale line into the APM paper mill is effectively a private siding and is in need of substantial rehabilitation. There is also a need for upgrading and rationalising its connection to the main line near Tramway Road and the associated signalling. Provided there is reasonable certainty as to the ongoing operation of the mill over an acceptable investment payback period, government should seek to assume responsibility for maintenance of this line as it is effectively part of the state rail freight system, particularly since third party containers are now accepted at Maryvale. This will also assist Australian Paper to constrain their transport costs and thereby contribute to the mill's ongoing viability.

6.3.3 Railyards at GIFT, Sale and Bairnsdale

Rail freight capability in Gippsland in part depends on the availability of railyards suitable for intermodal operation. There needs to be sidings, space for dedicated warehouse facilities and road access. This currently means that it is important that these facilities are identified and maintained by VicTrack on a care and maintenance basis.

Among these, it is likely that railyards at Sale may be re-used for passenger train stabling. As they are located within a residential precinct, this will mean that the key potential intermodal yards that must be maintained for future use in the region are reduced to Maryvale, GIFT and Bairnsdale.

The advent of a major new bulk haulage traffic on the railway, such as export brown coal, copper ore or mineral sands, would likely involve the creation of new greenfields terminal facilities (as was the case in recent years with the creation of the Hopetoun to Hamilton mineral sands traffic in Western Victoria.)

6.3.4 Lyndhurst Terminal and Port Rail Shuttles

Over the past decade, there has been a marked swing in Victoria's port trade toward import containers. All communities, including the Gippsland community, now depend on many categories of goods imported from China and elsewhere that reach the Port of Melbourne in containers. For several years plans have been in

place to distribute a significant proportion of these by means of a port rail shuttle to three inland ports at Altona, Somerton and Lyndhurst. Unfortunately, these developments have been blocked as part of the Port of Melbourne leasing process.

The Lyndhurst terminal, which is already open as a truck terminal and is capable of immediate connection to the rail network, would play a large role in handling import containers for South East Melbourne but is also likely to serve Gippsland.

As well, the realisation of the Port Rail Shuttle, which is being strongly advocated at present by the logistics industry, will require regulatory and infrastructure changes at the Port of Melbourne. Discriminatory charges and impediments against rail handling of containers will need to be removed, and an on-dock rail container handling terminal will need to be created. This should result in economic opportunities for all of Victoria's intermodal operators – not just the metropolitan port rail shuttle - to compete for a greater share of import containers for their regional trains.

6.4 Some Future Rail Freight Possibilities

In summary, the potential for rail freight in Gippsland encompasses the following possible areas of traffic growth:

- Recapture of log traffic from East Gippsland to Geelong, especially if this can no longer be accepted at the Port of Eden. This requires the re-opening of the Bairnsdale line to freight traffic, contingent on the replacement of the Avon River Bridge at Stratford.
- Development of a regular intermodal train conveying export containers from Bairnsdale, GIFT and/or Maryvale to the Port and receiving import containers directly from the Port. This requires an entrepreneurial, private sector enterprise, possibly franchised by government
- Development of traffic in brown coal or brown coal products from Latrobe Valley to port. This depends on commercial market developments as yet unrealised.
- Development of copper ore exports from Benambra. This depends on the development of the mine, copper prices, and the establishment of the preferred logistics chain if commercial scale development ensues.
- Development of rail traffic in sand from deposits at Lang Lang. This requires retention and re-opening of the rail corridor from Cranbourne to Lang Lang as well as cost effective unloading facilities in areas of construction intensity, particularly in the metropolitan area. This proposal is speculative at this stage.
- Development of a “garbage train” to take putrescible waste from Melbourne for deposit in abandoned open cut mining or quarry locations. This model has been adopted in Sydney, Los Angeles and New York and provides a path to open cut reclamation as well as addressing the scarcity of landfill sites. The Sydney garbage train, operated by Veolia Environmental Services, involves payment of \$2 per tonne royalty to the receiving community. Receiving waste from a number of Sydney Councils through dedicated transfer stations, it has so far



conveyed nearly 5 million tonnes of waste to the abandoned Woodlawn open cut mine near Canberra. The Los Angeles model involves a 100 year- horizon project. Such a project could be designed for Gippsland with benefit both to the region and to Melbourne. No such proposal currently exists.

6.5 Conclusions regarding Freight

Rail freight currently plays a small role in Gippsland's economy though it has substantial potential. The investments needed to upgrade the passenger railway will also enable rail freight services to again be offered along the whole length of the corridor to Bairnsdale. Because enhanced rail freight services can operate at night, they are not as constrained as passenger services are by inadequacies of the Dandenong Rail Corridor.

Advocacy in this area should be focused on replacement of the Avon River Bridge, maintenance of intermodal capacity along the line, extension and consolidation of the Mode Shift Incentive Scheme, franchising of an intermodal operator for GIFT and Bairnsdale freight services, provision or retention of sidings, passing loops and signalling needed for freight train operations, implementation of the Port Rail Shuttle and the Lyndhurst Rail Terminal, and the removal of anti-rail discriminatory container levies within the Port of Melbourne.

7. A Phased program of recommended service improvements

7.1 Rail service improvements which should be achievable in the short term – by 2021

Subject to provision of the necessary supporting infrastructure in the short term (see Section 8.1), substantially improved services should be achievable within five years. The main features of these services (times shown are approximate) would be:

DROUIN/WARRAGUL AND TRARALGON
Four services arriving Melbourne at half-hourly intervals during the two-hour AM peak and departing Melbourne at half-hourly intervals during the two-hour PM peak period, two of which would be express services with limited stops in each direction.
Additional shoulder peak services arriving Melbourne at half hourly intervals until 1000 and departing Melbourne at half-hourly intervals from 1500 onwards
Regular hourly interval services at all other times including at weekends
An additional service from Warragul to arrive Traralgon at 0705 and from Traralgon to Warragul at 1705
A much expanded Parkway facility at Drouin to accommodate up to 400 cars
SALE
Seven direct train services to and from Melbourne on weekdays with a choice of four weekday Melbourne AM arrival times between 0815 and 1110 and five weekday Melbourne PM departures between 1445 and 1955
Five direct train services to and from Melbourne at weekends
BAIRNSDALE
Four direct train services to and from Melbourne and one additional service with a road coach connection at Sale on weekdays. Includes an additional later AM service arriving Melbourne at 1110, an additional mid-afternoon service departing Melbourne at 1445 and a further service departing Melbourne at 1600 with a road coach connection at Sale.
Four direct train services to and from Melbourne at weekends

A more detailed description of the proposed services follows:

- Traralgon AM peak and shoulder peak services³³ based on two train paths/hour at desired arrival times at Flinders Street, e.g. at 0645, 0715, 0745, 0815, 0845, 0915, 0945, 1000, then transitioning into hourly off-peak services.
- Traralgon PM peak and shoulder peak services based on two train paths/hour at desired departure times from Flinders Street e.g. at 1500, 1530, 1600, 1630, 1700, 1730, 1800, then transitioning into hourly evening services.
- The above services would comprise alternate express and stopping schedules in a regular pattern with the former stopping only at Morwell, Moe, Warragul, Drouin, Dandenong, Clayton, Caulfield and Richmond and the latter at all stations including Pakenham, the latter for Gippsland passengers only.
- One AM peak express service and a post-peak stopping VLocity service originating at Sale, for example at approximately 0540 and 0725 to form services ex Traralgon and arriving at Flinders Street at approximately 0815 and 1000.
- Two PM peak and one post-peak express VLocity services departing Flinders Street for example at approximately 1600, 1730 and 2000, and extended from Traralgon to Sale to arrive at approximately 1835, 2020 and 2255 with the latter two to stable overnight at Sale.
- One AM post-peak service that would otherwise originate at Traralgon to instead originate at Warragul at approximately 0625 and stop all stations to Traralgon to form a train to Melbourne at approximately 0715.
- One PM pre-peak service departing Flinders Street for example at approximately 1400 to Traralgon, divides and one 3-car set then returns to Warragul stopping all stations at approximately 1705 and stable overnight at Warragul.
- All weekday inter-peak, evening and weekend Traralgon services generally operate on a regular pattern at hourly frequencies stopping at all stations to Pakenham (for Gippsland passengers only), then Dandenong,

³³ Peak period services are defined as those arriving in Melbourne between 7am and 9am and departing Melbourne between 4pm and 6pm on weekdays. Shoulder peak periods are defined as one hour on either side of the respective peak periods.

Clayton (Up direction AM weekdays only, Down direction PM weekdays only), Caulfield, Richmond (Up direction AM weekdays only, Down direction PM weekdays only) and Flinders Street.

- All Traralgon/Sale peak express services operate with VLocity consists larger than the present 3-car sets.
- Bairnsdale services operate independently of the regular pattern of Traralgon services, using the current locomotive-hauled carriages, mostly maintaining their present stops, with the exceptions that the poorly used Garfield stop on these services, together with Pakenham, is deleted and the late afternoon train from Bairnsdale on weekdays also operates to the same express pattern.
- A fourth daily return service introduced from Bairnsdale with morning departures at approximately 0555 and 0725 to arrive at Southern Cross at approximately 0940 and 1110. As a result, the morning train from Melbourne on weekdays would return from Bairnsdale at approximately 1125 (instead of 1245) and arrive at Southern Cross at approximately 1510. New services would replace the 1320 train from Southern Cross on weekdays. These would depart Southern Cross at approximately 1045 and 1445 and arrive Bairnsdale at approximately 1430 and 1830. The first of these would return from Bairnsdale at approximately 1525 (instead of 1820) and arrive Southern Cross at approximately 1910 (instead of 2222 at present). An additional connecting road coach service would be introduced to depart Bairnsdale at 1740 to connect at Sale with a train to Melbourne at approximately 1850 and also connect at Sale with a 1600 train from Melbourne arriving Sale at approximately 1835, departing Sale at 1845 to arrive Bairnsdale at approximately 1945.

The following tables present the above information in a more readable form. These schedules are approximate and indicative only of the service levels that could be achieved after the relevant supporting infrastructure is provided, as detailed in Section 8.1 of this report. Importantly, while consistent with the planned availability of timetable paths between the CBD and Pakenham for Gippsland services by 2021, they should not be taken as an accurate indication of specific train path availability for individual services.

Table 22: INDICATIVE WEEKDAY RAIL SERVICES TRARALGON TO MELBOURNE IN 2021

TRARALGON TO MELBOURNE															
Monday to Friday															
COMES FROM				SLE			BDL		SLE		BDL				
Traralgon dep	0435	0515	0535	0615	0635	0715	0720	0735	0800	0835	0850	0935	1035	1135	1235
Warragul dep	0515	0550	0615	0650	0715	0750	0805	0815	0835	0915	0935	1015	1115	1215	1315
Flinders St arr	0645	0715	0745	0815	0845	0915	0935	0945	1000	1045	1105	1145	1245	1345	1445
Southern Cross	0650					0920	0940	0950	1005	1050	1110	1150	1250	1350	1450
STOPS	A	B	A	B	A	B	B	A	B	A	B	A	A	C	C
COMES FROM	BDL						BDL		SLE						
Traralgon dep	1250	1335	1435	1535	1635	1650	1705	1735	1835	1925	2025	2130			
Warragul dep	1335	1415	1515	1615	1715	1735	1745	1815	1915	2005	2105	2210			
Flinders St arr	1505	1545	1645	1745	1845	1905		1945	2045	2135	2235	2340			
Southern Cross	1510	1550			1850	1910		1950	2050	2140	2240	2345			
STOPS	D	C	C	C	C	D	E	C	C	C	C	C			
MELBOURNE TO TRARALGON															
Monday to Friday															
Southern Cross		0605	0645	0655			0955	1045	1055	1155	1255	1355	1445	1455	1525
Flinders St dep		0610	0650	0700	0800	0900	1000	1050	1100	1200	1300	1400	1450	1500	1530
Warragul dep	0625	0740	0820	0840	0940	1040	1140	1220	1240	1340	1440	1540	1620	1640	1710
Traralgon arr	0705	0820	0905	0920	1020	1120	1220	1305	1320	1420	1520	1620	1705	1720	1750
GOES TO			BDL					BDL						BDL	
STOPS	F	G	H	G	G	G	G	H	G	G	J	J	K	J	J
Southern Cross	1555					1825	1855	1955	2055	2155	2255	2355			
Flinders St dep	1600	1630	1700	1730	1800	1830	1900	2000	2100	2200	2300	0000			
Warragul dep	1725	1805	1825	1905	1930	2000	2035	2140	2240	2340	0040	0140			
Traralgon arr	1800	1845	1900	1945	2010	2045	2115	2220	2320	0020	0120	0220			
GOES TO	SLE			SLE		BDL		SLE							
STOPS	L	J	L	J	J	K	J	K	G	G	G	G			
SLE = Sale BDL = Bairnsdale															

PROPOSED STOPPING CONDITIONS:

- A – Stops all stations to Pakenham, then Dandenong, Clayton, Caulfield, Richmond and Flinders Street
- B – Stops Morwell, Moe, Warragul, Drouin, Dandenong, Clayton, Caulfield, Richmond and Flinders St.
- C – Stops all stations to Pakenham, then Dandenong, Caulfield and Flinders Street
- D - Stops Morwell, Moe, Warragul, Drouin, Dandenong, Caulfield and Flinders Street
- E – Stops all stations to Warragul
- F – Stops all stations to Traralgon
- G – Stops Flinders Street, Caulfield, Dandenong, Pakenham then all stations
- H – Stops Flinders Street, Caulfield, Dandenong, Drouin, Warragul, Moe then all stations
- J – Stops Flinders Street, Richmond, Caulfield, Clayton, Dandenong, Pakenham then all stations
- K – Stops Flinders Street, Caulfield, Clayton, Dandenong, Drouin, Warragul, Moe then all stations
- L – Stops Richmond, Caulfield, Clayton, Dandenong, Drouin, Warragul, Moe then all stations

Table 23: INDICATIVE RAIL SERVICES BAIRNSDALE AND SALE TO MELBOURNE IN 2021

BAIRNSDALE AND SALE TO MELBOURNE												
	Monday to Friday						Saturday and Sunday					
Bairnsdale dep		0555		0725	1125	1525	1740		0630	0830	1230	1630
Sale arr							1840					
Sale dep	0540	0645	0725	0815	1215	1615	1850	0600	0720	0920	1320	1720
Traralgon dep	0615	0720	0800	0850	1250	1650	1925	0635	0755	0955	1355	1755
Flinders St arr	0815	0935	1000	1105	1505	1905	2135	0845	1000	1200	1600	2000
Southern Cross		0940	1005	1110	1510	1910	2140	0850	1005	1205	1605	2005
MELBOURNE TO SALE AND BAIRNSDALE												
	Monday to Friday						Saturday and Sunday					
Southern Cross	0645	1045	1445	1555		1825	1955	0745	1145	1545	1845	2055
Flinders St dep	0650	1050	1450	1600	1730	1830	2000	0750	1150	1550	1850	2100
Traralgon dep	0905	1305	1705	1800	1945	2045	2220	1005	1405	1805	2105	2315
Sale arr				1835	2020		2255					2350
Sale dep	0940	1340	1740	1845		2120		1040	1440	1840	2140	
Bairnsdale arr	1030	1345	1830	1945		2210		1130	1530	1930	2230	

Train services are shown in black, connecting road coach services in red

7.2 Rail service improvements which should be achievable in the medium term – by 2026

Subject to provision of the necessary supporting infrastructure in the medium term (see Section 8.2), improved services similar to those described below should be achievable within ten years:

- All weekday inter-peak, evening and weekend Traralgon services operate on a regular pattern at 40 minutes instead of hourly frequencies.
- All Traralgon/Sale peak and shoulder peak services operate with VLocity consists larger than the present 3-car sets.
- New long distance trains are introduced to Bairnsdale services enabling average overall trip times to be reduced from approximately 225 minutes to approximately 200 minutes.
- Five daily return services are introduced to Bairnsdale with similar stopping pattern to the previous services but with accelerated schedules, for example as under:
 - Bairnsdale departures at 0545, 0745, 1045, 1345 and 1645, arriving Southern Cross at approximately 0905, 1105, 1405, 1705 and 2005, respectively
 - Southern Cross departures at approximately 0700, 1000, 1300, 1600 and 1830, arriving Bairnsdale at approximately 1020, 1320, 1620, 1920 and 2150, respectively.

7.3 What standards of rail passenger service should Gippsland have in place in 2031?

Subject to provision of the necessary supporting infrastructure in the longer term (see Section 8.3), improved services similar to those described below should be achievable within fifteen years:

- AM peak and shoulder peak services based on three train paths per hour at desired arrival times at Flinders Street, for example at 0640, 0700, 0720, 0740, 0800, 0820, 0840, 0900, 0920 and then transitioning into 40 minute frequency off-peak services.

- PM peak and shoulder peak services based on three train paths per hour at desired departure times from Flinders Street for example at 1540, 1600, 1620, 1640, 1700, 1720, 1740, 1800, 1820 and then transitioning into 40 minute frequency evening services.
- The above services would comprise alternate express and stopping schedules in a regular pattern with the former stopping only at Morwell, Moe, Warragul, Drouin, Dandenong, Clayton, Caulfield and Richmond and the latter at all stations including Pakenham, the latter for Gippsland passengers only.
- Two AM peak express services and a post-peak stopping service originating at Sale, for example at approximately 0515, 0615 and 0720 to form services ex Traralgon and arriving at Flinders Street at approximately 0740, 0840 and 1000.
- One shoulder peak and two PM peak express services departing Flinders Street for example at approximately 1500, 1640 and 1720, and extended from Traralgon to Sale to arrive at approximately 1740, 1905 and 1945 and stable overnight at Sale.
- All weekday inter-peak and evening and weekend Traralgon services operate at 40 minutes frequencies supplemented by inter-peak Warragul – Traralgon local services to provide 20 minutes all day weekday frequency in each direction between 0700 and 1800.
- End-to-end trip times of all services are further reduced by approximately 10 minutes to achieve:
 - Warragul-Southern Cross – express 75 minutes, stopping 82 minutes
 - Traralgon-Southern Cross – express 115 minutes, stopping 127 minutes
 - Sale-Southern Cross – express 145 minutes, stopping 157 minutes
 - Bairnsdale-Southern Cross – express 185 minutes.

7.4 Proposed Coach Service Improvements

The following tables include a number of improvements in coach connections based on the existing timetable for Bairnsdale trains. When this train service is enhanced, for example to provide four return train services per day to Bairnsdale and to provide earlier departure times for the afternoon Bairnsdale to Melbourne train, (as shown in Section 7.1 above) coach connections will need to be further revised to ensure maximum flow-on of the benefits of revised train schedules.

On the basis of the Standards of Service principles outlined above, the following Coach Service Improvements should be investigated through a process of central and local consultation as outlined above.

7.4.1 Coach Services to Larger Towns

Table 24: SUGGESTED SERVICE IMPROVEMENTS CONNECTING COACHES – LARGER TOWNS

Service Standard:

TOWN TYPE	NO. OF TOWNS	OBJECTIVE	RECOMMENDED STANDARD OF SERVICE
Larger towns 2001-5000 people	7	Daily access for shopping and medical services to a regional centre. Access to mainline rail services to Melbourne	Seven days each week on which three daily coach services are provided to and from a regional railhead.

Suggested Improvement in line with above standard:

TOWN	POPULATION 2011	CURRENT SERVICE	SUGGESTED NEW SERVICE FOR INVESTIGATION
Churchill	4943	It has hourly bus services to Morwell (Route 2), 7 days a week covering the 27-minute journey, as well as a 2-hourly service 7 days a week to Traralgon.(Route 3) These services cease on Saturdays at 17.40 (down) and 18.33 (up), although there is a 20.30 service from Morwell on Sunday, returning at 21.00.	Possible case for a later return bus on Saturday evenings.

TOWN	POPULATION 2011	CURRENT SERVICE	SUGGESTED NEW SERVICE FOR INVESTIGATION
Maffra	5112	3 services to and from Traralgon and Melbourne Monday to Saturday and two return services on Sunday, plus additional coach services to Traralgon and Sale.	No changes suggested
Mirboo North	2296	No service to Morwell, Traralgon or Melbourne after 14.35 weekdays. No services to or from Mirboo North on Saturday or Sunday afternoon	A weekday coach at 16.45 to Morwell to connect with the 17.25 train to Melbourne A weekend coach to Morwell connecting with the 16.38 train to Melbourne and a coach from Morwell connecting with the 14.56 train from Melbourne
Orbost	2493	3 services to Melbourne weekdays at 04.13, 11.05 and 13.38 - 2 services originating Marlo & 1 originating Batemans Bay/Narooma; 3 services Saturday & Sunday	Currently, the weekday 13.38 train/coach service from Orbost to Melbourne involves a long 6 hour + journey including a 207 km coach journey from Orbost to the train connection at Traralgon. There is no opportunity for refreshments on this journey. This could be improved if the Saturday timetable, in which the train connection is made at Bairnsdale, were adopted on weekdays. This would require corresponding adjustment of the timing of the train from Melbourne that forms the up Bairnsdale, as well as alteration to existing industrial practices concerning train turnaround times at Bairnsdale.
Paynesville	3236	5 weekday and one Saturday service to and from Bairnsdale, with two services each way connecting with Melbourne trains. No Saturday evening coach to or from Paynesville No Sunday service	A coach to Bairnsdale on Saturday connecting with the 16.37 train to Melbourne and a coach from Bairnsdale at 16.00 connecting with the 11.56 train from Melbourne A coach from Bairnsdale to Paynesville and return on Sunday evening, connecting with the 18.16 train from Bairnsdale to Southern Cross
Stratford	2615	5 train and train coach services daily, 7 days a week	No changes suggested
Yarram	2168	3 coach services to Leongatha, Dandenong and Melbourne 7 days a week and 3 coach services to Traralgon on weekdays with 2 return services on weekends	No changes suggested

7.4.2 Coach Services to Medium Sized Towns

Table 25: SUGGESTED SERVICE IMPROVEMENTS CONNECTING COACHES – MEDIUM SIZED TOWNS

Service Standard:

TOWN TYPE	NO OF TOWNS	OBJECTIVE	RECOMMENDED STANDARD OF SERVICE
Medium towns 1001-1999 people	5	Daily access for shopping and medical services to a regional centre. Access to mainline rail services to Melbourne	Six days each week on which a morning coach takes passengers to a regional railhead/shopping centre and an evening coach returns from the railhead to the town

Suggested Improvement in line with above standard:

TOWN	POPULATION 2011	CURRENT SERVICE	SUGGESTED NEW SERVICE FOR INVESTIGATION
Boolarra	1003	Six weekday and 5 weekend return services to Churchill, connecting to Morwell and Melbourne	No changes suggested
Briagolong	1075	5 train and train coach services daily, 7 days a week to Stratford, thence 21 minute taxi service to Briagolong from Stratford,	No changes suggested. Neither Briagolong nor Boisdale appear in V/Line's website under browse by Town, but Briagolong is recognised in the PTV journey planner which lists the Stratford connection.
Heyfield	1937	As per Maffra. Night Rider Bus from Melbourne on Friday and Saturday nights should be shown in PTV web timetable	Amend PTV web timetable to show Night Rider service
Mallacoota	1032	2 coaches on Mondays, Thursdays, to Genoa. This is a Demand Responsive bus service that operates when booked. No Saturday or Sunday service	Extend the weekday timetable to Saturdays and Sundays. Introduce a Sunday afternoon coach connecting with the 16.37 train from Bairnsdale.
Rosedale	1600	5 train and train coach services daily, 7 days a week	No changes suggested

7.4.3 Coach Services to Smaller Towns

Table 26: SUGGESTED SERVICE IMPROVEMENTS CONNECTING COACHES – SMALLER TOWNS

Service Standard:

TOWN TYPE	NO. OF TOWNS	OBJECTIVE	RECOMMENDED STANDARD OF SERVICE
Small towns up to 1000 people	11	Access for shopping and medical services to a regional centre at least twice weekly Access to mainline rail services to Melbourne	Two days each week on which a morning coach takes passengers to a regional railhead/shopping centre and evening coach returns from the railhead to the town.

Suggested Improvement in line with above standard:

TOWN	POPULATION 2011	CURRENT SERVICE	SUGGESTED NEW SERVICE FOR INVESTIGATION
Port Albert	507	No service – taxi required to Alberton store to connect with Yarram to Melbourne V/Line coach	A scheduled taxi or small coach service connecting at Alberton with the morning coach from Melbourne on Saturdays and Sundays and an evening return service on Sundays to facilitate weekend tourism. A similar midweek return service.
Benambra	249	No service	No changes suggested.
Boisdale	480	Currently 5 services weekdays and 3 Saturdays and Sundays Melbourne to Maffra with taxi connection Maffra-Boisdale.	Include Boisdale in the town index on PTV and V/Line Journey Planners. Neither Briagolong nor Boisdale appear in V/Lines website under browse by Town, but Boisdale is recognised in the PTV journey planner which connection at Maffra with a 16-minute taxi journey from Maffra to Boisdale.
Bruthen	805	Currently 2 buses per day Monday and Friday and 1 per day Tues to Thursday to Bairnsdale. No service weekends	Add one service Tuesday to Thursday and extend service to weekends

TOWN	POPULATION 2011	CURRENT SERVICE	SUGGESTED NEW SERVICE FOR INVESTIGATION
Gormandale	443	3 coach services to Traralgon on weekdays with 2 return services on weekends	No changes suggested
Marlo	678	Marlo has a good V/Line coach service with 6 weekday coach/train connections daily in each direction to Bairnsdale and Melbourne	No changes suggested, however PTV and V/Line provide downloadable timetables in slightly different format for these services.
Noojee	277	Currently 2 buses daily to Warragul. No weekend service	Consider adding weekend service to accommodate visitors to Baw Baws. Bus should have capacity to transport bikes as Baw Baws can be developed as popular cycling destination.
Nowa Nowa	341	Service as per Orbost.	No changes suggested
Omeo	487	Currently one service daily to Bairnsdale. No weekend service.	Consider adding a coach service connecting with the morning train from Melbourne on Saturdays and Sundays and an evening return coach on Sundays.
Swift's Creek	419	As per Omeo	As per Omeo
Yinnar	811	Six weekday and 5 weekend return services to Churchill, connecting to Morwell and Melbourne	No changes suggested

7.4.4 Coach Services to Smaller Tourist Destinations

Table 27: SUGGESTED SERVICE IMPROVEMENTS CONNECTING COACHES – SMALLER TOURIST DESTINATIONS

Service Standard:

Town type	No. Of towns	Objective	Recommended Standard of Service
Tourist destinations with small permanent population	5	Support for weekend vacations for visitors and midweek access to regional centre and mainline train connection	A coach service connecting with the morning train from Melbourne on Saturdays and Sundays and an evening return coach on Sundays. A midweek return connecting coach.

Suggested Improvement in line with above standard:

TOWN	POPULATION 2011	CURRENT SERVICE	SUGGESTED NEW SERVICE FOR INVESTIGATION
Bemm River	287	No service	No changes suggested
Buchan	385	Currently 2 buses per week from Orbost on Wednesdays and Fridays. Doesn't support weekend visits despite good camping facilities	Consider adding a coach service connecting with the morning train from Melbourne on Saturdays and Sundays and an evening return coach on Sundays, to facilitate weekend tourism. A midweek return connecting coach.
Mallacoota	See above	See Section 7.4 .2above	See Section 7.4 .2 above
Port Albert	See above	See Section 7.4.3 above	See Section 7.4.3 above
Walhalla	20	No service	Consider adding a scheduled taxi or Demand Responsive Bus service connecting with the morning train from Melbourne on Saturdays and Sundays and an evening return coach on Sundays, to facilitate weekend tourism. A midweek return connecting service.

7.4.5 Cross Country and Interstate Coach Connections

We have not suggested a Standard of Service for Interstate and Cross Country coaches that connect to the Gippsland Railway. However three of these services could have considerable tourist potential if developed further:

Table 28: CROSS-COUNTRY-INTERSTATE SERVICE IMPROVEMENTS

SERVICE	CURRENT SERVICE	SUGGESTED NEW SERVICE FOR INVESTIGATION
Bairnsdale to Narooma and Bateman's Bay	Coaches connect at Bairnsdale with the 07.20 train from Melbourne and serve Narooma once a week and Bateman's Bay twice a week. No effective connection to Sydney via this route.	Consider developing this service with a Sydney connection. Internet posts have been noted from tourists seeking to travel this route by public transport
Bairnsdale to Canberra	Coach connects at Bairnsdale with the 07.20 train from Melbourne once weekly and arrives Canberra at 17.55	Consider developing this service with appropriate marketing
Omeo to Bright (Great Alpine Rd)	2 services per week from Omeo to Bright and vice versa on Wednesdays, Fridays and Public Holidays.	Consider developing this service with appropriate marketing.

8. A Phased program of recommended infrastructure investments

8.1 Short term improvements to support services to 2021

In order to adequately and reliably support the services proposed in Section 7.1 for introduction by 2021, the following infrastructure works will need to be completed:

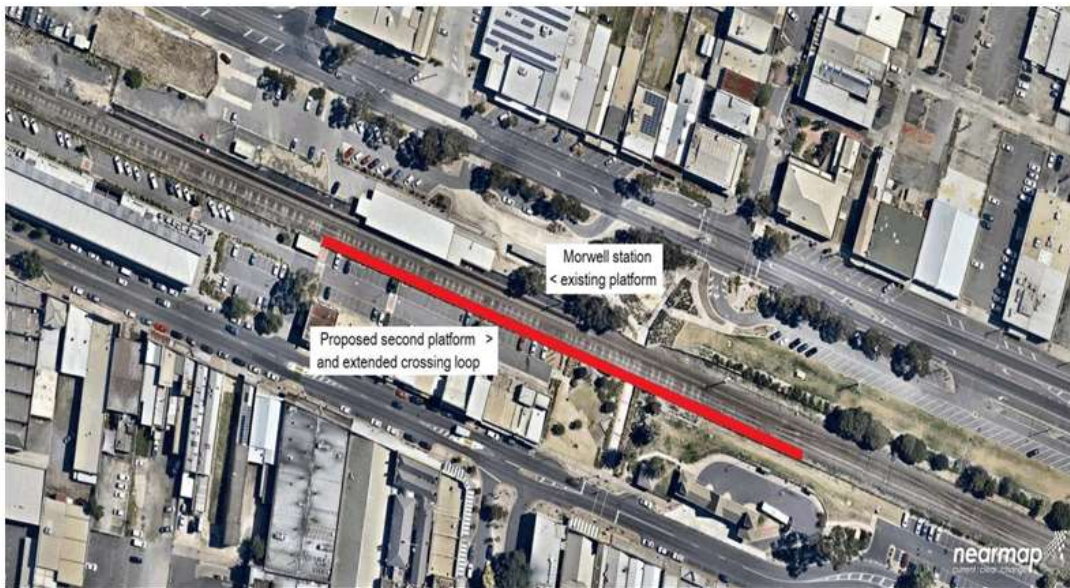
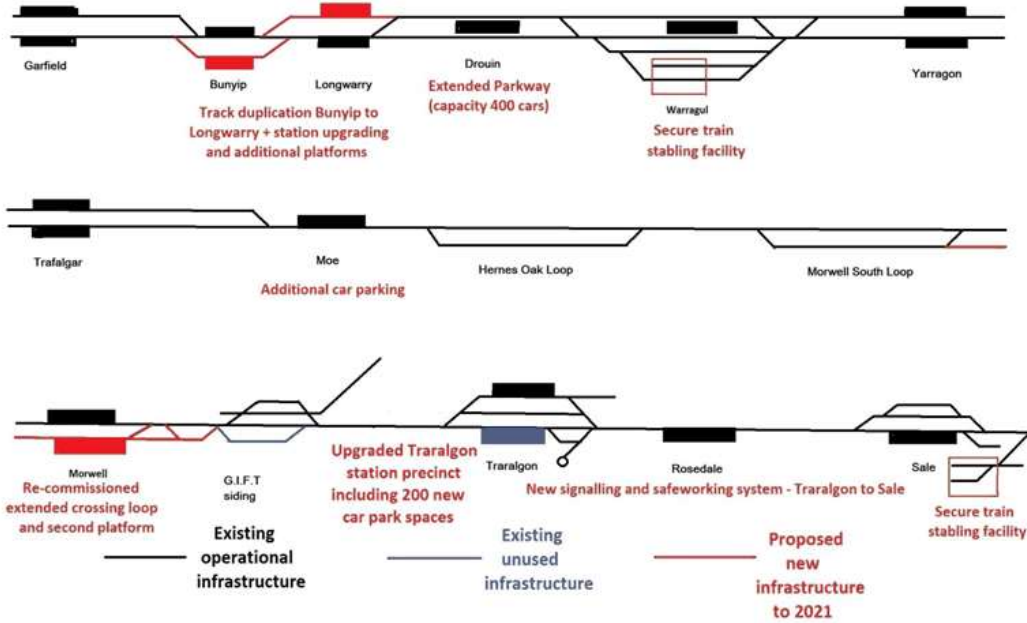
PROJECTS	PURPOSE / BENEFITS
Cranbourne/Pakenham Rail Upgrade project, including track and signalling upgrading and removal of all level crossings between Caulfield and Dandenong	Renewed infrastructure will improve service reliability and increase equipment resilience. Removal of level crossings will eliminate former government restriction on train path numbers at peak periods
Duplication of the single line between Bunyip and Longwarry and upgraded stations at both locations	Removes point of conflict that causes delays. Eliminates 65km/h speed restrictions for all trains using North line. Provides upgraded station facilities.
Expansion of the Drouin Parkway facility with an additional 400 car park spaces	Provides incentive to use rail from/to Drouin, better facilities for users, improves service attractiveness and should help reduce car dependency
Provision of a train stabling facility at Warragul	Provides overnight security for trains originating and terminating at Warragul
Additional car parking at Moe	Improved facility for users
Extension of the Morwell crossing loop towards Traralgon for approximately 3km and upgrading of the existing loop track and turnout.	Critical requirement to provide corridor capacity for proposed service plan and frequency, assists service reliability and recovery by providing scheduling resilience
Provision of a second platform at Morwell with associated DDA compliant access	Consequential requirement stemming from extended crossing loop at Morwell.
Upgrading of the Traralgon station precinct including provision of 200 car parking spaces	Addresses many current facility deficiencies at Traralgon, better facilities for users, improves service attractiveness and should help reduce car dependency
New safeworking system and signalling Traralgon to Sale	Required to support additional services to Sale and Bairnsdale
Provision of a train stabling facility at Sale	Provides overnight security for trains originating and terminating at Sale
Replacement of the Avon River bridge at Stratford	Replaces life expired essential infrastructure, removes severe speed restriction and freight train prohibition
Provision of remote controlled signalling for loco runarounds at Bairnsdale	Allows train turnarounds at Bairnsdale to be reduced from 70 to 20 minutes



Proposed Drouin expanded Parkway facility for an additional 400 car park spaces

Gippsland rail corridor (Garfield to Sale) - schematic diagram

Proposed short term improvements to 2021



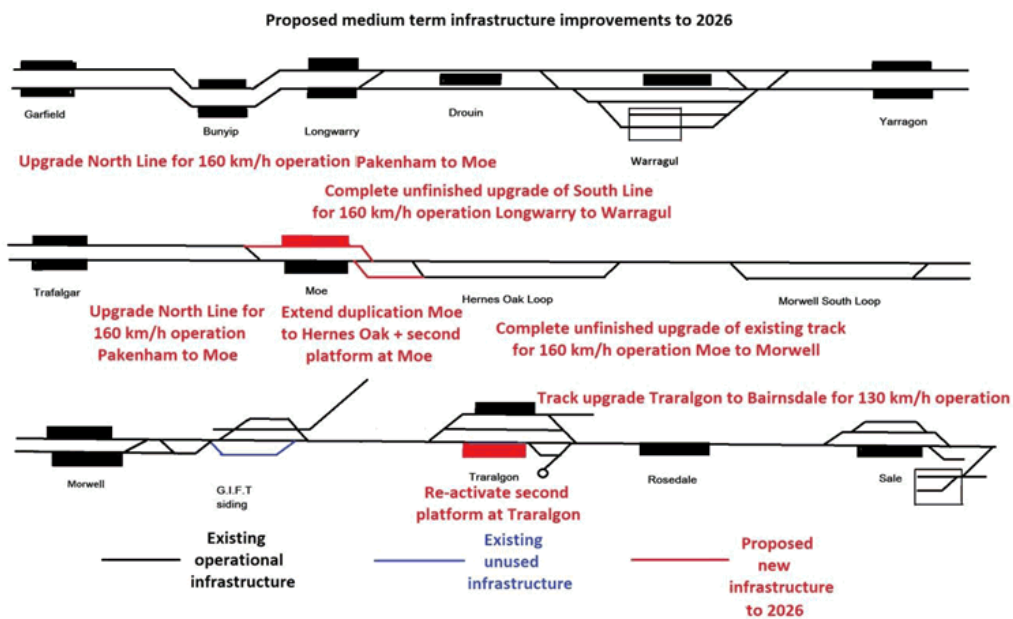
Proposed second platform at Morwell and extended crossing loop

8.2 Medium term improvements to support services to 2026

To fully support the services proposed in Section 7.2 for introduction by 2026, the following additional infrastructure works will need to be completed:

PROJECTS	PURPOSE / BENEFITS
Upgrade to Class 1 standard of remaining Class 2 sections of the South Line between Longwarry and Warragul to permit 160km/h operation of VLocity trains (subject to curvature constraints)	Reduces trip times by increasing train permissible speed from 130 to 160km/h, allows for return to normal left hand running, provides much more robust track structure, improved ride quality and reduced ongoing maintenance cost
Full upgrade of the North line Pakenham to Bunyip and Longwarry to Moe to Class 1 standard to permit 160km/h operation of VLocity trains	As above
Upgrade existing track Moe to Hernes Oak and Hernes Oak loop track to Class 1 standard to permit 160km/h operation of VLocity trains (subject to curvature constraints)	Reduces trip times by increasing train permissible speed from 130 to 160km/h, provides much more robust track structure, improved ride quality and reduced ongoing maintenance cost
Extend duplication from Moe to Hernes Oak including a new station building and second platform at Moe with associated DDA compliant access	Requirement to provide corridor capacity for further service enhancements. Also addresses many current facility deficiencies at Moe, better facilities for users, improves service attractiveness and should help reduce car dependency
Provision of a second platform at Traralgon with associated DDA compliant access	As above
Track upgrade to Class 2 standard Traralgon to Bairnsdale for 130 km/h operation	Reduces trip times by increasing train permissible speed from 100 to 130km/h
New safeworking system and signalling Sale to Bairnsdale	Required to support further additional services to Bairnsdale
Provision of train stabling facility at Bairnsdale	Provides overnight security for trains originating and terminating at Bairnsdale following introduction of new generation regional long distance trains

Gippsland rail corridor (Garfield to Sale) - schematic diagram



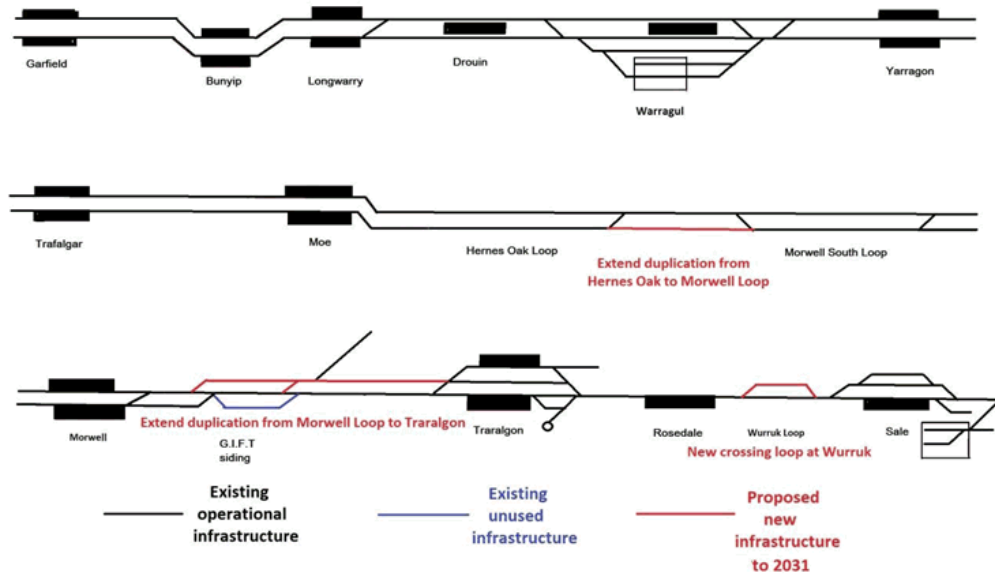
8.3 What should the rail infrastructure serving Gippsland look like in 2031?

