



*South Gippsland*  
Shire Council

*Come for the beauty, Stay for the lifestyle*

# **COUNCIL AGENDA PAPERS**

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**24 July 2013**

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**ORDINARY MEETING NO. 371  
COUNCIL CHAMBERS, LEONGATHA  
COMMENCING AT 2PM**

## ***MISSION***

***To effectively plan and provide for the social, built, economic and natural environments that ensure the future wellbeing of South Gippsland Communities.***

# **SOUTH GIPPSLAND SHIRE COUNCIL**

**NOTICE IS HEREBY GIVEN THAT ORDINARY MEETING NO. 371  
OF THE SOUTH GIPPSLAND SHIRE COUNCIL WILL BE HELD ON  
24 JULY 2013 IN THE COUNCIL CHAMBERS, LEONGATHA  
COMMENCING AT 2PM**

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**Tim Tamlin**  
**Chief Executive Officer**

## **SECTION A - PRELIMINARY MATTERS**

### **A.1 WELCOME**

Please ensure Mobile phones remain 'off' during the Council Meeting.

### **A.2 OPENING PRAYER**

We pray to God to guide us so that the thoughts we have and the decisions we make this day, are in the best interests of the people of the South Gippsland Shire.

Amen

### **A.3 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS**

The South Gippsland Shire Council respectfully acknowledges the Traditional Custodians of this Land, Elders past and present, their Spirits and Ancestors.

### **A.4 APOLOGIES**

Councillor Mohya Davies

### **A.5 CONFIRMATION OF MINUTES**

### **RECOMMENDATION**

That the Minutes of the South Gippsland Shire Council Special Meeting held on 12 June 2013 and the Minutes of Ordinary Meeting No. 370, held on 26 June 2013 in the Council Chambers, Leongatha be confirmed.

### **A.6 REQUESTS FOR LEAVE OF ABSENCE**

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## A.7 DECLARATION OF CONFLICT OF INTEREST FOR COUNCILLORS

Any interest that a Councillor or staff member has deemed to be significant and has disclosed as either a direct or an indirect interest is now considered to be a conflict of interest. Conflict of interest legislation is in sections 77A, 77B, 78, 78A-D and 79 of the Local Government Act 1989. This legislation can be obtained by contacting the Council's Organisational Development Department (Governance) or by accessing the Victorian Legislation and Parliamentary Documents website at [www.legislation.vic.gov.au](http://www.legislation.vic.gov.au). An interest may be by close association, financial, conflicting duties or receipt of gifts.

If a Councillor or staff member discloses any interest in an item discussed at any Council Meeting (whether they attend or not) they must:

- Complete a disclosure of interest form prior to the Meeting (forms are available from the Organisational Development Department – Governance).
- Advise the Chair of the interest immediately before the particular item is considered (if attending the Meeting).
- Leave the Council Chamber or Meeting room while the item is being discussed and during any vote taken (if attending the Meeting).

The Councillor or staff member will be advised to return to the Council Chamber or Meeting room immediately after the item has been considered and the vote is complete.

Councillors should check the Minutes of the Council Meeting to ensure their disclosure is recorded accurately.

Councillors are not required to disclose conflict of interest in relation to matters only considered at Meetings they do not attend.

Detailed information is available in Conflict of Interest in Local Government – A Provisional Guide with amendments to 1 October 2010.

Type of Interest		Example of Circumstance
<b>Direct Interest</b>		Reasonably likely that your benefits, obligations, opportunities or circumstances will be directly altered. Reasonably likely to receive a direct benefit or loss measurable in money. Reasonably likely that your residential amenity will be directly affected.
<b>Indirect Interest</b>	Close Association	A member of your family has a direct interest or an indirect interest. A relative has a direct interest. A member of your household has a direct interest.
	Indirect financial Interest	Likely to receive a benefit or loss, measurable in money, resulting from a change to another person's interest. Holding shares in a company or body that has a direct interest (subject to threshold) When a person with a direct interest owes money to you.
	Conflict of Duty	Manager or member of the governing body of an organisation with a direct interest. Trustee for a person with a direct interest. Past dealings in relation to the matter as duty to another person or body.
	Applicable Gift	Gifts valued at \$500 in previous 5 years. Election donations valued at or above \$500 in previous 5 years. Gifts other than election campaign donations that were received more than 12 months before a person became a Councillor are exempt.
	Party to the Matter	Initiated or became party to civil proceedings in relation to the matter.

## Privacy

Council is required to keep minutes of each Council meeting. The minutes contain details of proceedings which may include personal information about community members disclosed as part of presentations, submissions and questions. The minutes of Council meetings are a public record and can be inspected by members of the public.

Council undertakes audio recordings of Council Meetings as a contribution to good governance and accuracy of minutes. An audio recording of this meeting is being made for the purpose of verifying the accuracy of minutes of the meeting. In some circumstances the recording may be disclosed, such as where Council is compelled to do so by court order, warrant, and subpoena or by any other law such as the Freedom of Information Act 1982. It should be noted that other people present at the meeting may be recording the meeting and Council has limited power to regulate this. Council has developed a policy to regulate recordings, "Sound Recording of Council Meetings". A copy of this policy is located on Council's website [www.southgippsland.vic.gov.au](http://www.southgippsland.vic.gov.au). Further information or a copy of the policy or can be obtained by contacting Council's Organisational Development Department (Governance).

## **A.8 DECLARATION OF CONFLICT OF INTEREST FOR STAFF**

Sections 80B and 80C of the Local Government Act 1989 require members of Council staff who have delegated functions and /or provide advice to Council or a Special Committee to disclose conflicts of interest. If Council staff have written, provided information/advice or approved a Council Report and have a conflict of interest it is the responsibility of that staff member to disclose the interest. Guidance to identifying and disclosing a conflict of interest is contained in Department of Planning and Community Development in '*Conflict of Interest A Guide for Council staff*', October 2011.

## **A.9 PETITIONS**

**Petitions** (and Joint letters) are written requests that have been signed by a number of community members. According to the Local Law No.3 2010 petitions may be presented to Council by a Councillor. A petition presented to the Council must lay on the table until the next Ordinary Meeting of the Council and no motion, other than to receive the petition, may be accepted by the Chair unless the Council agrees to deal with it earlier.

The lead petitioner or person organising the petition may in presenting the petition to a Councillor at the Council Meeting speak briefly to its contents. At the same meeting a Councillor would accept the petition and introduce it to Council for formal noting and actioning by Council.

The Councillor presenting the petition is responsible for ensuring that they are familiar with the contents and purpose of the petition and that it is not derogatory or defamatory.

## **A.10 COUNCILLOR REPORTS**

## **SECTION B - NOTICES OF MOTION AND/OR RESCISSION**

### **B.1 NOTICE OF MOTION NUMBER 658 – COUNCIL INVOLVEMENT IN MAV SOCIAL MEDIA STRATEGY DEVELOPMENT**

#### **PURPOSE/INTRODUCTION**

On the 16 May 2013, the State Conference of the Municipal Associations of Victoria unanimously passed the following motion:

‘That the Municipal Association of Victoria investigates the opportunities, best practice strategies and potential risks of using social media by Victorian councils or individual Councillors.’

#### **MOTION**

I, Councillor Kieran Kennedy, advise that I intend to submit the following motion to the Ordinary Council Meeting scheduled to be held on 24 July 2013.

**‘That Council notify the Municipal Association of Victoria (MAV) of South Gippsland Shire Council’s interest in participating in the development of the state wide social media policy, as passed at the MAV state conference held in May 2013.’**



## **B.2 NOTICE OF MOTION NUMBER 659– SECONDARY SCHOOL ENGAGEMENT WITH COUNCIL**

### **PURPOSE/INTRODUCTION**

In the past the South Gippsland Shire Council would meet once a month in townships, across the Shire. The intent of this Notice of Motion is to bring back this convention by going out to Secondary Colleges within the Shire, twice per calendar year with the purpose of educating students about the workings of their local government.

### **MOTION**

I, Councillor Robert Newton, advise that I intend to submit the following motion to the Ordinary Council Meeting scheduled to be held on 24 July 2013.

#### **‘That Council:**

- 1. As part of Council’s objective to engage and work collaboratively with our community, write to all the local Secondary College Principals to gauge their interest, willingness and ability to host a Council Meeting, with details of requirements included in their letter.**
- 2. Further gauge their interest in hosting and participating in a student briefing and mock Council meeting.**
- 3. Upon response from local schools, request Officers prepare a Council Report for consideration at the next appropriate Meeting, which is to include a summary of the feedback, level of interest expressed and recommended way forward in relation to this motion.’**

## **SECTION C - COMMITTEE REPORTS**

**Nil**

## SECTION D – PROCEDURAL REPORTS

### D.1 REPORT ON ASSEMBLY OF COUNCILLORS - JUNE 2013

Corporate Services Directorate

#### EXECUTIVE SUMMARY

As part of Council's ongoing efforts to enhance community engagement in Council processes, matters discussed at Councillor Briefing Sessions (other than those matters designated to be of a confidential nature) are reported on at Ordinary Council Meetings.

The matters listed in this report were presented or considered, at either an Advisory Committee Meeting, Councillor Strategic Briefing Session or Public Presentation Session in June 2013.

Copies of responses to written questions presented and asked that were not answered at the meetings will be either provided as an attachment to this report or to a subsequent Council Meeting as is practicable to enable the development of a proper and informed response.

#### Document/s pertaining to this Council Report

- **Attachment 1 and 2** – responses to submitted questions raised at Public Presentations 26 June 2013, 10am by community member Ms Meg Knight.

#### LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES

Local Government Act 1989, Section 3D and Section 80A

#### COUNCIL PLAN

Strategic Goal:	4.0	Strategies and Indicators
Objective:	4.2	Pursue best practice in organisational development and operations of the organisation.
Strategy:	4.2.2	We will monitor corporate governance processes, including risk management and skills development with the aim of ongoing improvement.

**REPORT**

<b>Meeting Title</b>	<b>Councillors Attending and Disclosures of Conflict of Interest</b>	<b>Topics Discussed</b>
<b>Wednesday 5 June 2013</b>		
<b>Engineering Services Directorate Briefings</b>	<p><b>Councillors Attending:</b> Crs Newton and Kennedy.</p> <p><b>Conflict of Interest:</b> Nil disclosed.</p>	<p><b>Topics Discussed:</b></p> <ul style="list-style-type: none"> <li>• Road Procedures - Road Opening, Road Closure and Road Discontinuance</li> <li>• Road Management Plan</li> <li>• Drainage &amp; Traffic Study, Leongatha and Korumburra</li> </ul>
<b>Policy Review</b>	<p><b>Councillors Attending:</b> Crs Fawcett, Newton, Kennedy, Hutchinson-Brooks, Davies and Brunt.</p> <p><b>Conflict of Interest:</b> Nil disclosed.</p>	<p><b>Topics Discussed:</b></p> <ul style="list-style-type: none"> <li>• Procurement Policy</li> </ul>
<b>Council Plan / Annual Plan and Council Budget Section 223 Submission Update</b>	<p><b>Councillors Attending:</b> Crs Fawcett, Newton, McEwen, Kennedy, Hutchinson-Brooks, Davies and Brunt.</p> <p><b>Conflict of Interest:</b> Nil disclosed.</p>	<p><b>Topics Discussed:</b> Councillors were provided with information relating to the Section 223 submissions on the draft Council Plan, Budget and Annual plan.</p>
<b>General Local Law No. 1 and Local Law No. 2 – Payment of Fees</b>	<p><b>Councillors Attending:</b> Crs Harding, Fawcett, Newton, McEwen, Kennedy, Davies Hutchinson-Brooks and Brunt.</p> <p><b>Conflict of Interest:</b> Nil disclosed.</p>	<p><b>Topics Discussed:</b> Councillors were provided with information relating to the future review of Local Laws 1 and 2.</p>
<b>Executive Update</b>	<p><b>Councillors Attending:</b> Crs Fawcett, Newton, McEwen, Kennedy, Hutchinson-Brooks, Davies, Hill, Harding and Brunt.</p> <p><b>Conflict of Interest:</b> Nil disclosed.</p>	<p><b>Topics Discussed:</b></p> <ul style="list-style-type: none"> <li>• Public Presentation Session Schedule</li> <li>• Councillor Briefing Session Schedule survey results</li> <li>• Mirboo North Community Information Workshop – Swimming Pool Master Plan</li> </ul>
<b>Planning Committee</b>	<p><b>Councillors Attending:</b> Crs Fawcett, Newton, McEwen, Kennedy, Hutchinson-Brooks, Harding and Brunt.</p> <p><b>Conflict of Interest:</b> Nil disclosed.</p>	<p><b>Topics Discussed:</b></p> <ul style="list-style-type: none"> <li>• VCAT decisions</li> <li>• Statutory Planning applications</li> <li>• Strategic Planning Project update</li> <li>• South Gippsland Highway Korumburra</li> </ul>

Meeting Title	Councillors Attending and Disclosures of Conflict of Interest	Topics Discussed
<b>Wednesday 12 June 2013</b>		
<b>Implementing Council's Direction - Discussion</b>	<b>Councillors Attending:</b> Crs Newton, Kennedy, Harding, Hutchinson-Brooks, Brunt and Davies.  <b>Conflict of Interest:</b> Nil disclosed.	<b>Topics Discussed:</b> Councillors discussed the draft Annual Plan to refine and clarify actions for 2013/14.
<b>Korumburra Children's Centre</b>  <b>OPEN DAY SESSION</b>	<b>Councillors Attending:</b> Crs Newton, Kennedy, Harding, Hutchinson-Brooks, Brunt, Davies and Hill.  <b>Conflict of Interest:</b> Nil disclosed.	<b>Topics Discussed:</b> Councillors were provided information on the progress of the Korumburra Integrated Children's Centre project.
<b>Public Presentation Session</b>  <b>OPEN DAY SESSION</b>	<b>Councillors Attending:</b> Crs Newton, Kennedy, Harding, Hutchinson-Brooks, Brunt, Davies, Hill and McEwen.  <b>Conflict of Interest:</b> Cr Davies left the room with a conflict of interest for one of the items.	Presentations were made to Council by the following community members:
<b>Mr Peter Rushen representing South Gippsland Hospital, Mr Rhett McLennan representing Prom Country Aged Care and Dr Owen Casson representing Foster Medical Centre</b> regarding Foster Hospital health precinct and car park.		
<b>Ms Tricia Fleming, on behalf Mr Howard Booth, president of Loch Community Development Association</b> regarding Loch Community Development Association making comment on Council Agenda Item E.4 - ADOPTION OF 2013/14 ANNUAL BUDGET AND DECLARATION OF RATES AND CHARGES.		
<b>Ms Meg Knight</b> regarding Council Agenda Item E.4 - ADOPTION OF 2013/14 ANNUAL BUDGET AND DECLARATION OF RATES AND CHARGES.		
<b>Mr Don Olden representing the Korumburra Recreation Centre</b> regarding Korumburra Recreation Centre - Indoor Cricket Centre proposal.		

<b>Meeting Title</b>	<b>Councillors Attending and Disclosures of Conflict of Interest</b>	<b>Topics Discussed</b>
<b>Wednesday 12 June 2013</b>		
<b>Council Agenda Item – Adoption Amendment C72</b>	<p><b>Councillors Attending:</b> Crs Newton, Kennedy, Harding, Brunt, Davies, Hill and McEwen.</p> <p><b>Conflict of Interest:</b> Cr Hutchinson-Brooks left the room with a declared conflict of interest.</p>	<p><b>Topics Discussed:</b> Councillors were presented information from Mr Grant Hailes representing Beveridge Williams representing Wallis Watson regarding Council Agenda Item E.21 - ADOPTION OF AMENDMENT C72 - LOCH, NYORA, POOWONG AND MEENIYAN STRUCTURE PLAN IMPLEMENTATION.</p>
<b>Sunday 16 June 2013</b>		
<b>Housing and Settlement Strategy – Community Information Session</b>	<p><b>Councillors Attending:</b> Cr McEwen</p> <p><b>Conflict of Interest:</b> Nil disclosed.</p>	<p><b>Topics Discussed:</b></p> <ul style="list-style-type: none"> <li>• Consultant presentation of draft Housing and Settlement Strategy</li> <li>• Discussion with community members</li> </ul>
<b>Wednesday 26 June 2013</b>		
<b>Ordinary Council Agenda Topics – 26 June 2013</b>	<p><b>Councillors Attending:</b> Crs Fawcett, McEwen, Newton, Harding, Kennedy, Hutchinson-Brooks, Davies and Brunt.</p> <p><b>Conflict of Interest:</b> Cr Hutchinson-Brooks left the room with a conflict of interest.</p>	<p><b>Topics Discussed:</b></p> <ul style="list-style-type: none"> <li>• Ordinary Council Agenda – 26 June 2013</li> </ul>

Meeting Title	Councillors Attending and Disclosures of Conflict of Interest	Topics Discussed
<b>Wednesday 26 June 2013</b>		
<b>Public Presentation Session</b>	<p><b>Councillors Attending:</b> Crs Fawcett, McEwen, Newton, Harding, Kennedy, Hutchinson-Brooks, Davies and Brunt.</p> <p><b>Conflict of Interest:</b></p>	<p>Presentations were made to Council by the following community members:</p>
<b>OPEN DAY SESSION</b>	<p>Cr Fawcett left the room with a conflict of interest.</p>	
<p><b>Mr David Amor</b> regarding a petition that he is presenting at the Council Meeting regarding redevelopment of Old Korumburra Shire Offices.</p>		
<p><b>Ms Meg Knight</b> regarding written submitted questions for Council Agenda Item E.4 - ADOPTION OF 2013/14 ANNUAL BUDGET AND DECLARATION OF RATES AND CHARGES. Responses to questions were provided in the session and in <b>Attachment 1 and 2.</b></p>		
<p><b>Mr Clive Hope</b> regarding Council Agenda Item E.4 - ADOPTION OF 2013/14 ANNUAL BUDGET AND DECLARATION OF RATES AND CHARGES and Vision 2050.</p>		
<p><b>Ms Andrea Verboon</b> regarding instrument of delegation.</p>		
<p><b>Mr Malcolm Davies</b> regarding Council Agenda Item E.4 - ADOPTION OF 2013/14 ANNUAL BUDGET AND DECLARATION OF RATES AND CHARGES.</p>		
<p><b>Mr Ian Bristow and Ian Potter</b> regarding Green Waste Fee charge.</p>		
<p><b>Mr Paul Norton</b> regarding Potable water issues.</p>		
<p><b>Mr Nick Cirakovic</b> regarding catchment area planning permits for residential construction.</p>		
<p><b>Ms Svenson</b> regarding Council Agenda Item E.4 - ADOPTION OF 2013/14 ANNUAL BUDGET AND DECLARATION OF RATES AND CHARGES.</p>		
<p><b>Mr Grant Hailes</b> representing Beveridge Williams representing Wallis Watson regarding Council Agenda Item E.21 - ADOPTION OF AMENDMENT C72 - LOCH, NYORA, POOWONG AND MEENIYAN STRUCTURE PLAN IMPLEMENTATION.</p>		

Meeting Title	Councillors Attending and Disclosures of Conflict of Interest	Topics Discussed
<b>Wednesday 26 June 2013</b>		
<b>Ordinary Council Agenda Topics – 26 June 2013</b>	<b>Councillors Attending:</b> Crs Fawcett, McEwen, Newton, Harding, Kennedy, Hutchinson-Brooks, Davies and Brunt.  <b>Conflict of Interest:</b>  Crs Hutchinson-Brooks and Brunt left the room with a declared conflict of interest.	<b>Topics Discussed:</b> <ul style="list-style-type: none"><li>• Ordinary Council Agenda – 26 June 2013</li></ul>

**RECOMMENDATION**

**That Council receive and note this report.**

**STAFF DISCLOSURE OF INTEREST**

**Nil**




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## Attachment 1

Our Ref: D2309413

25 June 2013

Ms Meg Knight  


Dear Ms Knight

### **Inquiry Regarding 2013-14 Council Budget**

I refer to your emails received on Friday 21 June 2013 regarding the proposed 2013/14 Council Budget and the current South Gippsland Shire Council Enterprise Bargaining Agreement (Agreement).

In response to your inquiry regarding the existing South Gippsland Shire Council Enterprise Bargaining Agreement (Agreement), I advise that all employees of South Gippsland Shire Council, other than the Chief Executive Officer and four Directors, are bound by the South Gippsland Shire Council Enterprise Agreement 2012.

Provisions for the annual remuneration increase under the Agreement, do not apply to ten Senior Officer Contracts, where provisions are contained within the terms of their contract of employment. The remuneration for all staff paid as Senior Officers is contained in a register that may be viewed through an arrangement at a time to suit with Council's Governance Coordinator, Mr David Roche (03 5662 9291).

Further to this, the Agreement does not apply to anyone not directly engaged by South Gippsland Shire Council. The agreement entered into by South Gippsland Shire Council is also specific to South Gippsland Shire Council and does not apply to other Local Government Entity. Each LGE is required to enter into its own Agreement with its employees.

The 4% or \$40 yearly increase applies to all other staff and parties are bound by the Agreement where remunerated under a relevant Award Structure. The yearly increase was carefully negotiated and evoked stop work action by the unions at the time as it was seen as too low compared with other Councils and industry. The increase most greatly assists the lowest paid workers specifically our invaluable home and community carers.

I also confirm that the Government Sector Executive Remuneration Panel (GSERP) has no application in Local Government.

I would be pleased to meet with you and spend the necessary time discussing the points you have raised. It is not a simple process to appropriately articulate the

benefits of the Agreement, the careful consideration that took place prior to the Agreement being made, the positive impact rostered days off have on staff morale and work output and the values and work ethic that the Council staff exhibit on a daily basis. You may see the Agreement as a dollars and cents document, but to me it is clearly about our employees, who are people with exceptional skills and a commitment to the Council and the Shire we represent. The Agreement ensures that these people are supported to achieve great things for Council and the community.

Yours sincerely


Tim Tamlin  
Chief Executive Officer

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## Attachment 2

Our ref: D2322613  
Your ref: D2199213

25 June 2013

Ms Meg Knight  


Dear Ms Knight

### **Public Presentation - Questions relating to Council Annual Report**

Thank you for your questions to Council regarding the Council Annual Report. I am pleased to provide you with answers to your questions below.

#### **What are the minimum legal and regulatory information requirements which have to be in our Annual Report?**

The Local Government Act 1989, section 131 (6), requires Council to prepare an Annual Report that meets Council's statutory requirements and provides a detailed account of a wide range of factors that summarise Council's performance for the financial year.

The Annual Report must contain a series of segments required by the Local Government Act 1989 including independently audited Financial Statements, Standard Statements and the Performance Statement by the Auditor General's office.

The Local Government Act 1989, requires Council's Annual Report to be presented to the Minister for Local Government by close of business on 30 September annually.

Sections 132, 133, 134 and 135 of the Act are also met within the Report.

#### **Approximately how many pages is that?**

Approximately 110 pages.

The 2012 Annual Report was 152 pages. We presume the 2013 Annual report will be similar. Council could, for argument sake, remove the 30 pages that describe each departments function and achievements, but to do so would reduce the readers understanding of what has been achieved and how it links to the budget. The Annual Report provides a succinct summary of Council's activities and achievements throughout the financial year.

#### **What is the budgeted cost of the 12/13 Report?**

Council is determined to create this Report 'in-house' using our Communication resources. Approximately \$2,000 will be allocated to complete the Report.

**What would be the savings if:**

- **Only the minimum information is included**

Printing the Annual Report (152 pages) in full colour costs approximately \$25 per report.

Council prints approximately 40 copies which costs approximately \$1,000

To remove 30 pages would save approximately \$4 per copy.

Total saving would be \$160

- **The Report is black and white only and no colour**

The Annual Report printed in black and white as opposed to colour would be approximately \$2.50 per copy, or \$100 for 40 copies.

Total saving would be \$900.

- **No pictures**

Removing all pictures would reduce the total pages by 13, to 139 pages.

Total saving would be approximately \$2.20 per copy.

Total saving would be \$88.

- **Minimum distribution**

Customers prefer to download or view copies via our website. Alternatively, we provide digital copies onto CD discs that customers find more convenient to use. The CD discs also contain a number of our other corporate information and economic development and tourism publications in digital format, therefore saving on printing costs.

The CD discs are part of the allocated funding. Distribution of the final Annual Report will be arranged through compact discs (CD's) that will be prepared and promoted as the preferred method of distribution. The Annual Report will also be made available on Council's website.

Council's distribution of the Annual Report is primarily to locations that are designated Community Consultation and Information points such as our local Libraries and Community Centres. Last year we distributed 40 copies across the Shire as hard copies. To reduce the distribution may affect members of our community who do not have access to the internet, or request hard copies to read at Libraries.

To remove the distribution of all printed copies would save Council \$1,000 in total.

**Why do we print and distribute such an expensive full colour 152 page Annual Report when most people can obtain the same information from our web site?**

Council is committed to finding savings and efficiencies. That is why we have moved away from printing large amounts of the document and provided digital copies via the website or on CD disc. We believe this cost is an acceptable amount to print a document everyone in the community should have access to reading.

Council is required to produce an Annual Report and ensure the community have reasonable means to access the information. Not everyone in our Shire has access to the internet, nor do they prefer to read the information on-line. A modest amount of copies are printed and distributed. Council has determined this to be in the best interests of our community.

This report of Council's performance is a valuable marketing tool when liaising with Government agencies, community groups and investors, and affirms Council's commitment to accountable and transparent good governance practices.

Yours sincerely

Tim Tamlin  
**Chief Executive Officer**

## **D.2 COUNCILLOR DISCRETIONARY ALLOCATION REPORT**

Corporate Services Directorate

### **EXECUTIVE SUMMARY**

Each Councillor, subject to an annual budget and in accordance with the Councillor Discretionary Fund Policy, has the discretion to nominate Council funds to community groups and / or individuals in accordance with the guidelines developed for this purpose.

This report details Councillors allocations for the period between 22 May 2013 and 30 June 2013.

### **INTERNAL POLICIES / STRATEGIES / DOCUMENTS**

Councillor Discretionary Fund Policy 2009

### **COUNCIL PLAN**

Strategic Goal:	2.0	Closely Connected Communities
Outcome:	2.1	Engage and work collaboratively with our community
Strategy No:	1.2.1	Support our Volunteers, Community Groups and Committees

### **REPORT**

#### **Background**

The following applications have been allocated funding from the Councillor's 2012 / 2013 Discretionary Fund:

- Prom Coast Seachange Festival: reimbursement costs for an exhibition titled 'Girls in Our Town' which showcased photographs of girls and women from the Foster area.

Cr Mohya Davies - \$258

Cr Hutchinson-Brooks - \$42

- Welshpool and District Advisory Group: to assist with the costs of purchasing and installing a hot water system at Welshpool Opportunity Shop and Nursery.  
  
Cr Jeanette Harding - \$600
- Leongatha Gymnastics Club: to assist with the costs of purchasing four new gym mats.  
  
Cr James Fawcett - \$151  
  
Cr Don Hill - \$589
- Rotary Club of Mirboo North: to assist with the costs of hosting a fundraiser event for the Mirboo North Secondary and Primary Schools.  
  
Cr Don Hill - \$110
- Leongatha Cub Scouts: to assist with the costs of purchasing life jackets to be used during water activities.  
  
Cr Don Hill - \$1000
- Tarwin Valley Camp Draft: to assist with the costs of power upgrade to the reserve.  
  
Cr Don Hill - \$274  
  
Cr Hutchinson-Brooks - \$726
- Leongatha Rose Show: to assist the costs of organising the Annual Rose Show which raises funds for Vision Australia.  
  
Cr Hutchinson-Brooks - \$1,000
- Toora Bowls Club: to purchase a BBQ.  
  
Cr Jeanette Harding - \$608

## **FINANCIAL CONSIDERATIONS**

Each Councillor is allocated \$4,000 from the Councillor Discretionary Fund in the 2012 / 2013 Financial Budget. An additional \$2,000 has been allocated to the Mayor to cover a broader focus across the entire Municipality.

The previous Council had a pro-rata allocation of \$1,300 per Councillor from the 2012 / 2013 Financial Budget for their remaining term within Council. The Mayor had an additional pro-rata allocation of \$650 for his remaining term from the 2012 / 2013 Financial Budget. The remaining pro-rata funds have been distributed to the newly appointed Council in accordance with the Guidelines. This has equated to \$2,818 per Councillor and \$1,800 for the Mayor for the remainder of the financial year.

## **CONCLUSION**

The remaining balances of Councillor Discretionary Funds for the 2012 / 2013 Financial Year as at the 30 June 2013 are as follows:

- Cr Mohya Davies - Nil
- Cr Jeanette Harding - Nil
- Cr Kieran Kennedy - Nil
- Cr Lorraine Brunt - Nil
- Cr Robert Newton - Nil
- Cr Andrew McEwen - \$608
- Cr James Fawcett - Nil
- Cr Don Hill - \$85
- Cr Hutchinson-Brooks - Nil
- Mayoral Fund - Nil

## **RECOMMENDATION**

**That Council receive and note this report.**

## **STAFF DISCLOSURE OF INTEREST**

Nil



### **D.3 DOCUMENTS SEALED AND CONTRACTS AWARDED UNDER CHIEF EXECUTIVE OFFICER DELEGATION - JUNE 2013**

Corporate Services Directorate

#### **EXECUTIVE SUMMARY**

Under the Victorian Local Government Act, each Council is a body corporate and a legal entity in its own right. Each Council must have a common seal (like any corporate entity) that is an official sanction of that Council.

Sealing a document makes it an official document of Council as a corporate body. Documents that require sealing include agreements, contracts, leases or any other contractual or legally binding document that binds Council to another party.

Council's Procurement Policy requires that Council be advised of the award of contracts after a public tender process that fall within the Chief Executive Officer's delegation.

#### **LEGISLATIVE/ ACTION PLANS/ STRATEGIES/ POLICIES**

Local Government Act 1989 - Section 5 and 186

Local Law No. 3 2010

South Gippsland Shire Council Procurement Policy

South Gippsland Shire Council Instrument of Delegation to the Chief Executive Officer

#### **COUNCIL PLAN**

Strategic Goal:	4.0	A Leading Organisation.
Outcome:	4.2	Pursue best practice in organisational development and operations of the organisation.
Strategy No:	4.2.2	We will monitor corporate governance processes, including risk management and skills development with the aim of ongoing improvement.

## REPORT

### 1. Documents Sealed

The Local Government Act 1989 requires that every Council must have a common seal and all courts, judges and persons acting judicially must take judicial notice of the imprint of the common seal of a Council on any document.