To fully support the services proposed in Section 7.3 for introduction by 2031, the following additional infrastructure works will need to be completed:

PROJECTS	PURPOSE / BENEFITS
First stage of quadruplication between Caulfield and Dandenong	Critical requirement to allow reduced trip time (approximately 15 minutes) for Gippsland regional and outer south-eastern suburbs metropolitan express trains
Overtaking line (4 km of bi-directional third track) between Beaconsfield and Officer	Allows regional trains to overtake metropolitan stopping services. Will become critical requirement as Pakenham services intensify
Extend track duplication from Hernes Oak to Morwell Loop and from Morwell Loop to Traralgon	Requirement to provide corridor capacity for further service enhancements.
New crossing loop at Wurruk (near Sale)	Required to provide corridor capacity for further additional services to Sale and Bairnsdale

Gippsland rail corridor (Garfield to Sale) - schematic diagram

Proposed longer term infrastructure improvements to 2031



9. Improving Passenger Experience on the Gippsland Public Transport System

Previous Sections have outlined current service levels and proposed improvements in the frequency, efficiency and connectivity of Gippsland rail and coach services, and have indicated a range of service and infrastructure improvements needed to facilitate this. Taken together, the improvements suggested should contribute to improved passenger experience and increased patronage and mode share on the public transport system.

Many of the recurring frustrations for Gippsland passengers such as delays behind suburban trains, overcrowding, lack of mobile and Wi-Fi services, delays on single line sections and poor station surroundings need investment or “hardware” solutions. However there are many aspects of passenger satisfaction that derive from “software” – or management issues - rather than “hardware”.

In this Section we note a range of areas where passenger experience needs to improve for the public transport system to fully deliver its benefits to the community. Fuller exploration of these issues is beyond the scope of this Report; however it is important that the community continue to advocate action on these issues to the Government, PTV and V/Line management. Issues marked (S) are system wide issues, while issues marked (G) are Gippsland specific or are particularly apparent on the Gippsland line.

Table 29: PASSENGER EXPERIENCE ISSUES AND PROPOSED SOLUTIONS

ISSUE	PROPOSED SOLUTION	TYPE OF ISSUE
Train service is inadequate and unreliable, making commuters late for work	Extra track capacity on the Dandenong Rail Corridor; Duplication Bunyip to Longwarry and other infrastructure enhancements as set out in this report	Hardware (G)
	More effective protocols and oversight of the interface between V/Line and Metro services	Software (S)
Overcrowding on peak services	Efficient matching of train size to demand	Software (S)
	Provision of adequate and suitable rolling stock	Hardware (S)
Older carriages on Sale/Bairnsdale trains fall well short of contemporary comfort and amenity standards and the air-conditioning is problematic in hot weather	Undertake major refurbishment of the older carriage fleet or preferably, purchase new generation long distance trains that can operate at higher speeds and meet contemporary international design standards.	Hardware (S)
Passenger security, including drunk or drugged passengers and offensive language	Protective Services Officers are based at Traralgon but do not normally travel on-trains. Stronger attention to managing behaviour especially on late night services.	Software (G)
Delays due to passengers becoming ill and trains being halted until paramedics arrive	Review of ill passenger protocols to determine international best practice in this area.	Software (S)
Passenger safety around stations and station car parks	Car park design, lighting, location and supervision	Hardware and software (S)
Disabled compliance - stations	Regular audit and investment	Hardware and software (S)
Inadequate station waiting facilities and maintenance at some locations	Determine consistent standards relative to location size and selective investment. Regularly audit compliance	Hardware and software (S)
Inadequate wayfinding signage and maintenance at some stations	Determine consistent standards. Regularly audit compliance	Hardware and software (S)
Non-existent or inadequate displayed information regarding connecting road coach and local bus services	Review requirements at each location and ensure information is prominently displayed, maintained and kept up to date	Hardware and software (S)
Disabled compliance - trains	VLocity trains are DDA compliant, but long distance trains such as the Bairnsdale train require a “BZN” car with disabled facilities in each consist. This car has been omitted from many services due to reduced “Z” car availability over an extended period.	Hardware (S)

ISSUE	PROPOSED SOLUTION	TYPE OF ISSUE
Mobile phone black spots on railway	Mobile phone coverage is required as a safety issue and to support contemporary travel expectations	Hardware (S)
On Train mobile reception and Wi Fi	Mobile phone and Wi Fi access is required to meet modern expectations. Current VLocity trains are heavily shielded from wireless reception. A technical solution to this problem is needed.	Hardware (S)
Train - Coach connectivity	Good interchange design, signage, and connection scheduling that is crisp	Hardware and software (S)
Baggage handling, especially for aged and infirm passengers and parents with small children	User friendly stowage on rolling stock. Lockers at some key stations. Staff assistance at key stations	Hardware and software (S)
Carriage of bicycles – uncertainty as to space availability, especially for bicycle touring clubs	Discussions between V/Line and Bicycle touring organisations. Pre-arranged addition of a Van to long distance trains for key events.	Software (G)
	New generation long distance trains to include specific accommodation for reasonable numbers of bicycles	Hardware (S)
Train buffet sometimes closed due to staff shortage or other reasons	Improved back up staff system	Software (S)



Train from Bairnsdale passing through Bunyip – a three carriage consist with no DDA compliant facilities



Uncomfortable travelling conditions on a heavily overcrowded VLocity train
Three carriage consists will become increasingly inadequate on some Gippsland services



Bunyip – looking towards Melbourne
Trains diverging from the single line to double lines and vice versa at Bunyip and Longwarry must slow to 65 km/h while passing through these points

10. Special projects worthy of investigation:

There are several special projects that could have a significant impact on rail use in the region. Brief comments are provided on each – not a fully developed rationale:

10.1 Is there a case for a Latrobe Central Station?

There could be a case for investigating whether a new Latrobe Central Station could be provided with the facilities expected at a major regional city terminal - 24/7 operation, safe and comfortable bus and taxi connections, refreshments, station staff and shops and outstanding architecture and urban design. Currently there are Master Plans for the station precincts at Traralgon, Moe and Morwell, and while these stations are in definite need of improvement, the concept of a fit-for purpose Central Station should be investigated before these stations are extensively rebuilt.

Mid-Valley has been suggested as a potential site for a Latrobe Central station that could provide all of the abovementioned facilities together with much improved access to Churchill. It would supplement, rather than replace any of the three existing Latrobe City stations.



Potential site for a Latrobe Central station and major "park and ride" facility at Mid-Valley

10.2 A Latrobe Metro Service

10.2.1 The Bendigo Metro

In 2015, the State Government initiated the Bendigo Metro Rail Project. The project Bendigo Metro Rail aims to deliver a commuter train service for Bendigo, with an increased number of services running from Epsom, Eaglehawk and Kangaroo Flat to Bendigo.

The Victorian Government has committed \$2 million towards the project. A Community Consultative Taskforce and Technical Working Group were established to provide a recommendations report to the Minister for Public Transport by 30 June 2015.

Bendigo Metro Rail aims to reduce local traffic and allow people to commute to work, school, TAFE and university via rail.

The project has been proposed to support forecast population growth in Bendigo and surrounding areas. There are over 100,000 people who live in the City of Greater Bendigo and 266,900 people are expected to live in the region by 2041.

Government accepted the Bendigo Metro Rail Report and is working to implement a range of recommendations that will include signalling and timetabling changes and ultimately a local train service serving several stations in the Bendigo area.

Similar possibilities for rail based local transport exist in Geelong, which is served by seven local stations, all currently serving only intercity or long distance trains, with no dedicated local service.

There are five stations in the Bendigo Metro concept (Kangaroo Flat, Bendigo, Eaglehawk, Epsom and Ascot); seven stations in a potential Geelong Metro (Waurin Ponds, Marshall, South Geelong, Geelong, North Geelong, North Shore and Corio), and nine stations in a possible Latrobe Metro (Drouin, Warragul, Trafalgar, Yarragon, Moe, Morwell, Mid-Valley, Traralgon and Sale). The Bendigo and Geelong proposals serve larger populations and more compact urban areas, but the Latrobe proposal benefits from less utilised rail capacity, double track over much of the route and established passenger traffic flows.

10.2.2 Benefits of a Latrobe Metro

The Metro concept is even more suited to the needs of Gippsland than it is to Bendigo, Ballarat and Geelong, because the largest settlements in Gippsland are polycentric but connected to the Gippsland railway. Our study has shown that there are many passenger movements along the corridor from west to east and east to west that are essentially local in character. They include:-

- Several thousand workers daily “exported” from the peri-urban centre of Warragul/Drouin to employment in Moe, Morwell and Traralgon;
- Some 1,200 people travel daily from Sale to employment in the Latrobe Valley, most of whom do not presently have a suitable public transport option;
- Secondary school children travelling east and west because a range of school offerings meeting their preferences is arrayed along the line – with a variety of government and private schools, high schools, technical colleges and specialised campuses such as Kurnai College for the indigenous community;
- Tertiary students travelling to various specialised campuses of Federation TAFE, and university students travelling to Federation University at Churchill as well as Monash;
- Hospital patients, their carers and family travelling to Latrobe Regional Hospital and specialist services surrounding it including the Latrobe Cancer Centre;
- Welfare recipients travelling to Centrelink and many other support services including Gamblers Help located at Morwell and elsewhere;
- Visitors to Fulham Prison in Sale (it is understood that prison authorities in the past have raised the possibility of a platform being located near the prison for this purpose).

Local bus services do provide coverage of many of these needs but even former local bus operators have privately expressed the view that a rail service could perform this task more efficiently.

10.2.3 Latrobe Metro Concept

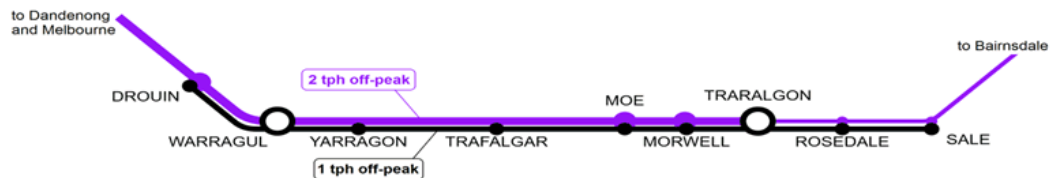
As in Bendigo, furthering this concept would require consultation and detailed design as well as a future commitment by government to capital and operating costs. Likely requirements could include:

- A 20 minute peak and 40-minute off peak train service between Drouin and Sale, starting sufficiently early in the morning to cater for the needs of workers and students starting and finishing at normal working hours. (Similar to the Bendigo Metro concept).
- Level crossing and signalling improvements in the region to ensure safety in view of the added frequency of services

- Completion of double tracks and dual platforms at all stations within the Drouin to Traralgon section of the route and a suitably located crossing loop between Traralgon and Sale
- Train stabling location to be identified, but likely to be at Sale, facilitating Sale as the eastern terminus of the service
- Some redesign of local bus timetables to ensure key connections, e.g. to Federation Uni.

Local (Metro) services are being introduced in Bendigo and could be introduced in Geelong.

There is the capacity to introduce a Latrobe Metro service on the rail corridor between Drouin and Traralgon



Latrobe Metro service concept

10.3 South East Metropolitan Airport

- As Victoria and Melbourne's populations grow towards 10M and 8M respectively at mid-century, the case for a third major airport south east of Melbourne will become significant
- Best international practice is to connect rail systems through major airports, allowing rapid access to and from them from the cities and regions in their catchment.
- Identification of the site for a third airport in Melbourne's south east is an important issue so that corridors can be protected in planning schemes and longer term plans can be made for road, rail and other infrastructure

11. Sources

11.1 Persons consulted

Rob Ashworth, Senior Transport Planner, Gippsland Region, DEJTR and Treasurer, Walhalla Goldfields Railway

Sharyn Bolitho, Manager Economic Development, Wellington Shire Council

Matthew Cripps, Director, Growth and Environment, Baw Baw Shire Council

Tim Ellis, Manager, Economic Development, East Gippsland Shire Council

Gerard Engel, Transport Planner, Latrobe City Council

Heather Farley, Co-ordinator Community Strengthening, Latrobe City Council

Paul Holton, Director, Development, East Gippsland Shire Council

Sascha Johns, Community Development Co-ordinator, East Gippsland Shire Council

Nathan Misiurka, Senior Strategic Planner, Latrobe City Council

Jane Oakley, Manager, Community Information and Advocacy, Baw Baw Shire Council

Haydn Opie, V/Line Users Group, Warragul

Tim Pianta, Regional Manager East, V/Line Pty Ltd

Andrew Stephens, Walhalla Goldfields Railway and former Economic Development Officer, Latrobe Shire Council

Phil Stone, General Manager City Development, Latrobe City Council

Donna Taylor, Co-ordinator Business Development, Latrobe City Council

Dr Natalie Thorne, Convenor, V/Line Users Group, Warragul

Chris Waites, Acting CEO, East Gippsland Shire Council

John Websdale, General Manager Development, Wellington Shire Council

Fiona Weigall, Manager Strategic Planning, East Gippsland Shire Council

11.2 Reports and studies consulted

East Gippsland Shire Council, (2009), Submission to the Select Committee on Train Services

East Gippsland Shire Council (Sept 2015), Public Transport Submission to Regional Network Development Plan

East Gippsland Shire Council, Snapshot and Overview of Planning Priorities

Id The Population Experts (July 2016), Forecasts Presentation, East Gippsland Shire Council

Public Transport Victoria (2015) Regional Network Development Plan

Public Transport Victoria (2015) RNDP Gippsland Conversation Summary

Rail Futures Institute (2016) InterCity: How Regional Rail can Re-Balance population Growth and Create a State of Cities in Victoria

Regional Development Australia, Gippsland Regional Plan 2020

V/Line (May 2016) Market segmentation: Preliminary Report

Victorian Railways, State Transport Authority and V/Line, Timetables

Gippsland Rail Needs

The Plan

- **Short term – the next 5 years to 2021** – achieve improved service reliability, frequency and less overcrowding consistent with additional VLocity rolling stock availability and initial Gippsland line infrastructure improvements. Some improvement in travel times due to more services running express between Drouin and Dandenong.
- **Medium term – over 10 years to 2026** – achieve further service reliability and frequency improvements (especially off-peak), consistent with completion of Melbourne Metro project, new trains for long distance services and further Gippsland line infrastructure improvements. New generation long distance trains will enable a substantial reduction in journey times to and from Sale and Bairnsdale.
- **Longer term – over 15 years to 2031** – substantial improvements in service reliability and journey time reductions assuming completion of Caulfield-Dandenong quadruplication, other metropolitan area works and further Gippsland line infrastructure improvements.

Priority service improvements are listed below:

Service Objective	Service detail
Improved peak period services	New service pattern with a minimum of four commuter trains each AM and PM peak period between Traralgon and Flinders Street (Southern Cross where train paths permit), with alternate express and stopping services, reducing journey times
Eliminate overcrowding	All peak and shoulder peak services operate with VLocity consists larger than the current 3-car sets
Better off-peak, evening & weekend services	All weekday, inter-peak, evening and weekend services on the Traralgon line operate on a regular minimum hourly pattern increasing to 40 minute frequencies once the necessary supporting infrastructure is in place
Counter-peak services from Warragul	Introduction of one or more morning eastbound trains originating at Warragul (including provision for train stabling at Warragul) sufficiently early to allow commuting to Morwell and Traralgon by workers and students from Warragul
Additional services from Sale	Extension of at least two peak or shoulder peak period VLocity train services from and to Sale and provision of stabling at Sale
Additional Bairnsdale service	A fourth and subsequently a fifth return Bairnsdale train; reducing journey times from 225 to 200 minutes for all Bairnsdale trains by limiting stops between Melbourne and Traralgon; and more user friendly departure times
Disabled compliant carriages	Provision of disabled-compliant carriages on all Bairnsdale trains
New generation long distance trains	Early replacement of 35-60 year old locomotive-hauled carriages on Bairnsdale services with new generation trains of international standard, appropriately configured for long distance services

Listed below are the immediate investments that are needed to improve service, improve accessibility by Gippsland people to jobs in south east Melbourne and the CBD, and the job opportunities created by investments in the corridor.

Gippsland Public Transport Investment and Employment Opportunities

Set out below is a range of employment opportunities that would arise from investing in currently inadequate Gippsland public transport.

PROJECT	TYPE OF WORK	COMMENT
GIPPSLAND MAINLINE RAILWAY UPGRADE: <ol style="list-style-type: none"> (1) Bunyip to Longwarry duplication (2) 3 km extension of Morwell Loop (3) Replacement of Avon River Bridge at Stratford (4) Upgrade second Gippsland track to 160 km/h and complete upgrading of first track 	Civil Construction	<p>Engineering and construction will allow increased frequency, reduced journey time and fewer delays for trains from Gippsland to Melbourne</p> <p>(4) Allows reduction of current slow journey times on Gippsland railway, shrinking distance for jobseekers</p>
CONSTRUCTION OF TRAIN STABLING: <ol style="list-style-type: none"> (1) Warragul (2) Sale 	Civil construction	<p>Stabling at Warragul will allow an eastbound morning train from Warragul to Sale for use by workers and students in the Latrobe Valley</p> <p>Sale stabling will allow more frequent VLocity services to Sale</p>
NEW SIGNALLING: <ol style="list-style-type: none"> (1) Traralgon to Sale (2) Remote control of loco run-arounds at Bairnsdale 	Specialised contracting	<ol style="list-style-type: none"> (1) Allows more frequent services to and from Sale (2) Reduces downtime of Bairnsdale train permitting more user friendly return departure times
STATION REBUILDS: <ol style="list-style-type: none"> (1) Traralgon Station Master Plan and new station at Traralgon (2) Second platform at Morwell (3) Concept design for a Latrobe Valley Central station at Mid-Valley 	Design, drafting, civil works, building trades, carpenters, electricians, painters and subsequently station staff	<ol style="list-style-type: none"> (1) Traralgon Master Plan completed, ready for next stage (2) Second Morwell platform will improve service frequency, journey time and reliability on the line (3) A Latrobe Valley Central station could include modern design, shops and services, bus interchange, facilities for bikes and geriatric scooter storage. Morale booster for region.
CAR PARK EXTENSIONS: <ol style="list-style-type: none"> (1) Additional 400 spaces at Drouin (2) Additional 50-100 spaces at Moe (3) Additional 200 spaces at Traralgon 	Civil construction	<p>Strong demand in all commuter zones – provides access to commute to jobs for those living away from station precinct</p>
NEW CONNECTING COACH SERVICES: <ol style="list-style-type: none"> (1) Taxi or coach service to Port Albert (2) Weekend connecting coach to Bruthen (3) Weekend coach to Omeo (4) Weekend coach to Buchan (5) Weekend coach to Walhalla (6) Negotiate coach connection to provide connected coach service Sydney to Melbourne via Bateman's Bay and Gippsland (7) Introduce and promote tourist coach service via Great Alpine Road Bairnsdale to Wangaratta via Omeo and Bright 	<p>Supports direct employment of bus/coach drivers</p> <p>Weekend coach services designed to permit public transport based weekend visits to tourist destinations to expand local economy guest houses, food stores and tourist services.</p> <p>Attract more visitors travelling via Princes Highway coach Sydney Melbourne and vv</p> <p>Great Alpine Road coach would provide public transport tourist access to Gippsland from the North east and allow promotion of round trip from Melbourne, supporting tourist industry jobs</p>	
COACH AND RAIL CARRIAGE CONSTRUCTION:	Manufacturing, vehicle building, electricians, painters. These	Additional coach services required in many areas of Victoria where service is

(1) Coach body construction (2) Rail car construction	activities at Dandenong (Bombardier, Volgren) are accessible by rail to Gippsland workers	attenuated
TRANSIT ORIENTED URBAN REDEVELOPMENT: (1) Moe (2) Morwell	Planners, civil construction, building trades, gardeners, bus drivers.	Housing stock in some areas in the Latrobe Valley is aging. Scope for planned urban redevelopment around transit corridors to town centres and stations
GIPPSLAND HIGHWAY MAINTENANCE: Improve safety on highways used by public transport coaches	Specialised contractors, bitumen layers, grader drivers etc.	PTV and V/Line buses operate on Highways that require widening, edge sealing, grading and remediation of roughness and road damage
RAIL FREIGHT OPPORTUNITIES: (1) Actively work to secure bulk traffic such as logs and minerals where it needs to be conveyed along Gippsland corridor (2) Continue development of intermodal opportunities in Gippsland	Loco drivers, freight yard staff	Rail transport of long distance bulk loads offers employment as well as safety and environmental benefits.
DANDENONG RAIL CORRIDOR CAPACITY AND CAPABILITY PLANNING Plan to overcome the biggest factor inhibiting the introduction of fast, reliable and frequent services to Gippsland	Transport planners and engineers	As the current Skyrail project has been constructed without providing for the extra capacity and faster services needed by Gippsland and the growing suburbs south and east of Dandenong, it is critical that a major independent planning study be commissioned to determine the most appropriate means of providing the extra track capacity needed.

14.8 AMENDMENT TO PERMIT CONDITIONS 2013/165/A - USE AND DEVELOPMENT OF LAND FOR A CONCRETE BATCHING PLANT IN THE INDUSTRIAL 1 ZONE AT 30-32 EASTERN ROAD, TRARALGON EAST**General Manager****City Development****For Decision****PURPOSE**

The purpose of this report is to determine Planning Permit Application 2013/165/A for the use and development of land for a Concrete Batching Plant in the Industrial 1 Zone at 30-32 Eastern Road, Traralgon East (Lot 11 LP 125702).

The application was initially heard at the Ordinary Council Meeting on 14 November 2016. No decision was made at this meeting therefore this matter has been returned to this Council meeting for decision.

EXECUTIVE SUMMARY

The applicant seeks to amend a permit for the use and development of land for a Concrete Batching Plant in the Industrial 1 Zone. The proposed amendment is to condition 3 of planning permit 2013/165 only which relates to the operating hours of the proposed batching plant which states that '*the use may operate between the hours of 7am to 4 pm on weekdays and 7am to 12pm on weekends, unless with the written consent of the Responsible Authority.*'

The applicant proposes to change the operating hours to 5.30 am to 6.00 pm on weekdays and 5.30 am to 1.00 pm on Saturday. No other changes to the permit are proposed. Additional information since 14 November 2016 has been provided by the applicant which is included at Attachment 5.

The merits of the use and development of the land for a concrete batching plant have already been established under the original permit, which remains current but has not yet been implemented on the subject site.

The proposed change to the operating hours has been found to comply with the Latrobe Planning Scheme and it is therefore recommended that a Notice of Decision to Grant a Planning Permit subject to conditions be issued.

RECOMMENDATION

That Council issue a Notice of Decision for the use and development of a Concrete Plant at 30-32 Eastern Road, Traralgon East (Lot 11 LP 125702), with the following conditions:

Amended Plan Condition:

1. Prior to the commencement of any works hereby permitted, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted but modified to show:
 - (a) The car parking plan must include finished surface material details including finished surface levels and contours. Parking and loading areas and access lanes must be finished with an all-weather sealed surface; drained; line marked to indicate each car space and all access lanes.

Endorsed Plan Condition:

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

Hours of Operation Condition:

3. The use may operate only between the hours of 5.30 am to 6 pm on weekdays and 5.30 am to 1 pm on Saturdays, except with the written consent of the Responsible Authority.

Acoustic Report Condition:

4. Prior to the commencement of any buildings and works, a report from a professionally qualified acoustic consultant must be submitted to and approved by the Responsible Authority. The report must predict noise impacts and proposed emission controls, to demonstrate that the premises will not exceed the noise objectives as set out in the EPA Publication N3/89, Interim Guidelines for Control of Noise in County Victoria. The recommendations contained in the report must be implemented to the satisfaction of the Responsible Authority.

A second report from a professionally qualified acoustic consultant is required from three months of commencement of the use to demonstrate the noise levels are of an acceptable standard.

5. All external plant and equipment must be acoustically treated or placed in sound proof housing to reduce noise to a level satisfactory to the Responsible Authority.
6. The use and development must be managed so that the amenity of the area is not detrimentally affected, through the:

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

- (a) transport of materials, goods or commodities to or from the land;
- (b) appearance of any building, works of materials;
- (c) emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;
- (d) presence of vermin;

Or otherwise to the satisfaction of the Responsible Authority.

7. All waste material not required for further on-site processing must be regularly removed from the site. All vehicles removing waste must have fully secured and contained loads so that no wastes are spilled or dust or odour is created to the satisfaction of the Responsible Authority.
8. Upon completion of the works, the site must be cleared of all excess and unused building materials and debris to the satisfaction of the Responsible Authority.

Appropriate measures must be implemented throughout the construction stage of the development to rectify and/or minimise mud, crushed rock or other debris being carried onto public roads or footpaths from the subject land, to the satisfaction of the Responsible Authority.

Engineering conditions:

9. Before works commence on the development hereby permitted, a site drainage plan including levels or contours of the land and all hydraulic computations must be submitted to and approved by the Responsible Authority. When approved the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with the requirements of Latrobe City Council's Design Guidelines and must provide for the following:
 - (a) A drainage system providing for all stormwater discharging from the site, including from all buildings, car parks and vehicle access areas, to be conveyed to the legal point of discharge. The drainage system must be designed to take the 1 in 10 year ARI storm event.
 - (b) An underground pipe drainage system conveying stormwater from the legal point of discharge to Latrobe City Council's stormwater drainage system.
 - (c) No polluted water shall be permitted to be discharged into Latrobe City Council's drainage system. All waste water from the oil and silt interceptor trap must be discharged to an approved sewer or other approved outlet.
10. Before the use commences of the development hereby permitted, or by such later date as is approved by the Responsible Authority in writing, the following works must be completed in accordance

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)**

with the endorsed plans and to the satisfaction of the Responsible Authority:

- (a) All drainage works must be constructed in accordance with the approved site drainage plan.
- (b) The areas shown on the endorsed plans for vehicle access and car parking must be constructed to such levels that they can be used in accordance with the approved plans, including surfacing with an all-weather sealed surface, drained, line marking to indicate each car space and all access lanes, and clearly marked to show the direction of traffic along access lanes and roadways.

11. Car spaces, vehicle access land and driveways must be kept available for these purposes at all times.
12. Vehicles shall not be washed anywhere on the land other than in the vehicle washing bay designated on the endorsed plans.
13. The areas set aside for car parking and vehicle access lanes must be maintained in a continuously useable condition to the satisfaction of the Responsible Authority.

EPA conditions:

14. The operator of this permit must comply with the following requirements from the EPA Victoria:
 - (a) Noise emitted from the premises must not exceed the recommended levels as set out in Noise from Industry in Regional Victoria (NIRV; EPA Publication 1411, 2011) or as amended.
 - (b) Noise attenuation measures must be installed to ensure that sensitive receptors are not negatively impacted.
 - (c) Nuisance dust must not be discharged beyond the boundaries of the premises.
 - (d) Sediment traps, or similar, must be installed to prevent the transportation of sediment, litter and wastes to the stormwater system.
 - (e) Stormwater contaminated with waste, chemicals or sediments must not be discharged beyond the boundary of the premises.
 - (f) Construction and post-construction activities must be in accordance with EPA Publication 275 Construction Techniques for Sediment Pollution Control 1991 or as amended.

Landscaping conditions:

15. Prior to the occupancy of the development or by such later date as is approved by the Responsible Authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the Responsible Authority.

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

16. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.

Standard conditions:

17. Once building works have commenced, they must be completed to the satisfaction of the Responsible Authority.
18. All buildings and works must be maintained in good order and appearance to the satisfaction of the Responsible Authority.
19. Construction works on the land must be carried out in a manner that does not result in damage to the existing Council assets and does not cause detriment to adjoining owners and occupiers, to the satisfaction of the Responsible Authority.
20. All waste water for the development must be discharged into the reticulated sewerage systems to the satisfaction of Gippsland Water.

Expiry of permit:

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

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expired or within six months afterwards.

MOTION

Moved: Cr Gibson
Seconded: Cr Harriman

That Council issue a Notice of Decision for the use and development of a Concrete Plant at 30-32 Eastern Road, Traralgon East (Lot 11 LP 125702), with the following conditions:

Amended Plan Condition:

1. **Prior to the commencement of any works hereby permitted, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted but modified to show:**

- (a) The car parking plan must include finished surface material details including finished surface levels and contours. Parking and loading areas and access lanes must be finished with an all-weather sealed surface; drained; line marked to indicate each car space and all access lanes.

Endorsed Plan Condition:

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

Hours of Operation Condition:

3. The use may operate only between the hours of 6 am to 6 pm on weekdays and 6 am to 1 pm on Saturdays, except with the written consent of the Responsible Authority.

Acoustic Report Condition:

4. Prior to the commencement of any buildings and works, a report from a professionally qualified acoustic consultant must be submitted to and approved by the Responsible Authority. The report must predict noise impacts and proposed emission controls, to demonstrate that the premises will not exceed the noise objectives as set out in the EPA Publication N3/89, Interim Guidelines for Control of Noise in County Victoria. The recommendations contained in the report must be implemented to the satisfaction of the Responsible Authority.

A second report from a professionally qualified acoustic consultant is required from three months of commencement of the use to demonstrate the noise levels are of an acceptable standard.

5. All external plant and equipment must be acoustically treated or placed in sound proof housing to reduce noise to a level satisfactory to the Responsible Authority.
6. The use and development must be managed so that the amenity of the area is not detrimentally affected, through the:
- (a) transport of materials, goods or commodities to or from the land;
 - (b) appearance of any building, works of materials;
 - (c) emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;
 - (d) presence of vermin;
- Or otherwise to the satisfaction of the Responsible Authority.

7. All waste material not required for further on-site processing must be regularly removed from the site. All vehicles removing waste must have fully secured and contained loads so that no wastes are spilled or dust or odour is created to the satisfaction of the Responsible Authority.

8. Upon completion of the works, the site must be cleared of all excess and unused building materials and debris to the satisfaction of the Responsible Authority.

Appropriate measures must be implemented throughout the construction stage of the development to rectify and/or minimise mud, crushed rock or other debris being carried onto public roads or footpaths from the subject land, to the satisfaction of the Responsible Authority.

Engineering conditions:

9. Before works commence on the development hereby permitted, a site drainage plan including levels or contours of the land and all hydraulic computations must be submitted to and approved by the Responsible Authority. When approved the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with the requirements of Latrobe City Council's Design Guidelines and must provide for the following:

- (a) A drainage system providing for all stormwater discharging from the site, including from all buildings, car parks and vehicle access areas, to be conveyed to the legal point of discharge. The drainage system must be designed to take the 1 in 10 year ARI storm event.
- (b) An underground pipe drainage system conveying stormwater from the legal point of discharge to Latrobe City Council's stormwater drainage system.
- (c) No polluted water shall be permitted to be discharged into Latrobe City Council's drainage system. All waste water from the oil and silt interceptor trap must be discharged to an approved sewer or other approved outlet.

10. Before the use commences of the development hereby permitted, or by such later date as is approved by the Responsible Authority in writing, the following works must be completed in accordance with the endorsed plans and to the satisfaction of the Responsible Authority:

- (a) All drainage works must be constructed in accordance with the approved site drainage plan.
- (b) The areas shown on the endorsed plans for vehicle access and car parking must be constructed to such levels that they can be used in accordance with the approved plans, including surfacing with an all-weather

sealed surface, drained, line marking to indicate each car space and all access lanes, and clearly marked to show the direction of traffic along access lanes and roadways.

11. Car spaces, vehicle access land and driveways must be kept available for these purposes at all times.
12. Vehicles shall not be washed anywhere on the land other than in the vehicle washing bay designated on the endorsed plans.
13. The areas set aside for car parking and vehicle access lanes must be maintained in a continuously useable condition to the satisfaction of the Responsible Authority.

EPA conditions:

14. The operator of this permit must comply with the following requirements from the EPA Victoria:
 - (a) Noise emitted from the premises must not exceed the recommended levels as set out in Noise from Industry in Regional Victoria (NIRV; EPA Publication 1411, 2011) or as amended.
 - (b) Noise attenuation measures must be installed to ensure that sensitive receptors are not negatively impacted.
 - (c) Nuisance dust must not be discharged beyond the boundaries of the premises.
 - (d) Sediment traps, or similar, must be installed to prevent the transportation of sediment, litter and wastes to the stormwater system.
 - (e) Stormwater contaminated with waste, chemicals or sediments must not be discharged beyond the boundary of the premises.
 - (f) Construction and post-construction activities must be in accordance with EPA Publication 275 Construction Techniques for Sediment Pollution Control 1991 or as amended.

Landscaping conditions:

15. Prior to the occupancy of the development or by such later date as is approved by the Responsible Authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the Responsible Authority.
16. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.

Standard conditions:

17. Once building works have commenced, they must be completed to the satisfaction of the Responsible Authority.
18. All buildings and works must be maintained in good order and appearance to the satisfaction of the Responsible Authority.
19. Construction works on the land must be carried out in a manner that does not result in damage to the existing Council assets and does not cause detriment to adjoining owners and occupiers, to the satisfaction of the Responsible Authority.
20. All waste water for the development must be discharged into the reticulated sewerage systems to the satisfaction of Gippsland Water.

Expiry of permit:

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

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expired or within six months afterwards.

For: Crs White, Harriman, Gibson, McFarlane, Howe and Law

Against: Crs O'Callaghan, Middlemiss and Clancey

CARRIED

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 complementary to its surroundings and which provides for a connected and inclusive community.

Latrobe City Council Plan 2013 – 2017

Strategic Objectives – Built Environment

- *Promote and support high quality urban design within the built environment; and*
- *Ensure proposed developments enhance the liveability of Latrobe City, and provide for a more sustainable community.*

Theme and Objectives

Theme 5: Planning for the future

Strategic Direction

Provide efficient and effective planning services and decision making to encourage development and new investment opportunities.

Plan and coordinate the provision of key services and essential infrastructure to support new growth and developments.

Legislation

Local Government Act 1989

Planning and Environment Act 1987

Subdivision Act 1988

SUMMARY

Land:	30-32 Eastern Road, Traralgon East known as Lot 11 LP 125702.
Proponent:	Kennedy Haulage Pty Ltd
Zoning:	Industrial 1 Zone
Overlay	None

Pursuant to Clause 33.01-1 of an Industrial 1 Zone a permit is required for use of 'Industry' if the threshold distances specified in Clause 52.10 are not met. A threshold distance of 300 metres is required for a concrete batching plant.

Pursuant to Clause 33.01-4 of the Industrial 1 Zone a permit is required for buildings and works.

SUBJECT SITE AND SURROUNDS

The subject land is located on the west side of Eastern Road and north of Southern Road and is approximately 550 metres north of Princes Highway in Traralgon.

The site is generally rectangular in shape with a frontage of approximately 100 metres and depth of 61 metres with an overall area of approximately 6220 square metres. The site has three existing crossovers, two onto Eastern Road and one onto Southern Road.

The site is currently vacant although there is still a wash down area for trucks and a number of silos as a result of a previous use of the site. The

area has limited vegetation with the exception of a grassed area around the perimeter of the site. There are a number of concrete pads on site. There is a wide range of uses in the area including materials recycling, scaffolding, industrial manufacturing a mix of businesses workshops and showrooms at 29 Eastern Road, Traralgon.

The subject site is 200m away from the nearest sensitive use and the area is served with all reticulated services.

A site context plan and aerial photo are included in Attachment 1 and the development plans are included in Attachment 2.

PROPOSAL

The application is for an amendment to planning permit 2013/165 which is for the use and development of a concrete plant.

It is proposed to amend only condition 3 of the permit to extend the hours that the plant may operate. Condition 3 of planning permit 2013/165 states that 'the use may operate between the hours of 7.00 am to 4.00 pm on weekdays and 7.00 am to 12.00 pm on weekends, unless with the written consent of the Responsible Authority.'

The applicant proposes to change the operating hours to 5.30 am to 6.00 pm on weekdays and 5.30 am to 1.00 pm on Saturday. No other changes are proposed.

HISTORY OF APPLICATION

A planning permit for the use and development of a concrete plant was issued on 4 February 2014, reference 2013/165. An application for an extension of time to the permit was received on 24 February 2016 and granted on 7 March 2016. This permit remains current, however to date the permitted use and development have not yet commenced.

LATROBE PLANNING SCHEME

The State Planning Policy Framework (SPPF) and the Local Planning Policy Framework (LPPF), including the Municipal Strategic Statement (MSS) have been considered as part of the assessment of this application. The following clauses are relevant to consideration of the application.

State Planning Policy Framework

Clause 11 Settlement

Clause 13.04 Noise and Air

Clause 17.02 Industry

Clause 18.02-4 Management of the road system

Clause 19.03-3 Stormwater

Local Planning Policy Framework

Clause 21.05 Main Towns Overview

Clause 21.07-7 industry Overview

Industrial 1 Zone

Pursuant to Clause 33.01-1 of an Industrial 1 Zone a permit is required for use of 'Industry' if the threshold distance specified in Clause 52.10 is not met (threshold distance of 300 metres for a concrete batching plant).

Pursuant to Clause 33.01-4 of the Industrial 1 Zone a permit is required for buildings and works.

Particular ProvisionsClause 52.06 Car Parking:

This clause deals with the car parking requirements for land-uses/developments. A main purpose of the provision is to ensure that safe, efficient, adequate car parking is provided. This clause requires 2.9 spaces per 100 square metres of floor area. The floor area of the office area is approximately 100m² and onsite parking has been provided to meet requirements. As such there is no permit trigger under the Clause.