Local Law No. 3 2010, Part 9, Section 107 (f) (iv) – The Common Seal of Council, states that ‘If the Chief Executive uses the Common Seal in a manner prescribed by sub-clause (c) then he/she must advise Council of such use on a regular basis.’

In accordance with the Local Law, the following are presented to Council as documents sealed in the month of June 2013.

1. Section 45 Transfer of Land Act 1958 between South Gippsland Shire Council and the owner of 22 Princes Street, Korumburra – Seal Applied 3 June 2013.
2. Contract SGC13/20 between South Gippsland Shire Council and Halpin Partnership Pty Ltd in relation to Delivery of Learning and Development Programs - Seal Applied 4 June 2013.
3. Contract SGC13/20 between South Gippsland Shire Council and Centre for Organisation Development Pty Ltd in relation to Delivery of Learning and Development Programs - Seal Applied 4 June 2013.
4. Contract SGC13/20 between South Gippsland Shire Council and Australian Institute of Management - Victoria & Tasmania College of Education and Training Nominee Ltd in relation to Delivery of Learning and Development Programs - Seal Applied 5 June 2013.
5. Contract SGC13/20 between South Gippsland Shire Council and Central Gippsland Institute of Tafe in relation to the Delivery of Learning and Development Programs - Seal Applied 7 June 2013
6. Section 173 Agreement of the Planning and Environment Act 1987 between South Gippsland Shire Council and the owners of 117 Lees Road Venus Bay relating to the extension to an existing dwelling - Seal Applied 11 June 2013.
7. Deed relating to the removal of incorrect terms from the Section 173 Agreement of the Planning and Environment Act 1987 from the lands 1410 Meeniyah Mirboo North Road Dumbalk - Seal Applied 12 June 2013.
8. Section 45 of the Transfer of Land Act 1958 between South Gippsland Shire Council and South Gippsland Region Water Corporation relating to 20 - 22 Pioneer Street Foster - Seal Applied 12 June 2013.

9. Lease agreement between South Gippsland Shire Council and South Gippsland Region Water Corporation relating to (part) 24 Pioneer Street Foster - Seal Applied 12 June 2013.
10. Section 173 Agreement of the Planning and Environment Act 1987 between South Gippsland Shire Council and the owners of 15 Crichton Crescent Venus Bay relating to the development of the land for a dwelling and associated works - Seal Applied 26 June 2013.
11. Section 173 Agreement of the Planning and Environment Act 1987 between South Gippsland Shire Council and the South Gippsland Region Water Corporation regarding the sale of 20-22 Pioneer Street Foster - Seal Applied 27 June 2013.
12. Contract SGC13/01 between South Gippsland Shire Council and Traianon Contractors Pty Ltd in relation to Provision of Urban and Roadside Slashing Services 2012/2015 - Seal Applied 28 June 2013.

## **2. Contracts Awarded Under Chief Executive Officer Delegation**

The Chief Executive Officer's delegation of power from the Council allows the Chief Executive Officer to award contracts up to the value of \$250,000 (inclusive of GST) after a public tender process, subject to the exercise of this power being reported to the Council meeting after the contract is awarded.

All of the legislative requirements of section 186 of the Local Government Act 1989 and the requirements of Council's Procurement Policy were met in respect of the tender/s.

Procurement Policy requires recording in the Council minutes all contracts over the statutory threshold set out in the Local Government Act 1989 (\$150,000 inclusive of GST for goods and services and \$200,000.00 inclusive of GST for works) for a public tender which shows the contracts purpose, a brief description of the goods, services and works that is being procured, the successful tenderer and the total contract price.

The following contract has been awarded under the Chief Executive Officer's delegation for the month of June 2013:

<b>Contract Reference No.</b>	<b>Contractor</b>	<b>Description of goods /services/works</b>	<b>Total price including GST</b>
SGC14/01	Safety Barrier Solutions Pty Ltd	Supply and Installation of Guardrails – Various Locations	\$ 160,972.13

## **RECOMMENDATION**

### **That Council:**

- 1. Note that the documents have been signed and sealed, and**
- 2. Note the Contract awarded under delegation.**

## **STAFF DISCLOSURE OF INTEREST**

Nil

## **SECTION E - COUNCIL REPORTS**

### **E.1 PETITION - REDEVELOPMENT OF OLD KORUMBURRA SHIRE OFFICES AS A COMMUNITY SERVICE CENTRE / COMMUNITY HUB**

Engineering Services Directorate

#### **EXECUTIVE SUMMARY**

The purpose of this report is for Council to note the petition received at its Ordinary Meeting held on 26 June 2013 requesting that Council redevelop the old Korumburra Shire Offices and adjoining site as a council service centre / community hub.

#### **Document/s pertaining to this Council Report**

- **Attachment 1** – Petition Prayer
- **Confidential Appendix 1** - Petition with signatories (approximately 680)

A copy of **Confidential Appendix 1** has been distributed separately to Councillors and the Executive Leadership Team.

#### **LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES**

- Local Government Act 1989

#### **INTERNAL POLICIES / STRATEGIES / DOCUMENTS**

- Korumburra Town Centre Framework Plan.
- Asset Management Policy

#### **COUNCIL PLAN**

Outcome:	2.0	Closely Connected Communities.
Objective:	2.1	Engage and work collaboratively with our community.
Strategy:	2.1.1	We will develop a continually evolving Vision for the Shire that encourages community participation in defining what it wants, needs and can afford to guide rationalisation, consolidation and achievement of desired community outcomes.

#### **CONSULTATION**

N/A

## REPORT

### Background

At its Ordinary Meeting held on 26 June 2013, a petition was tabled with approximately 680 signatures requesting that Council redevelop the old Korumburra Shire Offices and adjoining site as a council service centre / community hub.

Refer to **Attachment 1** for a copy of the petition prayer. The full copy of the petition including signatories is available at **Confidential Appendix 1**.

### Discussion

In the petition the Korumburra community raise the following issues:

1. The desire to redevelop the old Korumburra Shire Offices and adjoining site as a council service centre / community hub.
2. That they have not had a fair share of Council investment and services.
3. The community's desire to see council services and staff in Korumburra.

The above issues are not new to Council. They have been captured during consultation for the following projects:

#### Korumburra Central (Retail)

- From discussions with existing users of the building, a common response was the issue of building functionality and it not meeting the needs of the community now nor will it into the future.
- It was recognised that the site lends itself as a redevelopment site for increased retail and/or a community hub. Interest was received from supermarket operators for the site.
- It was recognised that a Council presence could be provided if a community space is included in any redevelopment.
- Project status: The Expression of Interest phase of the project has ended. The project is on hold pending Council's adoption of the Korumburra Town Centre Framework Plan and awaiting a review of the decision to proceed with a rezoning of the site to Business 1 as part of C71 planning scheme amendment.

#### Korumburra Town Centre Framework Plan

- This project has included extensive consultation with the community and during which, the existing users continued to express their concerns over the ability of the building to meet the needs of the community now and into the future.

- The community continued to express their desire to see a redevelopment of this site as either a second supermarket or a community hub.
- Project status: Active. It is anticipated that the draft documents will be presented to Council on 28 August 2013 for further community consultation.

### Korumburra Community Infrastructure Assessment

- The Korumburra Community Infrastructure Assessment has also seen extensive consultation with the community. It has identified the future facility and service needs for the Korumburra community over the next 20 years. The diagram below shows these projects.



- Project status: It is anticipated that the final document will be presented to Council for adoption in July 2013.

### Review of Council office accommodation

This review considers short to medium solutions to address the current spatial requirements for Council's office accommodation as well as an option for a Council presence in Korumburra and improving operational synergies.

#### **Options**

N/A

#### **Proposal**

It is proposed that Council:

1. Note the petition and the desire for Council to redevelop the old Korumburra Shire Offices and adjoining site as a council service centre / community hub.

2. Inform the petition author that the petition will be considered once:
  - a. the Korumburra Town Centre Framework Plan is adopted;
  - b. the Korumburra Community Infrastructure Assessment is adopted;  
and
  - c. the preferred option for Council's office accommodation is confirmed.

#### **FINANCIAL CONSIDERATIONS**

N/A

#### **RISK FACTORS**

N/A

#### **CONCLUSION**

Once Council has adopted the Korumburra Town Centre Framework Plan, the Korumburra Community Infrastructure Assessment, and determined a preferred option for Council's office accommodation, the petition will be considered.

#### **RECOMMENDATION**

**That Council agree to:**

1. **Note receipt of the petition and the desire for Council to redevelop the old Korumburra Shire Offices and adjoining site as a council service centre/community hub.**
2. **Inform the petition author that the petition will be considered upon completion of the following:**
  - a. **Adoption of the Korumburra Town Centre Framework Plan.**
  - b. **Adoption of the Korumburra Community Infrastructure Assessment.**
  - c. **Confirmation of the preferred option for Council's office accommodation.**

#### **STAFF DISCLOSURE OF INTEREST**

Nil



**Attachment 1  
Petition Prayer**

**PETITION FOR A FAIR GO FOR KORUMBURRA**

As residents of South Gippsland Shire we petition South Gippsland Shire Council to redevelop the old Korumburra Shire Offices and adjoining site as a council service centre /community HUB.

We believe Korumburra has not had a fair share of council investment and services.

Positioning some of the council's services and staff in Korumburra would start to address the neglect shown by council to the people of Korumburra.

## **E.2 PLANNING PERMIT APPLICATION FOR THE BUILDING AND WORKS ASSOCIATED WITH THE DEVELOPMENT OF A SUPERMARKET (ALDI STORE) AND ASSOCIATED SIGNAGE**

Development Services Directorate

### **EXECUTIVE SUMMARY**

This report is to consider a planning permit application for an Aldi Stores supermarket, proposed to be located at 8-10 Bruce Street Leongatha. This application is being referred to Council for determination as, following community consultation, eleven (11) objections to the application remain. Common objections to the application include;

- Detrimental impact to residential amenity due to increase in traffic;
- Loss of existing off street car parking; and
- Development does not include a public toilet.

Following the assessment of this application against the Act and the South Gippsland Planning Scheme the proposal is recommended for approval subject to appropriate conditions.

### **Document/s pertaining to this Council Report**

- **Attachment 1** - Locality Plan
- **Attachment 2** - Aerial Photo and Zoning Plan
- **Attachment 3** - Site Layout Plan
- **Attachment 4** - Elevation Plans
- **Attachment 5** - Landscaping Plan
- **Attachment 6** - Signage Plans
- **Attachment 7** - Photo Montage Views
- **Attachment 8** - Summary of Objections
- **Confidential Appendix 1** - Copies of Submissions

A copy of **Confidential Appendix 1** has been distributed separately to Councillors and the Executive Leadership Team.

### **LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES**

Planning and Environment Act 1987

## **INTERNAL POLICIES / STRATEGIES / DOCUMENTS**

Economic Development and Tourism Strategy

Business Investment and Attraction Policy

### **COUNCIL PLAN**

Outcome:	1.0	A Prosperous Shire
Objective	1.1	Work with the business community to support existing businesses, diversify employment opportunities and to attract new businesses.
Strategy No:	1.1.3	We will actively encourage sustainable development and growth of agriculture, industry and commercial business

### **CONSULTATION**

The application was referred and advertised in accordance with the Act. Notice of the application was sent to landowners and residents within a 100m radius of the subject site, a noticeboard was provided at four locations on the subject site and public notice was provided in local newspapers. The application was available for the public to view at Council offices.

Thirteen (13) written submissions were received from local residents in response to the application following advertising. These submissions are discussed later in this report.

The application was referred to Council's Engineering, Parks and Gardens and Health departments. SP Ausnet and South Gippsland Water advised referral was not required.

At the time of lodging the application, Aldi Stores briefed Council in an open Council briefing session on 1 May 2013. A community consultation session was held on 9 May 2013 to give the public an opportunity to view the application and ask Council and Aldi representatives questions about the application particulars. Approximately 25 people attended this session. A mediation session was held on the 20th June 2013 to provide objectors further opportunity to have their concerns considered and responses provided, approximately 6 objectors attended.

## **REPORT**

### **Background**

Aldi undertook feasibility studies of sites within Leongatha. This site was selected as:

- The land is located within a Business 1 Zone and forms part of the Leongatha Town Centre;
- The site accommodates ALDI's requirements for retail floor space, car parking and landscaping;
- The site is located adjacent to the IGA Supermarket, speciality shops and other community uses which provides an opportunity to create a consolidated retail offering that will strengthen the town centre;
- The site is located on a corner block and will have two street and two laneway interfaces, minimising the potential for adverse amenity impacts.

### **Discussion**

The proposed development requires the demolition of existing dwellings and redevelopment of the site for the purposes of an ALDI Stores supermarket including associated car parking, signage, loading bay and landscaping.

The major land use elements of the proposal include;

- Construction of a building (1,559 sqm) resulting in 1,011 sqm of retail space;
- Eighty four (84) on-site car parking spaces;
- Pedestrian access provided on Bruce Street;
- Vehicles access via either Bruce or Church Streets;
- Loading bay located at the southern end of the site accessed from Church Street;
- ALDI's standard signage will be erected on- site.

The proposed ALDI Stores supermarket will present as a single storey commercial building with a feature tower located on the north-western corner. The supermarket will be oriented towards Bruce Street with the entrance to the store, the forecourt and trolley bay located parallel to the entrance of the IGA supermarket. This provides a visual connection to the IGA Supermarket.

(refer Attachment 1 - Locality Plan)

(refer Attachment 2 - Aerial Photo and Zoning Plan)

(refer Attachment 3 - Site Layout Plan)

(refer Attachment 4 - Elevation Plan)

(refer Attachment 5 - Landscaping Plan)

(refer Attachment 6 - Signage Plans)

(refer Attachment 7 - Photo Montage Views)

### **PLANNING SCHEME REQUIREMENTS AND POLICIES**

Before deciding a planning permit application the following considerations under the South Gippsland Planning Scheme must be addressed:

- State and Local Planning Policies;
- Zone and Overlays;
- Particular Provisions (Clause 52.06, Clause 52.07 and Clause 52.34)

#### **State Planning Policy Framework**

The State Planning Policy Framework (SPPF) provides Council's broad direction when deciding planning applications. The following SPPFs are considered the most relevant to this application.

<b>Policy Objectives</b>	
<p>11.05-1 Regional settlement networks</p> <ul style="list-style-type: none"> <li>• To promote the sustainable growth and development of regional Victoria through a network of settlements identified in the Regional Victoria Settlement Framework plan</li> </ul>	<p>15.01-1 Urban design</p> <ul style="list-style-type: none"> <li>• To create urban environments that are safe, functional and provide good quality environments with a sense of place and cultural identity</li> </ul>
<p>15.01-2 Urban design principles</p> <ul style="list-style-type: none"> <li>• To achieve architectural and urban design outcomes that contribute positively to local urban</li> </ul>	<p>15.02-1 Sustainable Development</p> <ul style="list-style-type: none"> <li>• To encourage land use and development that is consistent with the efficient use of energy and</li> </ul>

<b>Policy Objectives</b>	
<p>character and enhance the public realm while minimising detrimental impact on neighbouring properties</p>	<p>the minimisation of greenhouse gas emissions</p>
<p>17.01-1 Business</p> <ul style="list-style-type: none"> <li>To encourage development which meet the communities' needs for retail, entertainment, office and other commercial services and provides net community benefit in relation to accessibility, efficient infrastructure use and the aggregation and sustainability of commercial facilities</li> </ul>	<p>18.01-1 Land use transport planning</p> <ul style="list-style-type: none"> <li>To create a safe and sustainable transport system by integrating land-use and transport</li> </ul>

This proposal is supported by the State policy provisions and the supermarket is designed to incorporate and consider the protection of local character and amenity. The design integrates with the surrounding commercial uses through orientation and siting, with the use of a variety of materials, finishes and landscape treatments. The site is well located in terms of accessibility by pedestrians and vehicles and provides an opportunity to reduce the number and length of motorised trips by concentrating retail offerings within a defined area.