Clause 52.07 Loading and Unloading of Vehicles:

This clause seeks to set aside land for loading and unloading commercial vehicles to prevent loss of amenity and adverse effect on traffic flow and road safety. The applicant has provided a sufficient loading/unloading bay area to address their particular requirements.

Clause 52.10 Uses with Adverse Amenity Potential:

This clause identifies uses which if not appropriately designed and located may cause offence or unacceptable risk to the neighbourhood. The use and development of the site for a concrete batching plant has already been established under the original planning permit, 2013/165. It is only the hours of operation that is proposed to change. This application was referred to the EPA who had no objection subject to appropriate conditions.

Decision Guidelines (Clause 65):

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

INTERNAL / EXTERNAL CONSULTATION*Engagement Method Used:*Referrals:

The application was referred to the Environment Protection Authority under Section 55 of the Planning and Environment Act 1987 as a determining referral authority. No objection was raised to the proposal subject to appropriate conditions.

Notification:

Pursuant to Sections 52(1) (a) and (d) of the *Planning and Environment Act 1987* the application was notified for a minimum of 14 days. Adjoining landowners and occupiers were sent a letter and a sign was placed on the site. In addition, all residential properties within 300 metres of the subject

site were also notified. These are the same properties that were notified of the original application.

Nine letters in the form of objections were received. Copies of all submissions are attached in Attachment 3 of this report (confidential) and Attachment 4 shows the location of the objectors' residences (confidential).

A letter responding to the issues raised in the submissions was sent to all objectors and an opportunity was offered to withdraw their objection. No objections were subsequently withdrawn.

Concerns raised are discussed in the 'Response to submissions' section of this report.

KEY POINTS/ISSUES

Additional information since 14 November 2016 has been provided by the applicant which is included at Attachment 5.

Strategic direction of the State and Local Planning Policy Frameworks:

The State and Local Planning Policy Frameworks highlight the needs to ensure ongoing provision for a variety of uses within the urban area including for industrial purposes. The strategic direction in industrial areas is to encourage and support emerging types of industry. Strategies include providing an adequate supply of industrial land in appropriate locations and promoting the development of new and existing industry to enhance the social and economic wellbeing of Latrobe City. In relation to industrial development, the policy framework seeks to ensure that industry and sensitive uses are planned and designed to minimise any potential detriment or loss of amenity. Local planning policy then seeks to ensure that sufficient supply and adequate choice of industrial land exists to accommodate varying needs of the differing types of future industrial development. This proposal seeks only to amend the operating hours of the permit. The use and development of the land for a concrete batching plant has already been approved under planning permit 2013/165 and it is considered that this proposed amendment responds appropriately to State and Local planning policies.

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

The proposal is considered to be generally consistent with the Zone 'Purpose' of the Industrial 1 Zone. The application has been considered against the relevant decision guidelines pursuant to Clause 33.01-2:

- *The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *The effect that the use may have on nearby existing or proposed residential areas or other uses which are sensitive to industrial off-site effects, having regard to any comments or directions of the referral authorities.*

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

- *The effect that nearby industries may have on the proposed use.*
- *The drainage of the land.*
- *The availability of and connection to services.*
- *The effect of traffic to be generated on roads.*
- *The interim use of those parts of the land not required for the proposed use.*

The application is considered to be generally consistent with these decision guidelines. As detailed previously the application is considered consistent with the SPPF and LPPF. The nearest residential use is approximately 200m away to the west and north-west. As a result the proposal is within the threshold distance identified in Clause 52.10 *Uses with Adverse Amenity potential*.

There are however a number of industrial properties and two roads between these residential properties and the subject site. The site is suitably serviced with all reticulated services and has excellent access to the Princes Highway. Suitable conditions in relation stormwater management, dust control and sediment control will ensure the proposal is consistent with the decision guidelines.

The application is also considered to be consistent with Clause 33.01-4 Buildings and works. The applicant has addressed the application requirements under this clause as appropriate.

The proposal is considered consistent with the decision guidelines of Clause 33.01-4 with appropriate conditions on any issue of a permit.

Clause 65 (Decision Guidelines):

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

RESPONSE TO SUBMISSIONS

1. Change to the operating hours

The applicant has advised that the change in operating hours is required due to the requirement from the construction industry that concrete be available when construction activities are due to start, which is usually around 7am. The EPA is satisfied that subject to appropriate conditions, which are already included on the original permit, there will be no adverse noise impacts. One of the conditions on the permit requires the submission of an Acoustic Report from a professional consultant prior to the commencement of any works on site and setting out recommendations in relation to noise impacts and emission control. A second report is then required within three months of commencement of the use to demonstrate that the noise levels are of an acceptable standard.

2. Planning permit 2013/165 has expired

A request for an extension of time for planning permit 2013/165 was received by Council on 24 February 2016 and granted on 7 March 2016. There is no requirement under the provisions of the Planning and Environment Act 1987 for such an application to be advertised.

3. Noise, dust and airborne pollution to nearby residents

This amendment seeks only to change the operating hours of the plant. The use and development was previously approved under the 2013 permit. There are appropriate conditions on the permit in relation to the above issues in order that the proposal will not have any adverse impact on nearby residents. The EPA, who are a determining referral authority for this application have raised no objection to the proposal subject to appropriate conditions. These conditions are on the original planning permit and would be included on any amended permit.

4. Major housing projects, including BUPA complex have been completed in east end of Traralgon since original permit was granted and will be impacted upon by the proposal

The subject site is located within Industrial zoned land. This amendment application seeks to alter the hours of operation, not the use, which was already approved under permit 2013/165. The EPA is satisfied that subject to appropriate conditions, there will be no adverse impact.

5. Impact of traffic

This amendment application does not seek to increase the number of vehicles that would operate from the site, only alter the operating hours. Whilst it will mean that there will potentially be traffic movements over a longer period of time, the site is located within an industrial area the use and associated traffic movements are to be expected. It is not considered that there will be any adverse impact on traffic by increasing the hours of operation as the road network in this area is designed to accommodate industrial traffic.

6. Possible devaluation of properties

This is not a material planning consideration and has been upheld as such at VCAT.

RISK IMPLICATIONS

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

FINANCIAL 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).

OPTIONS

Council has the following options in regard to this application:

1. Issue a Notice of Decision to grant a Planning Permit subject to necessary conditions; or
2. Refuse to Grant a Planning Permit.

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

CONCLUSION

In conclusion, the use and development has already been approved and it is solely the hours of operation that this proposal seeks to amend. It is therefore recommended that Council issues a Notice of Decision to grant a planning permit for the use and development of land for a concrete plant at 30-32 Eastern Road, Traralgon East (lot 11 LP125702) on the following grounds:

- The proposal is consistent with the State and Local Planning Policy Frameworks;
- The proposal is consistent with the Purpose' and 'Decision Guidelines' of the Industrial 1 Zone;
- The proposal is consistent with Clause 65 (Decision Guidelines) of the Scheme.

Attachments

1. Site context and aerial photo
2. Development Plans
3. Objectors submissions (Published Separately) (Confidential)
4. Location of objectors residences (Published Separately) (Confidential)
5. Additional information

14.8

Amendment to permit conditions 2013/165/A - Use and development of land for a Concrete Batching Plant in the Industrial 1 Zone at 30-32 Eastern Road, Traralgon East

1	Site context and aerial photo.....	559
2	Development Plans.....	561
5	Additional information	567



SITE LAYOUT PLAN

LOT 11 ON LP125702/ VOL. 9295 FOL. 282
 30-32 EASTERN ROAD, TRARALGON EAST 3844
 Latrobe City Council
 18744M1 Version 2
 Sheet of Sheets
 Date : June 2016



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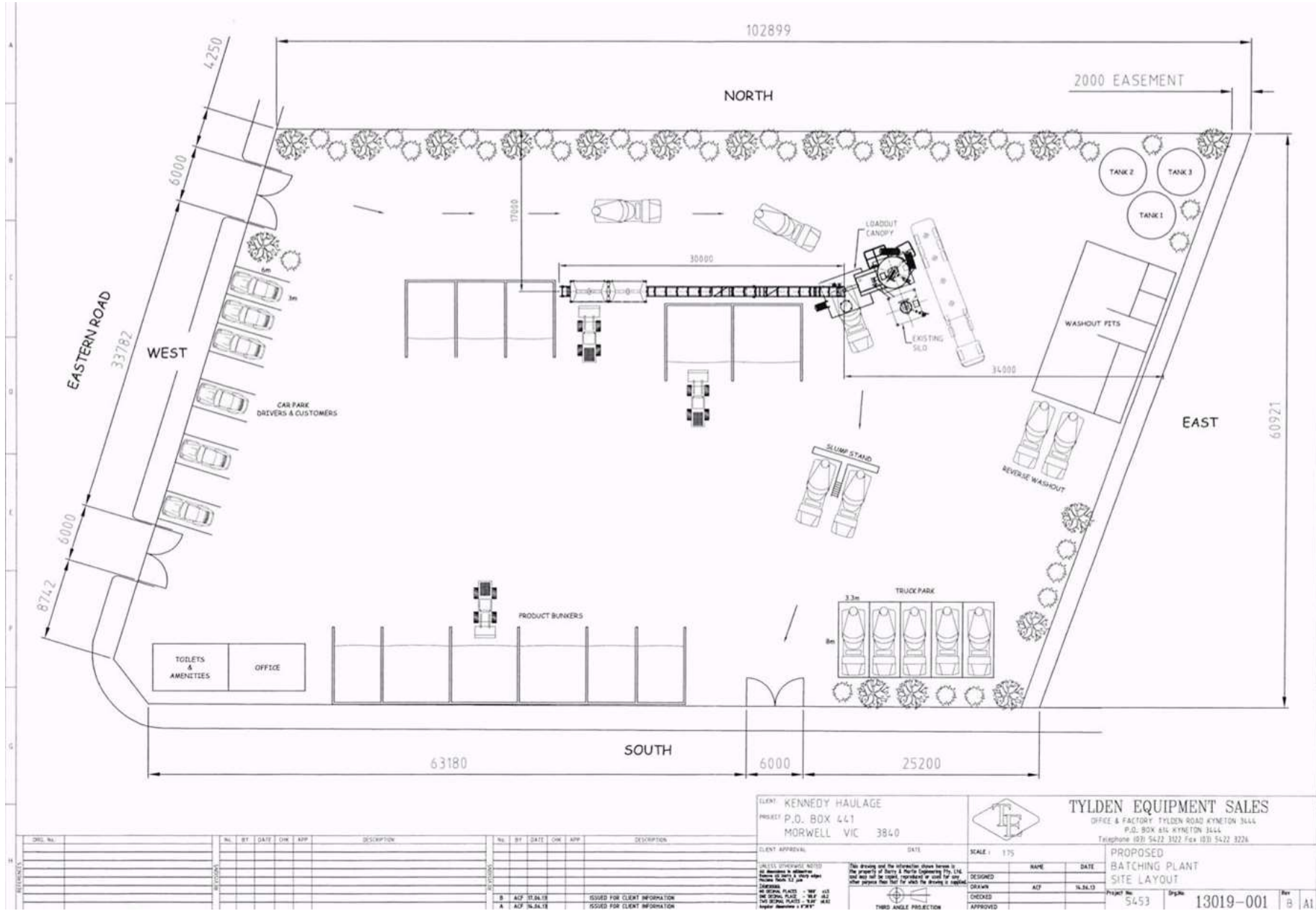
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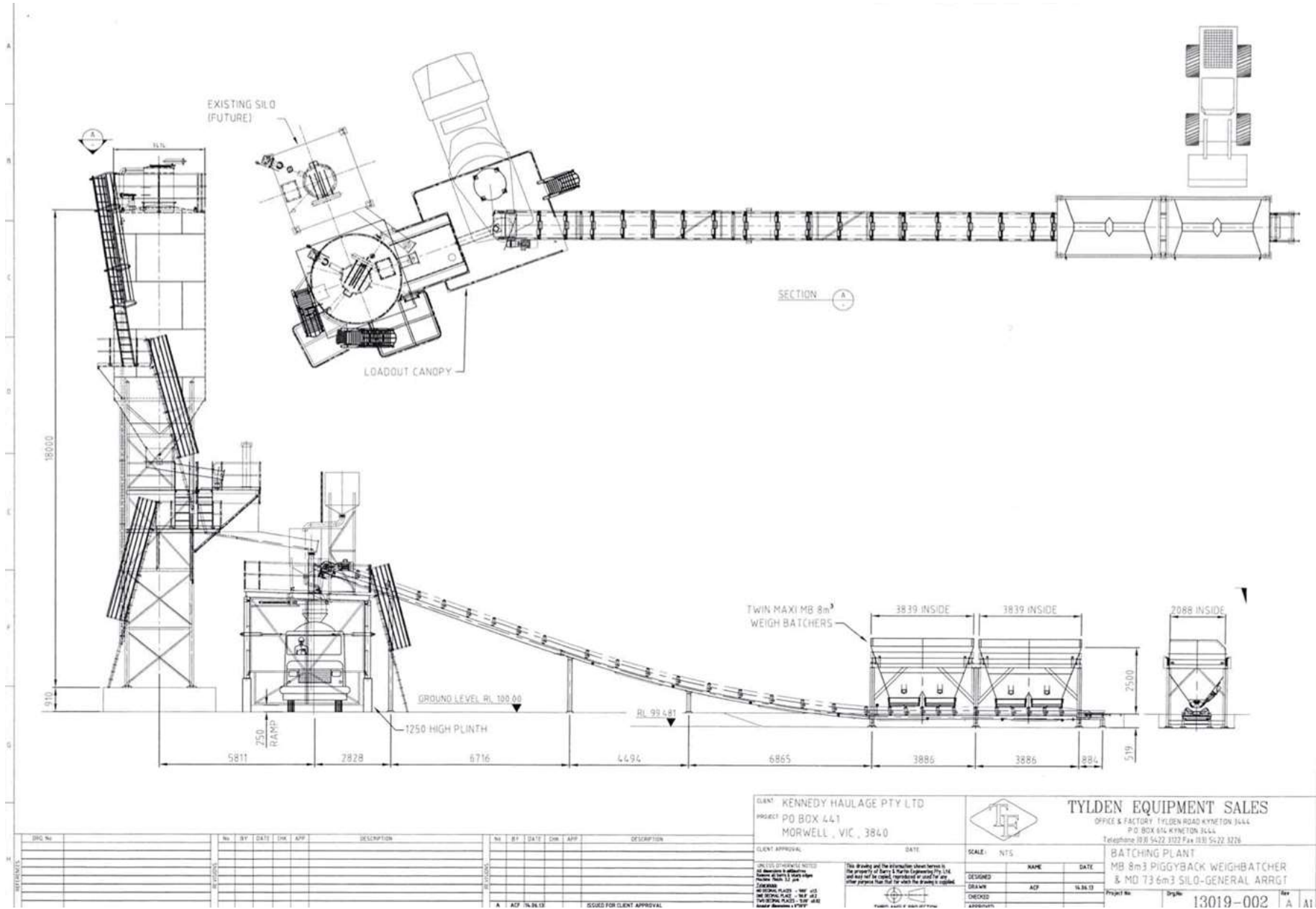
No	Revision Description	Drawn	App'd	Date
2	Adjusted truck parking & added barrier	AHW		07.06.2016
1	Prepared for town planning purposes	AHW		04.03.2016

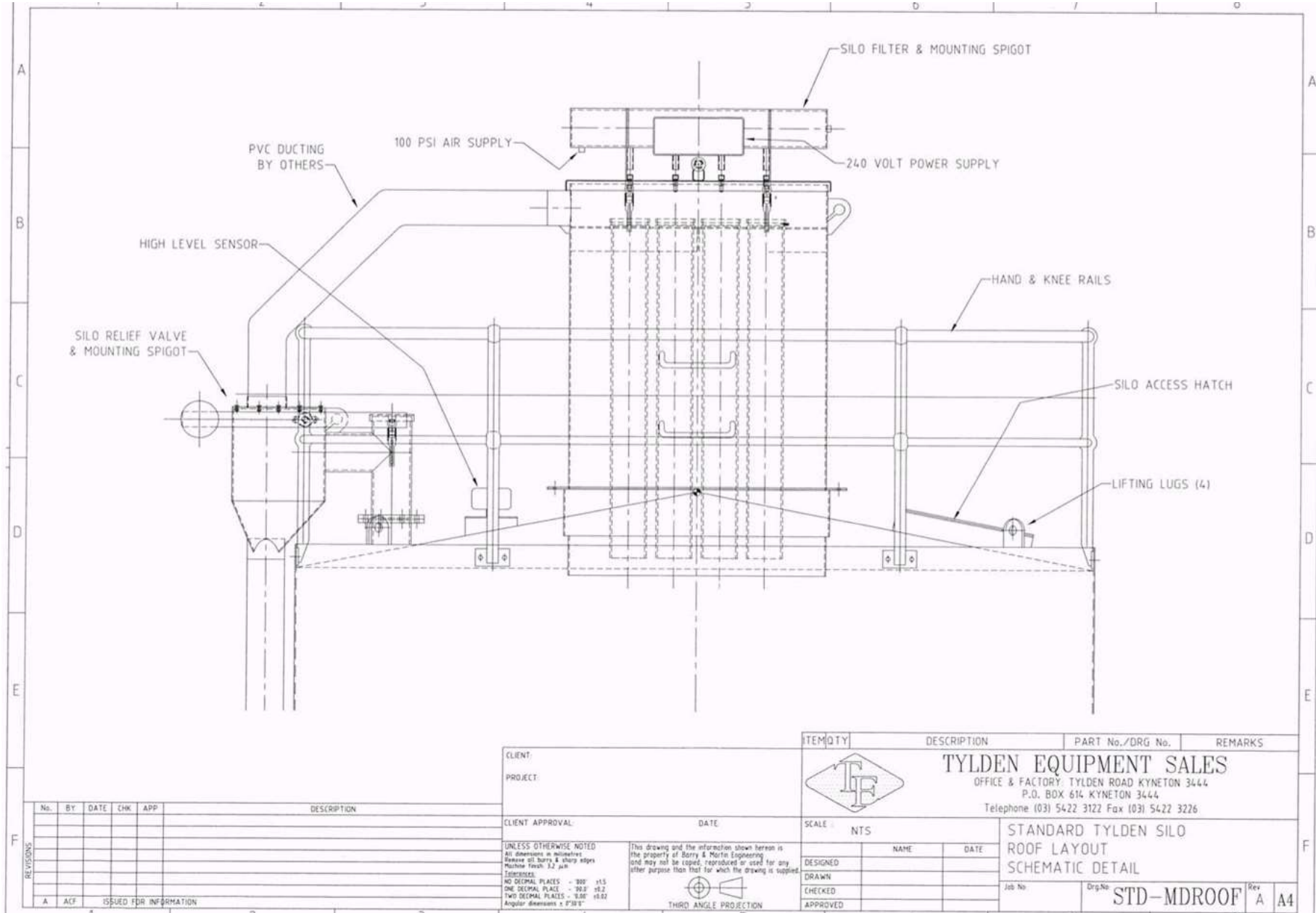
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	<p>Note The information shown on this map is derived from a variety of sources including, but not limited to, Vicmap Data, other State and Local Government Agencies data and Latrobe City Data.</p>	2/11/2016	
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No.	BY	DATE	CHK	APP	DESCRIPTION
A	ACF				ISSUED FOR INFORMATION

CLIENT:
PROJECT:

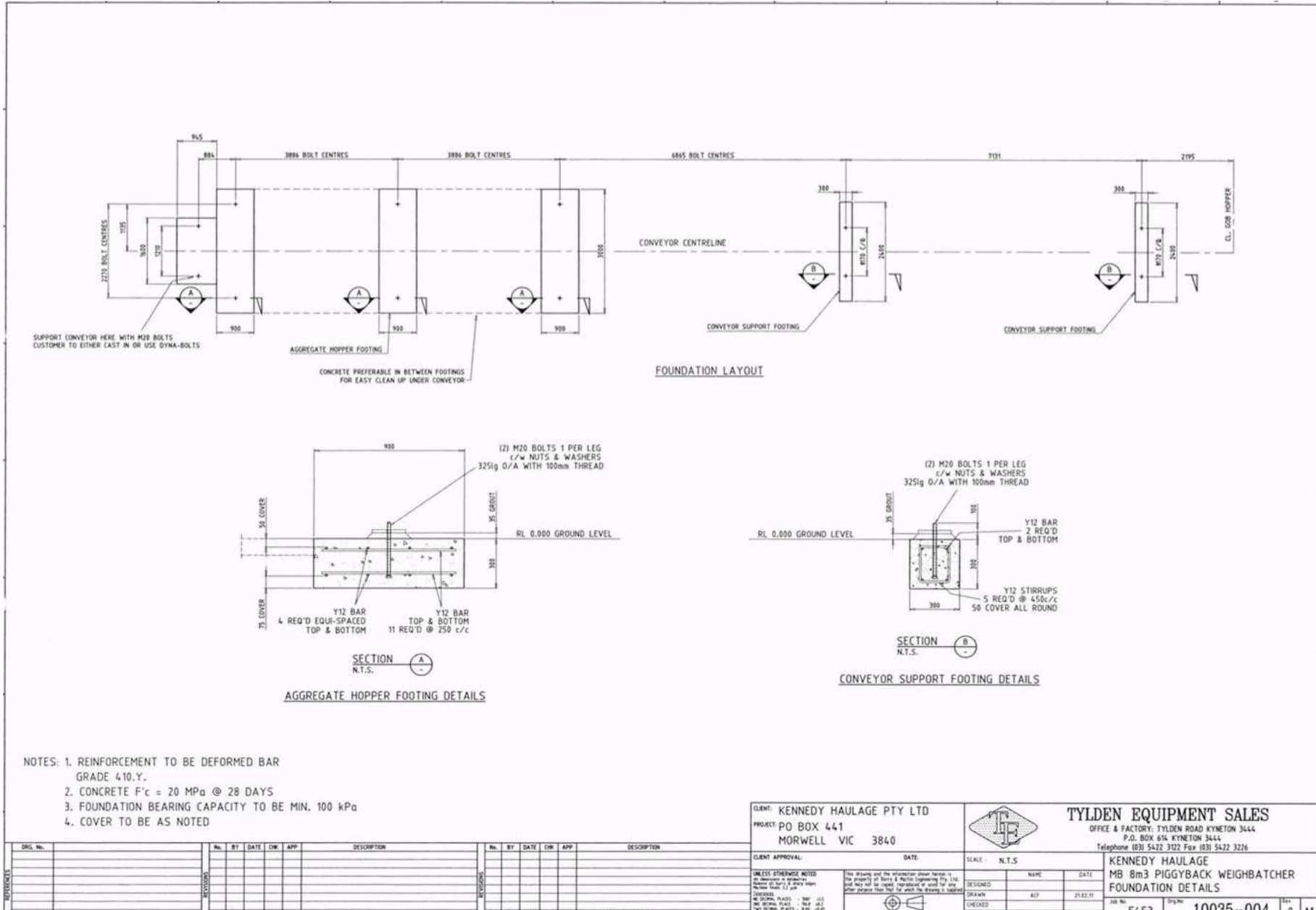
CLIENT APPROVAL: _____ DATE: _____

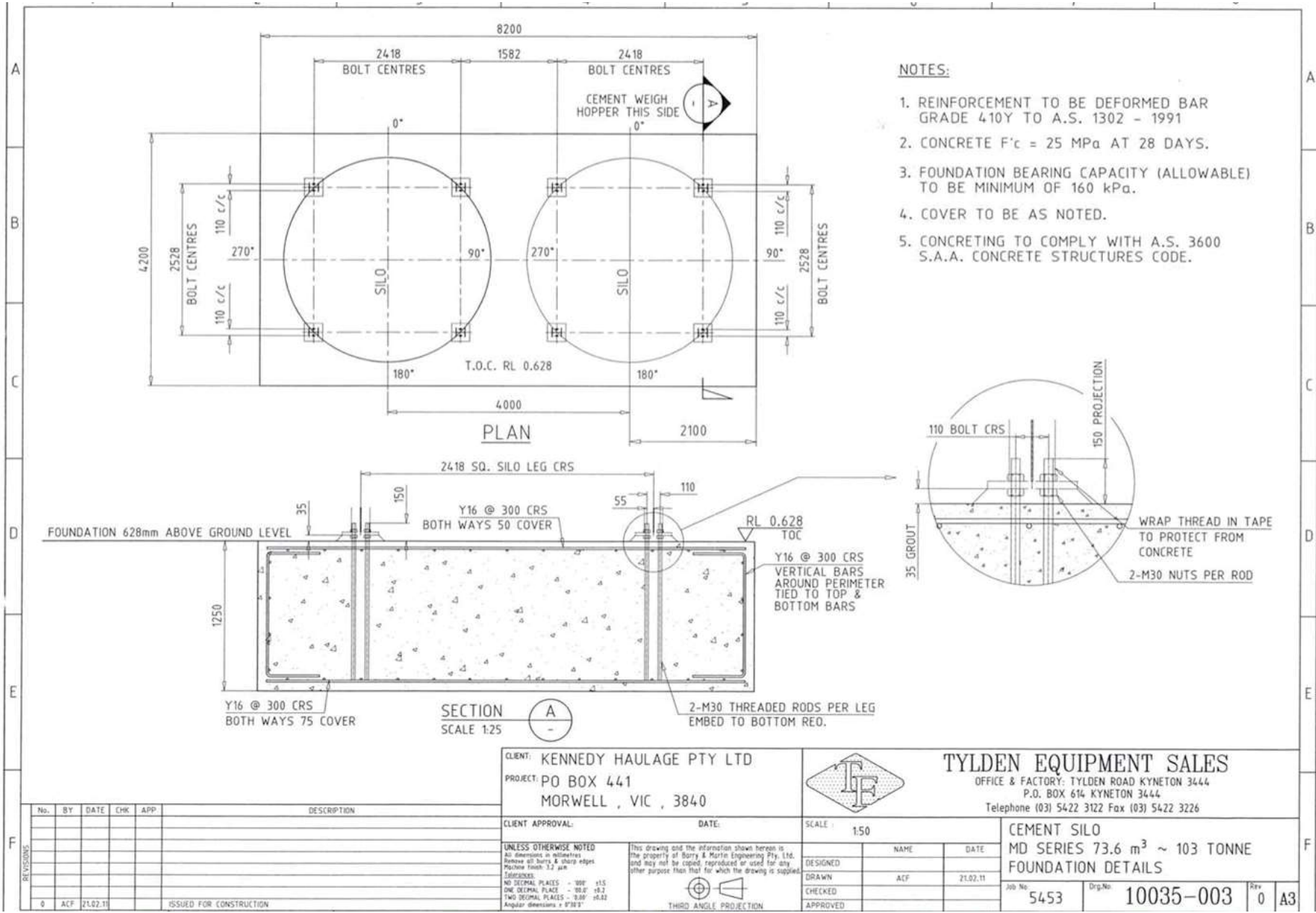
UNLESS OTHERWISE NOTED
All dimensions in millimetres
Remove all burrs & sharp edges
Machine finish 3.2 µm
TOLERANCES
NO DECIMAL PLACES - 300 ±1.5
ONE DECIMAL PLACE - 30.0 ±0.2
TWO DECIMAL PLACES - 0.00 ±0.02
Angular dimensions ± 0.1°

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THIRD ANGLE PROJECTION

ITEM QTY	DESCRIPTION	PART No./DRG No.	REMARKS
	TYLDEN EQUIPMENT SALES OFFICE & FACTORY: TYLDEN ROAD KYNETON 3444 P.O. BOX 614 KYNETON 3444 Telephone (03) 5422 3122 Fax (03) 5422 3226		
SCALE: NTS	STANDARD TYLDEN SILO ROOF LAYOUT SCHEMATIC DETAIL		
DESIGNED	NAME	DATE	
DRAWN			
CHECKED			
APPROVED			
	Job No.	Org.No.	Rev
		STD-MDROOF	A A4





Attachment 5 - Additional information

On 21 November 2016 an email was received from the applicant advising that they wished to amend the operating hours to start at 6 am Monday to Saturday instead of 5.30 am. Section 57A of the Planning and Environment Act 1987 allows for amendments to an application after notice has been given.

If an application is amended under section 57A, the responsible authority must determine whether and to whom notice should be given in respect of the amended application and if notice is to be given, the nature and extent of that notice.

All persons who submitted an objection to the proposed amendment were notified of the proposed change in start time from 5.30 am to 6 am. This information was included with a letter (see example of template below) advising that the application would be going to the Council Meeting of 5 December 2016 as no decision was made at the 14 November meeting. The opportunity was given to withdraw the objection, however no objections were withdrawn.

Ref: 2013/165/A

23 November 2016

<Name and Address>

Dear Sir/Madam

APPLICATION NO: 2013/165/A
PROPOSAL: USE AND DEVELOPMENT ASSOCIATED WITH A
CONCRETE PLANT
PROPERTY: 30-32 EASTERN ROAD, TRARALGON EAST
DESCRIPTION: L 11 LP 125702

I wish to advise that the above matter will be considered at the Ordinary Council meeting on 5 December 2016 from 6 pm at Latrobe Council Headquarters, 141 Commercial Road Morwell in the Nambur Wariga Room.

Please note, although unlikely, if this date should change you will be notified accordingly.

The above application was initially heard at the Ordinary Council Meeting on 14 November 2016. The officer recommendation to approve the application was lost, however as no alternate motion was put forward at the meeting no decision was made on the application.

The applicant has now proposed to amend the operating hours to start at 6 am instead of 5.30 am as previously proposed. The new operating hours would be as follows:

Monday to Friday – 6 am to 6 pm

Saturday – 6 am to 1 pm.

If, in light of the above revised operating hours you wish to withdraw your objection, please send an email to planningenquiries@latrobe.vic.gov.au

You are welcome to attend the Ordinary Council meeting during discussion of items open to the public, and you may wish to address Council on this matter. In order to allow as many speakers as possible, presentations are limited to a maximum of 3 minutes. Arrangements to address Council at this meeting must be made by 12 noon on the date of the Ordinary Council meeting.

Arrangements must be made prior to addressing Council at either meeting by contacting Governance Officer, on 5128 5717, egovernance@latrobe.vic.gov.au or online at www.latrobe.vic.gov.au.

A complete agenda, including attachments, for the above mentioned Council meeting can be viewed at any of Latrobe City Council's service centres, and on Council's web site www.latrobe.vic.gov.au from 2.00 pm on the Tuesday prior to the Ordinary Council meeting.

If you require any further information on the process of the Ordinary Council meeting please contact <name> on <number>.

If you require any further information in relation to planning matters, please call <name> on <number>.

Yours faithfully

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)**

Cr Kellie O'Callaghan left the meeting, the time being 8.54 pm

Cr Kellie O'Callaghan returned to the meeting, the time being 8.55 pm

14.9 ECONOMIC DEVELOPMENT ENGAGEMENT PLAN ANNUAL REPORT

General Manager

City Development

For Decision

PURPOSE

The purpose of this report is to provide Councillors with a progress report on the Economic Development Engagement Plan.

EXECUTIVE SUMMARY

Council has adopted an Economic Development Engagement Plan to improve information sharing and communication with investors and the business community.

The Engagement Plan provides an overview of the activities undertaken between Council staff, investors, government and business and industry leaders to support Economic Development in Latrobe City.

In order to track progress towards achievement of the range of initiatives within the Plan, a report outlining work completed is prepared on an annual basis.

MOTION

Moved: Cr White

Seconded: Cr McFarlane

That Council:

- 1. Receives and notes the Economic Development Engagement Plan Annual Report;**
- 2. Continue to present the Economic Development Engagement Plan Annual Report but circulate future quarterly reports via internal communications.**

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

No officer declared a conflict of 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.

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives – Economy

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

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 1: Job creation and economic sustainability

- Actively pursue long term economic prosperity for Latrobe City, one of Victoria's four major regional cities
- Actively pursue further diversification of business and industry in the municipality
- Actively pursue and support long term job security and the creation of new employment opportunities in Latrobe City

Strategic Direction – Job creation and economic sustainability

- Provide incentives and work proactively to attract new businesses and industry to locate in Latrobe City.
- Assist existing small and medium enterprises to expand and sustain employment opportunities.
- Work in partnership with business, industry and government to create new jobs and investment in Latrobe City.
- Provide timely and targeted infrastructure to support economic growth and the marketability of Latrobe City to industry and investors.
- Promote and support the development and economic return of the tourism and events sector.
- Maximise access to Federal and State Government funds for jobs creation.
- 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.

BACKGROUND

Council has adopted a range of Key Performance Indicators (KPIs) and targets for the Chief Executive Officer (CEO).

Under the strategic direction of Economic Sustainability, Council has determined a Key Performance Indicator is to “facilitate the economic development of Latrobe City by improving communications between planners, economic development staff and industry, investors, businesses and other relevant stakeholders”. The target milestone for this key performance indicator is to:

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

'Develop an engagement plan with Council staff, investors, business and industry leaders to improve information sharing and active communication completed by the end of September 2015'.

At its Ordinary Meeting of 26 October 2015, Council resolved the following:

That Council:

1. *Approves the 2015/16 Economic Development Engagement Plan to improve information sharing and active communication with Council staff, investors, government, business and industry leaders.*
2. *Receives quarterly reports during the 2015/16 financial year on the activities of the Economic Development Engagement Plan, and*
3. *Receives a report in September 2016 detailing the annual results of the Economic Development Engagement Plan.*

This report provides Councillors with an overview of economic development engagement activities from October 2015 to October 2016.

KEY POINTS/ISSUES

The Economic Development Engagement Plan Annual Report (attachment one) details the range of engagement activities undertaken from October 2015 to October 2016.

Highlights for this period include:

- Call Centre Industry Forums held quarterly;
- Two Developer Forums were delivered;
- Mayor, Deputy Mayor, CEO and Manager Economic Development attended a delegation in Canberra from 15-17 March 2016. Many meetings were held with Members of Parliament and Advisors including Darren Chester – Minister for Infrastructure and Transport, Ricky Muir – Senator for Victoria and Kim Carr – Senator for Victoria. The delegation provided opportunities to develop relationships and set the foundation for further opportunities.
- Four submissions were prepared to DELWP Advisory Committees including Managing Residential Development, Animal Industries, Major Hazard Facilities and the Senate Inquiry into Paper Procurement.
- Several meetings have been conducted with key businesses and industries including Australian Paper, AGL Loy Yang, Carter Holt Harvey, Energy Australia, GippsAero Mahindra, Safetech and Centrelink Call Centre. These meetings were to discuss ongoing projects and to maintain ongoing relationship with key industries.
- Four meetings of the Manufacturers Network
- 218 one on one business visits across the municipality.

RISK IMPLICATIONS

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

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

FINANCIAL AND RESOURCES IMPLICATIONS

The activities outlined in this report are accommodated within the 2015/16 and 2016/17 City Development budgets, with the exception of new activities or projects to be developed. These activities will be the subject of separate reports for Council's consideration if additional budget is required.

INTERNAL/EXTERNAL CONSULTATION*Engagement Method Used:*

Internal departments within Latrobe City, including Economic Development, Regional Strategy, Statutory Planning, Future Planning, Latrobe Regional Airport, Tourism, Infrastructure Planning and Recreation were engaged in the development of this engagement plan. Regular update meetings will be conducted in the delivery of the plan as activities are undertaken and issues arise for consideration.

Details of Community Consultation / Results of Engagement:

This report outlines the engagement with the Latrobe City investor, government and business sectors of the community. Its results will be proactively monitored and reported on periodically to Council

OPTIONS

Council has the following options:

1. Note the Economic Development Engagement Plan Annual Report.
2. Seek further information regarding the Economic Development Engagement Plan Annual Report.

CONCLUSION

The Economic Development Engagement Plan provides a framework for Council's engagement with industry. The Annual Report demonstrates the progress made towards achievement of the range of actions identified within the Engagement Plan.

SUPPORTING DOCUMENTS

Nil

Attachments

1. Planning and Economic Development Engagement Plan Annual Report

14.9

Economic Development Engagement Plan Annual Report

1	Planning and Economic Development Engagement Plan Annual Report	575
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PLANNING AND ECONOMIC DEVELOPMENT ENGAGEMENT PLAN – ANNUAL REPORT

ACTIVITY	AUDIENCE	FREQUENCY	STATUS
COMMUNICATIONS			
E newsletter – Planning information (e.g. VCAT outcomes, statistics, etc.)	Developers Consultants	Quarterly	The last newsletter was distributed in September to 70 developers and planning consultants. The next newsletter will be finalised in January.
E Newsletter – business information	All businesses in LCC	Monthly	Distributed each month to 1300 subscribers.
Business Connect Magazine	All businesses in LCC	Quarterly	Four editions completed and distributed to 3,000 subscribers.
Social media business engagement via LinkedIn.com	Opt-in business interaction via social media	Daily/As needed	Program commenced in September 2015. Between October 2015 and October 2016 there were 32,650 views of the Latrobe City Profile.
WORKSHOPS/FORUMS			
Developer Forum	Developers Government agencies Consultants Investors	Six-monthly	The Developer Forums were held on 9 December 2015 and 2 June 2016. The forums provide an overview of current activities and projects within the City Development Division.
Special Workshops (e.g. MSS)	Developers	As Needed	Four landowner and councillor workshops were held regarding Amendment C87 (urban amenity buffer).

PLANNING AND ECONOMIC DEVELOPMENT ENGAGEMENT PLAN – ANNUAL REPORT

ACTIVITY	AUDIENCE	FREQUENCY	STATUS
Project Related Workshops	Developers Investors Consultants	As Needed	As part of Live Work Latrobe Stage One, three community workshops and 14 key stakeholder group workshops were held. A series of workshops and open house consultation sessions were also undertaken as part of strategic planning projects, planning scheme amendments and development plan engagement activities.
Industry Breakfasts	Businesses Industry Councillors	Six-monthly	No action taken.
Industry Roundtables	Businesses Industry Councillors	Quarterly	Held in the first half of 2016.
Call Centre Industry Forum	Existing call centre management	Quarterly	Forums were held: <ul style="list-style-type: none"> • 27 November 2015 • 5 February 2016 • 6 June 2016 • 2 September 2016 Representatives from five local call centres were in attendance.

PLANNING AND ECONOMIC DEVELOPMENT ENGAGEMENT PLAN – ANNUAL REPORT

ACTIVITY	AUDIENCE	FREQUENCY	STATUS
ADVOCACY			
Victorian and Australian Government Industry Tours	Relevant Departmental officers	Six-monthly	The first tour was held on 3 December 2015. Representatives from Invest Assist, Invest Victoria and Regional Development Victoria attended. The group visited Latrobe Regional Airport, Federation Training, AGL Loy Yang and Lion. The second tour was held in 4 May 2016. Representatives from Invest Assist, Invest Victoria, Coal Resources Victoria and Regional Development Victoria attended. The group visited Mahindra Aerospace, Gippsland Heavy Industry Park and Gippsland Logistics Precinct sites, Australian Paper and Energy Australia Yallourn.
Canberra Delegations	Federal Parliamentarians	At least six-monthly	Three delegations to Canberra were conducted in March, June and September 2016.
Parliamentarian Briefing Notes	State and Federal Parliamentarians	As Needed	Ongoing.
Securing our Future Publication	State and Federal Parliamentarians	As Needed	To be replaced with the publication called A Strength Led Transition that is currently being developed.

PLANNING AND ECONOMIC DEVELOPMENT ENGAGEMENT PLAN – ANNUAL REPORT

ACTIVITY	AUDIENCE	FREQUENCY	STATUS
Submissions	State and Federal Government	As Needed	<p>Two submissions were prepared in relation to the Port of Hastings and the Great Forest National Park.</p> <p>Eight planning related submissions were prepared to State Government Advisory Committee's, agencies and authorities including:</p> <ul style="list-style-type: none"> - EPA - Animal Industry Advisory Committee - Major Hazard Facilities - Managing Residential Development Advisory Committee - Planning Fee regulations review - Earth Energy Resources Regulations Stakeholder Engagement Strategy - Infrastructure Victoria x 2
Site visits and meetings with key businesses and industries	State and Federal Government Parliamentarians	As Needed	<p>During the reporting period meetings have been conducted with Australian Paper, AGL Loy Yang, Lion foods, Carter Holt Harvey, HY Moe Meats, GippsAero Mahindra, Safetech, Ignite Energy and Latrobe Magnesium, Centrelink Call Centre, Federation University, Federation Training, Energy Australia and Sage Technology.</p>

PLANNING AND ECONOMIC DEVELOPMENT ENGAGEMENT PLAN – ANNUAL REPORT

ACTIVITY	AUDIENCE	FREQUENCY	STATUS
MEETINGS			
Regular meetings (proactive approach to development)	Developers Consultants Investors	Regular (as needs)	Planning continue to provide pre planning advice as requested and are proactive with any approaches related to development proposals.
Targeted industry meetings with key stakeholders	Developers Consultants Investors	One per person per year	Planning continue to provide pre planning advice as requested and are proactive with any approaches related to development proposals.
Personal Meetings with large businesses	Large Businesses	Annual	During the reporting period meetings have been conducted with Australian Paper, AGL Loy Yang, Lion foods, Carter Holt Harvey, HY Moe Meats, GippsAero Mahindra, Safetech, Ignite Energy and Latrobe Magnesium, Centrelink Call Centre, Federation University, Federation Training, Energy Australia and Sage Technology.
Attend Business Associations/Chambers	Small Businesses	Six-monthly	During the reporting period, officers attended the following Business Group meetings: Morwell Traders – 12 Committee for Moe – 4 Traralgon Chamber – 11 Officers have also commenced a regular meeting with the abovementioned Chambers and the Latrobe City Business Tourism Association.

PLANNING AND ECONOMIC DEVELOPMENT ENGAGEMENT PLAN – ANNUAL REPORT

ACTIVITY	AUDIENCE	FREQUENCY	STATUS
Project Facilitation (e.g. business & Vic Roads)	Businesses Developers	As Needed	Ongoing. Currently providing business development assistance to Latrobe Magnesium. Six meetings were held with VicRoads and Gippsland Water in relation to progressing development plans. Quarterly meetings are held with key agencies/authorities (VicRoads, Gippsland Water, West Gippsland Catchment Management Authority) to help with project facilitation.
Development Assessment Team (e.g. residential subdivisions)	Infrastructure Development, Recreation, Finance, Statutory Planning, Future Planning and Property	Monthly	Ongoing.
Liaison with government departments	Key government departments	Continually	Ongoing. Continual contact with Department of Economic Development, Jobs, Transport and Resources, specifically Regional Development Victoria and Department Environment Land water and Planning.
Quarterly Meetings with Government departments (e.g. Vic Roads, Gippsland Water, WGCMA, RDV)	Key government departments Executive & officer level	Quarterly	Quarterly engagement meetings with key agencies and authorities including Gippsland Water, Environment Protection Authority, Vic Roads and West Gippsland Catchment Management Authority. Quarterly meetings are held with key agencies/authorities (VicRoads, Gippsland Water, West Gippsland Catchment Management Authority).

PLANNING AND ECONOMIC DEVELOPMENT ENGAGEMENT PLAN – ANNUAL REPORT

ACTIVITY	AUDIENCE	FREQUENCY	STATUS
Internal Meetings	Economic Development Statutory Planning	Quarterly	Ongoing.
Advisory Committee Meetings (e.g. Gippsland Carbon Transition Committee, Timber Umbrella Group)	Internal and external Committee Member	Quarterly	The Timber Umbrella Group met four times. The Gippsland Carbon Transition Committee three times with the meeting event scheduled 24 November 2016.
Education Provider meetings – meetings on specific opportunities including councillor presentations and council engagement	Federation University, Monash University, Federation Training	Six-Monthly or as required	Currently providing assistance and attending meetings related to the Tech School project. Two liaison meetings were also held with Federation University and one with Federation Training. Also providing assistance facilitating the MOU with Federation University and Taizhou University.
Airport Meetings	Airport Tenants	Monthly	Monthly meetings have been held with the Airport Community Committee. A Planning Scheme Amendment is being prepared by the Strategic Planning team to implement the LRA Master Plan which involves a series of Airport Board meetings.

PLANNING AND ECONOMIC DEVELOPMENT ENGAGEMENT PLAN – ANNUAL REPORT

ACTIVITY	AUDIENCE	FREQUENCY	STATUS
DELEGATIONS			
Outbound Trade Delegations	Sister Cities in conjunction with cultural exchanges and business opportunities. Other cities/countries where opportunity presents	At least Annually to take advantage of cultural exchanges and business opportunities.	Latrobe City Council supported Federation University as part of their delegation to Taizhou, China in April 2016.
Inbound Delegations	Sister Cities	Annually	Council hosted a Japanese student exchange delegation in June 2016.
Inbound Delegations	Other countries	As Needed	Council hosted a delegation from Nippon Paper that comprised of the Director and a number of senior executives in September 2016. Other delegations include a delegation from China Synfuels and from the Shanxi province. A delegation from Busan City in Korea and Quanzhou from China attended in November 2016.
PROJECTS			
Develop a program for targeted engagement with Top 20 businesses in collaboration with state government	Top 20 businesses	Project	Commenced.
Deliver “Streamlining Business Interaction” project to simplify applications and internal referrals for new and existing businesses within Latrobe City.	Business investment enquiries/opportunities	Project	Commenced.
Investigate viability of developing a “shop-front” presence for Economic Development to provide better access to small business	Small business enquiries	Project	Initial research presented to Executive team, currently no further action required.

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)****14.10 CONSIDERATION OF SUBMISSION TO SENATE INQUIRY
INTO THE RETIREMENT OF COAL-FIRED POWER
STATIONS****General Manager****City Development****For Decision****PURPOSE**

This report is for Council to consider a submission to the Senate inquiry into the Retirement Of Coal-Fired Power Stations and to seek Council endorsement of the submission.

EXECUTIVE SUMMARY

The Environment and Communications References Committee sought written submissions to the inquiry into the Retirement Of Coal-Fired Power Stations. Submitters were invited to address the Committee's Terms of Reference questions (Attachment 1).

Submissions to the Senate inquiry closed on Thursday, 10 November 2016, however the committee advised that they would accept a supplementary submission from Latrobe City Council by 10 December 2016 to allow for the preparation of a report that Council could consider and allow time for Council endorsement. Council was also invited to give evidence at a public hearing on Thursday 17 November, the General Manager, City Development presented on behalf of Council.

A submission has been drafted for consideration (Attachment 2).

The recommendation of this Council report is to endorse the submission for lodgement with the Senate Inquiry by Saturday 10 December 2016.

MOTION**Moved:** Cr Gibson**Seconded:** Cr Law

That Council endorses Latrobe City Council's submission to the Environment and Communications References Committee inquiry into the Retirement Of Coal-Fired Power Stations and direct officers to lodge the submission before 10 December 2016.

CARRIED UNANIMOUSLY**DECLARATION OF INTEREST**

No officer declared a conflict of 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 – 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

Strategic Direction – Work in partnership with business, industry and government to create new jobs and investment in Latrobe City.

Theme 4: Advocacy for and consultation with our community

Strategic Direction – Strengthen relationships with the Victorian and Australian Governments to ensure Latrobe City is positioned to maximise benefits from regional policy and funding opportunities.

BACKGROUND

On 13 October 2016, the Senate referred matters related to the retirement of coal-fired power stations to the Environment and Communications References Committee for inquiry and interim report by 28 November 2016 and final report by 1 February 2017.

On 25 October 2016, Council received an invitation to provide a written submission addressing the Terms of Reference.

Submissions were to be lodged by Thursday 10 November 2016. However an extension was granted to the close of business Friday 11 November 2016 and a preliminary submission was lodged.

Council was subsequently invited to give evidence at the public hearing on Thursday 17 November. The General Manager, City Development represented Latrobe City Council and delivered a statement at the hearing.

Given Council's role in the local community it was decided that responding to the inquiry was very important, particularly given the recent announcement of the closure of Hazelwood power station. A further request was lodged for the extension to allow Council the opportunity to prepare a supplementary submission. This request was agreed to by the Committee Secretariat.

The Committee Secretariat advised that they would accept a supplementary submission from Latrobe City Council by 10 December 2016 to allow opportunity for Council endorsement at the Council meeting Monday 5 December.

KEY POINTS/ISSUES

The submission addresses the term of reference and considers the impact power station closures will have on the Latrobe Valley. Key points contained in the submission include;

- Following the announcement of the closer of Hazelwood there has been a significant level of anxiety experienced by the Latrobe Valley Community.
- The Latrobe Valley community suffered great stress following privatisation of the SEC.
- Latrobe City currently experiences significant social challenges, which will worsen if there are greater levels of unemployment.
- Significant government assistance is required to diversify the economy and create employment.
- Latrobe City Council advocates for continued operation on coal-fired power stations, ensuring energy security, and a greater focus placed on supporting efficiencies and technologies that reduce carbon emissions.
- Consideration needs to be given to the loss of Council revenue from rates in lieu payments from power station.
- Significant resources should be allocated to the research and development for alternate uses of brown coal.
- There is currently no clear policy and the Federal Government has an important role to play in setting policy parameters.
- Council is closest to the community therefore must lead the response.
- Council has developed a transition plan which identified projects and initiatives to assist in the transition and diversification of Latrobe City.
- Officers recommend that a bipartisan committee be established to guide the region through the period of transition.
- Long term liveability of the towns must be considered planning, remediating and designing existing and future coal mines within Latrobe City.

RISK IMPLICATIONS

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

FINANCIAL AND RESOURCES IMPLICATIONS

There are no financial or resource implications as a result of consideration of this report of the draft submission.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

Internal engagement:

Input from Strategic Planning and Economic Development have been provided into the submissions. Preparation of this submission has been undertaken utilising Council's existing strategies and policies.

External engagement

Information was sought from external sources to assist in the development of the hearing statement.

Evidence was also sought from the following documents;

Weller, S., Sheehan, P. and Tomaney, J. (2011) *The Regional Effects of Pricing Carbon Emissions: An Adjustment Strategy for the Latrobe*

Birrell, B (2001) *The Latrobe Valley, Victim of Industrial Restructuring*

OPTIONS

1. Endorse the submission to the Environment and Communications References Committee inquiry into the retirement of coal-fired power stations.
2. Endorse the submission to the Environment and Communications References Committee inquiry into the retirement of coal-fired power stations, with amendments.
3. Not endorse the submission to the Environment and Communications References Committee inquiry into the retirement of coal-fired power stations, and take no further action.

CONCLUSION

Latrobe City Council officers have prepared a submission to the Environment and Communications References Committee Inquiry into the Retirement of Coal-Fired Power Stations for Council endorsement.

Council has the opportunity to review and consider the submission that can be lodged with the Senate Committee.

The final submission is due Saturday 10 December 2016.

SUPPORTING DOCUMENTS

Weller, S., Sheehan, P. and Tomaney, J. (2011) *The Regional Effects of Pricing Carbon Emissions: An Adjustment Strategy for the Latrobe*

Birrell, B (2001) *The Latrobe Valley, Victim of Industrial Restructuring*

Positioning Latrobe City for a Low Carbon Emissions Future Policy

A Strength Led Transition

Latrobe City Council Economic Development Strategy 2016-2020

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)**

Attachments

1. Terms of Reference - Inquiry into the Retirement of Coal-Fired Power Stations
2. Submission - Inquiry into the Retirement of Coal-Fired Power Stations

14.10

Consideration of submission to Senate inquiry into the retirement of coal-fired power stations

- 1 Terms of Reference - Inquiry into the Retirement of Coal-Fired Power Stations 589
- 2 Submission - Inquiry into the Retirement of Coal-Fired Power Stations..... 591

Terms of Reference

Inquiry into the retirement of coal-fired power stations

On 13 October 2016, the Senate referred the following matter to the Environment and Communications References Committee for inquiry and interim report by 28 November 2016 and final report by 1 February 2017:

- (a) the experience of closures of electricity generators and other large industrial assets on workers and communities, both in Australia and overseas;
- (b) the role that alternative mechanisms can play in alleviating and minimising the economic, social and community costs of large electricity generation and other industrial asset closures, drawing on experiences in Australia and overseas;
- (c) policy mechanisms to encourage retirement of coal-fired power stations from the National Electricity Market, having regard to:
 - (i) the 'Paris Agreement' to keep global warming below 2 degrees Celsius, and ideally below 1.5 degrees Celsius,
 - (ii) the state and expected life span of Australia's coal-fired power plants,
 - (iii) the increasing amount of electricity generated by renewable energy and likely future electricity demand,
 - (iv) maintenance of electricity supply, affordability and security, and
 - (v) any other relevant matters;
- (d) policy mechanisms to give effect to a just transition for affected workers and communities likely impacted by generator closures, as agreed in the 'Paris Agreement', including:
 - (i) mechanisms to ensure minimal community and individual impact from closures, and
 - (ii) mechanisms to attract new investment and jobs in affected regions and communities;
- (e) the appropriate role for the Federal Government in respect of the above; and
- (f) any other relevant matters.

LATROBE CITY COUNCIL SUBMISSION

To The Senate's Environment And Communications References Committee Inquiry Into The Retirement Of Coal-Fired Power Stations - 5 December 2016

Latrobe City Council expresses its thanks to the Australian Senate's Environment and Communications References Committee for the invitation to make this submission.

Latrobe City is Victoria's regional centre in Eastern Victoria with a strong work ethic and history of innovation, especially around engineering, mining and power production. Less than two hours' drive east of Melbourne, Latrobe City is home to approximately 74,000 people, the Gippsland regional population exceeds 250,000 people.

With a Gross Regional Product (GRP) of approximately \$4.1 billion, Latrobe City makes more than a significant contribution to the Victorian economy. Latrobe City is also home to the state's electricity generation industry, contributing in excess of 90 per cent of Victoria's energy requirements. Electricity generation dominates the economic profile of Latrobe City, accounting for around 21% of Latrobe City Gross Regional Product (GRP).

In response to the questions contained in the request for submissions we advise the following:

(a) the experience of closures of electricity generators and other large industrial assets on workers and communities, both in Australia and overseas;

Historically, the State Electricity Commission (SEC) has closed five power stations in the Latrobe Valley. These were Yallourn 'A' and 'B' power stations in 1968 and 1969 respectively, Yallourn 'C' and 'D' power stations in 1984 and 1985 respectively, and Yallourn 'E' power station in 1991.

Closing Yallourn A and B power stations during a period of growing demand for electricity in 1960s Victoria could only occur with the planning, construction and commissioning of the then new Hazelwood power station.

Closing Yallourn C, D, and E power stations was similarly enabled by the planning, financing, construction and commissioning of Yallourn W stage two and Loy Yang A power stations.

Closing these power stations was but one point in a very long process of prior actions to guarantee future stability and security of electricity supply to the state. That could happen because of the attention to financing

and construction, union consultations, negotiations and agreements around staffing, redeployment, training and work reorganization within the SEC.

When each of the old Yallourn power stations was turned off, every kilowatt hour of output had been replaced by plant built elsewhere. Every job was secured and relocated in another section of the SEC's Latrobe Valley operation without disruption to power supply, or eliminating existing jobs and employment opportunities. There were minimal adverse impacts for our region's economy and community.

In short, they got it right. In the late 1980s and early 1990s, the SEC led Australia's electricity supply industries on sustainable transition. In 1992, the SEC published its comprehensive plan to cut greenhouse gas emissions by 20 percent by the year 2005 and had already started implementation.

The SEC's transition plan included robust demand management, energy efficiency, conservation and community education, renewables, low emission supercritical base load and new gas fired plants, and extensive bio-sequestration from forestry plantations. The plan was underpinned by investment in energy technology research and development, local procurement policies, job creation, and skills retention.

Integrated drying, gasification and combined cycle (IDGCC) technology was being developed by the SEC's Herman Research Laboratories and solid oxide fuel cells were under development in the Latrobe Valley's Ceramic Fuel Cells research centre. A Japanese consortium had finished researching carbon pitch and carbon fibre production from Latrobe Valley brown coal, finding it feasible.

In 1992, the Latrobe Valley had a plan and good leadership and had begun transitioning the electricity assets, supported and complemented by the Latrobe Regional Commission. The Commission was a legislatively based, institutional arrangement established by the Victorian government to diversify the Latrobe Valley's economy with the participation of local government, businesses, community representatives and union leaders.

Sir John Monash, the SEC's first and most famous chairman, used to say - 'any plan is better than no plan'¹. By 1992, Victoria and the Latrobe Valley had a good plan and was leading the transition of Australia's electricity supply industries.

In 1993 however, the Latrobe Valley, Victoria and Australia went from having a plan to having no plan. The government decommissioned the SEC before selling its assets and deregulating the industry

The structural adjustment was difficult following the privatisation of the electricity sector and the region experienced significant social and economic impacts. Latrobe City believes it is critical that lessons have been learnt and governments will now have a co-ordinated and comprehensive approach to supporting the region.

¹ Serie, Geoffrey, John Monash: A biography, MUP, 1985,

Privatisation, deregulation and National Competition Policy have defined Australia's national energy reform agenda for two decades. This agenda has developed few initiatives to protect vulnerable communities like Latrobe City from a disproportionate burden of impact.

In the 1990s, the government promised its market based solutions would 'make the Valley great' by incentivising investment in new power stations and new industries that would diversify the regional economy, creating new jobs. It didn't happen.

In 2004, the Productivity Commission was tasked by the Federal government to review national competition policy. The Commission's draft report depicted the Latrobe Valley as being 'successfully restructured'. Its final report described our region as being 'the recipient of considerable adjustment assistance from the Australian and Victorian governments' resulting in strong economic recovery and employment growth".

This was incorrect. The recovery was inconsistent and unsustainable.

Our community remains challenged with high unemployment and social disadvantage. Today, Morwell's official unemployment rate is 17.9 percent² Morwell is ranked 143 on the Socio-Economic Indexes for Areas (SEIFA) Australian index of relative socio-economic disadvantage with a score of 880 placing it in the lowest decile. Moe is only marginally better ranked at 246, a SEIFA score of 904 and in the lowest decile.

The downstream impacts of privatisation were significant and included negative social impacts such as poor burden of disease outcomes, mental health impacts and an increase in the rate of suicide. The post privatisation era saw long periods of poor investment in community infrastructure and planning. These impacts are still fresh in the minds of many in our community as they face the reality of the closure of Hazelwood.

Following the announcement of the closure of Hazelwood there has been significant levels of anxiety experienced by the Latrobe Valley community. Many of the workers have spent their entire career at the power station and are concerned about the limited employment opportunities locally and the adaptability of their skills when seeking new employment. The community is also concerned about the flow-on effects of the closure, particularly given the existing high level of unemployment and social disadvantage. Low skilled workers and low income households will be disproportionately affected.

(b) the role that alternative mechanisms can play in alleviating and minimising the economic, social and community costs of large electricity generation and other industrial asset closures, drawing on experiences in Australia and overseas;

² Small Area Labour Markets Australia, June Quarter 2016

New technologies including, but not limited to, Carbon Capture and Storage (CCS) could have a significant impact on the future of coal-fired power generation and must be considered during policy development. The Intergovernmental Panel on Climate Change, International Energy Agency and other bodies, are confident that CCS is a safe and effective technology that is being successfully applied now at a number of sites. But like other clean energy technologies, the cost of CCS needs to be brought down through innovation, more research and wider deployment. This will require a high level of national and international research collaboration and sustained government and public support.

The Latrobe Valley has a history of innovation and research and development. It is well-placed in terms of skillset, logistics, land and infrastructure for energy distribution to support the creation and location of investigative and explorative technologies. Latrobe City Council advocates for the notion that current power stations should be supported financially and ideologically to continue to explore ways to reduce emissions.

Council has collaborated with the community and industry to develop a Transition Plan, *A Strength Led Transition* which identifies a number of projects to support economic growth, education, liveability, wellness and community connectedness. Council is deeply committed to the community and is taking the lead to deliver these initiatives identified by the community.

Latrobe City proposes the establishment of a state, federal and local government committee based in Latrobe City to oversee the implementation of its Transition Plan to ensure economic transition and diversification of impacted municipalities as well as a commitment to a long-term investment effort, to ensure workers are not left behind.

Council also strongly encourages the decentralisation of government agencies to our region to create employment. This strategy has been successfully implemented in Geelong following the decline in the automotive industry.

(c) policy mechanisms to encourage retirement of coal-fired power stations from the National Electricity Market, having regard to:

- (i) the 'Paris Agreement' to keep global warming below 2 degrees Celsius, and ideally below 1.5 degrees Celsius,**
- (ii) the state and expected life span of Australia's coal-fired power plants**
- (iii) the increasing amount of electricity generated by renewable energy and likely future electricity demand,**
- (iv) maintenance of electricity supply, affordability and security, and**
- (v) any other relevant matters;**

The Australian community and industry depend on a secure and affordable electricity supply. For Australian businesses to be competitive in national and global environments affordable electricity is critical and provides a considerable economic advantage. Due to the poor reliability of renewable energy, industry needs access to reliable energy that can only be produced by fossil energy, nuclear or some hydro power.

The recent storms in South Australia demonstrated that energy security is a major risk to our economic certainty. The Australian Energy Market Operator (AEMO), in its November 2016 Insights publication, considered the effect of Hazelwood power station's closure on the National Electricity Market (NEM). This report concludes that following Hazelwood's closure "the NEM will continue to operate reliably ... however the supply/demand balance will be tighter during times of peak demand." Another example of the increasing risk in energy security is the recent critical loss of power to Alcoa's Portland smelter³. This scenario again puts at risk Victoria's reputation as a manufacturing leader and accentuates the need for base load security, which cannot be granted from renewables. Moreover, when Hazelwood withdraws from the National Energy Market households and small businesses are expected to face reported⁴ electricity price hikes of 6.5-13.4 per cent. This could have devastating impacts on our already vulnerable community and small businesses who are battling to cope with flow on effects from the closure of Hazelwood. We ask: if one power station closing makes the NEM "tighter" what effect would the closure of all coal-fired power stations have on the security of national energy?

Latrobe City Council is not aware of an NEM policy that encourages retirement of coal-fired power stations and we believe such a policy is not required. In fact, we advocate for the continued operation of coal-fired power stations in the Latrobe Valley, which will guarantee energy security. We believe, a greater focus should be placed on supporting efficiency and technologies that reduce carbon emissions.

Are Federal and State governments focused on tackling CO2 emission problems? Or are they merely finding creative ways to deprive an already challenged community from productively using one of its greatest natural assets – brown coal? The government's stance is confusing. After all, Australia is still a major coal exporter and the aim should be to reduce carbon dioxide, not coal use.

(d) policy mechanisms to give effect to a just transition for affected workers and communities likely impacted by generator closures, as agreed in the 'Paris Agreement', including:

- (i) mechanisms to ensure minimal community and individual impact from closures, and**
- (ii) mechanisms to attract new investment and jobs in affected regions and communities;**

The Latrobe Valley community will require significant support from all levels of government to diversify the economy, create jobs and avoid significant social crisis. We need practical government programs and initiatives, for example, the recently announced Economic Growth Zone by the Victorian Government.

³ Potter, B. 2016. *Alcoa's Portland smelter faces uncertainty after blackout*. Australian Financial Review, 2 December 2016.

⁴ (Bell, F., 2016. *Hazelwood power station closure: Electricity bills could rise 8pc, Victorian Government modelling shows*. News.com.au, 2 November 2016.)

Significant resources should be allocated to research and development for alternative uses of coal. 16% of the world's brown coal reserves are found in the Latrobe Valley, the coal is low in impurities by world standards and is a valuable resource. The Gippsland Carbon Transition Committee is currently exploring opportunities for fertiliser, hydrogen production and the potential for geo thermal power generation. These initiatives should be further supported through public, private partnership investment until they realise their potential.

Education should be a priority in developing a response to transition-affected communities. The investment in education must start with greater investment in the early years of children. Enhanced support is required to ensure adequate literacy outcomes as early as possible to change long-term employment and disadvantage outcomes. Appropriate support must be given to the region to provide focused educational opportunities and stem systemic disadvantage and multi generation unemployment so the community doesn't bear the brunt

What consideration will be given to the significant loss of Council revenue from rates in lieu payments from power stations? Council will lose \$1.9M with only 5 months' notice of the closure of Hazelwood. Council submits that there should be trailing rates in lieu payable for a further period of at least 5 years following the closure.

(e) the appropriate role for the Federal Government in respect of the above; and

The Federal Government has an important role to play in setting policy parameters and Latrobe City Council must take a lead in this process. The region is reliant on federal funding to attract investment and growth as well as support for infrastructure and provision of a balanced energy policy that encourages the continued use of a natural asset in Latrobe Valley – brown coal – with the further investment into reduction of carbon emissions.

The challenge today for Council is that the full impacts of a power station closure are not yet known. Council believes that the Federal Government must ensure ongoing sustainable opportunities for employment for transitioning communities. If 750 direct jobs, 550 jobs resulting from the industrial effect and a further 400 jobs resulting from the consumption are to leave the community then an equivalent number of sustainable jobs must be returned. (Figures are based on Remplan modelling)

Latrobe City Council insists Federal and State Governments acknowledge that the Latrobe Valley, as defined by the municipal boundary of Latrobe City Council, is the epicentre for transition impacts. Not Wellington, Baw Baw, East or South Gippsland Shires but, rather, the region defined mostly within Latrobe City Council's borders.

Sally Weller observed⁵ 'the highly specialised economy of the Latrobe Valley faces the largest immediate adjustment pressure ... [this is] exacerbated by the interaction of low incomes and comparatively inexpensive housing [that] suggest the Valley's more vulnerable residents are unlikely to be in a position to relocate out of the area'.

Whilst our council is supportive of regional priorities for much needed public investment, they should not be badged as 'transition assistance' nor be at the expense of investment for jobs, growth and economic security for the Latrobe Valley.

Council urges all levels of government to ensure a meaningful partnership with Latrobe City Council and its community, including Council in all discussions, policy and program planning and design with regards to electricity industry transition.

(f) any other relevant matters.

Brown Coal in Latrobe Valley

Latrobe City Council and its predecessors have had a long association with open cut brown coal mining and there is still an abundance of brown coal beneath the Latrobe Valley. This brown coal has been utilised for the provision of affordable electricity for the majority of the residents in Victoria via three large coal mines at Traralgon (AGL Loy Yang), Morwell (Hazelwood) and Newborough (Yallourn).

The Latrobe Valley's brown coal is a natural resource asset of national significance and must continue to be utilised to the nation's economic advantage. Latrobe Valley is, and always has been, the state's powerhouse, and with careful planning and a community-led transition can continue to be.

Long-term liveability and mine rehabilitation/remediation

Latrobe City Council has a strong commitment to the long-term liveability of the towns in the Latrobe Valley, and the need to consider liveability when planning, remediating and designing existing and future coal mines within Latrobe City.

Whilst Latrobe City Council will continue to advocate for the ongoing use of its natural assets, and for the retention of existing power stations, this must be done with consideration to the health and wellbeing of the communities who live nearest to the mines. The liveability of Morwell, Newborough and Traralgon must be a priority when considering remediation plans in the Latrobe Valley. This includes the consideration of:

- Stabilisation of batters and mine walls

⁵ Weller, S., Sheehan, P and Tonaney, J. (2011) *The Regional Effects of Pricing Carbon Emissions: An Adjustment Strategy for the Latrobe Valley*

- Remediation generally
- Noise and dust reduction; and
- Proximity to existing settlements and residential areas

Morwell is immediately adjacent to both the Hazelwood Open Cut and the Yallourn Open Cut and Council is concerned about the effect these activities are taking on the town itself. Council must be involved in the planning for the short, medium and long-term remediation of the existing mines in order for it to best manage the growth of the municipality.

Land use policy for coal buffers and overlays should also be reviewed as there is currently no clear policy for uses within these areas. For example, there has been strong interest for intensive agriculture investment within these buffers; however the lack of policy direction has discouraged investment decisions, impacting the ability to attract jobs to the region.

In conclusion, Council refutes the need for the power stations to close; the focus should be placed on encouraging power stations to reduce emissions. To suggest that all coal fired power station should close by 2020 is absurd.

Our community has always and will continue to advocate for the continued use of its natural asset – brown coal. Can the Government clarify its stance on this? Are we a coal-exporting nation? Do we want to look into the future and sustainable use of brown coal in the Latrobe Valley?

The closure of the Hazelwood Power station threatens the energy security of the state. Creating a long-term, considered plan to transition not just the Latrobe Valley, but Victoria, towards a future of sustainable and environmentally-responsible coal use is achievable, and can be driven with involvement from the Latrobe City community.

Council is committed to modelling an inclusive, collaborative approach to expedite the planning advocacy, development and support of the economic diversification of the Latrobe Valley. Council will work with the community, for the community and support and commitment for all levels of government is critical to the future of our great region.

INFRASTRUCTURE AND RECREATION

15. INFRASTRUCTURE AND RECREATION

**15.1 DELEGATION OF AUTHORITY TO AWARD THE CONTRACT FOR
TARWIN STREET, MORWELL ROAD RECONSTRUCTION**

General Manager

Infrastructure and Recreation

For Decision

PURPOSE

This report seeks Council's delegation to the Chief Executive Officer to award the contract works at Tarwin Street, Morwell up to the project budget.

EXECUTIVE SUMMARY

Council has approved reconstruction of Tarwin Street (Elgin Street to Wallace Street), Morwell as part of the 2016/17 Annual Business Plan with an allocation of approximately \$1,160,000. The engineering design of the works by a local consultant took an unreasonably long time and therefore the tender evaluation missed the procurement process deadline for the 5 December 2016 Council meeting (due to the caretaker period).

Unfortunately, the 5 December 2016 Council Meeting is the last Council Meeting until the new calendar year. Award of the contract therefore would not be until late February 2017 at the earliest and therefore the contractor could not start works until March 2017 at the earliest. Although there is technically sufficient time to complete the works before 30 June 2017 Council Officers are of the opinion that working through winter will result in a messy worksite, delays, and added costs.

If the works are awarded in the new year, Officers consider it advisable, due to the scale and type of works, that the project be delayed to spring 2017 when there is a better chance of dry weather.

The Infrastructure Development Department designs, procures, and delivers in the order of 10 similar type projects to the value of approximately \$5 million each year. The total rehabilitation expenditure budget for 2016/17 is \$7,340,385.

The estimated cost of the Tarwin Street rehabilitation works is \$1,070,000 that includes a 10% allowance for:

- Latent conditions – where issues arise that could not be predicted (e.g. contaminated soil, unmarked utility services),
- Provisional works – Where the costs are expected but cannot be accurately quantified (e.g. lowering of services, strengthening of soft sub-grades)
- Client driven variations (e.g. increasing the depth of pavement, installing drainage or adding a length of footpath not originally in the scope of the project/contract).

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

It is therefore recommended that, rather than risk working through winter, that Council delegate authority to the Chief Executive Officer to award the contract up to the budget allocation of \$1,164,435 within the road rehabilitation program. The normal evaluation and reporting process will be applied with the addition of the Manager Infrastructure Development on the evaluation panel.

MOTION

Moved: Cr McFarlane
Seconded: Cr Middlemiss

That Council delegates to the CEO the authority to award a contract resulting from Invitation to Tender No: LCC-335 Reconstruction of Tarwin Street (Elgin Street to Wallace Street) Morwell, to a maximum of \$1,164,435, and to sign and seal any associated documents to effect that award.

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

No officer declared a conflict of 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 Objective – Built Environment

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

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 2: Affordable and sustainable facilities, services and recreation

Theme 3: Efficient, effective and accountable governance

Strategic Direction –

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

To enhance the visual attractiveness and liveability of Latrobe City

BACKGROUND

The road reconstruction works at Tarwin Street (Elgin Street to Wallace Street, see Attachment 1), Morwell are included in the approved 2016 / 2017 business plan budget. The 2016/17 road reconstruction program includes some 20 projects varying from allocations within the budget of \$82,000 for Park Lane to \$1,235,850 for Tarwin Street. Allowing for design, survey, and capital project management fees, the remaining allocated budget for the Tarwin Street project is \$1,164,435.

The designed works consist of:

- Pavement reconstruction
- Surface renewal
- Subgrade stabilisation material as required
- Kerb and channel renewal and new construction
- Drainage renewal and new construction as required
- Matching into adjacent works and infrastructure.

Additional work that will be included subject to available funding is renewal of aging street trees and upgrade to street lighting.

The Civil Works Projects team have organised the design with the survey completed on 2 June 2016 and the engineering design awarded 29 June 2016.

The contract for civil design required that it be completed by 22 July 2016 however, due to the technical complexity of the project a number of engineering design iterations were carried out prior to presenting the final design for the construction tender process.

The final detail design was completed on 25 October 2016 after which the construction tender document and engineers specification was prepared for public advertisement, advertised 10 November 2016.

As a result, the procurement timetable deadline of 10 August 2016 (an extended period due to the election) for the 5 December Council Meeting was also not met.

The construction tendering period closes 1 December 2016. Following procurement timetables the report recommending award would be ready mid to late December 2016. Due to the current Council meeting cycle the earliest opportunity to present the report recommending award of the contract would be at the first meeting in 2017.

If this is the case the earliest the works would commence would be March 2017.

KEY POINTS/ISSUES

The construction timeline for a project of this scale is approximately 20 weeks, which will result in works during the autumn and winter seasons. Due to the likelihood of inclement weather and resultant unfavourable working conditions during this time it is expected that the

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project would be delayed and attract additional costs to complete. Works would not likely be complete in this financial year.

If award of works is only possible early in 2017 Council Officers consider that it is preferable to postpone works until October 2017 such that the 16 to 20 week construction timeline may be carried out under more favourable weather conditions.

As the evaluation will be complete by mid-December 2016, award of the works could be undertaken in early January 2017, allowing 10 to 15 weeks of the works to be undertaken in good to reasonable weather.

It is therefore recommended that the Chief Executive Officer be delegated authority to award the works as soon as practical to allow this.

Although extensive, the works are routine for Council - that being the reconstruction of deteriorated road and kerb, reinstatement of the verge, and in this instance, kerbing and refurbishment of the central median. One of the reasons this reconstruction is more expensive than most is the central median essentially creates two roads to be reconstructed, nearly doubling the cost per length of road.

Evaluation of the tenders for Tarwin Street reconstruction will be exactly the same process used for all road construction projects as reported for Ray Street and Elliott Street rehabilitation works.

As this is routine work Officers expect the usual companies will tender. As it is a higher value than most of the road reconstruction works it may attract larger companies from outside of the area and result in good value for the City.

The review of the tenders will comprise as a minimum:

- Two officers from the Civil Works Projects section
- The Manager, Infrastructure Development
- A Procurement team representative

The evaluation report is prepared by the Project Manager from the Civil Works Projects section of the Infrastructure Development Department, and this is reviewed and authorised as compliant by the Procurement Section.

The General Manager Corporate services or the General Manager Infrastructure and Recreation will review the report prepared before providing this to the Chief Executive Officer for consideration.

RISK IMPLICATIONS

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

The recommendation will reduce the risk that the works commence in March 2017, resulting in the bulk of the works will be during the winter period.

**ORDINARY COUNCIL MEETING MINUTES
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The works are included in the 2016/17 budget. The estimated cost based on the design is \$1,070,000 including a 10% allowance for latent conditions and minor accommodation works.

INTERNAL/EXTERNAL CONSULTATION

All consultation was internal.

OPTIONS

Council Officers have identified the following options:

- Approve the delegation as per the Officer Recommendation.
- Do not approve the recommendation. Officers would then recommend deferral of works until October 2017 to avoid the likelihood of complications and extended time and cost.
- That Council call a special meeting earlier than February 2017 to consider the contract award.

CONCLUSION

Council has approved reconstruction of Tarwin Street, Morwell as part of the 2016/17 Annual Business Plan with an allocation of approximately \$1,160,000. The engineering design of the works by a local consultant took an unreasonably long time and therefore the procurement process deadline to submit a report to the 5 December 2016 Council meeting was missed.

Unfortunately, the 5 December 2016 Council Meeting is the last Council Meeting until February 2017, and if awarded following that meeting the contractor could not start works until March 2017. Although there is technically sufficient time (16 weeks) to complete the works before 30 June 2017, Council Officers are concerned that working through winter will result in a messy worksite, delays, and added costs.

If the works are awarded in February 2017, Officers consider it advisable, due to the scale and type of works, that the project be delayed to spring 2017 when there is a better chance of dry weather.

Although larger in quantity, the works are routine for Council, consisting of renewing or installing new drainage, pavement, surfacing, kerb and channel, and some drainage.

It is therefore recommended that, rather than risk working through winter, that Council delegate authority to the Chief Executive Officer to award the contract up to the budget allocation within the road rehabilitation program of \$1,164,435. The normal evaluation and reporting process will be applied with the addition of the Manager Infrastructure Development on the evaluation panel.

SUPPORTING DOCUMENTS

Nil

Attachments
1. Locality Plan

15.1

Delegation of Authority to Award the contract for Tarwin Street, Morwell Road Reconstruction

1	Locality Plan.....	607
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LOCALITY PLAN
MELWAYS REF: 859 17

**15.2 COMMUNITY GRANTS PROGRAM REQUEST TO CHANGE
PROJECT FROM MONASH SOCCER CLUB - PROJECT
MCW131400121****General Manager****Infrastructure and Recreation****For Decision****PURPOSE**

The purpose of this report is to table correspondence received from Monash Soccer Club, seeking Council's approval to change the original 2013/14 community grant project number MCW131400121, for a new proposed project.

EXECUTIVE SUMMARY

In the 2013/14 Community Grants Program Monash Soccer Club applied for a community grant for extra storage facilities, they did not have adequate storage room for their training equipment, portable goals and maintenance equipment at that time. Monash Soccer Club was successful in their application for project number MCW131400121 and \$5,000 was awarded to the group.

On 7 November 2016 Russell Musgrove, President of Monash Soccer Club, wrote to Council requesting to use the \$5,000 from project number MCW131400121 for a new proposed project of: Purchase of two 7.32 metre x 2.44 metre portable goals, to be used on their second pitch.