### Local Planning Policy Framework

<b>Policy Objectives</b>	
<p>21.02-2 Economy</p> <ul style="list-style-type: none"> <li>Commercial pressures that may result in the fragmentation of the core commercial areas of the main towns.</li> <li>Economic and social pressures that may affect</li> </ul>	<p>21.03-2 Vision - Economy</p> <ul style="list-style-type: none"> <li>Encourage investment and development to facilitate population growth and employment.</li> </ul>

<b>Policy Objectives</b>	
<p>the viability of small towns.</p> <ul style="list-style-type: none"> <li>The need to improve education and employment opportunities for young people within the Shire.</li> </ul>	
<p>21.04-2 Economy - Office and Retail</p> <ul style="list-style-type: none"> <li>To encourage businesses which generate employment opportunities and provide goods and services to meet the needs of the community.</li> <li>To strengthen existing town centres by encouraging commercial development within identified precincts.</li> <li>To support commercial development that enhances the amenity of the towns, and is safe and functional in its layout.</li> </ul>	<p>21.04-4 Leongatha</p> <ul style="list-style-type: none"> <li>To retain Leongatha as the major regional service centre in the Shire.</li> <li>To maintain the primacy of the Town Centre as the retail and service hub of the township.</li> <li>To provide adequate areas of commercial and industrial land.</li> <li>To improve heavy vehicle and highway traffic movement through and around the township</li> </ul>

This development proposal is directly supported by a number of Council's local policies. It will further consolidate Leongatha as the major regional service centre in the Shire. The relevant Local Planning Policies and the South Gippsland's Municipal Strategic Statement recognises the importance of the Leongatha Town Centre to provide service and facilities that meet the needs of the local and regional community.

The policy encourages investment and developments that facilitate population growth and employment. The proposal directly responds to this objective by providing economic, community and employment opportunities for Leongatha.

### **Business One Zone**

The subject site is located within the Business 1 Zone. The relevant purpose of this zone is to encourage the intensive development of business centres for retailing and other complementary commercial, entertainment and community uses.

Supermarkets are classified as 'shops' and under the Business 1 zone a shop, is a Section 1 use which does not require planning permission. However, planning permission is required to construct a building and to carry out works.

Development proposals should consider any interfaces with adjoining zones, in this case the residential zone abutting the site. The development has been designed to lessen the impact to neighbouring properties. The steps taken include;

- Locating the back-of-house areas along the southern and western boundary (interfacing with Residential zone);
- Loading operations will occur within the site boundary;
- Providing a feature wall and landscaping along the southern boundary to provide an attractive elevation and limit noise impacts of trucks;
- The mechanical plant is located within the tower structure which is acoustically treated.

#### **Clause 52.05 - Advertising Signs**

The development will include business identification signage, directional and promotion signage. Under clause 52.05, if the total advertisement area of all signs to each premise exceeds 8 sqm a planning permit is required.

The advertising signs proposed on the site have been assessed using the decision guidelines of 52.05. The character of the area is a mixture of existing shops abutting a residential zoned area. Only two signs (one being a small wall mounted sign) will be placed facing the residential area. It is appreciated that a site such as this needs signage to provide identification. The amount, proportion and scale of the proposed signs are relative to the streetscape and business character of the area and are also sensitive to the abutting residential area.

#### **Clause 52.06 - Car Parking**

Under the requirements of Clause 52.06, supermarkets require five car parking spaces to each 100sqm of leasable floor area. As the proposed leasable floor area for the site is 1547sqm, 77 spaces are required.

The application proposes 84 spaces which exceeds the requirement.

The proposal requires five existing on-street car parking spaces to be removed to ensure safe traffic movement. Deducting five spaces from the 84 provided results in 79 new spaces. This is still above the 77 spaces required on-site and therefore no car parking waiver is required.



### **Clause 52.07 - Loading and unloading of vehicles**

The development meets all minimum loading bay dimensions specified under clause 52.07. All loading and unloading of goods will be conducted within the property boundaries.

### **Clause 52.34 - Bicycle Facilities**

The requirements for bicycle facilities are detailed in Clause 52.34 of the South Gippsland Planning Scheme. This proposal requires 2.5 (3) spaces for employees and 2.5 (3) spaces for shoppers. The application provides for 6 bicycle spaces, meeting the requirements of clause 52.34.

### **OBJECTIONS**

Thirteen (13) written submissions were received from local residents. Following consultation two objectors withdrew their objections. Eleven (11) objections remain outstanding.

The primary concerns are the loss of the amenity due to an increase in traffic and loss of existing off street parking.

Concerns were also raised that the proposal does not include public toilets. The need and number of public toilets are not a requirement under the Planning and Environment Act 1986 therefore cannot be considered as part of this planning application.

(Refer **Attachment 13** – Summary of Submissions)

### **RISK FACTORS**

Council's decision on this application could be subject to VCAT appeal by either the applicant or interested parties (objectors).

### **CONCLUSION**

The proposal for an Aldi Stores supermarket development within Leongatha is considered a project of local significance under Council's Business Investment and Attraction Policy. This proposal if realised has the opportunity to provide a significant boost to the current and future economic development potential of the town. This development will directly create an additional twenty full time equivalent employment opportunities and indirectly provide a boost to other retailers within the Leongatha town centre.

The consideration before Council is whether this development is appropriate for the location that has been proposed and has the proposal been appropriately designed to enhance the town centre and minimise any adverse amenity impacts.

The Business 1 zoning of the proposed site encourages a commercial development of this nature and the development has been designed to

complement the existing business centre whilst allowing an appropriate interaction with the residential land in Church Street.

Importantly all car parking can be provided on-site, limiting the impact for offsite parking. Loading and unloading of trucks will occur completely within the site boundaries.

Some objectors have acknowledged that an Aldi Stores supermarket would have a significant benefit to the economic wellbeing of the town and would improve retail services. Concerns have been raised about whether the development has been designed to effectively minimise the potential for future adverse traffic and amenity conditions. Council's traffic engineers are satisfied that this development can be safely accommodated into the existing road network.

It is concluded that the application is in accordance with the requirements of the South Gippsland Planning Scheme. The development is a positive outcome for Leongatha and the municipality and approval can take place without undue detriment to local amenity.

## **RECOMMENDATION**

**That Council:**

**Grant a Notice for Decision for the Buildings and works associated with the development of the land for a supermarket (Aldi Store) and associated signage at 8-10 Bruce Street Leongatha (being L1 TP323014A Parish of Leongatha Township, CA 14 S2 Parish of Leongatha Township, CA 15 S2 Parish of Leongatha Township, CA 18A S2 Parish of Leongatha Township, L1 TP245345J Parish of Leongatha Township, L1 TP886516F Parish of Leongatha Township, L1 TP886722C Parish of Leongatha, L1 TP888049A Parish of Leongatha Township, L1 TP449256V Parish of Leongatha Township), subject to the following conditions:**

- 1. The layout of the land occupied by the Supermarket and size, design and location of the buildings and works permitted, including signage, must accord with the endorsed plans, unless with the written consent of the Responsible Authority.**
- 2. Prior to the Occupancy Permit being issued for the Supermarket the lots subject to the application must be consolidated pursuant to Section 6 of the Subdivision Act 1988 and then registered with the Land Titles Office to the satisfaction of the Responsible Authority.**

### **Amenity Conditions**

- 3. All to the satisfaction of the Responsible Authority the amenity of the area must not be detrimentally effected by the use or development on the land, through the:**

- a. **Transport of materials, goods or commodities to or from the Supermarket,**
  - b. **Appearance of any building, works or 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,**
  - e. **Adverse behaviour of patrons to or from the Supermarket premises,**
4. **All external lighting associated with the Supermarket must be located, directed and shielded and of such limited intensity that no nuisance or loss of amenity is caused to any person beyond that part of the land occupied by the Supermarket.**
  5. **All plant and equipment associated with the Supermarket must be installed and located so that it does not adversely affect the amenity of the area due to the emission of noise, to the satisfaction of the Responsible Authority.**
  6. **The operation of the Supermarket premises including noise from air conditioning, refrigeration, ventilation and mechanical equipment must comply with limits set in accordance with State Environment Protection Policy (Control of Noise Industrial, Commercial and Trade Premises) No. N-1 (SEPP N-1).**
  7. **All security alarms or similar devices installed on the Supermarket premises must be of a silent type in accordance with any current standard published by Standards Australia International Limited and be connected to a security service**
  8. **Deliveries to and from the Supermarket premises are to be in accordance with the Environment Protection Authority Publication 1254, Noise Control Guidelines October 2008.**
  9. **The loading and unloading of goods from or to vehicles, including waste collection, must only be carried out within the boundaries of the land and where designated on the endorsed plans, to the satisfaction of the Responsible Authority**

#### **Waste Controls Conditions**

10. **Prior to the occupation of the permitted development the permit holder must prepare a Waste Management Plan (WMP) for the site for the collection and disposal of garbage and recyclables for the use of the land to the satisfaction of the Responsible Authority.**

**The WMP must be approved before the building is occupied. The WMP must provide for:**

- a. **The method of storage and collection of garbage, recyclables and any other materials from the supermarket, including bin number and size capacity;**
  - b. **Designation of proposed collection arrangements, including proposed collection frequency, collection location, on site management of bin storage and bin placement/retrieval;**
  - c. **Measures to minimise disturbance to residential properties associated with waste collection or disposal;**
  - d. **All waste compaction and/or crushing operations to occur internal to the building at a time and in a manner that would not unreasonably impact on surrounding amenity;**
  - e. **Appropriate areas of bin storage on site and clear access to bin storage and collection locations;**
  - f. **Litter and green waste management including the provision of rubbish bins for members of the public as appropriate and regular litter collection from car parking and open areas;**
  - g. **All commercial garbage storage areas must be screened from public view;**
  - h. **Measures to provide effective recycling on an ongoing basis**
- 11. All garbage storage areas must be screened from public view and must not occupy garden areas, parking areas, loading bays or access lanes, to the satisfaction of the Responsible Authority.**

#### **Landscaping Condition**

- 12. Prior to the occupation of the Supermarket building hereby permitted, all landscaping as shown on the endorsed plans, including trees, shrubs and lawn, shall be planted and thereafter maintained, to the satisfaction of the Responsible Authority.**
- 13. Prior to the occupation of the Supermarket building hereby permitted three (3) *Lephostemon confertus* (Queensland Brush Box) trees are to be planted in the Church Street road reserve, two (2) on the south side of the proposed crossover and on (1) on the north of the proposed cross over before Bruce street. The planted stock must be advanced and a minimum of 2 metres in height to the satisfaction of the Responsible Authority.**

- 14. Prior to the occupation of the Supermarket building hereby permitted three (3) Brachychiton Acerifolius (Flame Trees) are to be planted on the site to the satisfaction of the Responsible Authority**

**Advertising Signs Conditions**

- 15. All signs must be wholly located within the subject property and no part of the sign may encroach into the declared road reserve.**
- 16. The signs must be constructed and maintained to the satisfaction of the Responsible Authority.**
- 17. The signs must not contain any flashing or intermittent lights.**
- 18. The intensity of the light in the signage associated with the Supermarket must be limited so as not to cause glare or distraction to motorists or other persons or loss of amenity in the surrounding area, to the satisfaction of the Responsible Authority.**
- 19. Any illuminated signage must be switched off not later than 1 hour after closure of trading.**

**Councils Engineering Conditions**

- 20. Applicant is to install a stormwater detention system to restrict the stormwater discharge from the development to the equivalent of its previous discharge. Discharge from the proposed development is to be based on a 1 in 10 Year Design Storm.**
- 21. Engineering plans and calculations (based on Councils Infrastructure Design Manual) of the proposed stormwater network, detention system and civil works are to be submitted to and approved by the South Gippsland Shire Council prior to construction of these items. Plans to also address the following issues;**
- a. Suitable outlet for storm water drainage.**
  - b. The impacts of a major storm event.**
  - c. Appropriate and safe pedestrian access to and within the approved development.**
  - d. 1.5 metre wide concrete footpath in Church Street, abutting the site, from Bruce Street to across Gaudion Lane, including a concrete apron at Gaudion Lane & Church Street.**
  - e. Demonstrate that the cross falls and grades of the car parking area comply with the appropriate Australian Standard.**
  - f. The car parking area, access ways and the all pedestrian ramps and paths are to be constructed with a suitable**

**pavement with a bituminous seal or other material approved by the South Gippsland Shire Council and constructed to Council's satisfaction.**

- g. The car parking area and pedestrian access is to be suitably line marked and signed**
- 22. Adequate provision is to be made for the safe passage of pedestrians in the abutting streets during construction.**
- 23. Trucks accessing and leaving the site are required to comply with the recommendations provided in the 'Traffic Impact Assessment' dated April 2013 undertaken by O'Brien Traffic to the satisfaction of the Responsible Authority**
- 24. The applicant is to construct and maintain all civil and drainage works in accordance with the approved engineering plans**

#### **Car parking and Construction Conditions**

- 25. Size of the car parking bays and the access ways are to conform to the South Gippsland Planning Scheme or any alternative design must be approved and to the satisfaction of the Responsible Authority.**
- 26. All to the satisfaction of the Responsible Authority before the use of the Supermarket hereby permitted commences, the areas set-aside for the parking of vehicles and access lanes as shown on the endorsed plans must be:**
  - a) Constructed in accordance with the endorsed plans.**
  - b) Properly formed to such levels that they can be used in accordance with the plans.**
  - c) Surfaced with an all-weather sealcoat.**
  - d) Drained to the legal point of discharge.**
  - e) Line-marked to indicate each car space, all access lanes, direction of travel and pedestrian crossings.**
- 27. Car spaces, access lanes, pedestrian routes, loading bays and driveways must be maintained (including line marking) and kept available for these purposes at all times.**
- 28. The car parking provided on the land must always be available for use by persons visiting the Supermarket premises, and, other than time restrictions, no measures may be taken to restrict access to the car park by such persons, to the satisfaction of the Responsible Authority**

- 29. All pedestrian access must be kept clear and unobstructed at all times, to the satisfaction of the Responsible Authority**

**Expiry of Permit Conditions**

- 30. The permission for advertising signage expires fifteen (15) years from the date of issue of this permit**
- 31. This permit will expire if one of the following applies:**
- a. The development is not started within two (2) years of the date of this permit.**
  - b. The development is not completed within four (4) years of the date of this permit.**

**The Responsible Authority may extend the above periods if a request is made in writing before the permit expires or within the following three months.**

**NOTES**

- 1. This permit allows the above land to be used or developed for the purpose specified. It is the permit holder's responsibility to ensure that any other relevant approvals are obtained prior to the commencement of the use or development**
- 2. The owner/applicant is encouraged to check with the relevant service authorities before any excavation work is undertaken.**
- 3. The appropriate "Consent to work within the Road Reserve" permit must be obtained from Council for any works carried out to Council's infrastructure.**
- 4. The food premises must be inspected and registered by Council's Environmental Health unit prior to commencement.**

**STAFF DISCLOSURE OF INTEREST**

Nil

### Attachment 1 - Locality Plan

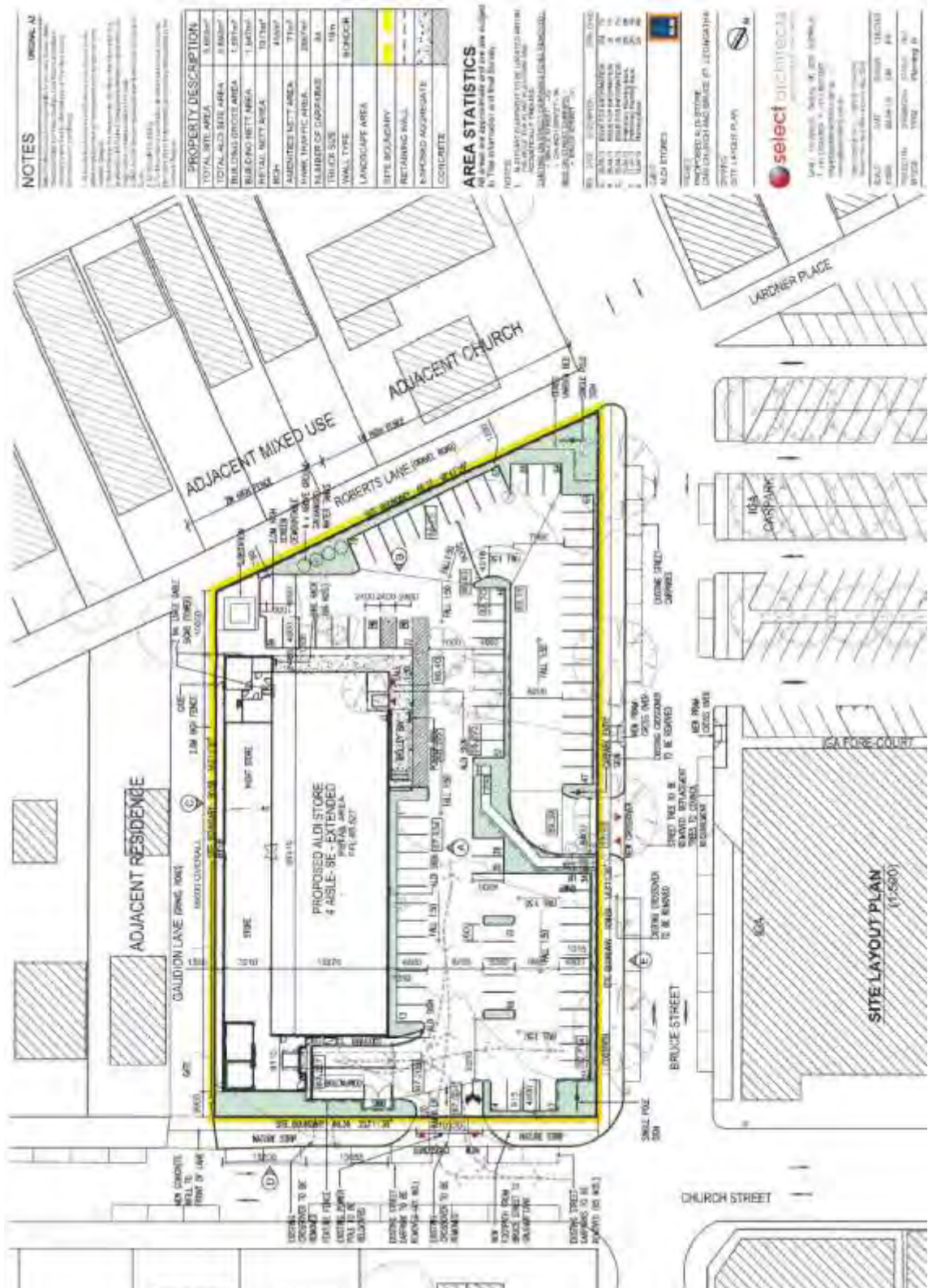




**Attachment 2 - Aerial Photo and Zoning Plan**



Attachment 3 - Site Layout Plan



Attachment 4 - Elevation Plans

**NOTES**

1. All construction, materials and methods to be in accordance with the Australian Standards and Codes of Practice.

2. All construction to be in accordance with the Australian Standards and Codes of Practice.

3. All construction to be in accordance with the Australian Standards and Codes of Practice.

4. All construction to be in accordance with the Australian Standards and Codes of Practice.

5. All construction to be in accordance with the Australian Standards and Codes of Practice.

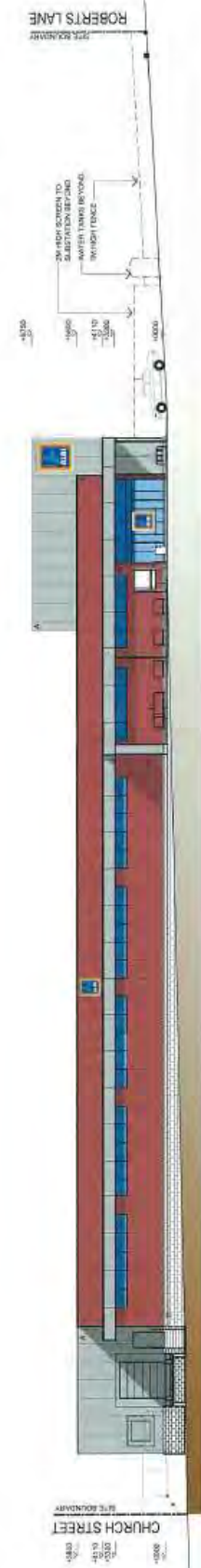
6. All construction to be in accordance with the Australian Standards and Codes of Practice.

7. All construction to be in accordance with the Australian Standards and Codes of Practice.

8. All construction to be in accordance with the Australian Standards and Codes of Practice.

9. All construction to be in accordance with the Australian Standards and Codes of Practice.

10. All construction to be in accordance with the Australian Standards and Codes of Practice.



- INTERNAL FINISHES**
- A INSULATED SANDWICH PANEL
  - B INSULATED SANDWICH PANEL
  - C GLAZED WINDOW
  - D BLOCKWORK

01 ELEVATION - A  
(1:250)

REV	DATE	DESCRIPTION	DESIGNED
A	20/01/13	Finalisation	AG TK
B	20/01/13	Finalisation	AG TK
C	15/01/13	Finalisation	DM RP
D	15/01/13	Finalisation	DM RP

CLIENT: ALDI STORES

PROJECT: PROPOSED ALDI STORE  
CNR CHURCH AND BRUCE STREET LEONGATHA

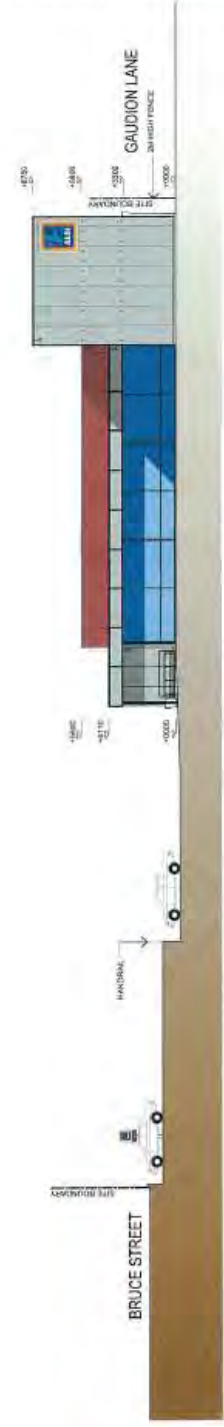
DRAWING: ELEVATIONS  
SHEET 1

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SCALE: DATE: DRAWN: CHECKED:  
1:250 26/03/13 AG TK

PROJECT No: DRAWING No: SCALE: REV:  
M1215 TP 03 Planning D



02 ELEVATION - B  
(1:250)

**NOTES** ORIGINAL AS

Select elevations are responsible for any work shown. Clients responsible for any work shown. All dimensions and details are subject to change without notice. All dimensions are in millimetres unless otherwise stated.

1. All dimensions are to be taken to the finished face of the work unless otherwise stated.

2. All dimensions are to be taken to the finished face of the work unless otherwise stated.

3. All dimensions are to be taken to the finished face of the work unless otherwise stated.

4. All dimensions are to be taken to the finished face of the work unless otherwise stated.

5. All dimensions are to be taken to the finished face of the work unless otherwise stated.

6. All dimensions are to be taken to the finished face of the work unless otherwise stated.

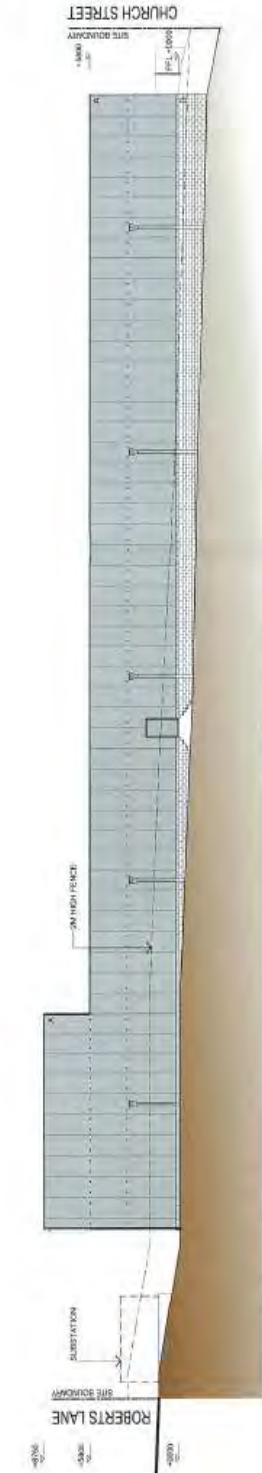
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8. All dimensions are to be taken to the finished face of the work unless otherwise stated.

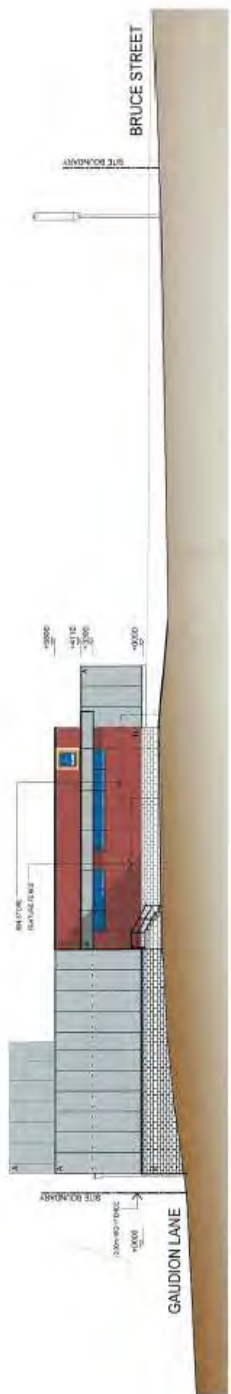
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10. All dimensions are to be taken to the finished face of the work unless otherwise stated.

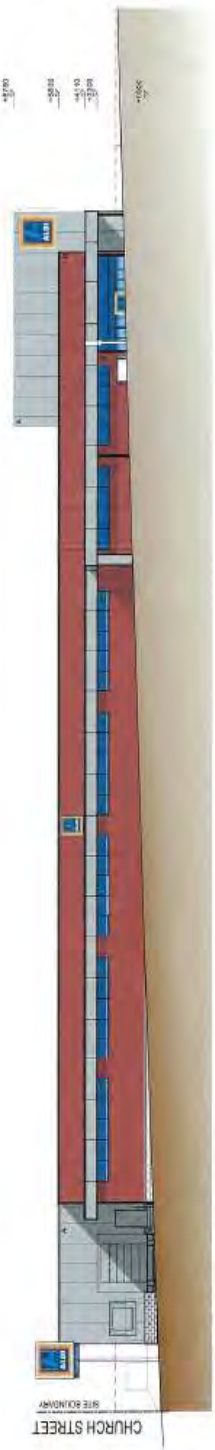
- MATERIAL SCHEDULE**
- A. INSULATED SANDWICH PANEL
  - B. INSULATED SANDWICH PANEL
  - C. GLAZED WINDOW
  - D. BLOCKWORK



03  
 TPO2  
**ELEVATION - C**  
 (1:250)



04  
 TPO2  
**ELEVATION - D**  
 (1:250)



05  
 TPO2  
**ELEVATION - E**  
 (1:250)

REV	DATE	DESCRIPTION	DRW	CHKD
1	15/07/13	Issue for Planning	MS	PK
2	15/07/13	Issue for Planning	MS	PK
3	15/07/13	Issue for Planning	MS	PK
4	15/07/13	Issue for Planning	MS	PK
5	15/07/13	Issue for Planning	MS	PK