(Refer to attachment 1)

Since the 2013/14 grant application was submitted, Monash Soccer Club has realised that the portable goals they were using for the junior female teams are not suitable for competition purposes, they are not full sized goals being only 5 metres x 2 metres. Other clubs throughout Latrobe City are using full size portable goals (7.32 metres x 2.44 metres), and by using the smaller goals this would put the junior female teams at a disadvantage.

In addition, Monash Soccer Club has since purchased storage inside their current facility, which has eased their previous storage issues. They are now of the opinion that an external storage shed cannot be adequately secured, as other clubs in the area with external storage sheds, have had problems with vandalism.

If successful with this request, Monash Soccer Club will remove the existing goals and recycle them. The club will also patch the holes and re-seed the soil in that area.

As the quote provided for two portable goals from Diamond Sporting Supplies (*refer to attachment 2*) is for the amount of \$3,740, Monash Soccer Club are requesting to use only \$3,000 from the \$5,000 awarded to them in the 2013/14 grants round; and will contribute \$740 to the cost of

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the project. Monash Soccer Club will return the unspent funds of \$2,000 to Council.

The new proposed project complies with the objectives of the Community Grants Program.

MOTION

Moved: Cr Gibson

Seconded: Cr Law

That Council:

1. Approves the request by Monash Soccer Club to use \$3,000 from the 2013/14 community grant project MCW131400121 of which \$5,000 was originally awarded, for the new project of: Purchase of two full sized portable goals.
2. Approves that Monash Soccer Club will return to Council, the unused portion of \$2,000 from the \$5,000 community grant awarded to them, for project MCW131400121.
3. Requires Monash Soccer Club to acquit the 2013/14 community grant project MCW131400121, within three months of this decision.

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

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

OFFICER COMMENTS

In 2013/14 the community grants policy was not clear in regards to the timelines for completing and acquitting projects.

This has since been addressed in the new Community Grants Program Policy that was approved in 2015 which states the following:

- *The project must be completed and acquitted within 12 months from notification of 'approval' of a community grant. If not, the group will not be considered for a community grant in the following financial year/s.*
- *Council will rescind the grant after the twelve month period, if the group has not made contact with Council to: claim the grant funding; complete the project and provide an acquittal for the project.*
- *If an extension of time is required, the applicant must write to Council requesting an extension to the 12 month period.*
- *Approval by Council is required.*

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Council could decide to direct Monash Soccer Club to return the full amount of \$5,000 for project MCW131400121 to Council. The club did not communicate to Council at any stage from the time they were advised that their application was successful on 10 October 2013, that the original project was no longer a priority. The club was sent a reminder to submit an acquittal report for their 2013/14 project in July 2016, at which time they responded advising that they were considering submitting a request to change the original project; and that the grant funding had not been spent.

However, Monash Soccer Club has been awarded several community grants in the past, all of which have been completed and acquitted, which demonstrates their commitment to abiding by the terms and conditions of Latrobe City Council's Community Grants Program.

Monash Soccer Club is a 'not for profit' community group and is operated by volunteers that devote much of their time to raising funds for the club and the soccer community. The group will be contributing towards the cost of project and also providing in-kind support.

Attachments

1. Request from Monash Soccer Club to change approved 2013-14 Community Grant Project
2. Quote from Diamond Sporting Supplies
3. Quote from PILA Group

15.2

Community Grants Program request to change project from Monash Soccer Club - Project MCW131400121

- 1 Request from Monash Soccer Club to change approved
2013-14 Community Grant Project 613**
- 2 Quote from Diamond Sporting Supplies 615**
- 3 Quote from PILA Group 617**

RE. RE-ALLOCATION OF GRANT MONIES

Minor Capital Works 2013/14 — MCW131400121 — Safe & Secure Storage

I am writing in hope of having the above grant monies re-allocated for a different project. The original project was for Safe & Secure Storage with Shelter which was to provide storage for our equipment, mainly junior portable goals (5m x 2m) which were to be stored fully assembled to save our volunteers time in assembly and disassembly each week.

Since the grant monies were deposited into our account we have seen the 5m x 2m goals become obsolete for competition purposes. The portable goals which are now used for Junior Female competition (U14&U16) are now full sized portable goals (7.32m x 2.44m) which are used by a number of clubs in LaTrobe City. Also pop up goals for mini roo competition have been replaced by the use of agility poles, again saving valuable storage space.

In addition we have purchased storage for inside our current facility which has eased our storage issues. We have also been made aware of a number of clubs with Storage Sheds being broken into and vandalized and feel the proposed location of the potential site was too removed and would be an easy target for vandals.

The grant amount allocated was \$5000.00, with the project expected to cost \$13,530. A substantial part of our budget for this project was dependent on being paid the money owed to us by Adrenalin Paintball (approx \$3500), which to this day still has not been paid and has continually put this project on the back burner.

Our preference is to have the funding re-allocated towards the purchase of TWO 7.32m x 2.44m Portable goals to be used on our 2nd Pitch. The purchase of these goals would have many benefits including,

- Allowing Monash Soccer Club to enter All Girls sides in competitive competition again. Previously we have had U13 & U16 Girls sides, but since the move to full sized goals on a shortened field we are unable to offer players the opportunity to participate in this competition.
- Use of Pitch 2 for training purposes. Currently the lighting spread on Pitch 2 is insufficient to train in the goal areas. By installing portable goals we would be able to move the goals to the area with sufficient lighting. This would help reduce the wear on our Main Pitch, particularly during winter.
- Since the installation of the the Safety Fence on Pitch 2 we have seen a huge increase in public use of the goal area in front of the fence. This has caused the grassed area where the goals are situated to deteriorate into a dust bowl. The installation of portable goals would

allow us to move them when the traffic was beginning to damage the surface.

- The current goals installed on Pitch 2 are more than 20 years old and are having to be continually maintained. Their condition would be at best described as poor/average.
- Being fixed goals concreted into the ground it doesn't give us the versatility to alter pitch size for different competitions and to move them for safety reasons.

I have attached a quote for 2 x Portable goals from Diamond Sporting Supplies, which will cost \$3740.00 Delivered. I have also attached a quote from PILA Group for \$5384.50 for the same goals delivered.

Monash Soccer Club will remove the existing goals and have them recycled, as well as filling in the holes with soil and re-seeding. We will also erect the new goals and secure them to the ground using the securing pins supplied.

We request to retain \$3000 of the original funding to assist in the purchase of the portable goals, we will pay the remaining \$740.00 for the goals as well as any of the cost associated with the removal of the existing goals and the installation of the new goals. The remaining \$2000 will be refunded to LaTrobe City Council.

I hope this submission is considered acceptable and we are able to move forward with the purchase and installation of the goals.

Regards

President

Monash Soccer Club


**Diamond Sporting
Supplies Pty Ltd**

 3/37 Kenway Drive
Underwood Queensland 4119
Australia

 Phone: 0409932309
www.diamondsporting.com
ABN: 39 164 907 484

Quote: 65

Quote

Quote date: 07/11/2016

Bill to:
 Monash Soccer Club Inc
Torres Street
Newborough VIC 3825
Australia
Expiry:

30/11/2016

ITEM	DESCRIPTION		UNITS	UNIT PRICE (ex GST)	TAX TYPE	AMOUNT (ex GST)
SGFull	Soccer Goal - Full Size	Qty	1	2,900.00	GST	2,900.00
	Includes: - 2 goals with nets - net clips - warning labels - 10 anchor pegs per goal - Powder Coated White - 4 Wheels per goal					
	Delivery to Torres Street, Newborough, VIC 3825	Qty	1	500.00	GST	500.00
Sub-Total (ex GST):						\$3,400.00
GST:						\$340.00
TOTAL (inc GST):						\$3,740.00

Notes

- 1) Delivery is approximately 4 weeks. This timing may change slightly depending on external delivery schedules.
- 2) All products come with a 5 Year Structural Warranty



1300 00 PILA (1300 00 7452)

Used by more than 75% of Australia's Major Stadiums
AFL – Rugby League – Rugby Union – Football – Combinations

Dear

Thank you for the opportunity to provide this quotation. **PILA is Australia's largest manufacturer of structural aluminium goal posts.**

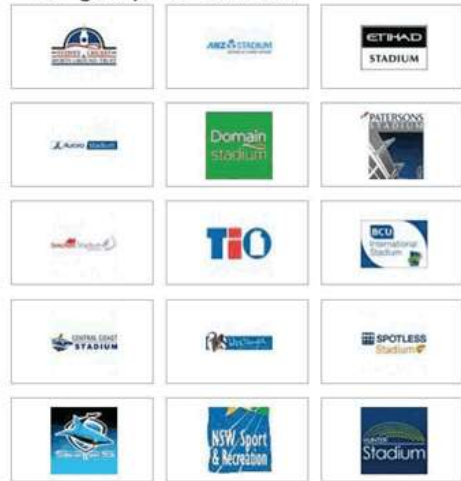
<p>Certified 100% Australian Made products. Licensee ID number 5645.</p>	<p>Why is PILA the right choice as the supplier for your project?</p>	<p>Products supported by our 7 and 10 year Extended Warranty programs.</p>
<p>Products built for everyday use and designed for longevity outdoors</p>	<p>Australian, AFL, VFL, ARL, NRL, ARU, FFA and FIFA standards compliance</p>	<p>Quality products and services backed by compliant company systems.</p>

PILA supplies to countless stadiums, council fields, sports clubs and schools nationally.

We are the official supplier of goal posts to:



Our goal posts stand at:



The Sydney Olympic Games
The Melbourne Commonwealth Games
Centenary of Rugby League
Asian Champions League & Asian Cup
International Champions Cup

We ship nationally within approximately 10 days from order and all products come with easy to follow DIY installation and assembly guides. Our local team is available to provide advice when you need it and we keep a full stock of spare parts for immediate dispatch.

I would be pleased to provide any more information you require on our products and services and I look forward to being of assistance.

Regards,

Sian Wooldridge
sian@pilagroup.com.au



Quotation

November 7, 2016

Monash Soccer Club

Contact

Phone

Quote #

Email

Delivery Address

18570

exact location TBA
Newborough, VIC 3825

CODE	DESCRIPTION	QTY	UNIT	TOTAL
SSP	Senior Portable Goal Posts (pair of 2) - 7.32m x 2.44m - 120mm/100mm oval tube with extruded net track - marine grade aluminium powdercoated white - portable base frame, triangle net supports and wheel kit - compliant to AS48661-2007 - 7-year warranty	1.0	\$3,995.00	\$3,995.00
SPNS	OPTIONAL - senior triangle nets (pair of 2) - 7.32m x 2.44m - 100mm square x 3mm white knotted nylon	1.0	\$295.00	\$295.00
SPNC	OPTIONAL - Soccer goal post net clip - white	160.0	\$1.00	\$160.00
	Delivery			\$445.00
	10% GST			\$489.50
	TOTAL			\$5,384.50

ADDITIONAL INFORMATION:

P: 1300 00 PILA (1300 00 7452) E: info@pilagroup.com.au W: www.pilagroup.com.au

PILA group Pty Ltd. 99A South Creek Rd, Cromer NSW 2099. ABN 32 114 687 820

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**15.3 COMMUNITY GRANTS PROGRAM REQUEST TO CHANGE
PROJECT FROM BOOLARRA FOOTBALL NETBALL CLUB -
MINOR EQUIPMENT GRANT PROJECT 00036**

General Manager

Infrastructure and Recreation

For Decision

PURPOSE

The purpose of this report is to table correspondence received from the Boolarra Football Netball Club, seeking Council's approval to change their original 2015/16 Minor Equipment Grant Project number 00036, for a new proposed project.

EXECUTIVE SUMMARY

In the 2015/16 Community Grants Program - Round 2 for Minor Equipment, the Boolarra Football Netball Club applied for a grant for purchase of a second hand fridge. The club's application was successful and \$500 was awarded to the group for this project.

On 5 November 2016 the Treasurer of the Boolarra Football Netball Club, wrote to Council requesting to use the \$500 for a new project: purchase of a deep fryer, for their canteen.

The secretary advised that a club sponsor donated a fridge to the Boolarra Football Netball Club not long after their application was approved; therefore that project is no longer a priority. As the Boolarra Football Netball Club hosts the Mid Gippsland Football League finals, many spectators from across Gippsland attend the games. The canteen struggles to keep up with the demand for hot food during these events, so the club's priority now is to purchase a new deep fryer, to assist with the demand.

In addition, the club's facilities are used by a number of other local groups, so this purchase would also be utilised by those groups.

As the cost to purchase the new deep chip fryer is \$6,208.40 (*refer to attachment 2*) the Boolarra Football Netball Club is contributing quite a considerable amount towards the purchase.

The new project proposed by the Boolarra Football Netball Club complies with objectives of the Community Grants Program.

Refer to attachment 1 – correspondence received.

MOTION

Moved: Cr White
Seconded: Cr Clancey

That Council:

1. Approves the request by the Boolarra Football Netball Club to use the 2015/16 Minor Equipment Grant of \$500 for Project No. 00036, for the new project of: purchase of a new deep fryer.
2. Requires that the Boolarra Football Netball Club complete the 2015/16 Minor Equipment Grant Project No. 00036 and submits an acquittal report to Council, within three months of this decision.

CARRIED UNANIMOUSLY**DECLARATION OF INTEREST**

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

OFFICER COMMENTS

Council could decide to direct the Boolarra Football Netball Club to return the \$500 for the Minor Equipment Grant Project No. 00036 to Council however, the club has been awarded several community grants in the past, all of which have been completed and acquitted in a timely manner, which demonstrates their commitment to abiding by the terms and conditions of Latrobe City Council's Community Grants Program.

The Boolarra Football Netball Club is a not for profit community group and is operated by volunteers that devote much of their time to raising funds for their club and the community, which is evident by the amount of funding that the group is contributing towards their project.

Attachments

1. Request from Boolarra Football Netball Club to change project
2. Quote for deep fryer

15.3

Community Grants Program request to change project from Boolarra Football Netball Club - Minor Equipment Grant Project 00036

- 1 Request from Boolarra Football Netball Club to change
project..... 623
- 2 Quote for deep fryer 625

From:
To:
CC:

Date: 5/11/2016 10:25:36 AM
Subject: 2015/16 Minor Equipment Community Grant

Hi Caroline

The Boolarra Football Netball Club (BFNC) hereby seeks your consent to utilise the funds provided by La Trobe City Council towards a new deep chip fryer for our canteen in lieu of the initial request towards a second hand fridge for use in social rooms.

Subsequent to the BFNC receiving your approval (as per letter attached) a club sponsor provided the required fridge that was to be purchased with the grant funding. Also during the Mid Gippsland Football League finals match hosted by the BFNC our current chip fryer was unable to meet demands of the spectators and it was decided by the club that a replacement would be needed for not only our use but also the Boolarra-Panthers Cricket Club and the Boolarra Pony Club who both host numerous events during the year, utilising the BFNC's canteen facilities. The facilities are also used by numerous local social groups (Boolarra Primary School, Boolarra Kindergarten/play group, local cooking group and walking group amongst others).

I have attached a quote for the new chip fryer (\$6,208.40 inc GST). The balance will be provided by the BFNC from various fund raising events held during the 2016 season.

I have also today submitted the Agreement/ABN/EFT form for the funds.

We look forward to receiving a favourable response so that we can replace a worn out piece of equipment that can no longer provide the service that we and others using require.

Treasurer

Boolarra Football Netball Club Inc



COMMUNITY SERVICES

16. COMMUNITY SERVICES

Nil reports

CORPORATE SERVICES

17. CORPORATE SERVICES

17.1 REPORT INTO GRANT ACQUITTAL PRACTICES

General Manager

Corporate Services

For Decision

PURPOSE

This report provides a response to the resolution related to Latrobe City Council Community Grants and Sponsorships as raised at Council Meeting on 23rd March 2015.

EXECUTIVE SUMMARY

At the Council Meeting on the 23 March 2015 Council resolved the following:

- a summary of the current status of Community Grants and Sponsorships reflecting acquittals;
- reference to the audit findings into Community Grants and Sponsorships related to acquittal practices; and
- the creation and adoption of a Community Grants and Sponsorships Framework by Executive to address required improvements on acquittals with the community.

Reconciliation of grants for 2014/15 and 2015/16 funding years has also been sought and is provided in this report.

MOTION

Moved: Cr Middlemiss

Seconded: Cr McFarlane

That Council receives and notes this report into grant acquittal practices.

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

No officer declared a conflict of 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
Latrobe City Council Plan 2013 - 2017*

Theme and Objectives

Theme 3: Efficient, effective and accountable governance

BACKGROUND

At the Council meeting held on 23 March 2015, Council resolved the following:

That Council Officers conduct a review and prepare a report for Council detailing:

- 1. The methods of acquittal currently used for all Council grants and other funds dispersed through Council to external entities or individuals on behalf of the State or Federal Government;*
- 2. Internal and external Legislation, Regulations and Policy Requirements around acquittal of such funds; and*
- 3. Council compliance obligations and best practice in regard to the acquittal of the above.*

As part of the internal audit program, an audit into Community Grants and Sponsorships was conducted by Council's internal auditors, Pitcher Partners. This audit work commenced in 2015, with Pitcher Partner's report tabled at the March 2016 Audit and Risk Committee meeting.

Responding to the Pitcher Partners audit resulted in the development of an Operational Policy to address grant management and acquittal practices, and to focus upon achieving consistent practice in grant management and acquittal practices.

KEY POINTS/ISSUES

Latrobe City Council provides approximately 24 types of grants, sponsorship, subsidy and contribution programs to the local community per annum.

The following table identifies each Grant, sponsorship, subsidy and contribution and the method of acquittal for each type currently in place.

At the commencement of the new funding year these arrangements will revert to the Smarty Grants electronic application, assessment and acquittal, providing a consistent method of administration of the grants process.

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Grant Type	Information in the guidelines provided to applicants	Method of acquittal for grants currently approved
Community Grants Program – Minor Capital Works	<p>Conditions</p> <p>6. The project must be completed and acquitted within 12 months from notification of 'approval' of a community grant. If not, the group will not be considered for a community grant in the following financial year/s.</p> <ul style="list-style-type: none"> • If an extension of time is required, the applicant must write to Council requesting an extension to the 12 month period. • Approval by Council is required. <p>7. Copy of 'tax invoices' and/or 'tax receipts' must be provided as supporting evidence for all expenditure of community grant funds, to be included with the accountability/acquittal report'.</p>	<p>A specific page provided in Smarty Grants electronic application program where the applicant can submit a text account as well as a scanned copy of supporting evidence.</p> <p>This page is made available / activated in Smarty Grants after the application has been approved</p>
Community Grants Program – Community Development Grant		
Community Grants Program – Events Grant		
Biodiversity on Rural Land Grants	<p>Included in the Biodiversity Guidelines.</p> <p>Within 12 months of receiving the grant, remit to Latrobe City Council an 'Accountability Form' or reconciled statement of expenditure and income associated with the grant funds. This evaluation report is to detail what occurred and how the funds were spent; copies of relevant receipts are required with your Accountability Form.</p>	<p>A specific page provided in Smarty Grants electronic application program where the applicant can submit a text account as well as a scanned copy of supporting evidence.</p> <p>This page is made available / activated in Smarty Grants after the application has been approved</p>
Community Grants Program – Venue Hire	Included in the Community Grants Program Guidelines (as above)	<p>This is a credit applied to the final venue hire invoice not providing direct monetary assistance</p> <p>No acquittal requested</p>
Operational Support Grants – Township Associations Grant; Cemeteries; Historical Societies; Neighbourhood	<p>Annual Operational Support Grant Agreement Form</p> <p><<Organisation Name>> will, within 12 months of receiving the grant, remit to Latrobe City Council an '<i>Accountability Form</i>' or reconciled statement of expenditure and income associated with the grant funds. This evaluation</p>	<p>Paper Submission on a specific sheet provided to the applicants:</p> <p>Annual Operational Support Grant Township Associations Accountability Report;</p> <p>Annual Operational Support Grant Cemeteries</p>

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Grant Type	Information in the guidelines provided to applicants	Method of acquittal for grants currently approved
Houses	<p>report is to detail what occurred and how the funds were spent; copies of relevant receipts are required with your Accountability Form.</p> <p>When budget approved, the associations are advised that grant funds are available, where there has been no acquittal received at that time a letter is sent advising that no further monies will be provided until acquittal received. Where acquittal received the letter is an invitation to apply for the funds.</p>	<p>Accountability Report; Annual Operational Support Grant Historical Societies Accountability Report; Annual Operational Support Grant Neighbourhood Houses Accountability Report</p>
Seven Small Towns Minor Capital Works	<p>Seven Small Towns Minor Capital Works Program Information & Guidelines</p> <p>Township Associations who receive funding under this program must submit a 'Priority Project Report' at the completion of the project. Copies of expenditure receipts, media releases, photos and associated promotional materials must be included with the report.</p> <p>The Priority Project Report template will be sent to the Township Association by Latrobe City when the project is approved for funding. 2016/2017 Priority Projects will not be approved until all completed Priority Project Reports for projects funded in 2015/2016 are received..</p> <p>When budget approved, the associations are advised that grant funds are available, where there has been no acquittal received at that time a letter is sent advising that no further monies will be provided until acquittal received. Where acquittal received the letter is an invitation to apply for the funds.</p>	<p>Paper Submission on a specific sheet provided to the applicants: Seven Small Towns Minor Capital Works Program Priority Project Report</p>

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Grant Type	Information in the guidelines provided to applicants	Method of acquittal for grants currently approved
Mayoral Sponsorship Grant		This is a sponsorship and does not request acquittal
Gippsland FM		This is a sponsorship and does not request acquittal
Sporting Sponsorship – Moe Racing Club; Latrobe Valley Racing Club; Gippsland Regional Sports Academy; Gippsport		This is a sponsorship and does not request acquittal
Xmas Grants	<p>Annual Christmas Grant Acceptance Form</p> <p>Within 4 months of receiving the grant, remit to Latrobe City Council an 'Accountability Form' or reconciled statement of expenditure and income associated with the grant funds. This evaluation report is to detail what occurred and how the funds were spent; copies of relevant receipts are required with your Accountability Form.</p>	<p>Paper Submission on a specific sheet provided to the applicants: Annual Christmas Grant Accountability Report</p>
Annual Maintenance Grants	<p>When budget approved, the associations are advised that grant funds are available, where there has been no acquittal received at that time a letter is sent advising that no further monies will be provided until acquittal received. Where acquittal received the letter is an invitation to apply for the funds.</p>	<p>Paper submission – no specific form</p>
Bush Land Reserves	<p>When budget approved, the associations are advised that grant funds are available, where there has been no acquittal received at that time a letter is sent advising that no further monies will be provided until acquittal received. Where acquittal received the letter is an invitation to apply for the funds.</p>	<p>Paper submission – no specific form</p>

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

Grant Type	Information in the guidelines provided to applicants	Method of acquittal for grants currently approved
Athlete Assistance Fund	Is funded through the Latrobe City Trust although applications are assessed by Mayoral Sponsorship Committee	Does not ask for acquittal If any submission then would be paper

Outline of the Internal and external Legislation, Regulations and Policy Requirements around acquittal of such funds

Latrobe City Council has a Community Grants Policy 15POL-6, adopted by the Council 25 May 2015. In that policy it is stated, as part of the conditions of funding the application:

- *The project must be completed and acquitted within 12 months from notification of 'approval' of a community grant. If not, the group will not be considered for a community grant in the following financial year/s.*
- *Council will rescind the grant after the twelve month period, if the group has not made contact with Council to: claim the grant funding; complete the project and provide an acquittal for the project.*
- *If an extension of time is required, the applicant must write to Council requesting an extension to the 12 month period.*

The Victorian State Government does not provide any reference to Community Grants and/or acquittal of grants within the *Local Government Act 1989*.

The Commonwealth Government *Grants Rules and Guidelines* do provide some guidance on acquittals. There is guidance around providing clear, consistent and well documented guidelines to the applicants and a section that relates to acquittals:

- When determining what acquittal or reporting requirements are required, officials should have regard to information collected by Australian Government regulators and available to officials. If an organisation provides an annual audited financial statement, then an audited financial acquittal should not be required, unless the grant is higher risk.
- Where possible and appropriate, officials should consider aligning grant reporting requirements with a recipient's internal reporting, such as the annual reporting cycle and/or other substantive reporting requirements.

Outline of Council compliance obligations and best practice in regard to acquittal

A broad range of improvements have been made to acquittals and more broadly to the administration of Community Grants and Sponsorships.

The improvements include:

**ORDINARY COUNCIL MEETING MINUTES
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- Adoption of the Operational Policy and supporting business processes and procedures
- The use of Smarty Grants as the sole method of application, assessment, acquittal and reporting for all Community Grants and Sponsorships in future funding years.

It should be noted that acquittals related to grants and sponsorships funded during 2016-17 will be submitted in the manner they were applied for. For instance, where Smarty Grants is currently used then attached to Smarty Grants, where paper based then paper submissions. This is due to the inability of Smarty Grants to be set up retrospectively for applications.

Forms and reports in Smarty Grants have been designed and will be constructed prior to the next round of Grants being made available to the community.

- The consolidation of the administration and budget for all Community Grants and Sponsorships into one administrative role without losing the input and assessment capabilities of the Council as a whole.

Reconciliation of Grants 2014/5 and 2015/6

The value and acquittal status of Community Grants and Sponsorships is shown in the following table.

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Grant Type	Total \$ Value	Applications 2014-15	Acquittals Outstanding 2014-15	Applications 2015-16	Acquittals Outstanding 2015-16**
Community Grants Program – Minor Capital Works	\$360,000	128 submitted 21 declined 107 Approved 2 not yet claimed	27	82 submitted 5 declined 77 Approved 6 not yet claimed	34
– Minor Capital Works extra round 2015-16 only				27 submitted 6 declined 21 Approved 6 not yet claimed	9
Community Grants Program – Community Development Grant	\$30,000	35 submitted 11 declined 24 Approved	6	38 submitted 8 declined 30 Approved 1 not yet claimed	16
Community Grants Program – Events Grant	\$25,000	39	9	30	15
Biodiversity on Rural Land Grants	\$5,000	N/A	N/A	4	4
Operational Support Grants – Township Associations Grant;	\$7,125	9	0	7	0
- Cemeteries;	\$11,770	6	0	6	0
- Historical Societies;	\$3,000	6	0	6	0
Neighbourhood Houses	\$15,4000	4	0	4	0
Seven Small Towns Minor Capital Works	\$41,190	7	0	4	0
Mayoral Sponsorship Grant	\$25,000				
Gippsland FM	\$4,400	1	0	1	0
Sporting Sponsorship – Gippsland Regional Sports Academy;	\$18,000	1	0	1	0
Sporting	\$10,000	1	0	1	0

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Grant Type	Total \$ Value	Applications 2014-15	Acquittals Outstanding 2014-15	Applications 2015-16	Acquittals Outstanding 2015-16**
Sponsorship – Gippsport Internal transfer for office hire					
Sporting Sponsorship – Moe Racing Club;	\$15,507	1	0	1	0
Sporting Sponsorship – Latrobe Valley Racing Club;	\$6,710	1	0	1	0
Sporting Sponsorship – Latrobe City Energy Internal payment for court hire	\$14,000	1	0	1	0
Xmas Grants	\$20,650	12	0	12	0
Annual Maintenance Grants	\$218,177	19	1	18	0
Bush Land Reserves	\$34,282	3	0	2	0

** Groups have to 30/6/2017 to acquit 2015/16 grants

RISK IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management framework. The new Grants and Sponsorship framework increases control and monitoring of funding from the Grants and Sponsorships budget.

FINANCIAL AND RESOURCES IMPLICATIONS

This work was separately resourced to ensure development and oversight of the new Grants and Sponsorship Framework. A Grants Officer role has now been appointed and this role will continue to provide the administration of oversight of grants related practices

INTERNAL/EXTERNAL CONSULTATION

The project engaged stakeholders across all Divisions who have an active role in the Grants or Sponsorship processes.

The Audit and Risk Committee have been informed of the progress of actions against Audit recommendations.

**ORDINARY COUNCIL MEETING MINUTES
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Council has the following options:

1. Receive and note the report;

This option agrees that the information provided addresses the points identified by Council at the 23 March 2015 meeting.

2. Do not receive and note the report.

This option would require a further report to Council and potential additional actions to be developed to address the points identified by Council at the 23 March 2015 meeting.

CONCLUSION

Information regarding Grants and Sponsorship acquittals has been provided, including the current status for the 2014-15 and 2015-16 financial years.

SUPPORTING DOCUMENTS

Nil

Attachments

Nil

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

17.2 ASSEMBLIES OF COUNCILLORS

General Manager

Corporate Services

For Information

PURPOSE

Assembly of Councillors records submitted since the Ordinary Council Meeting held on 14 November 2016 are presented to Council for noting.

EXECUTIVE SUMMARY

The following Assemblies of Councillors took place:

Date	Assembly Details	In Attendance	Confidential	Conflicts of Interest Declared
18 February 2016	Latrobe Regional Gallery (LRG) Advisory Committee Meeting	Councillors: Cr White, Cr Gibbons Officers: Michael Bloyce, Mark Themann	Confidential under Section 89(2)(e) proposed developments	Nil
09 November 2016	Councillor Briefing	Councillors: Cr Law, Cr McFarlane, Cr Harriman, Cr Clancey, Cr White, Cr Howe, Cr O'Callaghan, Cr Gibson. Officers: Gary Van Driel, Sarah Cumming, Sara Rhodes-Ward, Gail Gatt, Steve Piasente, Jodie Pitkin, Amy Phillips	Confidential under Section 89(2)(e) proposed developments, (h) prejudice to Council or any person	Cr Clancey Cr O'Callaghan General Manager Corporate Services

**ORDINARY COUNCIL MEETING MINUTES
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Moved: Cr White
Seconded: Cr Gibson

That Council receives and notes the Assemblies of Councillors records submitted which have been held within the period 18 February 2016 to 09 November 2016.

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

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

Attachments

1. Latrobe Regional Gallery Advisory Committee 18 February 2016
2. Councillor Briefing 09 November 2016

17.2

Assemblies of Councillors

- | | | |
|----------|---|------------|
| 1 | Latrobe Regional Gallery Advisory Committee 18
February 2016 | 643 |
| 2 | Councillor Briefing 09 November 2016 | 645 |



Assembly of Councillors Record

This form must be completed by the attending Council officer and returned to the Governance Team for processing as soon as possible.

Assembly details:	Latrobe Regional Gallery (LRG) Advisory Committee Meeting
Date:	18 February 2016
Time:	4.00 pm
Assembly Location:	Friends Room LRG

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr Christine Sindt	<input type="checkbox"/> Cr Graeme Middlemiss	<input checked="" type="checkbox"/> Cr Peter Gibbons
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Sandy Kam
	<input checked="" type="checkbox"/> Cr Darrell White	<input type="checkbox"/> Cr Michael Rossiter	<input type="checkbox"/> Cr Sharon Gibson
Officer/s:	Michael Bloyce, Mark Themann		
Matters discussed:	<p>Introduction of Michael Bloyce</p> <p>Confidentiality reasoning for all of the below matters: "Proposed Development"</p> <ul style="list-style-type: none"> - Proposed refurbishment of LRG (with requested LCC funding) - Gallery Café issues - Proposed international exhibitions <p>Confidential under Section 89(2)(e) proposed developments</p>		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>			



Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
N/A	N/A
N/A	N/A

Record Completed by: Mark Themann





Assembly of Councillors Record

This form must be completed by the attending Council officer and returned to the Governance Team for processing as soon as possible.

Assembly details:	Councillor Briefing
Date:	09 November 2016
Time:	2:15pm - 4:18pm
Assembly Location:	Corporate HQ, Nambur Wariga Meeting Room, Morwell

In Attendance

Councillors: Arrival / Departure Time:	<input checked="" type="checkbox"/> Cr Alan McFarlane	<input type="checkbox"/> Cr Graeme Middlemiss	<input checked="" type="checkbox"/> Cr Darrell White from 2:51pm
	<input checked="" type="checkbox"/> Cr Dale Harriman from 3:25pm	<input checked="" type="checkbox"/> Cr Kellie O'Callaghan from 2:37pm	<input checked="" type="checkbox"/> Cr Darren Howe
	<input checked="" type="checkbox"/> Cr Dan Clancey	<input checked="" type="checkbox"/> Cr Bradley Law	<input checked="" type="checkbox"/> Cr Sharon Gibson From 2:20pm
Officer/s:	Gary Van Driel, Sarah Cumming, Sara Rhodes-Ward, Gail Gatt, Steve Piasente, Jodie Pitkin, Amy Phillips		
Matters discussed:	Gippsland Rail Needs Study Report Future Presentations - Confidential Section 89(2)(h) prejudice to Council or any person Matters Arising From Presentations Clarification of Items on the Council Agenda 14 November 2016 Advocacy for Public Transport Needs of the Latrobe Community Potential Road Discontinuance and Sale of Land - Sullivans Track Yallourn - Confidential Section 89(2)(e) Proposed Developments Outstanding Issues - Confidential Section 89(2)(h) prejudice to Council or any person Strategic Issues for Future Briefings		
Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please list the confidentiality reasoning next to the matter discussed, as per the example in the			



guidance notes.

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
Cr Dan Clancey	Yes
Cr Kellie O'Callaghan	Yes
Sarah Cumming	Yes

Record Completed by: Amy Phillips, Coordinator Governance

17.3 PROPOSED SALE OF LAND - SHORT STREET, TRARALGON

General Manager

Corporate Services

For Decision

PURPOSE

To seek approval from Council to commence the statutory process to sell the discontinued laneway between Collins Street and Bourke Street, Traralgon, by giving public notice and inviting submissions.

EXECUTIVE SUMMARY

Council has received a request from the owner of 2 Short Street, Traralgon, to acquire part of the discontinued laneway at the rear of the property.

This land was part of a former laneway (road) between Collins Street and Bourke Street, Traralgon. The road reservation was formally discontinued via a notice in the Victoria Government Gazette on 5 August 2004.

The laneway was originally discontinued based upon a request by the previous owner of the property however, as agreement could not be reached regarding the purchase price, the land was never transferred.

As the discontinued laneway has also been incorporated into other properties this is also an opportunity to address these encroachments either through sale of the land or the requirement to enter into a lease agreement.

Given the time that has elapsed since Council undertook the statutory process to discontinue the laneway it is suggested that public notice be given of the proposed sale of land and public comment sought on the proposal.

MOTION

Moved: Cr Harriman
Seconded: Cr White

That Council:

1. Gives public notice of its intention to consider the potential sale of the discontinued laneway between Collins Street and Bourke Street, Traralgon, and invite submissions pursuant to Section 223 of the *Local Government Act 1989*; and
2. Considers any submissions received regarding the potential sale of part of the discontinued laneway at the rear of 2 Short Street, Traralgon, at the first available Council meeting in February 2017; and
3. Writes to the owners of 23-29 Shakespeare Street and 12 Short Street, Traralgon, requesting that they purchase or lease the section of the discontinued laneway incorporated into their respective properties; and
4. Notifies the owner of 2 Short Street, Traralgon, of its decision.

CARRIED UNANIMOUSLY**DECLARATION OF INTEREST**

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

STRATEGIC FRAMEWORK

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

*Latrobe 2026: The Community Vision for Latrobe Valley**Strategic Objectives - Governance*

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

*Latrobe City Council Plan 2013 - 2017**Theme and Objectives*

Theme 3: Efficient, effective and accountable governance

Theme 4: Advocacy for and consultation with our community

Legislation

Local Government Act 1989

Section 189 of the *Local Government Act 1989* gives Council the power to sell land however, prior to doing so, it must:

- (a) ensure that public notice is given of the intention to do so at least 4 weeks prior to selling or exchanging the land; and
- (b) obtain from a person who holds qualifications or experience specified under section 13DA(2) of the *Valuation of Land Act 1960* a valuation of the land which is made not more than 6 months prior to the sale or exchange.

This power is subject to Section 223 of the *Local Government Act 1989* which requires Council “publish a public notice stating that submissions in respect of the matter specified in the public notice will be considered in accordance with this section”.

Council must then consider any written submissions that have been received and any person who has made a submission and requested they be heard are entitled to appear before a meeting of Council.

Policy – Sale of Council Owned Property Policy 11 POL-4

The principal aim of this policy is to define the circumstances and factors that will be assessed by Council in respect of the sale of Council owned property. The purpose of this policy is to serve as an accountability mechanism to the community.

It is Council’s position that the sale of Council owned property will be via public auction unless circumstances exist that justify an alternative method of sale.

All sales of Council owned property shall be consistent with the *Local Government Best Practice Guidelines for the Sale and Exchange of Land* prepared by the (former) Department of Planning and Community Development.

BACKGROUND

In August 2003 Council received a request from the then owner of 2 Short Street, Traralgon, to acquire part of the laneway at the rear of the property that ran between Collins Street and Bourke Street as shown on the attached aerial image.

Council subsequently gave public notice of its intention to discontinue the laneway and, at its meeting held on 19 July 2004, formally resolved that the road was not reasonably required for public use, that it should be discontinued pursuant to Section 206 and Schedule 10, Clause 3 of the *Local Government Act 1989* and sold by private treaty.

In accordance with this resolution a notice was published in the *Victoria Government Gazette* on 5 August 2004 formally discontinuing the road and vesting the land in the ownership of Council. A copy of this notice is attached.

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A valuation of the land was obtained however the owner of 2 Short Street sought to have it transferred for \$1.00 and, as agreement could not be reached, the transfer was never finalised.

In July 2016 an application for a planning permit was received from the current owner of 2 Short Street for the use and development of a warehouse that proposed to utilise the section of the discontinued laneway for rear access to the property.

As part of the internal referrals process it was identified that this land is no longer a road and, as it is freehold land owned by Council, the adjoining property owner would need to either enter into an agreement for its use or make application to acquire the land.

Such an application was received in September.

KEY POINTS/ISSUES

As stated above, it was originally intended in 2004 that this land would be transferred to the owner of 2 Short Street, Traralgon. However, as an agreement could not be reached as to the purchase price, the transfer was never finalised.

It is noted that there appear to be both drainage and sewerage assets in the land so it is unlikely that it could be built upon and the proposal will need to be referred to Gippsland Water for comment.

Given the time that has elapsed since Council originally undertook the statutory process to discontinue this laneway it is considered prudent to give public notice of the proposed sale of land and seek comment on the proposal prior to a decision being made regarding the current application.

As the discontinued laneway ran between Collins Street and Bourke Street sections of the land are also incorporated into the properties at 4 Short Street, 23-29 Shakespeare Street and 12 Short Street. This process would also provide an opportunity to address these encroachments as well.

The encroachments could be resolved through the sale of the land, which is the preferred outcome, or through a lease agreement if any of the adjoining owners are unwilling or unable to acquire the section contained in their property.

In the event that respective parties are not prepared to purchase or lease the various sections of Council land, it is expected that should Council receive a development application in the future, the requirement to secure ownership or tenure of the land would be a condition of the permit. This is a requirement of the development application for 2 Short Street.

It is noted that the applicant is also the owner of 4 Short Street and it would therefore be expected that this land would also be acquired as well as that at the rear of 2 Short Street.

RISK IMPLICATIONS

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

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

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

FINANCIAL AND RESOURCES IMPLICATIONS

Costs associated with the statutory process are minimal, being the cost of notices in the Latrobe Valley Express inviting public comment on the proposed sale of land.