**CLIENT**  
 ALDI STORES

**PROJECT**  
 PROPOSED ALDI STORE  
 CHR CHURCH AND BRUCE STREET, LEONGATHA

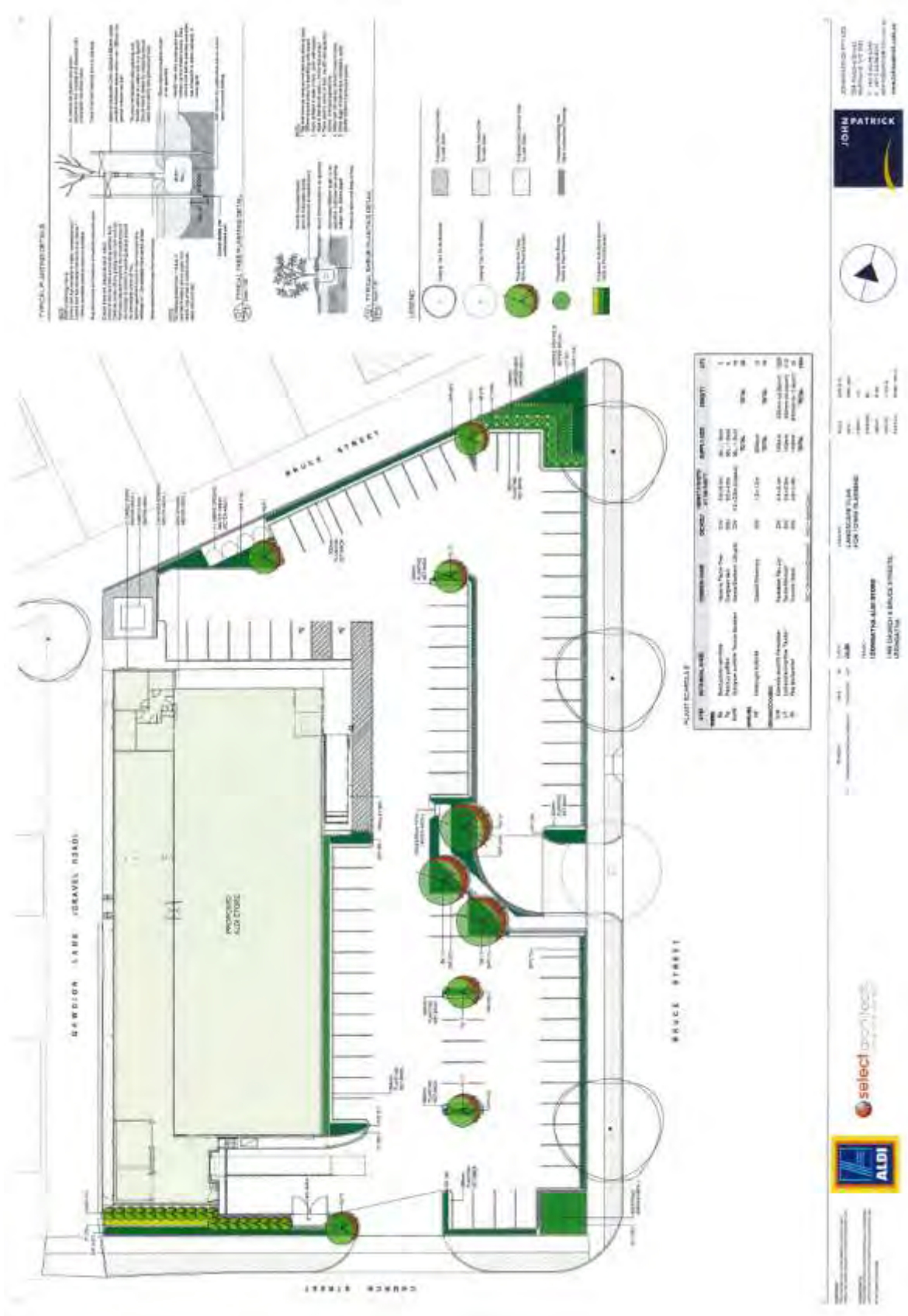
**DRAWN**  
 ELEVATIONS  
 SHEET 2

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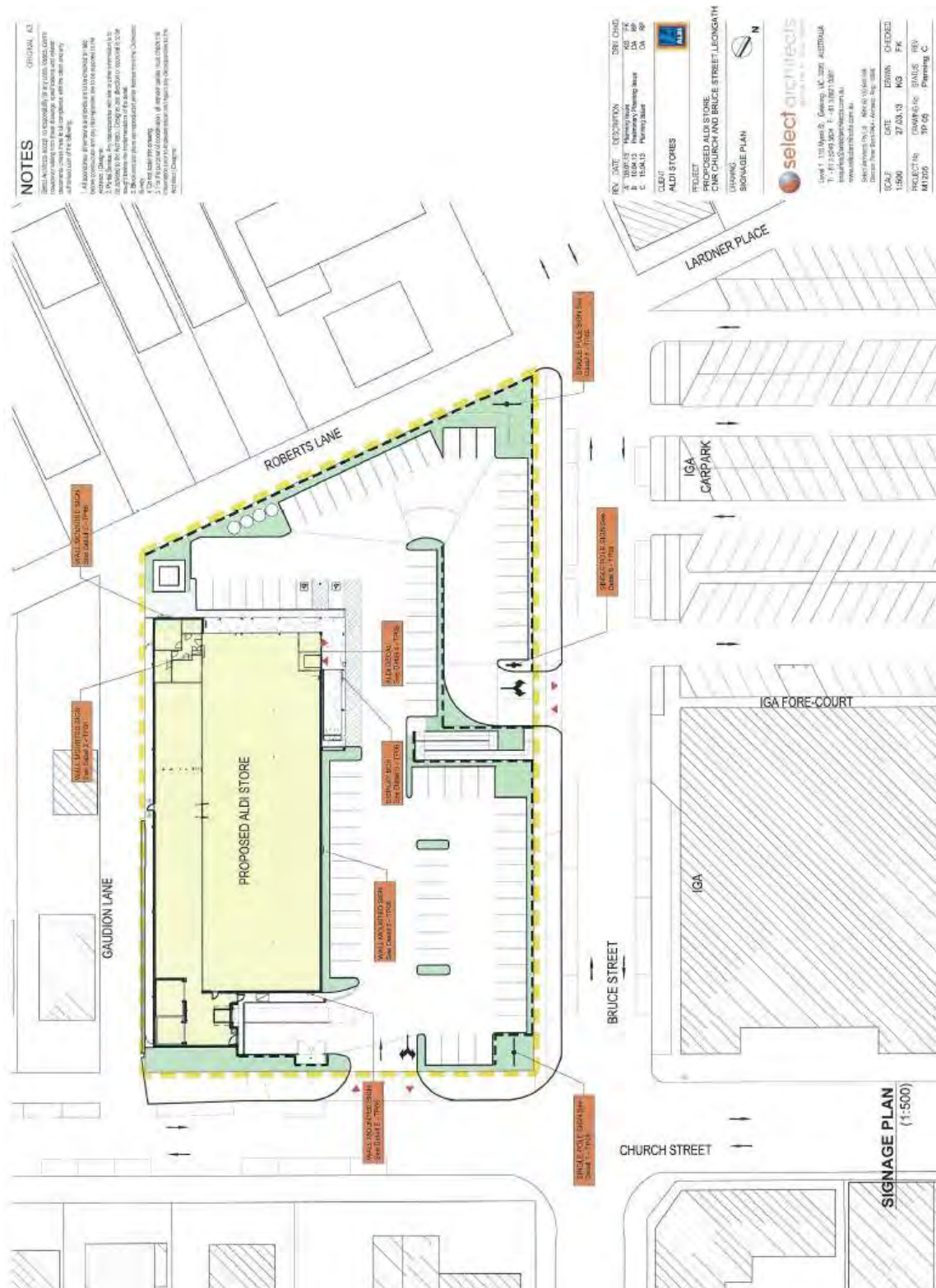
**SCALE**  
 DATE  
 26.03.13  
 MS  
 PK

**PROJECT**  
 DRAWING No.  
 M7206  
 STATUS  
 REF  
 Planning D

**Attachment 5 - Landscaping Plan**

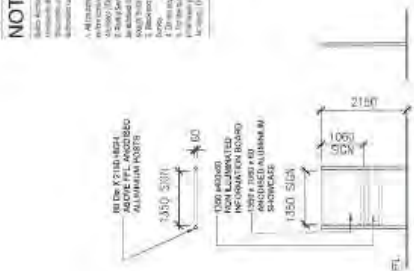


Attachment 6 - Signage Plans



**NOTES**

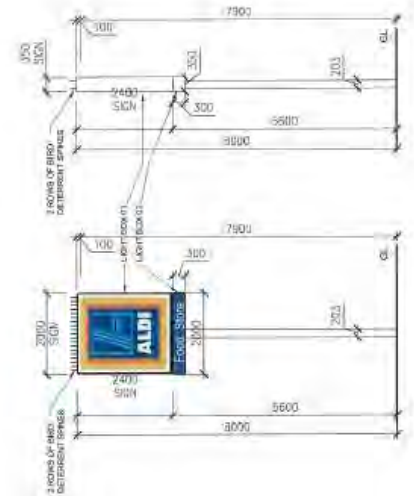
1. All dimensions are given in millimetres unless otherwise stated.
2. All dimensions are given in millimetres unless otherwise stated.
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7. All dimensions are given in millimetres unless otherwise stated.
8. All dimensions are given in millimetres unless otherwise stated.
9. All dimensions are given in millimetres unless otherwise stated.
10. All dimensions are given in millimetres unless otherwise stated.



**3 DISPLAY BOX**  
TWIN POLE (1:100)



**2 LARGE SIGN**  
WALL MOUNTED LIGHT BOX (LARGE) (1:100)



**1 POLE SIGN**  
DOUBLE SIDED LIGHT BOX SINGLE POLE (1:100)

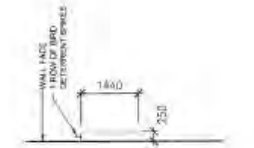
- 1 POLE SIGN**  
DOUBLE SIDED LIGHT BOX SINGLE POLE (1:100)
- 1. SIGN: 2000mm x 1000mm x 200mm (Double Sided)
  - 2. POLE: 7900mm x 100mm x 100mm (Single Pole)
  - 3. SIGN: 2000mm x 1000mm x 200mm (Double Sided)
  - 4. POLE: 7900mm x 100mm x 100mm (Single Pole)
  - 5. SIGN: 2000mm x 1000mm x 200mm (Double Sided)
  - 6. POLE: 7900mm x 100mm x 100mm (Single Pole)
  - 7. SIGN: 2000mm x 1000mm x 200mm (Double Sided)
  - 8. POLE: 7900mm x 100mm x 100mm (Single Pole)
  - 9. SIGN: 2000mm x 1000mm x 200mm (Double Sided)
  - 10. POLE: 7900mm x 100mm x 100mm (Single Pole)

- 2 LARGE SIGN**  
WALL MOUNTED LIGHT BOX (LARGE) (1:100)
- 1. SIGN: 2400mm x 700mm x 240mm (Large Sign)
  - 2. WALL: 2400mm x 700mm x 240mm (Large Sign)
  - 3. SIGN: 2400mm x 700mm x 240mm (Large Sign)
  - 4. WALL: 2400mm x 700mm x 240mm (Large Sign)
  - 5. SIGN: 2400mm x 700mm x 240mm (Large Sign)
  - 6. WALL: 2400mm x 700mm x 240mm (Large Sign)
  - 7. SIGN: 2400mm x 700mm x 240mm (Large Sign)
  - 8. WALL: 2400mm x 700mm x 240mm (Large Sign)
  - 9. SIGN: 2400mm x 700mm x 240mm (Large Sign)
  - 10. WALL: 2400mm x 700mm x 240mm (Large Sign)

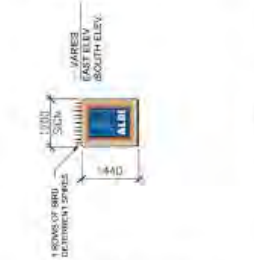
- 3 DISPLAY BOX**  
TWIN POLE (1:100)
- 1. SIGN: 1350mm x 500mm x 210mm (Display Box)
  - 2. POLE: 2100mm x 1350mm x 500mm (Twin Pole)
  - 3. SIGN: 1350mm x 500mm x 210mm (Display Box)
  - 4. POLE: 2100mm x 1350mm x 500mm (Twin Pole)
  - 5. SIGN: 1350mm x 500mm x 210mm (Display Box)
  - 6. POLE: 2100mm x 1350mm x 500mm (Twin Pole)
  - 7. SIGN: 1350mm x 500mm x 210mm (Display Box)
  - 8. POLE: 2100mm x 1350mm x 500mm (Twin Pole)
  - 9. SIGN: 1350mm x 500mm x 210mm (Display Box)
  - 10. POLE: 2100mm x 1350mm x 500mm (Twin Pole)



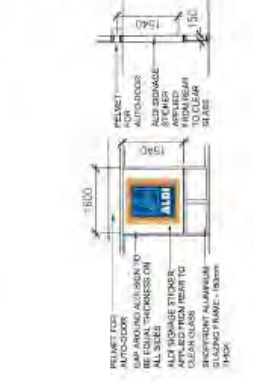
**6 CARPARK SIGN**  
WALL MOUNTED LIGHT BOX (1:100)



**5 SIGN**  
WALL MOUNTED LIGHT BOX (1:100)



**4 SIGN**  
SHOPFRONT SIGN (1:100)



**5 SIGN**  
WALL MOUNTED LIGHT BOX (1:100)

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Attachment 7 - Photo Montage Views

**NOTES**

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Architect: [Name]

**REV. DATE DESCRIPTION DRW. COND.**

A. 08/13/13 Planning Issues DA PK

**CLIENT**  
 ALDI STORES

**PROJECT**  
 PROPOSED ALDI STORE,  
 CHURCH AND BRUCE STREET, LEONGATHA

**DRAWING**  
 3D VISUAL - VIEW FROM CHURCH STREET  
 (WITHOUT TREES)

**select architects**  
 120 BRUCE STREET, LEONGATHA, VIC 3960  
 PH: 03 5262 2000  
 WWW.SELECTARCHITECTS.COM.AU

Select Architects Pty Ltd ABN 60 00 046 341  
 Director: Peter G. Venter - Architect Reg. 3448

**SCALE** DATE DRAWN CHECKED  
 AS SHOWN 28.03.13 KG PK

**PROJECT NO.** STATUS: REV  
 M1205 Planning A

VIEW FROM BRUCE STREET  
 (WITHOUT TREES)



**NOTES** ORIGINAL A3

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1. All documents, correspondence and books to be completed on site.  
 2. All drawings, specifications and bills of materials, shall be approved in writing by the client.  
 3. The client shall be responsible for obtaining all necessary permits and approvals for the project from the relevant authorities.  
 4. The client shall be responsible for obtaining all necessary permits and approvals for the project from the relevant authorities.  
 5. The client shall be responsible for obtaining all necessary permits and approvals for the project from the relevant authorities.  
 6. The client shall be responsible for obtaining all necessary permits and approvals for the project from the relevant authorities.  
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 8. The client shall be responsible for obtaining all necessary permits and approvals for the project from the relevant authorities.  
 9. The client shall be responsible for obtaining all necessary permits and approvals for the project from the relevant authorities.  
 10. The client shall be responsible for obtaining all necessary permits and approvals for the project from the relevant authorities.



VIEW FROM BRUCE STREET  
 (WITH TREES)

REV DATE DESCRIPTION DSN CHNG  
 A 08/01/13 Planning Issues DA 1/13  
 CLIENT ALDI STORES  
 PROJECT PROPOSED ALDI STORE  
 ONE CHURCH AND BRUCE STREET LEONGATH  
 DRAWING 3D VISUAL - VIEW FROM BRUCE STREET  
 (WITHOUT TREES)



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 www.selectarchitects.com.au  
 Select Architects Pty Ltd (ABN 60 061485310)  
 Director: Peter Smith, Architect, RIBA, RIAA, RICS, LEED AP  
 SCALE DATE DIMENSION SHEET(S)  
 A3 BROWN 26.03.13 HG PK  
 PROJECT No. DRAWING No. STATUS REV  
 M1220 - - Planning A

**NOTES** ORIGINAL A3

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The architect is not responsible for any errors or omissions in the documents prepared by the client or any other party. The architect is not responsible for any errors or omissions in the documents prepared by the client or any other party.

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 Phone: 03 5261 1111  
 Fax: 03 5261 1112  
 Email: info@selectarchitects.com.au  
 Website: www.selectarchitects.com.au

**Client:** South Gippsland Shire Council  
 100/101 Leongatha Road, Leongatha, VIC 3960  
 Phone: 03 5261 1111  
 Fax: 03 5261 1112  
 Email: info@selectarchitects.com.au  
 Website: www.selectarchitects.com.au

**Project:** 3D Visualisation of the proposed ALDI STORE  
 600 Church Street, Leongatha, VIC 3960

**Scale:** 1:100

**Date:** 26.03.13

**Drawn by:** KS

**Checked by:** FK

**Project No:** SC13/03 - ECJ

**Drawings No:** M1000 - Planning A



VIEW FROM CHURCH STREET  
 (WITHOUT TREES)

REV	DATE	DESCRIPTION	BY	CHKD
X	26.03.13	Planning Issue	DAK	FK

CLIENT: ALDI STORES

PROJECT: PROPOSED ALDI STORE  
 600 CHURCH AND BRUCE STREET, LEONGATHA

DRAWING: 3D VISUAL - VIEW FROM CHURCH STREET  
 (WITHOUT TREES)

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Scale: Drawing No: 100 - 03/13/03/03/03  
 Date: 26.03.13  
 Drawn by: KS  
 Checked by: FK

SCALE: DATE: DRAWN: CHECKED:  
 AS: SHOWN: 26.03.13: KS: FK:  
 PROJECT No: DRAWING No: 3960/03 - ECJ  
 M1000 - Planning A

**NOTES**

**ORIGINAL A3**

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10. The client is responsible for ensuring that all drawings are up to date and accurate. The client is responsible for ensuring that all drawings are up to date and accurate.



**VIEW FROM CHURCH STREET  
 (WITH TREES)**

REV	DATE	DESCRIPTION	BY	CHK
A	08/11/13	Parking layout	DM	TK

CLIENT: ALDI STORES

PROJECT: PROPOSED ALDI STORE  
 CNR CHURCH AND BRUCE STREET, LEONGATHA

DATE: 08/11/13

3D VISUAL - VIEW FROM CHURCH STREET  
 (WITH TREES)

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Scale: 1:500  
 Date: 08/11/13  
 Status: Planning A

**Attachment 8 - Summary of Objections**

Submission	Planning Response
<p>That the construction trucks, delivery trucks and garbage trucks will cause amenity concerns on the residential streets.</p>	<p>During construction the development will be required to comply with the EPA regulations which set restrictions on construction hours and noise emissions.</p> <p>It is recognised that there will be increased traffic movement resulting from the development. It is important to acknowledge some aspects that minimise amenity concerns:</p> <ul style="list-style-type: none"> <li>• The number of trucks that ALDI require to make deliveries to the store is significantly less than other supermarkets. Aldi owns and operates its delivery trucks, meaning that it is not required to receive deliveries from multiple suppliers. The only exception would be a daily fresh bread delivery by a local contractor. It is expected that a maximum of 2-3 trucks will deliver to the store on any given day.</li> <li>• ALDI trucks have reversing cameras which limit the need for reversing beepers. Aldi advise that their operation uses pallet jacks instead of forklifts to minimise adverse amenity impacts associated with loading activities.</li> <li>• To alleviate some of the objectors concerns a condition has been placed on the permit to ensure that delivery trucks would enter and exit the site to/from Church Street to the east so as to avoid the residential area to the west.</li> </ul>
<p>That there will be an increase in traffic flow in residential streets.</p> <p>Consideration to prevent traffic turning west from Aldi into Church Street and speed humps to be constructed.</p>	<p>Council’s Engineering department has assessed the Traffic Impact Assessment (TIA) submitted by the applicant and has considered the potential for the development to adversely affect the surrounding road networks. Council's traffic engineers are satisfied that the development can be accommodated within the existing road network, providing appropriate planning controls are applied:</p>

Submission	Planning Response
	<ul style="list-style-type: none"> <li>• As trucks need to access this location the entry/exit will be too large to physically prevent smaller vehicles turning right. This would likely result in potentially dangerous turning movements if drivers ignore the restriction.</li> <li>• All roads adjacent to the site are subject to the default local urban road limit of 50km/h. Speed humps are generally placed on roads where the 85th percentile speed of traffic is significantly in excess of the speed limit. This is not currently occurring and is unlikely to occur if the Aldi development was approved.</li> <li>• If a speed hump was installed it would have to be under the street light just west of Gaudion Lane, which may necessitate removal of additional street parking.</li> </ul>
<p>Amount of off street car parking and that the development will cause parking problems in Church and Ritchie Streets.</p> <p>Consideration should be given for visitor parking permits and time restrictions</p>	<p>To facilitate safe traffic and pedestrian movements three car parking spaces are proposed to be removed from the north side of Church Street and two are proposed to be removed from Bruce Street abutting the site.</p> <p>A footpath will be constructed at Aldi's expense providing a linkage from Church Street to the existing pathway at Blair Street.</p> <p>South Gippsland Shire Council currently does not offer visitor parking permits and is unlikely to for the foreseeable future.</p> <p>However as part of the Leongatha CBD Parking Strategy there has been recommendations identified:</p> <ul style="list-style-type: none"> <li>• Council to increase the number of short term (less than 2 hour) parking spaces in the Safeway and IGA car parks</li> <li>• In consultation with local stakeholders, Council to periodically review both on-street and off-street parking restrictions with a view to possibly altering operating hours or restriction type where demand requires</li> </ul>

Submission	Planning Response
	<ul style="list-style-type: none"> <li>• When feasible, Council to increase the number of on-street parking spaces on Bair Street in line with urban design considerations</li> <li>• Council will periodically monitor the utilisation of on-street parking spaces and will investigate measures to further manage on-street parking should occupancy levels consistently exceed 85%.</li> </ul> <p>If two hour parking is to be installed in Ritchie and/or Church Streets, it would impact all on street parking users in the vicinity, including owner/occupiers. Parking restrictions are normally implemented only if there is a majority of support from all abutting owner/occupiers therefore requiring extensive consultation and survey to implement. This process falls outside the Planning Permit decision making process.</p>
<p>The development does not provide for public toilets.</p>	<p>The requirement to provide public toilet facilities is regulated by the Building Code of Australia (BCA). Under the BCA, supermarkets are not required to provide public toilets. Aldi have advised that they do not intend to install a public toilet.</p>
<p>That the bin numbers may be inadequate and can cause visual amenity concerns</p>	<p>The number of bins proposed for the development is appropriate. The bin storage area is enclosed and landscaping will be provided to ensure there will be no amenity impacts or any unsightly appearance of rubbish from outside the property. Waste management will be regulated by the Waste Management Plan (WMP) that is required as per the condition on the Planning Permit.</p>

### **E.3 ADOPTION OF LEONGATHA INDUSTRIAL LAND SUPPLY STUDY**

Development Services Directorate

#### **EXECUTIVE SUMMARY**

This report is to seek Council's adoption of the Leongatha Industrial Land Supply Study (the Study) and for the authorisation to prepare an amendment to the South Gippsland Planning Scheme to give effect to the key recommendations of the Study.

#### **Document/s pertaining to this Council Report**

- **Attachment 1** - Table of Submissions and response
- **Attachment 2** – Clause 21.11 South Gippsland Shire Planning Scheme
- **Attachment 3** – Clause 21.15 South Gippsland Shire Planning Scheme
- **Attachment 4** – Clause 22.02 South Gippsland Shire Planning Scheme
- **Appendix 1** – Final Version Leongatha Industrial Land Supply Study
- **Confidential Appendix 1** – Copy of Submissions

A copy of the **Appendix 1** is available on Council's website:  
[www.southgippsland.vic.gov.au](http://www.southgippsland.vic.gov.au) or by contacting 5662 9200.

#### **LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES**

Department of Planning and Community Development (DPCD) 2010-2014 Corporate Plan: recognizes that enhancing the amenity of neighbourhoods, communities and improving employment and economic growth are important steps to creating liveable communities that are sustainable, connected and inclusive.

#### **INTERNAL POLICIES / STRATEGIES / DOCUMENTS**

Leongatha Structure Plan

#### **COUNCIL PLAN**

Outcome:	1.0	A Prosperous Shire.
Objective:	1.1	Work with the business community to support existing business, diversify employment opportunities and to attract new business.
Strategy:	1.1.3	We will actively encourage sustainable development and growth of agriculture, industry and commercial business.

## **CONSULTATION**

Internal consultation:

A Project Control Group (PCG) was formed at the commencement of this project when Meinhardt Consulting were engaged. The PCG was consulted throughout the development of the Study, with input received at each stage of the process. In March 2013 a Council Briefing was conducted by Meinhardt Consulting.

External consultation

The project commenced in October 2012 and following background investigations, consultation sessions were undertaken:

- October 2012 - Business and Public consultation sessions were held at the Leongatha Boardroom with approximately 18 people in attendance to inform the scope of the study.
- October – December 2012 – Separate interviews with real estate agents (four), business owners (two) and key stakeholders (six) were conducted.
- May 2013 – The draft Study was exhibited for 4 weeks from 30 April to 31 May 2013. During this period a community information session was held on 8 May 2013 at 6-830pm with approximately 8 people in attendance.

## **REPORT**

### **Background**

Leongatha's projected growth of its industrial sector will lead to full occupancy of the existing 6.5ha of developable Industrial Zoned land within 5-8 years. This Study provides an opportunity to plan for growth that delivers efficient and logical expansion of industrial land in Leongatha and its surrounds.

The Study identifies and ranks suitable land for Leongatha's industrial expansion. The Study considered a range of potential industrial sites including existing and proposed industrial zones. It also assessed service infrastructure constraints and requirements along with a detailed assessment of potential barriers to growth.

The Study considered land that could accommodate industrial growth that complements the existing industrial area and services without detracting from its functionality. High order strategic issues that are considered within the report include establishing a town centre heavy vehicle bypass; development of a bulky goods retail precinct; and development of the surplus railway precinct.



## Discussion

### Submissions

Following exhibition of the draft Study, five external submissions were received, from the:

- West Gippsland Catchment Management Authority (WGCMA),
- South Gippsland Water (SGW),
- Leongatha Aerodrome Users Group,
- Two individuals detailed in Confidential **Appendix 1**.

West Gippsland Catchment Management Authority (WGCMA): Requires proposals in the current industrial area (Area 1) and the expansion area (Area 4) to retain natural drainage corridors with vegetated buffer zones at least 30m wide each side of a waterway. These are intended to maintain natural drainage function, stream habitat, wildlife corridors and landscape values.

It is considered that flow management and water quality is strongly supported however there are site specific waterway designs and management plans that will address flow quality concerns without the need for a blanket 60m 'corridor' through an industrial estate. The WGCMA are a required referral authority for rezonings and subdivisions.

South Gippsland Water (SGW) noted that the preferred Leongatha industrial expansion areas should recognise the Tarwin River Declared Water Catchment Area. All areas will be required to be connected to reticulated sewer and water. The constraints are acknowledged and the suggested paragraph below has been added to the final version of the strategy:

"This site is in the declared Tarwin Lower Water Catchment and SGW is directing connection to reticulated sewer in the absence of a catchment management plan."

Leongatha Aerodrome users group submitted that the Aerodrome Infrastructure is more extensive than that discussed in the Study and that the current zoning, Public Use Zone 4 – Transport (PUZ4), does not reflect the actual use. The Study accounts for the submission by recommending that a site specific zone (for example the Special Use Zone) would be appropriate to facilitate the development of the aerodrome. Any change of zone would require a detailed master plan and/or Development Plan. This would provide further opportunity for a detailed infrastructure assessment reflecting current conditions.

Key recommendations of the report include:

- Area 2 – Hughes Street - provides the best logical direction of industrial growth given its proximity to the existing urban area. Development of

this area will enable lower cost transport connections and service infrastructure connections. The land can accommodate future industrial growth in a single cluster and is separated from most sensitive uses. The key constraints of the area are access and drainage. Detailed master planning would seek a design resolving drainage and other environmental issues. The precinct's future use for industrial purposes was previously identified in the existing 2008 Leongatha Structure Plan.

- Area 5 Aerodrome – Recommends consideration of a SUZ to provide for aeronautical service related uses, thus leveraging the existing assets and transport and logistics services. This area is not considered appropriate to accommodate future general industrial expansion.
- Area 7 Adjacent to Koonwarra Saleyards - Recommends consideration of a SUZ for agricultural servicing and allied retail to reflect its location adjacent to a major saleyard and its separation from Leongatha.
- Other strategic land was identified and includes land adjacent to the Andersons Road/Bass Highway turnoff / north of the Area 1. These areas have been identified as being unsuitable for an industrial estate but would be suitable to potentially accommodate a single large scale 10-20ha industrial facility. Any such large development will require site specific consideration at time of development.

Leongatha's Industrial land costs are comparable to surrounding towns which offer alternative industrial land locations as detailed below:

Estimated Industrial Land Sales Prices, Selected Areas, 2013

Area	Estimated Industrial Land Sales Price (Low)	Estimated Industrial Land Sales Price (High)	Comparison with Land Prices in Leongatha
Yarram	\$280,000	\$300,000	-25%
Traralgon	\$350,000	\$380,000	-5%
Wonthaggi	\$370,000	\$400,000	0%
Warragul	\$410,000	\$440,000	+10%
Pakenham	\$680,000	\$760,000	+90%
Cranbourne	\$760,000	\$840,000	+110%
Leongatha	\$370,000	\$400,000	0%

Source: Consultation with real estate agents.

Note: Indicative prices pertain to a typical 4,000m<sup>2</sup> vacant industrial land parcel.

Consideration of the land price differential is undertaken by developers when determining the costs and benefits to develop vacant land.

## Options

Option 1 - Council rezones land with landowner support to make development more attractive to prospective businesses. This would require substantial Council funding / resources and would be a financial impost to Council.

Option 2 - Council adopts the Leongatha Industrial Land Supply Study as presented; and references the Study in the Planning Scheme by way of a Planning Scheme Amendment. This Amendment would make changes to the

Local Planning Policy and include the Study and its findings as a Reference Document. The Amendment would provide strong strategic support for Industrial Growth and could be used to gain State Government Assistance

### **Proposal**

It is recommended that Council adopts the Strategy and authorize officers to prepare the Planning Scheme Amendment for Option 2.

### **FINANCIAL CONSIDERATIONS**

Once a rezoning proposal is put to Council for Industrial land, there will be an opportunity for Council to require contributions to the infrastructure costs required to develop the land.

### **RISK FACTORS**

Leongatha is a key area of industrial activity in the shire. Adoption of this study will assist in driving the local economy through the appropriate allocation of suitable land for industrial purposes.

### **CONCLUSION**

Given the expected increase in population and continued demand for industrial land in Leongatha it is recommended that Council undertake a Planning Scheme Amendment to support future Industrial Growth in accordance with Option 2.

Council should actively work with the landowners of the land identified commence investigation of the future uses of their land.