The purchase price for the land would be based upon an independent valuation obtained by Council as required by Section 189 of the *Local Government Act 1989*.

Should Council resolve to sell the land all valuation, legal and survey costs associated with the transfer and consolidation of the land would be the responsibility of the purchaser.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

Public comment on the proposed sale of land will be sought via the following methods:

- Public notices in the Latrobe Valley Express;
- Notice displayed at the Corporate Headquarters and Traralgon Service Centre;
- Details placed on the Latrobe City Council website; and
- Letters sent to adjoining property owners.

Details of Community Consultation / Results of Engagement:

In accordance with Section 223 of the *Local Government Act 1989* any submissions that are received regarding this matter will be referred for consideration at a future meeting of Council.

OPTIONS

Council may now resolve to:

1. Give public notice of its intention to consider the potential sale of all or part of the discontinued laneway at the rear of 2 Short Street, Traralgon, and seek public comment on the proposal.
2. Not to commence the statutory process by giving public notice of its intention to consider the potential sale of part of the discontinued laneway at the rear of 2 Short Street, Traralgon, retain the land and advise the property owner accordingly.

CONCLUSION

Council has previously resolved to discontinue the laneway between Collins Street and Bourke Street, Traralgon, and sell the land by private treaty to the adjoining property owner at 2 Short Street.

The laneway has been discontinued and is no longer a road. The section of Council land abutting 2 Short Street is fenced into the property. As it is not required for municipal purposes it is considered to be surplus to

**ORDINARY COUNCIL MEETING MINUTES
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Council requirements. The current owner of 2 Short St proposes to redevelop the site and has submitted a planning permit application that includes the Council land as part of the redevelopment.

It is therefore recommended that Council commence the statutory process by giving public notice of the proposed sale of land and inviting comment on the proposal. As part of this process the owners of the other properties that are currently occupying sections of the discontinued laneway will be contacted to determine if they are prepared to purchase or lease the land.

SUPPORTING DOCUMENTS

Nil

Attachments

1. Short Street Aerial Image
2. Short Street Laneway Gazettal Notice

17.3

Proposed Sale of Land - Short Street, Traralgon

- | | | |
|---|--|-----|
| 1 | Short Street Aerial Image | 655 |
| 2 | Short Street Laneway Gazettal Notice | 657 |



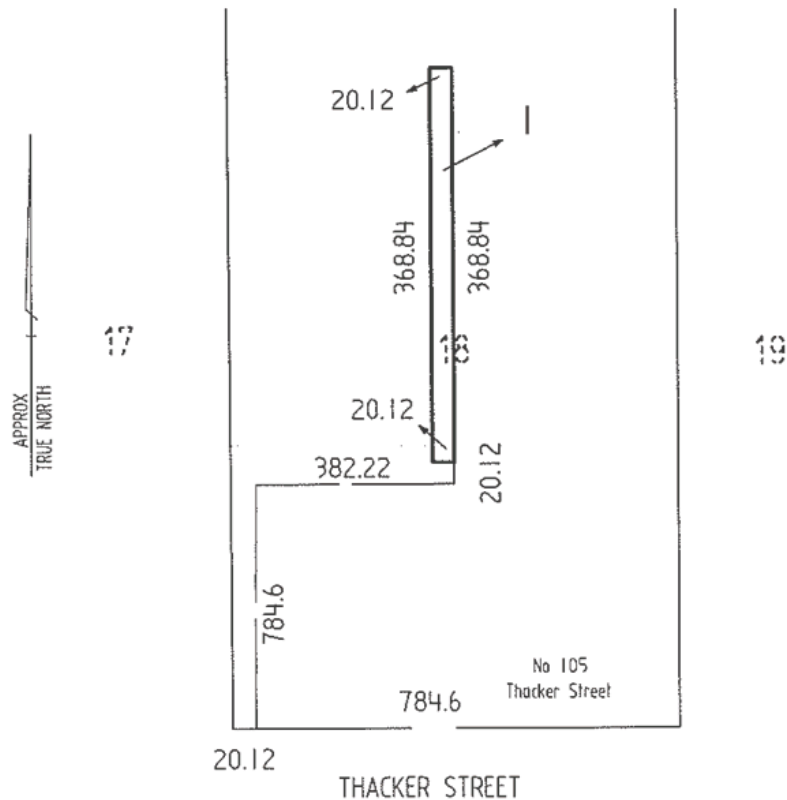
2176 G 32 5 August 2004

Victoria Government Gazette



Road Discontinuance

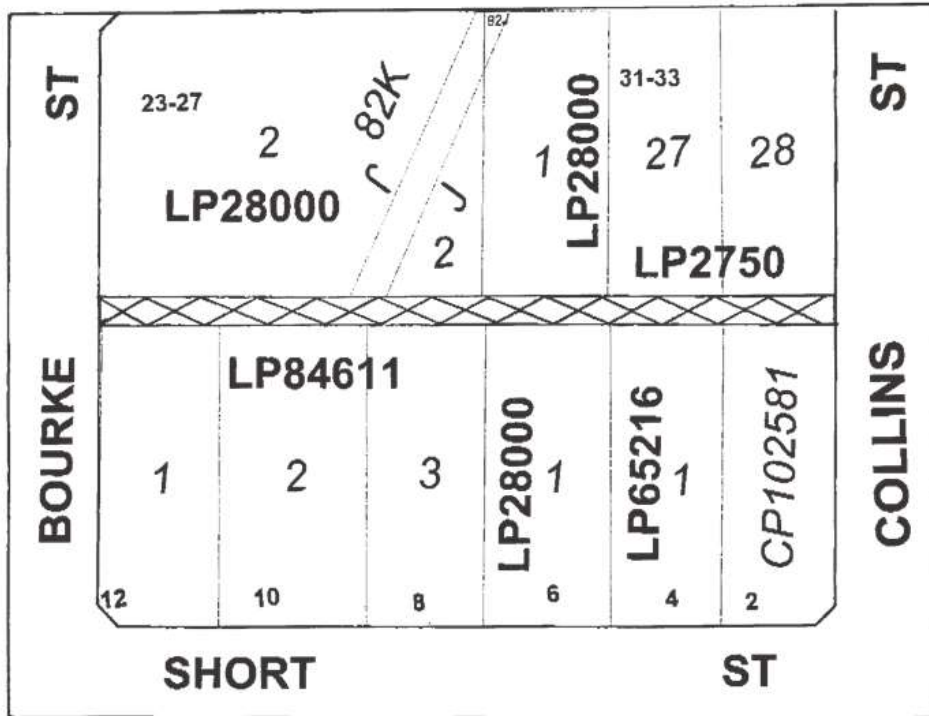
At its meeting on 27 July 2004 and acting under Clause 3 of Schedule 10 to the **Local Government Act 1989**, Greater Geelong City Council resolved to discontinue the road abutting 105 Thacker Street, Ocean Grove shown as Lot 1 on the plan below.



LATROBE CITY COUNCIL

Road Discontinuance
Short Street Laneway, Traralgon

Pursuant to Section 206 and Schedule 10, Clause 3 of the **Local Government Act 1989**, the Latrobe City Council at its Committee meeting held on Monday 19 July 2004, formed the opinion that the Short Street Laneway in Traralgon, between Bourke Street and Collins Street, on LP 2750, shown hatched on the plan below, is not reasonably required for public use; and resolved to discontinue the road subject to any right, power or interest held by Latrobe City Council in respect to any drains and pipes under its control.



PAUL BUCKLEY
Acting Chief Executive Officer

LODDON SHIRE COUNCIL

Public Notice

Municipal Places Local Law

(Amendment No. 2) 2004

Notice is hereby given that at the Ordinary Council Meeting of the Loddon Shire Council held on 26 July 2004, the Council resolved to adopt:

Municipal Places Local Law (Amendment No. 2) 2004.

The purpose of Municipal Places Local Law (Amendment No. 2) is to:

- allow for the quiet enjoyment of Municipal Places within the municipal district.

A copy of this amended Local Law may be obtained free of charge from the Shire Offices, High Street, Wedderburn during business hours or by calling Jon Chandler on telephone (03) 5494 1200.

CRAIG W. NIEMANN
Chief Executive Officer

17.4 FAIR GO RATES SYSTEM - RATE CAP VARIATION 2017/2018

General Manager

Corporate Services

For Decision

PURPOSE

The purpose of this report is to seek a decision of Council in relation to whether a variation will be sought to the 2017/2018 Fair Go Rates System rate cap as set by the Minister for Local Government.

EXECUTIVE SUMMARY

The Fair Go Rates System (FGRS) was introduced into the *Local Government Act 1989* in December 2015. The legislation limits the maximum amount by which Victorian councils can increase rates in a year without seeking additional approval from the Essential Services Commission (the Commission).

The Minister for Local Government sets the rate cap in December each year for the following financial year. Councils have the ability to apply for an increase in the rate cap set by the Minister by notifying the Commission of their intention to lodge an application for a variation. Notification for a variation to the 2017/18 rate cap must be provided to the Commission by the 31 January 2017 with completed applications required by the 31 March 2017.

There are six legislative matters which must be addressed by each applicant, including the need to canvas the thoughts of the community and ratepayers through a community consultation process. This is recognised as requiring significant time and financial resources to enable this to occur. Latrobe City Council has not initiated any community or ratepayer consultation in relation to a variation of the rate cap at this point in time.

At the conclusion of the 2015/16 financial year council recognised a cash surplus of \$3.6 million which was placed in an Unallocated Cash Surplus reserve via a Council resolution on the 12 September 2016.

Having regard to the above, it is Officers opinion that a balanced budget position can be achieved for the 2017/18 financial year without the need for a rate cap variation and that it would not represent a good use of council resources to seek a rate variation for this coming year.

MOTION

Moved: Cr Gibson
Seconded: Cr McFarlane

That Council does not seek a variation to the Fair Go Rates System annual rate cap set by the Minister for Local Government for the 2017/2018 financial year.

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

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

STRATEGIC FRAMEWORK

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

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives – Governance

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

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 3: Efficient, effective and accountable governance

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

To provide open, transparent and accountable governance

Work to minimise rate increases for our community.

Effectively manage Council debt to minimise long term cost.

Strategic Direction – Regularly report Council decisions and performance to the community.

Continuously improve financial management and reporting.

Ensure Latrobe City Council's infrastructure and assets are maintained and managed sustainably.

BACKGROUND

In December 2015 the Victorian Government established the Fair Go Rates System (FGRS), a legislative framework that limits the maximum amount by which Victorian councils can increase rates in a year without seeking additional approval. The limitation applies to general and municipal charges and came into effect from the 2016/2017 financial year and is commonly referred to as the rate cap.

Each year the Minister for Local Government (the Minister) sets the average rate cap, that is the maximum increase in councils average rates and municipal charge for the forthcoming financial year. The Minister has the ability to set a cap that applies to all councils, a group of councils or a single council.

Where a council determines that the average rate cap is insufficient to meet a council's needs, the council can apply to the Essential Services Commission (the Commission) for a higher cap.

**ORDINARY COUNCIL MEETING MINUTES
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The Commission has a role in monitoring and reporting on councils compliance with the rate cap and has statutory responsibilities under the *Local Government Act 1989* (the Act) to ensure that the long term interests of the ratepayers and the community in relation to sustainable outcomes in the delivery of services and critical infrastructure, while also ensuring that a council has the financial capacity to perform its duties and function and exercise its powers under the Act.

It is the role of the Commission to assess and consider whether to approve any application for a variation to the rate cap, having regard to the six legislative matters;

1. The proposed higher cap and the specified year(s) that it will apply
2. The reason for which the council seeks the higher cap
3. How the views of ratepayers and the community have been taken into account in proposing the higher cap
4. How the higher cap is an efficient use of council resources and represents value for money
5. Whether consideration has been given to reprioritising proposed expenditures and alternative funding options and why the council does not consider those options to be adequate; and
6. That the assumptions and proposals in the application are consistent with the council's long term strategy and financial management policies set out in the council's planning documents and annual budget.

The Minister is required to announce the rate cap for the 2017/18 financial year by the 31 December 2016, with Councils having until the 31 January 2017 to notify the Commission of their intention to apply for a variation followed by a further period up to the 30 March 2017 to lodge their submission.

At the time of writing this report the Minister had not advised the quantum of the rate cap for the 2017/18 financial year.

The Minister is required to seek and have regard to advice from the Commission before setting the rate cap, with the rate cap to be based on the forecast change in the consumer price index (CPI) over the financial year to which the rate cap relates plus or minus any adjustment such as efficiency dividends.

The State Government Department of Treasury and Finance macroeconomic indicators for the 2016/17 budget are currently estimating CPI for the 2017/18 financial year at 2.25%.

A 1% annual increase in the general rate and municipal charge is estimated at \$540K.

Council's 2016/17 Strategic Resource Plan includes assumptions of a balanced cash budget with estimated annual rate increases of 2.5% per annum.

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

At the close of the 2015/16 financial year Council held in reserve \$3.6 million of unallocated cash surplus.

KEY POINTS/ISSUES

This Ordinary Council Meeting is the last scheduled Council meeting prior to the date in which Council must notify the Essential Services Commission of its intention to apply for a variation to the rate cap.

In seeking a variation to the rate cap, council must be able to demonstrate that it has given regard to the six legislative matters identified within the *Local Government Act 1989* and as listed above.

The Commission indicated in its assessment of applications lodged by Councils for the 2016/17 financial year that;

“The decision about whether to approve a higher cap rests on how confident we are (at this point in time and based on information from the council) in the council’s long-term financial planning and their financial capacity to deliver sustainable outcomes for services and infrastructure.

Generally, we consider that a higher cap is not appropriate where an application:

- does not demonstrate a long-term funding need
- proposes to apply the higher cap to fund short-term needs
- is not supported by adequate long-term financial planning
- is not supported by our analysis of the council’s financial capacity and overall flexibility to manage its short-term needs.

Latrobe City Council is in the fortunate position of having an unallocated cash surplus from the 2015/16 financial year of \$3.6 million.

The process of notification of intension should not be taken lightly, the previous Councils decision to indicate their intension to lodge an application as a place holder resulted in considerable adverse publicity and negative community sentiment.

In order to successfully apply for a variation it is widely recognised that the support of the community is imperative. In order to demonstrate that the community supports an application for a higher rate cap considerable community consultation needs to be undertaken, which is recognised as a time consuming process. To date Council has not undertaken any community consultation process in relation to a variation to the rate cap and it would be unlikely that such process could be undertaken in time to support an application to the Commission by the 31 March 2017.

RISK IMPLICATIONS

While the recent announcement regarding the closure of Hazelwood Power Station may result in a significant adverse effect on council’s revenue, any intention of seeking an increase to the rate cap should be carefully considered as it may result in considerable adverse publicity and negative community sentiment.

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)****FINANCIAL AND RESOURCES IMPLICATIONS**

Indications from Councils' involved in lodging an application to the Commission for consideration for the 2016/17 rate cap are that the process can cost up to \$200K to undertake. There is no allocation of funds in the 2016/17 Adopted Budget to fund an application,

Council does have the ability to pass a resolution to allocate funds from the Unallocated Cash Surplus currently sitting in reserve should this be deemed necessary.

INTERNAL/EXTERNAL CONSULTATION

There has been no internal or external consultation associated with this report.

OPTIONS

Council has the following options;

1. Not seek a variation to the rate cap to be announced by the Minister in December 2017.
2. Notify the Essential Services Commission of Latrobe City Council's intention to apply for a variation to the rate cap for the 2017/2018 financial year. This would also require a resolution to allocate the required resources to undertake this task.

CONCLUSION

It is the opinion of Officers that Latrobe City Council is not in a position at this current time to make a successful submission against the six legislative matters to justify the financial outlay associated with lodging a submission which has been indicated to cost up to \$200K by other councils which undertook the process in 2015/16.

Having regard to all of the above, Officers have formed the opinion that a balanced budget position can be achieved for the 2017/18 financial year without the need for a rate cap variation and that it would not represent a good use of council resources to seek a rate variation for this coming year.

SUPPORTING DOCUMENTS

Nil

Attachments

Nil

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)****17.5 SETTING OF MAYORAL AND COUNCILLOR ALLOWANCES****General Manager****Corporate Services****For Decision****PURPOSE**

The purpose of this report is propose the level of Councillor and Mayoral allowances in accordance with the requirements of section 74 of the *Local Government Act 1989* (the Act), and to release the decision of Council for any person to make a submission under section 223 of the Act.

EXECUTIVE SUMMARY

In accordance with the *Local Government Act 1989*, Council is required to review and determine the level of Mayoral and Councillor Allowances by the 30 June 2017.

Members of the public have the right to make a submission to council under section 223 in regards to the proposed level of allowances. Section 223 requires Council to publish a public notice providing not less than 28 days for submissions to be received.

It is recommended that Council gives public notice and invite submissions concerning its intention to set the Mayoral and Councillor allowances at the maximum amount for a Category 2 council.

Any submissions received will be considered by Council at an Ordinary Council Meeting to be held in February 2017.

MOTION

Moved: Cr Law
Seconded: Cr White

That Council:

- 1. In accordance with Section 74 of the *Local Government Act 1989* give public notice of its intention to set the Mayoral and Councillor Allowances to the maximum annual amount for a Category 2 Council, being \$24,730 Councillor Allowance and \$76,521 Mayoral Allowance; and**
- 2. Consider submissions received in accordance with Section 223 of the Act at an Ordinary Council Meeting to be held in February 2017.**

CARRIED UNANIMOUSLY**DECLARATION OF INTEREST**

No officer declared a conflict of 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 3: Efficient, effective and accountable governance

Objective – To provide open, transparent and accountable governance.

BACKGROUND

In accordance with the *Local Government Act 1989* (the Act) section 74(1), A Council must review and determine the level of the Councillor allowance and the Mayoral allowance within the period of 6 months after a general election or by the next 30 June, whichever is later.

The Minister for Local Government is responsible for setting the maximum and minimum limits and ranges of Councillor and Mayoral allowances. These limits are reviewed at least once every year and have regard to movements in the levels of remuneration of executives within the meaning of the *Public Administration Act 2004*.

Councils are classified into categories based on the number of residents in each municipal area and their total recurrent revenue. The Councillor and Mayoral limits set by the Minister vary for each of the three categories; Latrobe City Council is currently listed as a category 2 council.

The current gazetted allowance limits and ranges effective from the 1 December 2016 for a Category 2 council were Gazetted (G47) on the 24 November 2016, and are set at;

Mayoral Up to \$76,521 per annum
Councillor \$10,284 to \$24,730 per annum

In addition to this allowance, the Mayor and Councillors also receive an amount equivalent to the superannuation guarantee under Commonwealth taxation legislation which is currently 9.5% of the current set allowance.

The allowances determined by Council are payable from the date of the resolution of the Council determining the levels of allowances

The existing Mayoral and Councillor Allowances as at the 1 December 2016 are currently set at;

Mayoral \$74,655.28
Councillors \$24,128.25

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)****KEY POINTS/ISSUES**

In accordance with section 74 (1) of the Act, "A Council must review and determine the level of the Councillor allowance and the Mayoral allowance within the period of 6 months after a general election or by the next 30 June, whichever is later."

As the election was held on the 22 October 2016, this review and determination must be completed by the 30 June 2017.

In addition, section 74 (4) requires that "A person has the right to make a submission under section 223 in respect of a review of allowances."

Section 223 (1)(a)(iii) stipulates that the Council must publish a public notice "specifying the date by which submissions are to be submitted, being a date which is not less than 28 days after the date on which the public notice is published." Given that the notice period includes Christmas it is proposed to extend the period beyond the 28 days stipulated to Friday 13 January 2017.

Council will be required to provide due consideration to any submissions received and consider the adoption of the Mayoral and Councillor Allowances at an Ordinary Council Meeting to be held in February 2017.

In accordance with section 74(2) the allowances determined are payable from the date of the resolution of the Council determining the levels of allowances, which will be in February 2017

Officers recommend that the allowances be set at the maximum level for a category 2 Council.

RISK IMPLICATIONS

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

There is not considered to be any risks associated with this report as this is a statutory requirement.

Failure to review Mayoral and Councillor allowances by the 30 June 2017 will result in the Council being in breach of the Act.

FINANCIAL AND RESOURCES IMPLICATIONS

There are sufficient budget funds in the 2016/2017 budget to enable the Mayoral and Councillor allowances to be set at the maximum level.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

Public submissions will be invited through two notices advertised in the Latrobe Valley Express during December 2016.

OPTIONS

Council is required to propose an allowance level within the limits imposed by the Order in Council for a Category 2 Council, therefore

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)**

Council may propose the allowance be set at;

The maximum level for a Category 2 Council being;

Mayoral \$76,521 per annum
Councillor \$24,730 per annum

Or

Any other value between the minimum and maximum level for a Category 2 Council which are;

Mayoral Up to \$76,521 per annum
Councillor \$10,284 to \$24,730 per annum

CONCLUSION

In accordance with the *Local Government Act 1989*, Council is required to review and determine the level of Mayoral and Councillor Allowances by the 30 June 2017.

Members of the public have the right to make a submission to council under section 223 in regards to the proposed level of allowances. Section 223 requires Council to publish a public notice providing not less than 28 days for submissions to be received.

Any submissions received will be considered by Council at an Ordinary Council Meeting to be held in February 2017.

SUPPORTING DOCUMENTS

Nil

Attachments
Nil

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)****17.6 PROPOSED COUNCIL MEETING DATES FOR 2017****General Manager****Corporate Services****For Decision****PURPOSE**

To recommend that Council adopts and gives public notice of its meeting dates and times for 2017.

EXECUTIVE SUMMARY

It is proposed the council recommences its council meetings in 2017, with the first ordinary council meeting to be held on Monday, 13 February 2017.

The proposed meeting dates are as follows:

- Monday, 13 February 2017
- Monday, 6 March 2017
- Monday, 27 March 2017
- Tuesday, 18 April 2017
- Monday, 8 May 2017
- Monday, 29 May 2017
- Monday, 19 June 2017
- Monday, 10 July 2017
- Monday, 31 July 2017
- Monday, 21 August 2017
- Monday, 11 September 2017
- Monday, 2 October 2017
- Monday, 23 October 2017
- Monday, 13 November 2017
- Monday, 4 December 2017

The ordinary council meetings will continue to be supported via confidential briefing meetings prior to the Council meeting to inform Councillors on key matters. Special council meetings may be called where they are deemed required and in accordance with legislative requirements.

The annual special council meeting for the election of the Mayor, Deputy Mayor and any adjustments to Committee appointments is scheduled for Thursday, 2 November 2017.

RECOMMENDATION

That Council adopts and gives public notice of the following meetings for 2017:

1. Ordinary Council Meetings, commencing at 6:00 pm, in the Nambur Wariga Meeting Room, Council Headquarters, 141 Commercial Road, Morwell:
 - a. Monday, 13 February 2017
 - b. Monday, 6 March 2017
 - c. Monday, 27 March 2017
 - d. Tuesday, 18 April 2017
 - e. Monday, 8 May 2017
 - f. Monday, 29 May 2017
 - g. Monday, 19 June 2017
 - h. Monday, 10 July 2017
 - i. Monday, 31 July 2017
 - j. Monday, 21 August 2017
 - k. Monday, 11 September 2017
 - l. Monday, 2 October 2017
 - m. Monday, 23 October 2017
 - n. Monday, 13 November 2017
 - o. Monday, 4 December 2017
2. Special Council Meeting for the election of the Mayor, Deputy Mayor and any adjustments to Committee appointments, to be held on Thursday, 2 November 2017, commencing at 6:00 pm in the Nambur Wariga Meeting Room, Council Headquarters, 141 Commercial Road, Morwell.

MOTION

Moved: Cr Law
Seconded: Cr White

That Council adopts and gives public notice of the following meetings for 2017:

- 1. Ordinary Council Meetings, commencing at 6:00 pm, in the Nambur Wariga Meeting Room, Council Headquarters, 141 Commercial Road, Morwell:**
 - a. Monday, 13 February 2017**
 - b. Monday, 6 March 2017**
 - c. Monday, 27 March 2017**

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

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

STRATEGIC FRAMEWORK

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

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives - Governance

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

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 3: Efficient, effective and accountable governance

Theme 4: Advocacy for and consultation with our community

BACKGROUND

In April 2014, Council implemented a three-weekly ordinary council meeting cycle. Ordinary council meetings are held every third Monday night commencing at 6.00 pm in the Nambur Wariga meeting room with special council meetings being held as required.

The governance of the council is supported by two confidential councillor briefing meetings, which provide opportunities for councillors to be fully informed on matters that will be presented to Council for decision and that have strategic importance for the operation of the council.

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

For council meetings in 2017, it is proposed that the council maintains the meeting cycles that are in place, with the first ordinary council meeting to be held on Monday, 13 February 2017. Due to the falling of public holidays in April, it is proposed that one Council meeting is rescheduled to the Tuesday 18 April 2017.

KEY POINTS/ISSUES

As part of good governance practices, a number of opportunities are afforded to Councillors to ensure that they are well informed prior to attending council meetings to make decisions.

In accordance with the *Local Government Act 1989*, the confidential councillor briefing meetings are considered Assembly of Councillors where the majority of Councillors are in attendance, and reported to Council accordingly. They are not a decision making forum, rather, they provide the opportunity for Councillors to be informed on key strategic issues/projects and other matters that may be presented at a Council Meeting.

It is a requirement under the *Local Government Act 1989* that public notice of the council meeting dates is given.

RISK IMPLICATIONS

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

Processes and procedures are in place to minimise any risk exposures associated with the proposed schedule of council meetings. These include the calling of special council meetings to address urgent and unforeseen matters.

In addition, the changes in the meeting cycle reduce Occupational Health and Safety risks.

FINANCIAL AND RESOURCES IMPLICATIONS

The proposed schedule of council meetings can be accommodated within the current budget allocations.

INTERNAL/EXTERNAL CONSULTATION

It is a legal requirement that the Council meeting dates are publicised. These will be available, as a minimum, on the Council's website once adopted.

Previously, the Council meeting cycle was supported by a public presentation session. This is not recommended to proceed in 2017, as it was not open to members of the public, it was via invitation only. A new mechanism that enables members of the community to have a mechanism to have contact with councillors will be put in place. Provisions for community members to speak on an item on the Council agenda at a Council meeting will continue in 2017.

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)****OPTIONS**

1. Adopt the proposed meeting dates for 2017; or
2. Do not adopt the proposed meeting dates and recommend alternative dates for 2017.

CONCLUSION

In order to support good governance principles, council adopts its meeting dates. The meeting cycle is recommended to remain unchanged, apart from removal of 'public presentations', with the first ordinary council meeting recommended to commence on Monday, 13 February 2017.

SUPPORTING DOCUMENTS

Nil

Attachments
Nil

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

17.7 COUNCIL COMMITTEE REVIEW PROJECT

General Manager

Corporate Services

For Decision

PURPOSE

This report presents to Council a proposal to adopt new Terms of Reference for the Hyland Highway Landfill Consultative Committee.

EXECUTIVE SUMMARY

The Hyland Highway Landfill Consultative Committee is in place as part of the works permit for the construction of the Landfill, and there have been issues with membership in the past. The officer review conducted so far has focussed on improving the membership as the community members have an expectation that this committee resumes activities.

MOTION

Moved: Cr Harriman

Seconded: Cr Gibson

That Council:

1. **Adopts the Terms of Reference for the Hyland Highway Landfill Consultative Committee with an effective date of 05 December 2016; and**
2. **Notes that with the adoption of these Terms of Reference, that any previous versions, are now rescinded; and**
3. **Notifies the Committee accordingly.**

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

No officer declared a conflict of 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 Objective - Governance

Latrobe City Council Plan 2013 - 2017

Theme

Theme 3: Efficient, effective and accountable governance

BACKGROUND

To assist Council in the delivery of a range of complex tasks, Committees are constituted to undertake specific delegated functions (Special Committees) or to provide expert advice on specific topics or projects (Advisory Committees). These Committees provide insight and information that Council may not otherwise receive either internally or externally. The role of a Committee is to inform and enhance, not replace the role or responsibilities of Council and individual Councillors.

At the Council Meeting held on 27 July 2015, Council resolved to adopt the *Establishment of Council Committee Policy* as well as a new Terms of Reference template for use through a review process of all Advisory Committees.

KEY POINTS/ISSUES

The Hyland Highway Landfill Consultative Committee was established in 2008 as part of the granting of a Planning Permit for the creation of the landfill. It is a requirement of the Environment Protection Authority works approval (No. WA61584) that the committee is established and maintained by Council. In addition, the requirements state that the Committee must be established to:

- Act as a go between for the community, stakeholders and the occupier (Latrobe City) relating to issues that may arise during the construction works and operation of the premises;
- Review the environmental reporting documentation including reports, investigations and studies into aspects of the development and operation of the premises;
- Review and comment on the site Environment Improvement Plan (EIP) and any associated site management plans for the premises; and
- Provide information and advice to the occupier relating to the activities, the premises and the balance of the land.

Out of the 15 possible members, the Committee currently only has eight persons appointed (this excludes Councillor appointments).

Officers have reviewed the current Terms of Reference to update the current template, as well as made amendments to the membership to simplify and reflect a suitable membership. In addition, changes to the quorum rules has been updated to ensure that the quorum can be maintained with the majority of the community members and Councillors being in attendance, rather than reliance on the external agencies to be in attendance.

RISK IMPLICATIONS

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

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)**

Consistency of management of advisory committees and standard terms of references reduces the risk of non-compliance of committee management.

FINANCIAL AND RESOURCES IMPLICATIONS

There are no financial or resource implications with the continuance of the committees under new Terms of Reference, as support is already provided for within resources and budgets.

INTERNAL/EXTERNAL CONSULTATION

Benchmarking on committee structures has occurred within the local government sector. Engagement has occurred within the organisation and with Councillors and Committee members where required in regards to the review of the Terms of Reference tabled.

OPTIONS

Council has the following options to consider:

1. Adopt the recommendation as presented; or
2. Do not adopt the recommendation as presented, but adopt an alternative.

CONCLUSION

Having undertaken a review process against the *Establishment of Council Committee Policy*, and consultation processes, the Terms of Reference are being presented to Council for adoption.

SUPPORTING DOCUMENTS

Establishment of Council Committee Policy

Attachments

1. Proposed Terms of Reference for the Hyland Highway Consultative Committee

17.7

Council Committee Review Project

- 1 Proposed Terms of Reference for the Hyland Highway
Consultative Committee..... 677**

Hyland Highway Landfill Consultative Committee

Terms of Reference



DRAFT November 2016





CONTENTS:

1. **Establishment of the Committee**
2. **Objectives**
3. **Membership**
 - Composition of the Committee
 - Length of appointment
 - Selection of members and filling of vacancies
 - Co-option of members
 - Attendance at meetings
 - Resignations
4. **Proceedings**
 - Chair
 - Meeting Schedule
 - Meeting procedures
 - Quorum
 - Voting
 - Minutes
 - Reports to Council
5. **Review of Committee and Duration of the Committee**
6. **Authority and Compliance Requirements**



1. Establishment of the Committee

- 1.1. The Hyland Highway Landfill Consultative Committee (hereinafter referred to as “the Committee”), is a formally appointed Advisory Committee of Latrobe City Council for the purposes of the *Local Government Act 1989*.
- 1.2. The membership of this Committee and these Terms of Reference will be adopted by resolution of Latrobe City Council at an Ordinary Council Meeting.

2. Objectives

- 2.1. The Committee’s role is to report to the Council and provide appropriate advice, information and feedback on matters relevant to this Terms of Reference in order to facilitate decision making by the Council in relation to the discharge of its responsibilities.
- 2.2. The Committee is an advisory committee only and has no delegated decision making authority.
- 2.3. The Committee is established to:
 - 2.3.1. act as an advocate and sounding board for the community and other stakeholders bringing to the attention of Latrobe City any issues of concern that may arise during the construction of works and in the operation of the premises; and
 - 2.3.2. act as a channel of communication between the community, stakeholders and Latrobe City.
- 2.4. The Committee will carry out the following in order to achieve the objectives set:
 - 2.4.1. Environmental Management
 - 2.4.1.1. To review environmental reporting documentation including reports, investigations and studies into aspects of the development and operation of the premises;
 - 2.4.1.2. To assist Latrobe City and participate in the review of the Environment Improvement Plan for the Latrobe City Municipal Landfill Facility;
 - 2.4.1.3. To provide advice to Latrobe City in the development of a harvesting and re-vegetation plan for the balance of the property not utilised for landfill activities.



2.4.1.4. To provide advice on the rehabilitation and proposed after use of the entire site

2.4.2. Policy and Strategy Development

2.4.2.1. Provide advice as part of a policy, strategy (or other relevant document) review or development processes as required from time to time

2.4.3. Perform other activities related to this Terms of Reference as requested by the Council.

3. Membership

Composition of the Committee

3.1. The Committee shall comprise of twelve (12) members, being:

3.1.1. Up to two (2) Councillors

3.1.2. Up to five (5) representatives from each of the following sectors:

3.1.2.1. Environmental Protection Authority, Victoria

3.1.2.2. Gippsland Waste and Resource Recovery Group

3.1.2.3. Loy Yang Power

3.1.2.4. West Gippsland Catchment Management Authority

3.1.2.5. Federation University

3.1.3. Up to five (5) of Community representatives appointed via expression of interest process.

3.1.4. Latrobe City Council Officer – Manager Infrastructure Operation & Waste

Length of appointment

3.2. Whilst a Committee shall be in place for as long as Latrobe City Council sees fit, the appointment of members shall be for a term as deemed appropriate by Council.

3.3. Prior to the expiration of each term, there will be a call for nominations for the next term. Current Committee members are able to re-nominate.



Selection of members and filling of vacancies

- 3.4. Latrobe City Council shall determine the original membership of a Committee based on expressions of interest received from members of the community and nominations received from organisations.
- 3.5. The Committee may fill any vacancies that occur within the determined year period of appointment, subject to the approval of the General Manager of the relevant division and endorsement of Council. Where a vacancy is filled in this way, the appointment shall be limited to the remainder of the period of the original appointment.

Co-option of members

- 3.6. With the approval of the Chair, the Committee may invite other individuals to participate in the proceedings of the Committee on a regular or an occasional basis and including in the proceedings of any sub-committees formed.

Attendance at meetings

- 3.7. All Committee members are expected to attend each meeting.
- 3.8. A member who misses two consecutive meetings without a formal apology may at the discretion of Latrobe City Council have their term of office revoked.
- 3.9. A member who is unable to attend the majority of meetings during the year may at the discretion of Latrobe City Council have their term of office revoked.

Resignations

- 3.10. All resignations from members of the Committee are to be submitted in writing to the General Manager of the relevant division, Latrobe City Council, PO Box 264, Morwell VIC 3840.

4. Proceedings

Chair

- 4.1. The nominated Councillor shall Chair the meetings.
- 4.2. If the Councillor delegate is unavailable he/she shall delegate to the other nominated Councillor to chair the meeting.
- 4.3. If neither Councillor is available, the Chair may nominate a replacement from the current membership of the Committee to chair the meeting.

Meeting schedule

- 4.4. The Committee will determine its meeting schedule and times for each of the meetings. The duration of each Committee meeting should generally not exceed two hours.



- 4.5. Meetings of the Committee will be held quarterly or as may be deemed necessary by Latrobe City Council or the Committee to fulfil the objectives of the Committee. Special meetings may be held on an as-needs basis.

Meeting procedures

- 4.6. Meetings will follow standard meeting procedures as established in any guidance material and outlined in these terms of reference for Advisory Committees provided (see appendix one for the agenda template).
- 4.7. All Committee meetings and records are considered confidential and may be designated as confidential in accordance with Section 77 of the Act.
- 4.8. All recommendations, proposals and advice must be directed through the Chair.

Quorum

- 4.9. A majority of the community members and councillors constitutes a quorum.
- 4.10. If at any Committee meeting a quorum is not present within 30 minutes after the time appointed for the meeting, the meeting shall be deemed adjourned.

Voting

- 4.11. There will be no official voting process, although all members shall have equal voting rights. Majority and minority opinions will be reflected in Committee minutes.

Minutes of the Meeting

- 4.12. A Latrobe City Officer or authorised agent shall take the minutes of each Committee meeting.
- 4.13. The minutes shall be in a standard format including a record of those present, apologies for absence, adoption of previous minutes and a list of adopted actions and resolutions of the Committee (see appendix two for the minutes template).
- 4.14. Where this meeting is also considered an Assembly of Councillors under the *Local Government Act 1989*, an Assembly of Councillors record must also be submitted in accordance with those requirements.
- 4.15. The minutes shall be stored in the Latrobe City Council corporate filing system (currently LCMS electronic document and records management system).
- 4.16. The agenda shall be distributed at least 48 hours in advance of the meeting to all Committee members, including alternative representatives.



- 4.17. A copy of the minutes shall be distributed to all Committee members (including alternative representatives) within 10 working days of the meeting.

Reports to Council

- 4.18. With the approval of the Chair, a report to Council may be tabled on the Committee's progress towards the objectives included in this Terms of Reference.
- 4.19. Reports to Council should reflect a consensus of view. Where consensus cannot be reached, the report should clearly outline any differing points of view.
- 4.20. Reports to Council will be co-ordinated through the General Manager of the relevant division that the Committee falls under.

5. Review of Committee and Duration of the Committee

- 5.1. The committee will cease to exist by resolution of the Council, or once the objectives at item 2.3 have been demonstrated that they have been met, whichever occurs first.
- 5.2. A review of the Committee will take place at least once every three years at which time the Terms of Reference will also be reviewed.
- 5.3. A review will be conducted on a self-assessment basis (unless otherwise determined by Council) with appropriate input sought from the Council, the CEO, all Committee members, management and any other stakeholders, as determined by Council.
- 5.4. The review must consider:
- 5.4.1. The Committee's achievements
 - 5.4.2. Whether there is a demonstrated need for the Committee to continue, and
 - 5.4.3. Any other relevant matter.

6. Authority and Compliance Requirements

- 6.1. The Committee is a consultative committee only and has no executive powers nor does it have any delegated decision making or financial authority.
- 6.2. The Committee must comply with the Assembly of Councillor provisions provided for in the *Local Government Act 1989*.
- 6.3. Failure to comply with the provisions outlined in this Terms of Reference may result in termination of the Member's appointment.



Appendix 1: Agenda Template



<p>[Name] Advisory Committee</p> <p>Meeting Day, XX Month Year Time Commencing: 00:00am/pm Expected Finish Time: 00:00am/pm Location: (include specific meeting room and address)</p>			
<p><i>NOTE: In accordance with Section 80 of the Local Government Act 1989 for each meeting that a Councillor is in attendance an Assembly of Councillors record must be completed and tabled at the next practicable Council Meeting.</i></p>			
<p>AGENDA ITEMS</p>			
No.	Item	Responsible Officer	Attachment
1.	Welcome & introduction	Chair	N/a
2.	Apologies	All	
3.	Conflicts of Interest	All	
	<i>Members of the Committee are to declare any Conflicts of interest in matters listed on the agenda</i>		
4.	Matters arising from previous meeting	All	
	<i>Review of action progress from previous meetings</i>		
5.	Items for Consideration		
	<i>Matters being presented for discussion in accordance with the terms of reference</i>		
	•		
	•		
	•		
	•		
6.	General Business		
	•	All	
	•		
	•		



Appendix 2: Minutes Template



[Name] Advisory Committee Minutes

Meeting Day, XX Month Year
Time Commenced: 00:00am/pm Finish Time: 00:00am/pm
Location: (include specific meeting room and address)

Meeting Chair: < Name >

NOTE: In accordance with Section 80 of the Local Government Act 1989 for each meeting that a Councillor is in attendance an Assembly of Councillors record must be completed and tabled at the next practicable Council Meeting.

No.	Item	Responsible Person	Timeframe
1.	Present		
2.	Apologies		
3.	Conflicts of Interest Disclosures		
	<p><i>Members of the Committee declare any Conflicts of interest in matters discussed at the meeting.</i></p> <p>The following members of the Committee declared a Conflict of Interest at the meeting and left the meeting whilst the matter was being discussed:</p> <p><Name> ,Time left 00:00am/pm, Time returned 00:00am/pm</p> <p><Name> ,Time left 00:00am/pm, Time returned 00:00am/pm</p> <p><Name> ,Time left 00:00am/pm, Time returned 00:00am/pm</p>		





[Name] Advisory Committee Minutes

Meeting Day, XX Month Year
Time Commenced: 00:00am/pm Finish Time: 00:00am/pm
Location: (include specific meeting room and address)

Meeting Chair: < Name >

NOTE: In accordance with Section 80 of the Local Government Act 1989 for each meeting that a Councillor is in attendance an Assembly of Councillors record must be completed and tabled at the next practicable Council Meeting.

No.	Item	Responsible Person	Timeframe
4.	Matters arising from previous meeting <i>List the item and action agreed and assign any follow up actions and expected timeframes</i> 1. Item Heading Action(s): • • 2. Item Heading Action(s): • •		
5.	Items for Consideration <i>List the item and action agreed as per agenda and assign any follow up actions and expected timeframes</i> 1. Item Heading Action(s): • 2. Item Heading Action(s): • 3. Item Heading Action(s): •		





[Name] Advisory Committee Minutes

Meeting Day, XX Month Year
 Time Commenced: 00:00am/pm Finish Time: 00:00am/pm
 Location: (include specific meeting room and address)

Meeting Chair: < Name >

NOTE: In accordance with Section 80 of the Local Government Act 1989 for each meeting that a Councillor is in attendance an Assembly of Councillors record must be completed and tabled at the next practicable Council Meeting.

No.	Item	Responsible Person	Timeframe
6.	General Business		
	<i>List the item and action agreed and assign any follow up actions and expected timeframes</i> 1. Item Heading Action(s): • 2. Item Heading Action(s): •		

Next Meeting: <Provide details of the next meeting date, time and location>.



17.8 REVIEW OF COUNCIL POLICIES**General Manager****Corporate Services****For Decision****PURPOSE**

This report is to provide an opportunity for Council to consider the formal abolishment of the following Council Policies:

- Food Safety Services Management Policy;
- Infectious Disease Policy;
- Mobile and Temporary Food Premises Policy; and
- Public Health Nuisance Policy.

EXECUTIVE SUMMARY

Good governance principles establish that Council should determine its policy position and put in place a periodic review process. Council adopted a new *Council Policy Development Policy* at its meeting held on 29 February 2016. With the adoption of this policy, Council policy reviews have recommenced.

Reviewed policies are presented to a briefing prior to a Council meeting for decision. This is part of an ongoing program to ensure that all policies are kept relevant and up to date during the term of a Council.

The policies listed for consideration by Councillors have been reviewed by officers and are considered surplus as they duplicate operational policies that are now in place.

MOTION

Moved: Cr McFarlane

Seconded: Cr White

That Council:

1. **Abolishes the following Council level policies with an effective date of 05 December 2016**
 - a. **Food Safety Services Management Policy;**
 - b. **Infectious Disease Policy;**
 - c. **Mobile and Temporary Food Premises Policy; and**
 - d. **Public Health Nuisance Policy**as they have been replaced by appropriate operational policies; and
2. **Removes these abolished policies from circulation.**

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

No officer declared a conflict of 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

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 3: Efficient, effective and accountable governance

BACKGROUND

A program has been designed to enable Council to review at least two policies at each Council meeting as part of an ongoing program. The program is rolled out over the full term of each council to ensure that all policies are kept relevant and up to date.

There are two levels of Policy, being Council policies (which relate to strategic matters of the Council, or Statutory policies that must be adopted at a Council level), and Operational policies. Operational policies are those that relate to the administration of Council services, including internal policies that are required to be maintained by the Chief Executive Officer.

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

These are adopted by the Executive Management Team, whereas Council policies are adopted by the Council.

The fundamental principle underlying the program is that policy is policy; the requirement for the organisation to follow a policy remains regardless of whether it is a Council or operational policy.

During the review of each policy, a determination is made as to whether:

- a policy should exist (is it still relevant or duplicates legislation)
- it is a Council or operational policy, and
- it can be incorporated into other policies to simplify and streamline organisational procedures

The Policy Review Table set out below lists all policies presented for consideration in this stage, identifying the status assigned to each policy and the revisions made (if any) under the following headings:

<i>Statutory Review</i>	Policy review is a statutory requirement
<i>No change</i>	No change to current policy
<i>Title change</i>	Amendment to existing policy title
<i>Policy level change</i>	Change from a Council policy to an operational policy or vice versa
<i>Minor change(s)</i>	Minor amendment within policy content to reflect the passage of time; enhance language and/or correct grammatical errors
<i>Significant change(s)</i>	Significant amendments within policy content
<i>Superseded / obsolete</i>	Existing policy no longer required and /or superseded by another document or policy
<i>New</i>	New policy developed

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

Adopted Policy Title	Statutory Review	No change	Title Change	Policy level change	Minor Change(s)	Significant Change(s)	Superseded / Obsolete	New
Food Safety Services Management Policy				X	X			
Infectious Disease Policy				X				
Mobile and Temporary Food Premises Policy				X			X	
Public Health Nuisance Policy				X				

KEY POINTS/ISSUES

The Health Services team have undertaken a review of their suite of policies and procedures over the past four months in order to streamline and update them to current practices and standards. The team originally had seven adopted Council policies, being:

- Food Act Inspection and Registration Fees Policy
- Food Act Penalty Infringement Notices Policy
- Public Health and Wellbeing Penalty Infringement Notice Policy
- Food Safety Services Management Policy
- Infectious Disease Policy
- Mobile and Temporary Food Premises Policy
- Public Health Nuisance Policy

Three of these (being the *Food Act Inspection and Registration Fees Policy*, *Food Act Penalty Infringement Notices Policy*, and the *Public Health and Wellbeing Penalty Infringement Notice Policy*) have already been considered by Council and abolished on the 01 August 2016 due to their operational nature. They have been replaced by three operational policies which the Executive Management Team adopted on 02 August 2016.

The new operational policies are:

- Food Safety Management Policy
- Infectious Diseases Policy

- Nuisance Investigation Policy

Four Council policies remain, and are attached for consideration by Council. Overseeing mobile and temporary food premises, infectious disease management and investigating public nuisances and actions as to how to enforce are also incorporated into the three operational policies that were adopted. Team procedures have now also been updated.

The assessment of these four policies has identified that the remaining four Council policies can be abolished, therefore reducing the administrative burden in this area.

RISK IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management framework. There are no risk implications with abolishing the policies as they are already incorporated into operational policies.

FINANCIAL AND RESOURCES IMPLICATIONS

There are no anticipated additional financial or resource implications in relation to the abolishment of these policies as outlined in this report, except for that there will be a reduction of policies requiring maintenance by officers.

INTERNAL/EXTERNAL CONSULTATION

As part of the review process, most policies will require a form of consultation where there is significant change, or where there are sensitivities around the subject matter. As the policies identified are operationally focussed, consultation has occurred within the organisation and with Councillors.

OPTIONS

Council has the following options:

1. To accept the officers recommendation; or
2. To not accept the recommendation and to provide an alternative position on each of the policies.

CONCLUSION

Officers are recommending that Council abolish the attached four policies due to their operational nature, and that they are duplicated in current operational policies:

- Food Safety Services Management Policy;
- Infectious Disease Policy;
- Mobile and Temporary Food Premises Policy; and
- Public Health Nuisance Policy.

SUPPORTING DOCUMENTS

Council Policy Development Policy

Attachments

1. Food Safety Services Management Policy
2. Infectious Disease Policy
3. Mobile and Temporary Food Premises Policy
4. Public Health Nuisance Policy

17.8

Review of Council Policies

1	Food Safety Services Management Policy	695
2	Infectious Disease Policy.....	701
3	Mobile and Temporary Food Premises Policy	705
4	Public Health Nuisance Policy.....	709

Document Name: **Food Safety Services Management Policy** **11 POL-1**

Adopted by Council: **23 May 2011**

Policy Goals

The Food Act 1984 (*'The Act'*) aims to reduce the incidence of food borne diseases by ensuring that food sold, prepared, manufactured, stored and transported is safe, unadulterated and fit for human consumption. The *Food Safety Services Management Policy* provides a mechanism for the development, planning and management of Council's legislative responsibilities by applying a risk-based methodology.

The Policy supplements Council's statutory obligations under the Food Act and applies to all businesses and individuals that *sell* food products within the Municipality in accordance with *Section 4, of the Act*.

Relationship to Latrobe 2026 & Council Plan

This policy relates to the following Strategic Objectives contained within Latrobe 2026: The Community Vision for Latrobe Valley and the Council Plan:-

Our Community

Latrobe 2026:

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.

Council Plan:

- Provide support, assistance and quality services in partnership with relevant stakeholders to improve the health, wellbeing and safety of all within Latrobe City.
- Facilitate and support initiative that strengthen the capacity of the community.

Regulation and Accountability

Latrobe 2026:

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

Community

Council Plan:

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

Policy Implementation

The *Food Safety Management Policy* encompasses the following fundamental foundations in line with the purpose of *the Act* and the intention of its implementation.

- **Consistency and Fairness** – enforcement and implementation of the legislation in an objective, consistent and fair manner;
- **Legislative compliance** – food businesses must comply with *the Act* and Food Standards Code through implementation of this policy;
- **Transparency** – enforcement activities and the implementation of sanctions are open to scrutiny by food businesses, consumers and the community;
- **Accountability** – food safety activities will be undertaken in accordance with this policy and reported on regularly to the Department of Health, Management and the community;
- **Risk averse** – enforcement actions and the implementation of sanctions will be based on the level of risk posed by food businesses and the consequences of these actions on the broader community;
- **Precautionary approach** – enforcement actions are based on the understanding that the lack of full scientific agreement should not be used as a reason for postponing measures to prevent threats to community and public health.

In accordance with the *Act* Council must:

- Set registration and inspection fees; and
- Register mobile and temporary food premises; and
- Issue Penalty infringement notices.

The following actions, in accordance with the *Act* are delegated to Council Officers:

- Revoke and Suspend Registrations; and
- Close a food premises; and
- Seize food and equipment; and
- Issue written orders; and
- Instigate legal proceedings for breaches of the *Act*;

1.1 Classification

The Victorian Government declares, in the Government Gazette, the types of food businesses that require registration with Council and those that are exempt from registration. The State Government has declared 4 classes of premises based on the risks associated with the food they sell and the vulnerability of their consumers.

All class 1,2 and 3 premises must be registered with Council. The State Government has declared that Class 4 food premises do not require registration with Council. Classes 4 food premises are defined as those that sell shelf-stable, pre-packaged food or community groups who sell cooked food which is served. Class 4 food premises must provide notification to Council of their operations.

- (a) Council will classify food businesses before registration in accordance with the State Government Gazette;
- (b) Council will acknowledge the creation of additional food premise Classes as determined by the State Government.

1.2 Registration

In accordance with the *Part IV, Food Act 1984 – Registration of Food Premises*, food premises located within the Municipality must be registered with Council. The requirements for each food premise is dependant on its predetermined Classification.

Premises Class	Council Registration	Annual 3 rd Party Audit	Food Safety Program*	Food Safety Supervisor
1	Yes	Yes	Yes	Yes
2 (A&B)	Yes	No	Yes	Yes
3 (A&B)	Yes	No	No (minimum records)	No
4	No	No	No	No

*Class 1 food premises and those Class 2 food premises using an independent food safety program (non-standard) must engage the services of a registered food safety auditor to conduct an audit annually.

- (a) Council will register all Class 1, 2(A&B) & 3(A&B) food premises within its Municipal boundaries in accordance with *Part IV, Food Act 1984*;
- (b) Council will require notification of all Class 4 premises within its Municipal boundaries; ‘
- (c) Council will recognise an exemption from registration by the State Government once published in the Government Gazette;
- (d) Council may, by resolution of Council, exempt a food premise or class of food premises, other than a class declared under *Section 19C Food Act 1984*, from the requirement to be registered;
- (e) Council will require for each food premises, before registration, the requirements set out in *Section 38A, Food Act 1984*.

1.3 Assessment and Audit of Food Premises

The Victorian Government declares the frequency of statutory routine inspections to be conducted for each Class of food business within the Government Gazette. The State Government has declared the following inspection schedule based on the risks associated with food sold and the vulnerability of consumers.

Class/Food Safety Program	Minimum Annual Routine Inspection Frequency
1 (Non-Standard Food Safety Program)	1 Food Safety Audit 1 Food Safety Assessment*
1 (Standard Food Safety Program)	2 Food Safety Assessments*
2 (A&B) (Non-Standard Food Safety Program)	1 Food Safety Audit*
2 (A&B) (Standard Food Safety Program)	1 Food Safety Assessment*
3 (A&B) (Minimum Records)	1 Food Safety Assessment*
4 (Food Safety Program Exempt)	No Routine Inspection*

*Additional inspections may be conducted on receipt of complaints; poor-performance or as part of Council's risk minimisation strategy and Health Services Business Plan.

- (a) Council will inspect all registered food premises in accordance with the declared inspection schedule within each registration period;
- (b) Council will inspect Class 4 premises on receipt of complaint or concern of public health risk;
- (c) Council will conduct additional inspections of registered food premises on concern of public health risk and/or poor-performance (in accordance with *Food Act Inspection and Registration Fees Policy*);
- (d) Council will assist Dairy Food Safety Victoria (DFSV) and PrimeSafe during inspections and complaints relating to food premises registered with these agencies upon request;
- (e) In circumstances where the State Government updates or changes the inspection frequency for predetermined food premises classes, Council shall review the inspection frequency schedule to ensure minimum requirements are achieved.

1.4 Administration and Reporting

Section 7D Food Act states councils must report on their food activities every quarter to the State Government (Department of Health)

- (a) Council will provide a report to the State Government (Department of Health) on a quarterly basis, or as stated in the Government Gazette, on Council's food premises related activities;

-
- (b) Council will provide de-identified information to Councils National Association of Testing Authorities (NATA) approved analyst relating to Council's food sampling activities for provision to the State Government for the purposes of administration of the *Food Act*;
- (c) Provide a de-identified report to Council on the outcomes of food sampling on a quarterly basis.

1.5 Related Legislation and Publications

- Food Act 1984;
- FSANZ Food Standards Code;
- Public Health and Wellbeing Act 2008;
- Public Health and Wellbeing Regulations 2009
- Department of Health – Food Safety Auditors Handbook, 2nd Edition, September 2007
- Department of Health – Guidelines for private drinking water supplies at commercial and community facilities, October 2009
- Environmental Health Australia – best practice guidelines and policies.

1.6 Related Policies

- Mobile and Temporary Food Premises Policy
- Food Act Inspection and Registration Fees Policy
- Food Act Penalty Infringement Notices Policy

This policy has been reviewed after giving proper consideration to all the rights contained within the *Charter of Human Rights and Responsibilities Act 2006*; and any reasonable limitation to human rights can be demonstrably justified.

Signed :

Chief Executive Officer

Date : 24/05/2011.

Document Name: **Infectious Disease Policy** **11 POL-1**

Adopted by Council: **5 December 2011**

Policy Goals

1. To prevent the transmission of infectious disease within hair, beauty, body piercing tattooing colonic irrigation premises and prescribed accommodation premises.
2. To ensure that water at public swimming pools and spas is free from disease causing organisms and bacteria.

The *Public Health and Wellbeing Regulations* 2009 provide Council with the discretion to perform the following activities:

- Inspect hairdressing, beauty therapy, body piercing , tattooing, colonic irrigation premises and prescribed accommodation; and
- Inspect and monitor water quality within public swimming pool and spas.

Relationship to Latrobe 2026 & Council Plan

This policy relates to the following Strategic Objectives contained within Latrobe 2026: The Community Vision for Latrobe Valley and the Council Plan:-

Our Community

Latrobe 2026:

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.

Council Plan:

- Provide support, assistance and quality services in partnership with relevant stakeholders to improve the health, wellbeing and safety of all within Latrobe City.
- Facilitate and support initiative that strengthen the capacity of the community.

Regulation and Accountability

Latrobe 2026:

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

Community**Council Plan:**

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

Policy Implementation**1. Hair, Beauty, Body Piercing Tattooing, Colonic Irrigation Premises and Prescribed Accommodation premises**

- 1.1 Council will register all hair, beauty, body piercing, tattooing, colonic irrigation and prescribed accommodation premises for a period of twelve months. The registration period is from 1 January to 31 December each year.
- 1.2 Council will conduct at least three inspections each year of all high risk businesses to ensure that the business is safe, hygienic and does not aid the spread of infectious disease. High risk businesses are those that provide tattooing.
- 1.3 Council will also conduct at least one inspection each year of all low risk businesses to ensure the premises are kept in a clean and sanitary condition, and that all equipment is adequately sterilised. Low risk businesses are those that provide hairdressing and beauty therapy, electrolysis, body piercing and colonic irrigation.
- 1.4 Council will investigate all complaints concerning the operation of hair, beauty, body piercing tattooing and colonic irrigation premises and if Council is satisfied that the matter is substantiated Council may issue the proprietor with an improvement or prohibition notice requiring action to eliminate the public health risk

2. Swimming Pool and Spa Water Quality

Latrobe City Council will inspect each Council owned public swimming pool and spa¹ located within the municipality at least four times each year to ensure the water is disinfected appropriately and that the water is free from disease causing organisms.

Council will investigate all public complaints concerning the water quality of public swimming pools and spas located within the municipality. If Council is satisfied that the matter is substantiated Council will serve a notice requiring action to be taken to ensure the water quality of the swimming pool and/or spa complies with the Public Health & Wellbeing Regulations 2009.

-
- ¹ Public swimming pool means an artificially constructed pool to which the public has access and is used for swimming, diving, recreational or therapeutic bathing, exercise, paddling or wading. Public spa means an artificially constructed pool to which the public has access that circulates heated turbulent water above 32°C and is used for passive recreational or therapeutic bathing.

* Relevant Legislation: Public Health & Wellbeing Act 2008

This policy has been reviewed after giving proper consideration to all the rights contained within the *Charter of Human Rights and Responsibilities Act 2006*; and any reasonable limitation to human rights can be demonstrably justified.

Signed :

Chief Executive Officer

Date : 8/12/2011.

Document Name: **Mobile and Temporary Food Premises Policy** 11 POL-1

Adopted by Council: **23 May 2011**

Policy Goals

To ensure all temporary and mobile food premises' that operate within Latrobe City Council comply with the Food Act 1984 (*the Act*).

Relationship to Latrobe 2026 & Council Plan

This policy relates to the following Strategic Objectives contained within Latrobe 2026: The Community Vision for Latrobe Valley and the Council Plan:-

Our Community

Latrobe 2026:

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.

Council Plan:

- Provide support, assistance and quality services in partnership with relevant stakeholders to improve the health, wellbeing and safety of all within Latrobe City.
- Facilitate and support initiative that strengthen the capacity of the community.

Regulation and Accountability

Latrobe 2026:

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

Community

Council Plan:

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

Policy Implementation

1. Definitions

A *temporary premises*' is a premise where food is sold from a tent, stall or other structure that is not permanently fixed to a site or a permanent structure not owned or leased by the food business that operates the premises and in which food is handled for sale or from which food is sold by that business on an occasional basis only. Temporary premises' include stalls, tents or other temporary structures at events such as farmers' markets, festivals, fetes or other short-term events.

A 'mobile food premises' is a vehicle from which food is sold for human consumption. Mobile food premises' are permanent food premises that can be moved to new locations or remain on an existing site. Mobile food premises include vehicles, vans, caravans, vessels and transport vehicles whether used on land or sea or in the air.

2. Background

2.1 Registration of mobile and temporary food premises

Mobile and temporary food premises that sell food must be registered under the provisions of *the Act*. In July 2011, the State Government will introduce a single State-wide registration system for mobile and temporary premises. This system will store the registration details of all temporary and mobile food businesses registered with councils in Victoria.

From July 2011, councils must recognise the registration of mobile and temporary food premises' from another council and must not require secondary registration or charge subsequent fees. Mobile and temporary food premises must be registered with the council where the mobile or temporary food premises is kept, housed, garaged or accommodated.

2.2 Temporary registrations for mobile and temporary food stalls

Mobile and temporary food premises that are kept, housed, garaged or accommodated within Latrobe City Council and operate within the municipality less than 12 times a year are able to obtain a temporary certificate of registration with reduced registration fees. Temporary food stall registrations with reduced registration fees are primarily temporary food stalls that operate on an intermittent basis at local festivals, events and fetes.

2.3 Exemption from registration with Council

Mobile and temporary food premises that sell shelf-stable, pre-packaged food or are running low risk community food activities, such as sausage sizzles where this food is cooked and served immediately (Class 4 premises as declared by the State Government in the Government Gazette) are exempt from registration under the provisions of the Act.

3. Policy Implementation

3.1 Registration of mobile and temporary food premises

- (a) Council will register temporary and mobile food premises that are primarily kept, housed, garaged or accommodated in the municipality. These premises' shall require full registration under the provisions of the Act.
- (b) Council will recognise the registration of mobile and temporary food premises that operate within Latrobe City and are registered with another Victorian council. These temporary and mobile food premises will not require secondary registration with Council and will not be charged registration fees under the provisions of the Act.

- (c) Council will issue a food stall permit for temporary and mobile food premises that operate less than 12 times a year and do not have Food Act registration with another Victorian council. To obtain a one-day food stall registration the proprietor shall be required to submit an application form and pay the prescribed fee.

3.2 Exemptions from registration

Temporary and mobile food premises' that sell shelf-stable, pre-packaged food or are running low risk community food activities, such as sausage sizzles where this food is cooked and served immediately shall be exempt from registration with Council. However, they will be required to notify Council in the prescribed form, of their operations.

3.3 Exemption from registration fees

Not for profit community groups operating temporary or mobile food premises' shall be exempt from registration and temporary food registration fees. However, they will be required to notify Council in the prescribed form, of their operations.

4. Related Legislation and Publications

- Food Act 1984;
- FSANZ Food Standards Code;
- Public Health and Wellbeing Act 2008;
- Public Health and Wellbeing Regulations 2009
- Department of Health – Food Safety Auditors Handbook, 2nd Edition, September 2007
- Department of Health – Guidelines for private drinking water supplies at commercial and community facilities, October 2009
- Environmental Health Australia – best practice guidelines and policies

5. Related Policies

- Food Act Inspection and Registration Fees Policy
- Food Act Penalty Infringement Notices Policy
- Food Safety Services Management Policy

This policy has been reviewed after giving proper consideration to all the rights contained within the *Charter of Human Rights and Responsibilities Act 2006*; and any reasonable limitation to human rights can be demonstrably justified.

Signed :

Chief Executive Officer

Date : 24/05/2011.

Document Name: **Public Health Nuisance Policy** **11 POL-1**

Adopted by Council: **5 December 2011**

Policy Goals

To investigate and remedy all complaints concerning public nuisances that can be substantiated and which are, or are likely to be, dangerous to health or offensive.

The nuisance provisions of the Public Health and Wellbeing Act 2008 are very broad in application and provide a number of options to Council to remedy nuisances within the municipal district. This policy provides guidance in relation to how Council shall substantiate public complaints of health nuisance and the methods by which Council shall resolve such complaints.

This policy relates to the following Strategic Objectives contained within Latrobe 2026: The Community Vision for Latrobe Valley and the Council Plan:-

Relationship to Latrobe 2026 & Council Plan

This policy relates to the following Strategic Objectives contained within Latrobe 2026: The Community Vision for Latrobe Valley and the Council Plan:-

Our Community

Latrobe 2026:

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.

Council Plan:

- Provide support, assistance and quality services in partnership with relevant stakeholders to improve the health, wellbeing and safety of all within Latrobe City.
- Facilitate and support initiative that strengthen the capacity of the community.

Regulation and Accountability

Latrobe 2026:

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

Community

Council Plan:

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

Policy Implementation

Determination of a public nuisance

Council shall determine the existence of a public health nuisance by reference to the particular circumstances in a given case. Relevant factors include:-

- The nature and cause of the alleged nuisance;
- The regularity, intensity, frequency, persistency and duration of the alleged nuisance;
- The precise manner in which complainants are affected by the alleged nuisance;
- The time at which the alleged nuisance occurs;
- The local environment in which the alleged nuisance occurs.

To amount to a public health nuisance, the circumstances of the complaint must demonstrate that the resultant injury to personal comfort is real and substantial.

In determining whether a state, condition or activity is a nuisance that is, or liable to be, dangerous to health or offensive, regard shall not be had to the number of persons affected or that may be affected by the state, condition or activity.

Council action

If Council is of the opinion that the matter is substantiated and the matter constitutes a nuisance within the definition of the Public Health and Wellbeing Act 2008, Council may serve either an improvement or prohibition notice on the person whom is causing the nuisance.

If Council is of the opinion that the matter does not constitute a nuisance or that the matter is better settled privately, Council will advise the complainant of any available methods for settling the matter privately.

If the person causing the nuisance cannot be found Council may serve in improvement or prohibition notice upon the occupier or the owner of the land from which the nuisance emanates.

An improvement notice requires the person to remedy the contravention or likely contravention or the matters or activities causing the contravention or likely contravention.

A prohibition notice prohibits the carrying on of the activity, or the carrying on of the activity in a specified way, until the Council has certified in writing that the contravention has ceased or that the likelihood of the contravention occurring has passed.

If a person on whom an improvement or prohibition notice is served fails to comply with the notice, Council will cause a complaint to be made to a Magistrates' Court which may summon the person to appear before a Magistrates' Court.

* Relevant Legislation: Public Health & Wellbeing Act 2008

This policy has been reviewed after giving proper consideration to all the rights contained within the *Charter of Human Rights and Responsibilities Act 2006*; and any reasonable limitation to human rights can be demonstrably justified.

Signed : _____ Date : 8/12/2011.
Chief Executive Officer

17.9 APPOINTMENTS TO COMMITTEES 2016/2017 TERM**General Manager****Corporate Services****For Decision****PURPOSE**

The purpose of this report is to present for adoption the attached Councillor Delegates to Committees List for the 2016/2017 term.

EXECUTIVE SUMMARY

Councillors represent Council on various committees within the community. Best practice suggests an annual review process to take place.

Council appointed members to some of the Committees at the special meeting held on 9 November 2016, and Councillors have had an opportunity to review and nominate to the remainder of the Committees.

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)****RECOMMENDATION**

That Council:

1. Adopts the Councillor Delegates to Committees List as attached for the 2016/2017 term; and
2. Notifies the Committees accordingly.

MOTION

Moved: Cr Harriman

Seconded: Cr Gibson

That Council:

1. **Adopts the Councillor Delegates to Committees List as attached for the 2016/2017 term, subject to the addition of the National Timber Councils Association to the list of External Committees and Associations;**
2. **Cr Dale Harriman be appointed as Council's representative to the National Timber Councils Association;**
3. **Cr Sharon Gibson be appointed as a third Council representative to the Municipal Emergency Management Planning Committee;**
4. **Amends the Terms of References for the following Council Advisory Committees to reflect the number of Councillor appointments listed as attached:**
 - a. **Latrobe City International Relations Committee**
 - b. **Latrobe Tourism Advisory Board**
 - c. **Traralgon CBD Safety Committee**
 - d. **Friends of the Traralgon Railway Conservation Reserve Committee**
 - e. **Latrobe Leisure Traralgon Sports Stadium User Group**
 - f. **Traralgon Recreation Reserve and Showgrounds User Group**
 - g. **Municipal Emergency Management Planning Committee**
5. **Notifies the Committees accordingly.**

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

No officer declared a conflict of 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 Objective - 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

Theme 3: Efficient, effective and accountable governance

BACKGROUND

A number of Council and community committees require Council delegates, as specified in Attachment One. Each committee will fall under the following committee type:

- Special Committees of Council (created under the *Local Government Act 1989* which have powers of Council to decide matters under their delegation)
- Statutory Committees (Committees that are legislated for Council to have in place)
- Advisory Committees (Committees created by Council to provide advice only on matters relevant to strategic matters of the Council. They do not have any legal standing or decision making powers of the Council)
- Other Council Committees and Groups (Ongoing meetings that are convened on specific matters by Latrobe City Council as part of engagement initiatives)
- External Committees (Ongoing strategic relationships that are community or industry based where the Council has been invited to participate in partnership or as a community advocate)

With Local Government elections held on 22 October 2016, previous delegations made in 2012 expired on the eve of the Caretaker Period which started on 21 September 2016.

KEY POINTS/ISSUES

While the previous appointment for the previous Council was for a four year period, this has caused some issue with the fair allocation of committee delegates given the current practice of electing a Mayor annually. It has therefore been recommended that the committee appointments be reviewed annually at the Special Council Meeting held for the election of the Mayor.

Council appointed members to some of the Committees at the special meeting held on 9 November 2016, rather than all of the Committees. This

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

was because it was acknowledged that the appointment of Committee representatives at that early stage for the new Council may also cause issue with the fair allocation.

RISK IMPLICATIONS

There is not considered to be any risk with the appointment of Committee delegates.

Should delegates not be appointed, Council has the risk of not meeting its agreed objective in the Council Plan, being *Advocacy for and consultation with our community*.

FINANCIAL AND RESOURCES IMPLICATIONS

There are no financial implications in relation to this report.

Resource implications are for Councillor involvement and falls within existing duties.

INTERNAL/EXTERNAL CONSULTATION

No external engagement was required in the preparation of this report.

OPTIONS

Council has the following options:

1. Appoint the Committee delegates for the 2016/17 period.
2. Appoint committee delegates for a longer period of time.
3. Not appoint any further committee delegates than those already conducted and hold all committees in abeyance until Council has determined a new structure.

CONCLUSION

Council is requested to appoint delegates to the committees listed in Attachment One to this report. An annual review process will be put in place to manage these appointments.

SUPPORTING DOCUMENTS

Nil

1. Proposed 2016-2020 Council Delegates to Committees List (to be updated with nominations) **Attachments**

17.9

Appointments to Committees 2016/2017 term

- 1 Proposed 2016-2020 Council Delegates to Committees
List (to be updated with nominations) 717**



LATROBE CITY COUNCIL

2016 - 2020

Councillor Delegates to Committees List

DOCUMENT CONTROL

Responsible GM	Sarah Cumming, General Manager Corporate Services	
Division	Corporate Services	
Last Updated (who & when)	Coordinator Governance, Amy Phillips	30 November 2016
DOCUMENT HISTORY		
Authority	Date	Description of change
Administration	30 November 2016	Updated to include Hazelwood Mine Fire Health Study Community Advisory Committee, and nominations from Councillors.
Administration	22 November 2016	Removal of committees that no longer require a Councillor appointment.
Council	9 November 2016	Appointments made by Council.
Administration	31 October 2016	Updated to include Latrobe Valley Mine Rehabilitation Advisory Committee
Administration	October 2016	Creation of Document for Council 2016-2020
References		
Next Review Date	December 2016	

Published on website	No
Document Reference No	Not Applicable

Introduction

The following tables list the various Committees within Council, as well as other appointments of Councillors to represent Latrobe City Council as part of their role.

There are a number of appointments that get made; these being to:

- Special Committees of Council (created under the *Local Government Act 1989* which have powers of Council to decide matters under their delegation)
- Statutory Committees (Committees that are legislated for Council to have in place)
- Advisory Committees (Committees created by Council to provide advice only on matters relevant to strategic matters of the Council. They do not have any legal standing or decision making powers of the Council.)
- Other Council Committees and Groups (Ongoing meetings that are convened on specific matters by Latrobe City Council as part of engagement initiatives)
- External Committees (Ongoing strategic relationships that are community or industry based where the Council has been invited to participate in partnership or as a community advocate)

Council Committees

SPECIAL COMMITTEES		
<i>Pursuant to Section 86 of the Local Government Act 1989</i>		
Name of Committee	Objective(s) of the Committee	Appointed Councillor Representatives 2016/2017 term
1. Latrobe Regional Airport Board	To oversee the operation development of the Latrobe Regional Airport and to ensure compliance with the airport licence issued under the Civil Aviation Regulations. The Board is Council's nominee to hold that airport licence.	Delegate: Cr Middlemiss Alternative: Cr McFarlane
2. The Yallourn North Community Housing Committee	To administer Council owned elderly persons units in Anderson Avenue, Yallourn North and to raise funds toward the future development of additional units for low income elderly persons in Yallourn North.	Delegate: Cr Middlemiss Alternative: Cr McFarlane
3. Mayoral Sponsorship Committee	To administer the Mayoral Sponsorship Fund, Sporting Sponsorship Fund and Athlete's Trust	Delegate: Mayor Alternative: Deputy Mayor

STATUTORY COMMITTEES OF COUNCIL			
Name of Committee		Objective(s) of the Committee	Appointed Councillor Representatives 2016/2017 term
4.	Audit and Risk Committee (Pursuant to s.139 of the Local Government Act 1989)	To assist in the discharge of responsibilities for financial reporting, maintaining a reliable system of internal controls and fostering the organisation's ethical development.	Delegates: Cr White and Cr McFarlane Alternative: Cr Gibson Attendance by invitation: All Councillors
5.	Municipal Emergency Management Planning Committee (Pursuant to s.21 of the Emergency Management Act 1986)	A Municipal Council must prepare and maintain a Municipal Emergency Management Plan specifying how council resources are to be used for emergency prevention, response and recovery.	Delegates: Cr Howe, Cr Law and Cr Gibson Alternative: Cr McFarlane

ADVISORY COMMITTEES		
<i>A list of Advisory Committees in accordance with the Local Government Act 1989</i>		
Name of Committee	Objective(s) of the Committee	Appointed Councillor Representatives 2016/2017 term
6. Australia Day Advisory Committee	<p>The Committee is established to provide:</p> <ul style="list-style-type: none"> • An opportunity for a cross-functional Committee to be formed to further engage the community in both contributing to, and sharing in the success that Australia Day generates throughout our municipality each year. • High level guidance, recommendations and strategic direction to ensure that community needs and expectations are represented and met. 	Delegates: Cr White and Cr Howe
7. Chief Executive Officer Recruitment, Performance And Remuneration Review Advisory Committee	The Committee's role is to undertake important statutory and contractual obligations in regard to the employment, performance and recruitment related functions of the Chief Executive Officer.	Delegates: Mayor, Deputy Mayor, Cr Gibson, and Cr Clancey
8. Churchill & District Community Hub Advisory Committee	To promote the development of community capacity building by planning effectively for the future of this facility, taking into consideration diverse and changing community needs.	Delegate: Cr White
9. Early Years Reference Committee	To assist in the promotion of the Latrobe City Municipal Early Years Plan to the community and monitor its progress. To inform Councillors of matters related to children and their families that may affect their participation in community life and to provide input into future plans and strategies that have a focus on the early years.	Delegates: Cr O'Callaghan and Cr Clancey

ADVISORY COMMITTEES			
<i>A list of Advisory Committees in accordance with the Local Government Act 1989</i>			
Name of Committee		Objective(s) of the Committee	Appointed Councillor Representatives 2016/2017 term
10.	Gippsland Carbon Transition Committee	Facilitate outcomes that support economic development and environmental sustainability in Gippsland, and support Australian efforts to address climate change.	Delegate: Mayor
11.	Jumbuk and Yinnar South Timber Traffic Reference Group	To undertake consultation to identify the communities' preferred option in relation to the timber haulage routes in the Jumbuk Road, Middle Creek Road and Upper Middle Creek Road area.	Delegates: Cr McFarlane and Cr White
12.	Latrobe City Cultural Diversity Advisory Committee	To review and monitor the use of the Cultural and Linguistic Diversity Action Plan.	Delegates: Cr White and Cr Clancey
13.	Latrobe City Hyland Highway Municipal Landfill Consultative Committee	The purpose of this committee is to act as a sounding board and advocate for the community bringing issues of concern to the attention of Latrobe City Council in relation to construction and operation of the Latrobe City Hyland Highway Landfill. To act as a conduit for communication between Latrobe City Council and the community. To review environmental reports and participate in the development and rehabilitation of the site.	Delegates: Cr Howe and Cr Harriman
14.	Latrobe City Industry Forum	To facilitate the growth of sustainable local jobs and strengthen the regional economy, by providing a leading role in the development and implementation of the Economic Sustainability Strategy 2015 – 2019, through the provision of strategic intelligence regarding economic development opportunities and by influencing key decision leaders in policy and investment.	Delegates: Mayor, Deputy Mayor, and Cr Law

ADVISORY COMMITTEES		
<i>A list of Advisory Committees in accordance with the Local Government Act 1989</i>		
Name of Committee	Objective(s) of the Committee	Appointed Councillor Representatives 2016/2017 term
15. Latrobe City International Relations Committee	To promote, co-ordinate and foster friendship, communication and understanding between people of Latrobe and other nations.	Delegates: Cr White, Cr Gibson, Cr Harriman and Cr Clancey
16. Latrobe Regional Gallery Advisory Committee	To provide advice to Latrobe City regarding; development and promotion of and community involvement in the Latrobe Regional Gallery. The committee also participates in decisions regarding the acquisition of artworks for inclusion in the Latrobe Regional Gallery Collection.	Delegates: Cr White and Cr Clancey
17. Latrobe Tourism Advisory Board	To provide advice to Council on policies and strategies for furthering the development of tourism within Latrobe City and an avenue for consultation and exchange between Council and the tourism industry regarding issues and maximising tourism opportunities.	Delegates: Cr White, Cr Howe and Cr Clancey
18. Link Editorial Committee	To review and suggest editorial content for forth coming issues of LINK.	Delegates: Mayor, Cr Gibson, and Cr Clancey
19. Morwell Town Common Development Plan Project Control Group	Oversee the development of the Morwell Town Common in line with the development plan adopted by Council on 5 September 2005.	Delegates: Cr Middlemiss and Cr McFarlane

ADVISORY COMMITTEES		
<i>A list of Advisory Committees in accordance with the Local Government Act 1989</i>		
Name of Committee	Objective(s) of the Committee	Appointed Councillor Representatives 2016/2017 term
20. Rail Freight Working Group	To provide guidance to the development of rail freight infrastructure in the City.	Delegates: Cr Middlemiss and Cr Law Alternative: Cr Gibson
21. Social Planning for Wellbeing Committee/Municipal Public Health and Wellbeing Reference Group	Establish integrated planning for social wellbeing.	Delegate: Cr O'Callaghan
22. Timber Umbrella Group	The Committee is established to: <ul style="list-style-type: none"> Support initiatives which strengthen the forestry, timber and wood products industries for the benefit of the Gippsland Regional economy. Facilitate the implementation of the policy goals outlined in Council's Wood Encouragement Policy. 	Delegates: Mayor, Cr Gibson and Cr Harriman
23. Traralgon CBD Safety Committee	To chair the meeting and support programs and projects that decreases the incident of anti social behaviour in the Traralgon CBD.	Delegate: Cr Howe
24. Victory Park Precinct Advisory Committee	Provide advice to Council on the management, development, use and maintenance of the public open space areas that make up the Victory Park precinct.	Delegates: Cr Harriman, and Cr Clancey
25. War Memorials Advisory Committee	To identify and advise on matters relating to establishment, care and preservation of war memorials in Latrobe.	Delegate: Mayor

Other Council Committees and Groups

OPERATIONAL (WORKS) COMMITTEES OF COUNCIL			
Name of Committee		Objectives	Appointed Councillor Representatives 2016/2017 term
26.	Callignee and Traralgon South Sporting and Facility User Group Committee	To maintain, develop and manage the sporting reserves and facilities.	Delegate: Cr Howe
27.	Crinigan Bushland Reserve Committee of Management	To maintain, develop and manage the bushland reserve.	Delegate: Cr Middlemiss
28.	Edward Hunter Heritage Bush Reserve Committee of Management	To maintain, develop and manage the bushland reserve.	Delegates: Cr Gibson and Cr Law
29.	Friends of the Traralgon Railway Reservoir Conservation Reserve Committee	To maintain, develop and manage the conservation reserve	Delegates: Cr Howe, Cr Harriman and Cr Clancey
30.	Mathison Park Advisory Committee	To assist with the maintenance, planning, and development of a community park containing international, national, state and Gippsland indigenous flora.	Delegate: Cr White
31.	Morwell Centenary Rose Garden Advisory Committee	To provide advice and assistance with the development, management and maintenance of the Rose Garden.	Delegate: Cr McFarlane Alternative: Cr Middlemiss
32.	Ollerton Avenue Bushland Reserve Committee of Management	To maintain, develop and manage the bushland reserve.	Delegates: Cr Gibson and Cr Law

USER GROUPS			
Name of Group		Objective of the meetings being held	Appointed Councillor Representatives 2016/2017 term
33.	Latrobe City Lake Narracan User Group	To share information with the user groups regarding the usage of and developments related to Lake Narracan waterway and caravan park.	Delegates: Cr Gibson and Cr Law
34.	Latrobe City Synthetic Sports Field User Group	To share information with the user groups regarding the synthetic sports field, particularly on usage and development.	Delegate: Cr White
35.	Latrobe Leisure Traralgon Sports Stadium User Group	To share information with the user groups regarding the operations of the Leisure Facility.	Delegates: Cr Harriman and Cr Clancey
36.	Moe Southside Community Precinct User Group	To share information on the management of usage and maintenance of the Moe Southside precinct.	Delegates: Cr Gibson and Cr Law
37.	Traralgon Recreation Reserve and Showgrounds User Group	To share information on the management, development, maintenance and usage of the reserve.	Delegates: Cr Howe and Cr Harriman

Appointments to External Committees and Associations

EXTERNAL COMMITTEES AND ASSOCIATIONS		
<i>A list of Committees and Associations where Councillors have been appointed to represent the Council</i>		
Name of Committee	Objectives of the Group/Meetings	Appointed Councillor Representatives 2016/2017 term
38. Alliance of Councils for Rail Freight Development	To encourage an increase in the use of rail for transporting freight in Victoria.	Delegate: Cr Middlemiss Alternative: Cr Law
39. Gippsland Local Government Network (GLGN)	The Gippsland Local Government Network (GLGN) is an alliance of six Gippsland Councils who represent the collective interests of Gippsland and work cooperatively on issues and projects of mutual interest.	Delegate: Mayor
40. Gippsland Local Government Waste Forum	To facilitate and foster best practices in waste management in the region pursuant to the functions and powers under the Environment Protection Act 1970.	Delegate: Cr Harriman Alternative: Cr Middlemiss
41. Gippstown Reserve Committee of Management Inc.		<i>(By invitation)</i> Delegates: Cr Gibson and Cr Law
42. Engie Hazelwood Environmental Review Committee	Oversees the environmental performance of the Hazelwood power station. Includes updates on progress on Environmental Improvement Plans and other related projects.	Delegate: Cr White
43. Latrobe City Trust		Delegate: Mayor Alternative: Deputy Mayor

EXTERNAL COMMITTEES AND ASSOCIATIONS		
<i>A list of Committees and Associations where Councillors have been appointed to represent the Council</i>		
Name of Committee	Objectives of the Group/Meetings	Appointed Councillor Representatives 2016/2017 term
44. Loy Yang Power Environmental Review Committee	Oversees the environmental performance of the Loy Yang power station. Includes updates on progress on Environmental Improvement Plan and environmental performance summary report.	Delegate: Cr O'Callaghan Alternative: Cr Clancey
45. Moe Yallourn Rail Trail Committee Inc		Delegates: Cr Gibson and Cr Law
46. Municipal Association of Victoria (MAV)	Peak advocacy body for Victorian Local Government Council to promote and improve community awareness, advocate for local government interests, and initiate policy development and advice.	Delegate: Cr Harriman Alternative: Cr Gibson
47. Regional Aboriginal Justice Advisory Committee (RAJAC)	To develop Regional Aboriginal Justice Plans and to monitor the local and regional implementation of the Royal Commission into Aboriginal Deaths in Custody and the Victorian Aboriginal Justice Agreement.	Delegate: Cr Gibson
48. Regional Cities Victoria	Group of Mayors and CEOs to lobby Federal, State and Local Governments to work together to deliver services and infrastructure for regional Victorians.	Delegate: Mayor
49. Roadsafe Gippsland Community Road Safety Council	To develop local community road safety initiatives that support State and Local Government road safety programs.	Delegates: Cr McFarlane and Cr Howe
50. South East Australian Transport Strategy (SEATS)	Advocacy group for the development of transport infrastructure in the South East Australian region.	Delegate: Cr Middlemiss Alternative: Cr Law

EXTERNAL COMMITTEES AND ASSOCIATIONS			
<i>A list of Committees and Associations where Councillors have been appointed to represent the Council</i>			
Name of Committee		Objectives of the Group/Meetings	Appointed Councillor Representatives 2016/2017 term
51.	Timber Towns Victoria	Advocacy group for Council's in Victoria with special interest in the wood, pulp and paper industries.	Delegate: Cr Harriman Alternative: Cr Gibson
52.	Victorian Local Governance Association (VLGA)	Its role is to assist local governments to maintain peace, order and good governance in the municipal districts of Victoria.	Delegate: Mayor Alternative: Deputy Mayor

EXTERNAL COMMITTEES AND ASSOCIATIONS		
<i>A list of Committees and Associations where Councillors have been appointed to represent the Council</i>		
Name of Committee	Objectives of the Group/Meetings	Appointed Councillor Representatives 2016/2017 term
53. Latrobe Valley Mine Rehabilitation Advisory Committee	<p>(Ministerial Appointment up to 30 June 2020).</p> <p>The Victorian Government is seeking to establish an Advisory Committee to provide input and advice regarding the development of the Government's Regional Rehabilitation Strategy for the Latrobe Valley's three brown coal mine voids.</p> <p>In providing advice regarding the Regional Rehabilitation Strategy, this Committee is required to:</p> <ol style="list-style-type: none"> Contribute to the development of the Strategy through the provision of expertise and advice. Facilitate interaction and partnerships between industry, the community and other relevant Government agencies and departments Provide advice on policy and legislation development when requested by the Department or Minister Represent key stakeholders and stakeholder group interest in relation to mine rehabilitation in the Latrobe Valley Act as a conduit to broader stakeholder engagement in the Latrobe Valley. 	<p>Delegate: Cr Middlemiss</p> <p>(Note: no provision for an alternative).</p>

EXTERNAL COMMITTEES AND ASSOCIATIONS		
<i>A list of Committees and Associations where Councillors have been appointed to represent the Council</i>		
Name of Committee	Objectives of the Group/Meetings	Appointed Councillor Representatives 2016/2017 term
54. Hazelwood Mine Fire Health Study Community Advisory Committee	The purpose of the Committee is to ensure that the study hears directly from and works in partnership with Latrobe Valley community members, health and community service providers and local government in undertaking the research program and ultimately to improve health services and health outcomes for the local community.	Delegate: Mayor Alternative: Mayors Delegate
55. National Timber Councils Association	The purpose of the Committee is to represent Councils that have an interest in sustainable planted and native forestry management on both public and private land primarily through advocacy and working collaboratively with State and Federal Governments to: <ul style="list-style-type: none"> • Develop a coordinated, consistent and equitable approach to managing and understanding sustainable planted and native forestry activities in rural and regional areas; and • Influence the development and review of planning and regulatory frameworks and to influence forestry policy review. 	Delegate: Cr Harriman

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

17.10 ACKNOWLEDGEMENT OF THE OATHS AND AFFIRMATIONS OF COUNCILLORS

General Manager

Corporate Services

For Information

PURPOSE

In accordance with the *Local Government Act 1989* the purpose of this report is to acknowledge the individual oaths and affirmations of the sworn in Councillors.

EXECUTIVE SUMMARY

A person elected as a Councillor must take a prescribed oath of office or affirmation, as well as sign the Councillor Code of Conduct, before that person is entitled to act as a Councillor.

The oath of office (or affirmation) is made, dated and signed before the Chief Executive Officer. A ceremony was held on the 04 November 2016 in the Nambur Wariga meeting room, where all Councillors, except for Cr Dale Harriman were sworn in by the Chief Executive Officer. Cr Dale Harriman was sworn in on 05 November 2016 individually by the Chief Executive Officer.

MOTION

Moved: Cr McFarlane

Seconded: Cr Gibson

That Council receives and notes the individual oaths, affirmations and Code of Conduct signatures of all sworn in Councillors.

CARRIED UNANIMOUSLY

DECLARATION OF INTEREST

No officer declared a conflict of 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.

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 3: Efficient, effective and accountable governance

Theme 4: Advocacy for and consultation with our community

BACKGROUND

A person elected as a Councillor must take an oath of office, before that person is entitled to act as a Councillor. The oath of office is in accordance with the *Evidence Act 1958*, and is made, dated and signed before the Chief Executive Officer individually. A person can also take a solemn affirmation instead of an oath.

To undertake an oath, a person holds the Bible or the New or Old Testament in their uplifted hand and repeats the oath after the Chief Executive Officer. To undertake an affirmation, a person repeats the affirmation after the Chief Executive Officer.

A person elected is also required to declare their agreement to abide by the Councillor Code of Conduct in front of the Chief Executive Officer.

KEY POINTS/ISSUES

The swearing in ceremony was conducted on the 04 November 2016, in order of Ward (alphabetically), and then in order of who was elected first (in the ward). Cr Harriman was unable to attend that ceremony, so was sworn in separately on the 05 November 2016 by the Chief Executive Officer. This ceremony was witnessed by the General Manager Corporate Services.

It is a requirement under Section 63 of the *Local Government Act 1989*, that the oaths taken are recorded in the minutes of the Council. This report serves that purpose.

RISK IMPLICATIONS

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

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

FINANCIAL AND RESOURCES IMPLICATIONS

There are no financial and or resource implications associated with this report.

INTERNAL/EXTERNAL CONSULTATION

There are no consultation requirements in relation to this matter.

OPTIONS

Council may:

1. Receive and note the Oaths, Affirmations and Code of Conduct agreements taken by all Councillors.

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)**

2. Acknowledge the Oaths, Affirmations and Code of Conduct agreements taken by all Councillors, and request that they are presented on Council's website.

CONCLUSION

The presentation of the Oaths, Affirmations and agreements to abide by the Councillor Code of Conduct to Council finalises the statutory process requirements under the *Local Government Act 1989*.

SUPPORTING DOCUMENTS

Local Government Act 1989

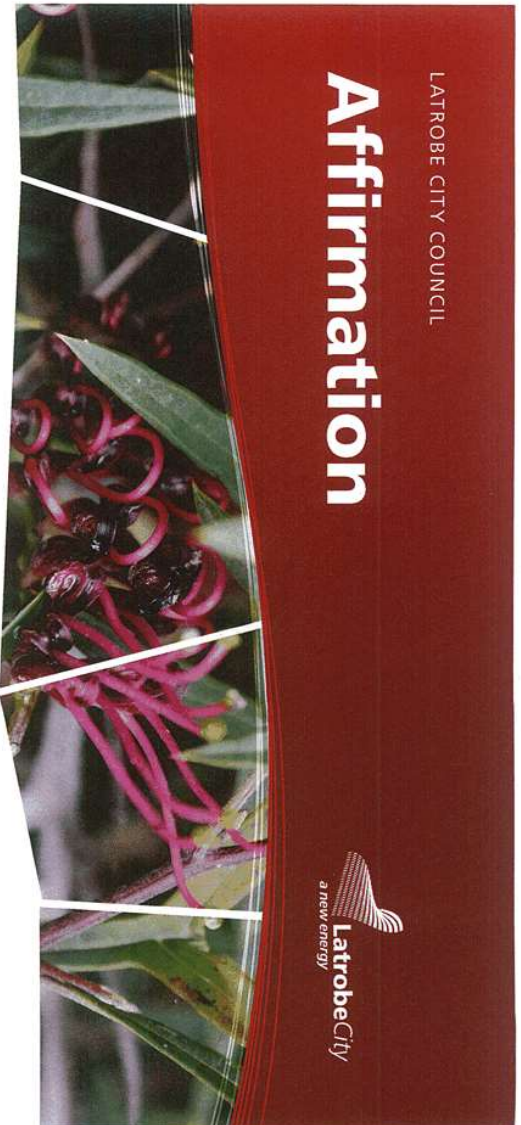
Attachments

1. Affirmations, Oaths and Code of Conduct Signature Documents

17.10

Acknowledgement of the Oaths and Affirmations of Councillors

- 1 Affirmations, Oaths and Code of Conduct Signature
Documents 739**



I solemnly and sincerely declare and affirm that I will undertake the duties of the office of Councillor in the best interests of the people of the municipal district of Latrobe City Council and faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1989* or any other Act to the best of my skill and judgement.

A handwritten signature in black ink, appearing to be "GM", written over a horizontal dotted line.

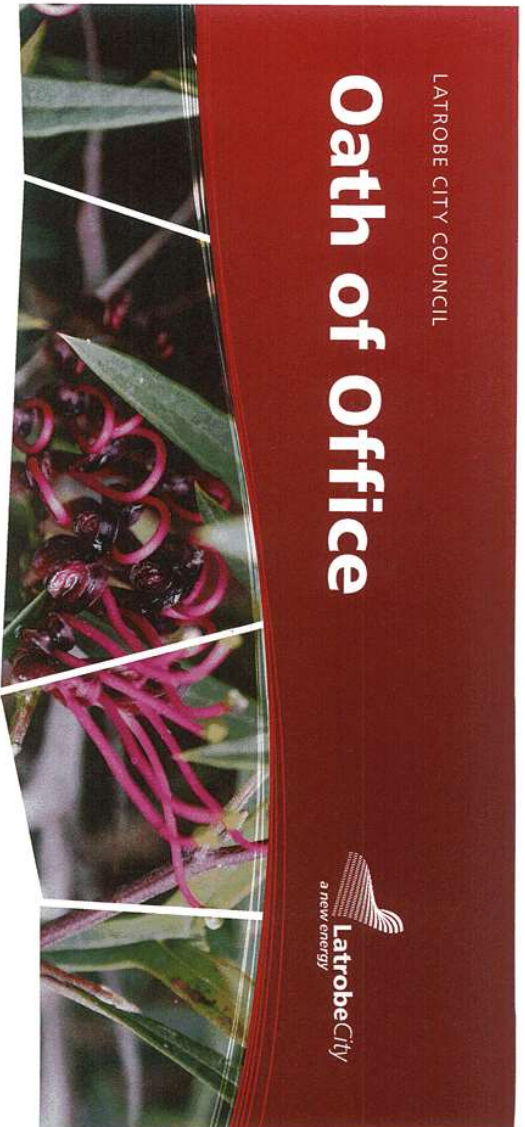
Graeme Middlemiss

Declared at Morwell on this 4th day of November 2016,
before me

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Gary Van Driel
Chief Executive Officer





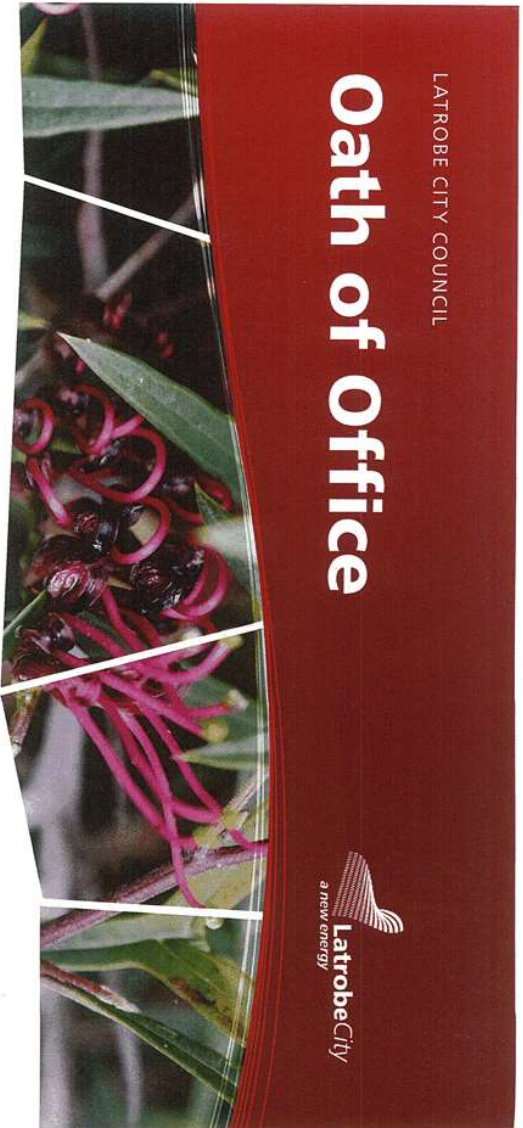
I swear by Almighty God that I will undertake the duties of the office of Councillor in the best interests of the people of the municipal district of Latrobe City Council and faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1989* or any other Act to the best of my skill and judgement.


Alan McFarlane

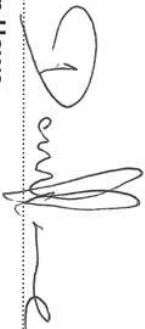
Declared at Morwell on this 4th day of November 2016,
before me


Gary Van Driel
Chief Executive Officer

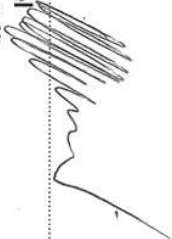




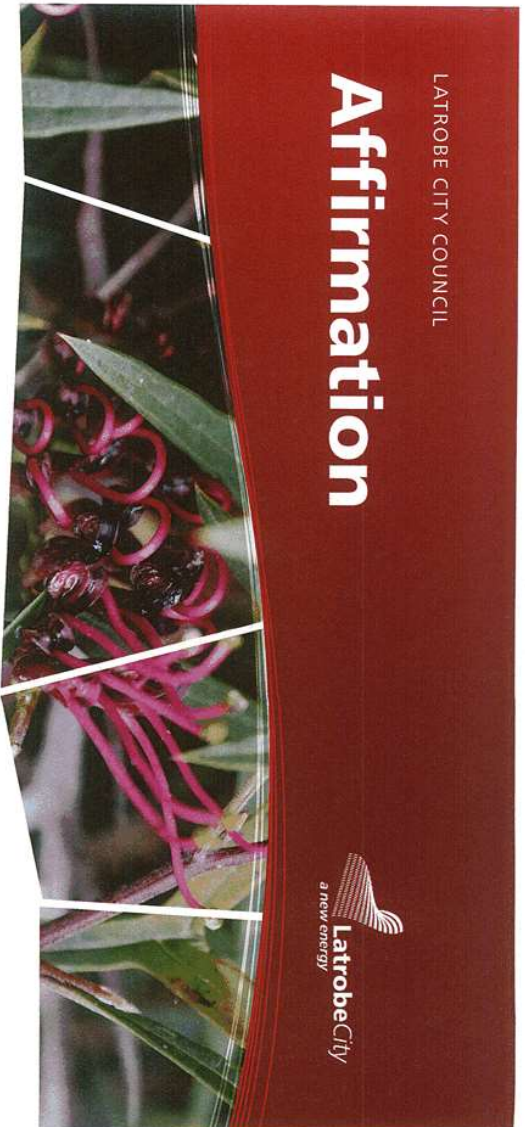
I swear by Almighty God that I will undertake the duties of the office of Councillor in the best interests of the people of the municipal district of Latrobe City Council and faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1989* or any other Act to the best of my skill and judgement.


.....
Darren Howe

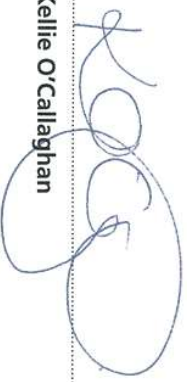
Declared at Morwell on this 4th day of November 2016,
before me


.....
Gary Van Driel
Chief Executive Officer

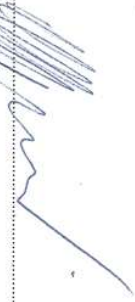




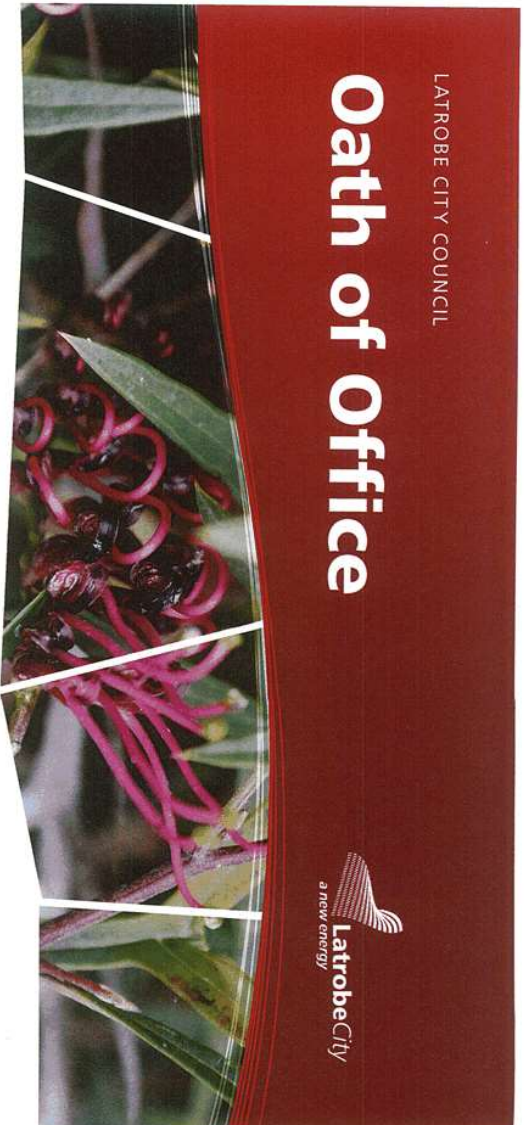
I solemnly and sincerely declare and affirm that I will undertake the duties of the office of Councillor in the best interests of the people of the municipal district of Latrobe City Council and faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1989* or any other Act to the best of my skill and judgement.


.....
Kellie O'Callaghan


Declared at Morwell on this 4th day of November 2016,
before me


.....
Gary Van Driel
Chief Executive Officer






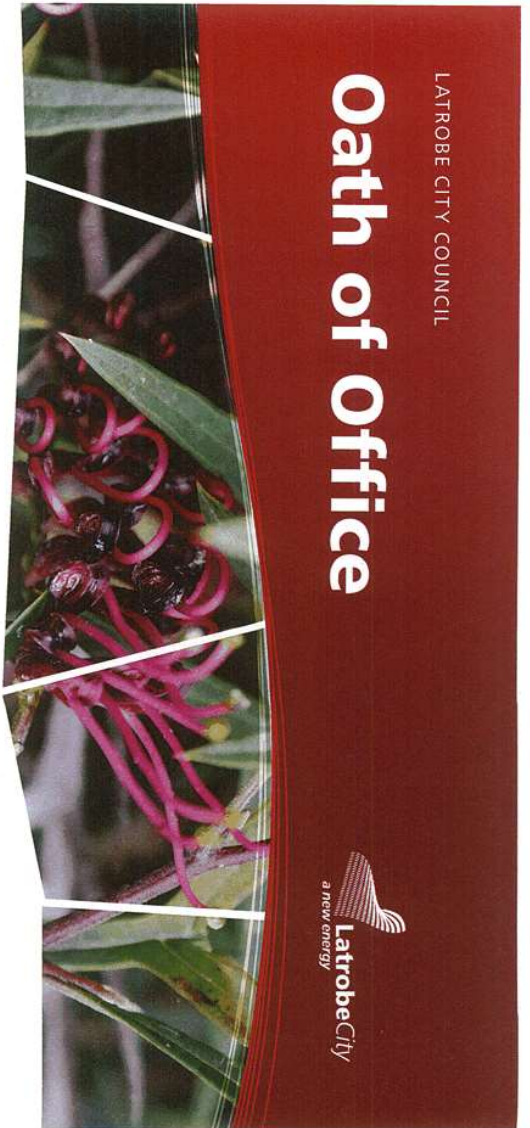
I swear by Almighty God that I will undertake the duties of the office of Councillor in the best interests of the people of the municipal district of Latrobe City Council and faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1989* or any other Act to the best of my skill and judgement.


.....
Dan Clancey

Declared at Morwell on this 4th day of November 2016,
before me


.....
Gary Van Driel
Chief Executive Officer





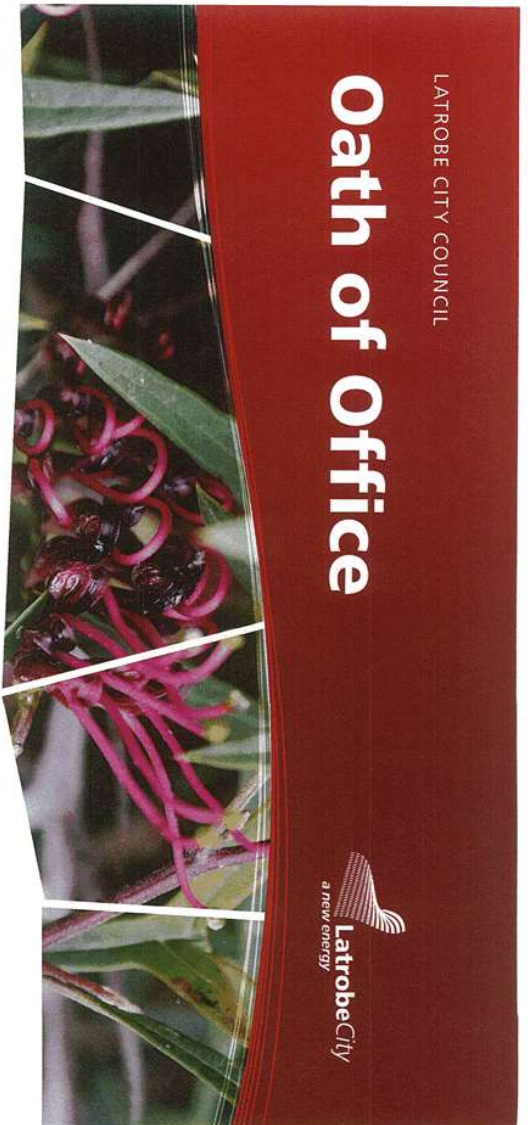
I swear by Almighty God that I will undertake the duties of the office of Councillor in the best interests of the people of the municipal district of Latrobe City Council and faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1989* or any other Act to the best of my skill and judgement.

.....
Darrell White

Declared at Morwell on this 4th day of November 2016,
before me

.....
Gary Van Dyel
Chief Executive Officer





I swear by Almighty God that I will undertake the duties of the office of Councillor in the best interests of the people of the municipal district of Latrobe City Council and faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1989* or any other Act to the best of my skill and judgement.

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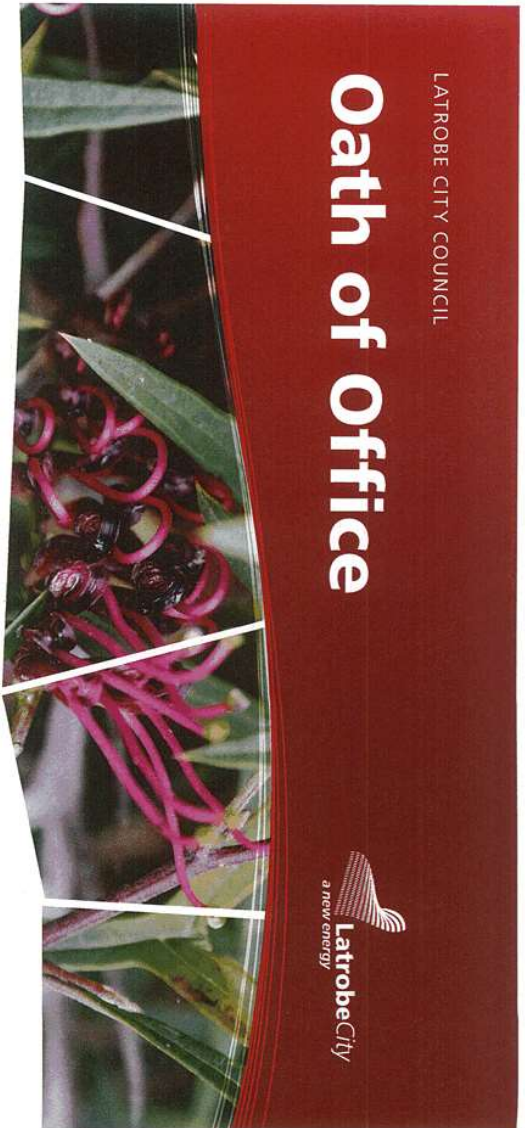
Bradley Law

Declared at Morwell on this 4th day of November 2016,
before me

A handwritten signature in blue ink, appearing to be "Gary Van Driel".

Gary Van Driel
Chief Executive Officer

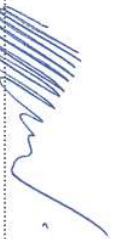




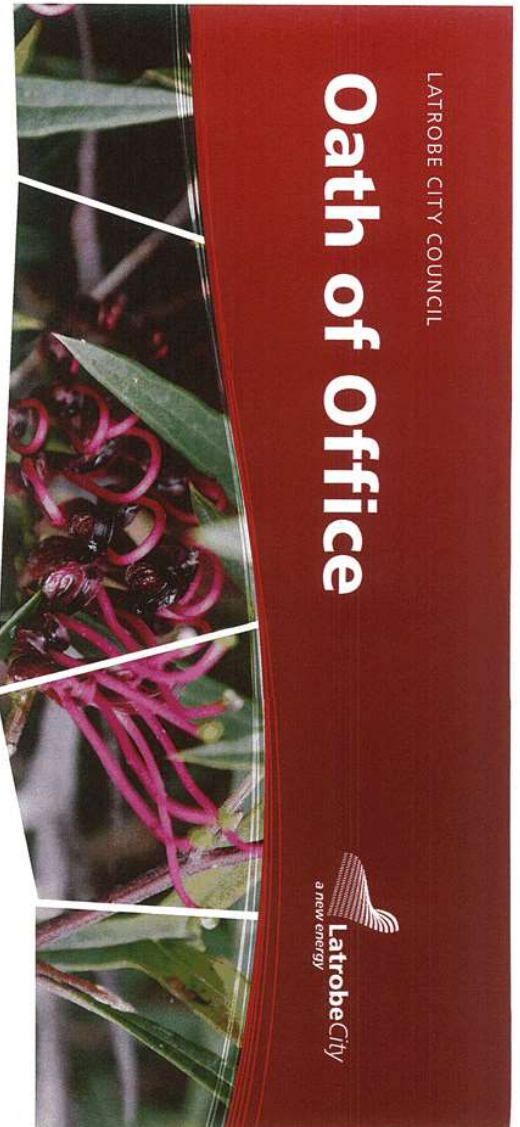
I swear by Almighty God that I will undertake the duties of the office of Councillor in the best interests of the people of the municipal district of Latrobe City Council and faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1989* or any other Act to the best of my skill and judgement.


.....
Sharon Gibson

Declared at Morwell on this 4th day of November 2016,
before me


.....
Gary Van Driel
Chief Executive Officer

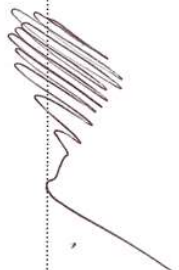




I swear by Almighty God that I will undertake the duties of the office of Councillor in the best interests of the people of the municipal district of Latrobe City Council and faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1989* or any other Act to the best of my skill and judgement.


.....
Dale Harriman

Declared at Morwell on this 5th day of November 2016,
before me


.....
Gary Van Driel
Chief Executive Officer



Councillor Code of Conduct Declaration - November 2016

I, Graeme Middlemiss declare that I have read, understand and will abide by the Latrobe City Council Councillor Code of Conduct 2016, in accordance with Section 63 of the *Local Government Act 1989*.

Signature  Date: 4/11/16

Witness Chief Executive Officer Gary Van Driel

Signature  Date: 4/11/16

I, Alan McFarlane declare that I have read, understand and will abide by the Latrobe City Council Councillor Code of Conduct 2016, in accordance with Section 63 of the *Local Government Act 1989*.

Signature  Date: 4/11/16

Witness Chief Executive Officer Gary Van Driel

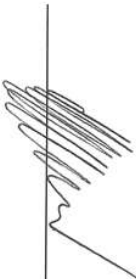
Signature  Date: 4/11/16

**Councillor Code of Conduct
Declaration - November 2016**


I, Darren Howe declare that I have read, understand and will abide by the Latrobe City Council Councillor Code of Conduct 2016, in accordance with Section 63 of the Local Government Act 1989.

Signature  Date: 4-11-16.

Witness Chief Executive Officer Gary Van Driel

Signature  Date: 4-11-16.

I, Kellie O'Callaghan declare that I have read, understand and will abide by the Latrobe City Council Councillor Code of Conduct 2016, in accordance with Section 63 of the Local Government Act 1989.

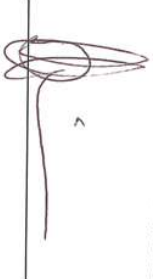
Signature  Date: 4-11-16.

Witness Chief Executive Officer Gary Van Driel

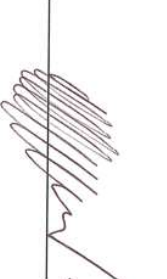
Signature  Date: 4-11-16.

Councillor Code of Conduct Declaration - November 2016

I, Dale Harriman declare that I have read, understand and will abide by the Latrobe City Council Councillor Code of Conduct 2016, in accordance with Section 63 of the *Local Government Act 1989*.

Signature  Date: 5-11-16

Witness Chief Executive Officer Gary Van Driel

Signature  Date: 5-11-16

I, Dan Clancey declare that I have read, understand and will abide by the Latrobe City Council Councillor Code of Conduct 2016, in accordance with Section 63 of the *Local Government Act 1989*.

Signature  Date: 4.11.16

Witness Chief Executive Officer Gary Van Driel

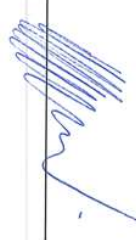
Signature  Date: 4-11-16

Councillor Code of Conduct Declaration - November 2016

I, Darrell White declare that I have read, understand and will abide by the Latrobe City Council Councillor Code of Conduct 2016, in accordance with Section 63 of the *Local Government Act 1989*.

Signature  Date: 4.11.2016

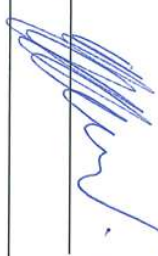
Witness Chief Executive Officer Gary Van Driel

Signature  Date: 4-11-16

I, Bradley Law declare that I have read, understand and will abide by the Latrobe City Council Councillor Code of Conduct 2016, in accordance with Section 63 of the *Local Government Act 1989*.

Signature  Date: 4/11/16

Witness Chief Executive Officer Gary Van Driel

Signature  Date: 4-11-16

Councillor Code of Conduct Declaration - November 2016

I, Sharon Gibson declare that I have read, understand and will abide by the Latrobe City Council Councillor Code of Conduct 2016, in accordance with Section 63 of the *Local Government Act 1989*.

Signature Sharon Gibson Date: 4/11/16

Witness Chief Executive Officer Gary Van Driel

Signature [Signature] Date: 4-11-16

URGENT BUSINESS

18. URGENT BUSINESS

Nil reports

MEETING CLOSED TO THE PUBLIC

ORDINARY COUNCIL MEETING MINUTES 05 DECEMBER 2016 (CM493)

19. MEETING CLOSED TO THE PUBLIC

Section 89(2) of the *Local Government Act 1989* enables the Council to close the meeting to the public if the meeting is discussing any of the following:

- (a) Personnel matters;
- (b) The personal hardship of any resident or ratepayer;
- (c) Industrial matters;
- (d) Contractual matters;
- (e) Proposed developments;
- (f) Legal advice;
- (g) Matters affecting the security of Council property;
- (h) Any other matter which the Council or Special Committee considers would prejudice the Council or any person;
- (i) A resolution to close the meeting to members of the public.

MOTION

Moved: Cr Harriman
Seconded: Cr White

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 1989* for the reasons indicated:

19.1 CONFIDENTIAL ITEMS HELD OVER

Agenda item 19.1 *Confidential Items Held Over* is designated as confidential as it relates to contractual matters (s89 2d), proposed developments (s89 2e), legal advice (s89 2f) and a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

19.2 NOMINATIONS FOR THE 2017 AUSTRALIA DAY AWARDS

Agenda item 19.2 *Nominations for the 2017 Australia Day Awards* 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)

19.3 LCC-339 REHABILITATION OF RAY STREET AT TRARALGON

Agenda item 19.3 *LCC-339 Rehabilitation of Ray Street at Traralgon* is designated as confidential as it relates to contractual matters (s89 2d)

19.4 LCC-340 REHABILITATION OF ELLIOTT STREET AT TRARALGON

Agenda item 19.4 *LCC-340 Rehabilitation of Elliott Street at Traralgon* is designated as confidential as it relates to contractual matters (s89 2d)

CARRIED UNANIMOUSLY

**ORDINARY COUNCIL MEETING MINUTES
05 DECEMBER 2016 (CM493)**

The Meeting closed to the public at 9.17 pm.

The meeting re-opened to the public at 9.26 pm.

There being no further business the meeting was declared closed at 9.26 pm.

I certify that these minutes have been confirmed.

Mayor: _____

Date: _____