### **RECOMMENDATION**

**That Council:**

- 1. Adopt the Leongatha Industrial Land Supply Study.**
- 2. Request that the Minister for Planning authorise the preparation of a planning scheme amendment to reference the study.**
- 3. Prepare and publicly exhibit a Planning Scheme Amendment to include the Leongatha Industrial land Study as a Reference Document in the South Gippsland Planning Scheme.**

### **STAFF DISCLOSURE OF INTEREST**

Nil

**Attachment 1  
Table of Submissions and  
Response**

Submission No	Key Issues	Preliminary Response(s)
Submission 1	<p><u>Area 3: Young and Holt Street</u></p> <p>Residential within Industrial area:</p> <ul style="list-style-type: none"> <li>▪ 7 residential properties within Area 3, along Young Street between Bruce and Holt Street.</li> <li>▪ Not correct zoning for existing uses.</li> </ul> <p>Recommend:</p> <ul style="list-style-type: none"> <li>▪ Re-zoning of existing Industrial 1 Zone (IN1Z) to Business 1 Zone (B1Z) similar to north side of Young Street.</li> <li>▪ Cash's factory should remain Industrial 1 Zone (IN1Z).</li> <li>▪ Re-zoning of 8 Holt Street and vacant lot directly to the rear (west) on Leslie Court (southern boundary of Area 3 Industrial 1 Zone) from Industrial 1 Zone (IN1Z) to a Residential Zone.</li> </ul>	<p>It is acknowledged that the existing Industrial 1 Zone Area 3 may need to better reflect the existing uses within the boundaries of this zone, however this study is to focus on where future industrial growth should occur within the town.</p> <p>Council to consider this request outside of this Study. <b><u>No change proposed.</u></b></p>
Submission 2	<p><u>Aerodrome</u></p> <p>Existing Infrastructure:</p> <ul style="list-style-type: none"> <li>▪ Aerodrome has more utilities and services than stated in the draft LILSS report.</li> <li>▪ Reticulated bore water is available to most buildings.</li> <li>▪ Town water mains extend as far as an abattoir (now demolished) on Anderson Road approximately 3km east of the aerodrome.</li> <li>▪ The main gas pipeline to <u>Leongatha</u> passes within 1.5km to the north of the aerodrome.</li> <li>▪ The existing drainage system is capable of maintaining operational capability up to at least 50 year return events, subject to regular maintenance.</li> <li>▪ There is an existing septic system for public toilets on site that services other buildings and has capacity for further connections.</li> <li>▪ Several locations within the aerodrome vicinity appropriate for a package sewerage treatment plant.</li> </ul> <p>Zoning:</p> <ul style="list-style-type: none"> <li>▪ Existing zoning of aerodrome Public Use Zone 4 – Transport (PUZ4) is inappropriate.</li> </ul> <p>Recommend:</p> <ul style="list-style-type: none"> <li>▪ Re-zone aerodrome area to a Mixed Use Zone that allows for commercial, industrial and residential uses e.g. West Sale airport (SUZ1) and <u>Yarrawonga</u> airport (PUZ4).</li> <li>▪ Allow flexibility for non-aviation uses where appropriate.</li> <li>▪ Rectify zoning as there is a need for more on-site student accommodation.</li> <li>▪ Existing owners would like to work with Council to investigate the potential to expand the aerodrome as an employment centre.</li> </ul>	<p>The service infrastructure assessment undertaken was at a desktop level only with information provided at that time.</p> <p>This study focuses on potential land for future industrial growth taking multiple factors into account including available (known) infrastructure services, proximity to existing industrial areas, topography etc.</p> <p>It is agreed that a site specific zone like a SUZ may be appropriate to facilitate the development of the aerodrome.</p> <p>An Implementation Plan will be prepared to provide further direction regarding potential re-zoning of land.</p> <p>In the event that the Aerodrome is to be developed or rezoned, a detailed Master plan would be proposed. This would provide an opportunity for a detailed infrastructure assessment.</p> <p><b><u>Proposed change:</u></b> It is proposed that the draft report include minor changes to Attachment 3 to reflect this submission.</p>

Submission No	Key Issues	Preliminary Response(s)
Submission 3	<p><u>WGCMA</u></p> <p>Area 1:</p> <ul style="list-style-type: none"> <li>▪ Requires that any new development creates reserves or waterways and develops an appropriate Waterway Management Plan.</li> <li>▪ Any development that requires direct <u>stormwater</u> discharge to a designated waterway must demonstrate (to the satisfaction of WGCMA) that best practice standards for <u>stormwater</u> treatment will be achieved prior to discharge.</li> </ul> <p>Area 2 and 3:</p> <ul style="list-style-type: none"> <li>▪ No comments.</li> </ul> <p>Area 4:</p> <ul style="list-style-type: none"> <li>▪ Proposed infrastructure <u>costings</u> of \$180,000 underestimated due to number of designated waterways requiring a 30m buffer from development.</li> </ul>	<p>Recommend Council note these comments to be incorporated into a Master Plan and as conditions for any potential future Planning Permit issued in all areas.</p> <p>Comments regarding infrastructure <u>costings</u> are noted.</p> <p><b><u>No change proposed.</u></b></p>
Submission 4	<p><u>South Gippsland Water</u></p> <ul style="list-style-type: none"> <li>▪ The document should <u>recognise</u> the <u>Tarwin</u> River Declared Water Catchment Area.</li> <li>▪ All areas will be expected to be connected to reticulated sewer and water.</li> <li>▪ Clause 10.2" Responsibility for Delivery" – should say South <u>Gippsland</u> Water not <u>Gippsland</u> Water.</li> <li>▪ Page 70 – Area 5 Aerodrome "This site is in the declared <u>Tarwin</u> Lower Water Catchment and CMA are directing reticulated sewer in the absence of a catchment management plan." – check if there is a <u>Tarwin</u> Lower Water Catchment under control of CMA?</li> </ul>	<p><b><u>Proposed change:</u></b> Report to be updated to reflect Authority comments.</p>
Council comments	<p><u>Area 8 (Other)</u></p> <ul style="list-style-type: none"> <li>▪ On Page 39, Investigation Area 8: insert a paragraph allowing a one off large industrial use subject to appropriate strategic justification. The most likely location would be adjacent to the Andersons Rd and Bass Hwy turnoff</li> <li>▪ This paragraph needs to be included (probably in the Area 8) in case there is a substantial proposal put forward to Council in the future. It is not intended to have an Industrial "Estate" rather than consideration for a one-off self contained proposal.</li> </ul>	<p><b><u>Proposed change:</u></b> Agree. The following paragraph will be added to page 39, 41 and 47:</p> <p>"It is noted that Council has held discussions with a number of large industrial businesses over time. In the event that such a business cannot locate within the existing or proposed industrial areas within <u>Leongatha</u> then Strategic justification will be considered by Council to facilitate this use."</p>
Council comments	<p><u>Page 7</u></p> <ul style="list-style-type: none"> <li>▪ Could use a better aerial photo of the town.</li> </ul>	<p><b><u>Proposed change:</u></b></p> <p>Better aerial image to be inserted provided by Nick.</p>

Submission No	Key Issues	Preliminary Response(s)
Council comments	<p><u>Section 7</u></p> <ul style="list-style-type: none"> <li>▪ Need a brief description rationalising the selection of the Area 8 sites for inclusion</li> <li>▪ To justify a logical rationale for selecting the Area 8 "Investigation areas", apart from 3 already existing.</li> </ul>	<p><b>No change:</b> There have been no specific sites nominated in Area 8. Paragraph to be inserted as above.</p>
Council comments	<p><u>Attachment 3</u></p> <ul style="list-style-type: none"> <li>▪ <u>Area 1- Main Industrial Estate</u> Not clear what or where the intersection upgrade is meant to be. An indication of location should be included.</li> <li>▪ If it is referring to the existing intersection at Cusack/Yarragon then I doubt that any further works are required at this intersection as it already has full turning lane treatment.</li> <li>▪ If a new intersection is required further along Yarragon Rd then the cost of this intersection should be reflected in accordance with the discussion above.</li> <li>▪ The access road cost would normally be borne by the developer who subdivided the land.</li> <li>▪ <u>Area 2 – Hughes Street</u></li> <li>▪ Estimated costs for Hughes St and Turner St should be noted as provisional only for upgrade of pavement, subject to pavement testing, as both roads are already constructed and sealed.</li> <li>▪ <u>Area 4 (Area G – adjacent to golf course)</u> Intersection at Wild Dog Valley Rd estimate is grossly low and I consider should be at least \$200,000.</li> <li>▪ <u>Area 5 – Aerodrome</u></li> <li>▪ Turning lanes at Anderson/Bass should be at least \$300,000.</li> <li>▪ Maybe better to show as single estimated items than try to itemise into individual components.</li> <li>▪ Generally the extent of works indicated is an initial guess and would be subject to detail survey and design and approval of all relevant authorities.</li> </ul>	<p>We have provided a high level infrastructure costs assessment. We are happy to complete the requested changes to provide more detail, as a variation.</p> <p><b>Comment</b> – Pending confirmation from Council regarding variation request.</p>

Submission No	Key Issues	Preliminary Response(s)
Council comments	<p><u>Attachment 4</u></p> <ul style="list-style-type: none"> <li>▪ This section outlines estimated costs for component items used to estimate costs for larger projects and these appear to be appropriate.</li> <li>▪ A number of construction cost items have been omitted and should be included.</li> <li>▪ These are:</li> <li>▪ Earthworks/excavation (incl. cut and fill) can be a significant cost item for intersection upgrades to ensure the sub-base is appropriately prepared before the pavement layers are added. I note <u>VicRoads</u> estimated costs for intersection works usually start at \$300,000 and go up.</li> <li>▪ Service relocation costs can vary wildly from project to project but it is always better to include some cost even if it may only be a guess.</li> <li>▪ A 15% allowance for traffic management.</li> <li>▪ A 15% allowance for contractor uplift.</li> <li>▪ A 10% allowance for planning &amp; design, and</li> <li>▪ <u>A 40% allowance for contingencies because these estimated costs are conceptual; 20% is too low.</u></li> </ul>	<p>Comments as above.</p> <p>We have provided a high level infrastructure costs assessment. We are happy to complete the requested changes to provide more detail, as a variation.</p> <p><u>Comment</u> – Pending confirmation from Council regarding variation request.</p>

**Attachment 2**  
**Proposed Planning Scheme Amendment,**  
**Clause 21.11 South Gippsland Shire Planning Scheme**

**21.11 - ECONOMIC DEVELOPMENT**

21.11-1  
C68

**21.11-1 - Processing and manufacturing**

21.11-1  
C68

**Overview**

Value adding manufacturing and processing plays an important part in the future economic growth opportunities in the Shire. The lower operational costs for businesses and the unique lifestyle that the Shire offers should be promoted to attract new employment opportunities and population growth.

**Objectives and strategies**

**Objective 1 - To attract and develop value adding opportunities to diversify the industry base and maximise employment opportunities**

Strategy 1.1 - Encourage the development of meat processing facilities as vital industries supporting the local agricultural sector

Strategy 1.2 - Promote the Leongatha, Korumburra, Foster and Mirboo North industrial precincts as locations for new manufacturing industries

Strategy 1.3 - Encourage opportunities for the expansion of industry and the provision of related infrastructure

Strategy 1.4 - Maximise the economic benefits of timber production to the municipality by supporting value adding opportunities within the Shire

Strategy 1.5 - Encourage the location of industries within existing industrial precincts

**Objective 2 - To ensure that industries in rural areas specifically support the agricultural sector**

Strategy 2.1 - Encourage and facilitate limited value adding of primary produce at the source

Strategy 2.2 - Encourage industries in rural areas that add value to primary produce and/or provide a necessary service to the local agricultural sector

Strategy 2.3 - Encourage the development of equine and horse racing related industries around Stony Creek

**Objective 3 - To promote emerging natural resource based industries**

Strategy 3.1 - Encourage the use of wind, tidal, solar and methane as alternative energy sources

Strategy 3.2 - Encourage industries that develop products from the reuse and recycling of industrial waste

Strategy 3.3 - Encourage and promote niche industries such as the packaging and export of natural spring water

**Objective 4 - To encourage well designed, sustainable industrial development that enhances the visual amenity of the neighbourhood**

Strategy 4.1 - Ensure new development is designed and constructed to be responsive to environmental standards, is safe and functional in its layout, and improves the appearance and amenity of industrial areas



- Strategy 4.2 → Promote the use of passive and active energy efficient systems for commercial/industrial development¶
- Strategy 4.3 → Encourage the provision of shared infrastructure such as car parking, power and telecommunications¶
- Strategy 4.4 → Ensure adequate car parking, at a rate appropriate for rural and regional areas, is provided for all new industrial development¶

#### **Implementation¶**

Strategies relating to processing and manufacturing will be implemented by:¶

#### **Policy guidelines¶**

- → Using the Industrial Development local policy at clause 22.02 to ensure that new industrial developments are designed and sited to improve visual amenity and solar efficiency and to provide adequate on site car parking and vehicular access¶
- → [Referring to the Leongatha Industrial Land Supply Study 2013 \(or as amended\) when assessing applications for industrial rezoning's in Leongatha¶](#)

#### **Application of zones and overlays¶**

- → Applying the Industrial 1 and 3 zones to existing and serviced industrial areas to accommodate existing and future industrial development¶

#### **Further strategic work¶**

- → Investigating the potential for development of industries within the industrial zoned land at Barry Point that will support the proposed deepwater port facility¶

### **21.11-2 → Technology and service industry¶**

1/1 →  
C68¶

#### **Overview¶**

The beauty of the Shire and its proximity to Melbourne makes it attractive to those who can telecommute or have transportable businesses in the information technology, consulting and business services sectors. The promotion of the Shire to these groups and to those seeking improved lifestyle will lead to population and economic growth.¶

#### **Objectives and strategies¶**

**Objective 1 → To encourage the location of service industries in towns to support the local population and provide employment opportunities¶**

Strategy 1.1 → Support increased development of regional transaction centres at strategic locations throughout the Shire¶

Strategy 1.2 → Encourage the expansion of regional services in the main towns of Leongatha, Korumburra, Foster and Mirboo North¶

#### **Implementation¶**

Strategies for technology and service industry will be by:¶

#### **Policy guidelines¶**

- → Applying the particular provisions of clause 52.11 Home Occupation¶

**Further strategic work¶**

- → Investigating the feasibility of establishing a Technology Park within the Shire¶

**21.11-3 → Office and commercial uses¶**

1/1/13  
C68¶

**Overview¶**

Vibrant and functional town centres are integral to local economic development as well as servicing the needs of the business sector and the community. New commercial and industrial developments should be located within appropriate areas of the town centres to ensure that town viability is retained. There is also a need to retain a high level of services within the region to meet the needs of the community and provide employment opportunities.¶

**Objectives and strategies¶**

**Objective 1 → To encourage businesses which generate employment opportunities and provide goods and services to meet the needs of the community¶**

Strategy 1.1 → Encourage the establishment of new offices to service the region¶

Strategy 1.2 → Encourage retail facilities offering higher order goods within Korumburra and Leongatha¶

**Objective 2 → To strengthen the commercial capacity of existing town centres¶**

Strategy 2.1 → Encourage retail and office activities to locate in precincts identified in the local area structure and framework plans at clause 21.15 for each town¶

Strategy 2.2 → Discourage the establishment of office and retail developments outside existing business precincts¶

Strategy 2.3 → Encourage and support new investment through the redevelopment of existing retail facilities within town centres identified on the township structure and framework plans at clause 21.15 and the promotion of new retail facilities on key redevelopment sites within established town centres¶

Strategy 2.4 → Encourage the visual improvement of town centre business precincts to attract new commercial development¶

Strategy 2.5 → Support commercial development that enhances the amenity of the towns and is safe and functional in its layout¶

**Implementation¶**

Strategies relating to office and commercial uses will be implemented by:¶

**Policy guidelines¶**

- → Using the Advertising Sign local policy at clause 22.01 to ensure that the design and siting of advertising signs complements the streetscape and individual building lines, particularly in heritage places and precincts¶

**Application of zones and overlays¶**

- → Applying the Business 1 Zone to the existing commercial areas of the major towns to concentrate office, retail and other commercial activities within the existing commercial centres¶
- → Applying the Township Zone to the existing commercial areas of the small towns to concentrate commercial and retail activities within and adjacent to the existing town centres¶
- → Applying the Design and Development Overlay to the Leongatha town entrance to provide an attractive and distinctive town approach¶

#### **Further strategic work¶**

- → Investigating the need to apply a Design and Development Overlay to the entrances to all towns within the Shire¶
- → Developing a commercial development policy to ensure that the design and siting of commercial development is of a high standard and enhances the amenity of the surrounding area¶

### **21.11.4 → Tourism¶**

11-1  
C68¶

#### **Overview¶**

Tourism is fast becoming a significant employer and generator of economic activity within the Shire. The region boasts one of the State's major icons, Wilson's Promontory National Park, and borders the internationally recognised Phillip Island. The quality of the Shire's rural landscapes, spectacular coastal areas and environmental features, and numerous historic and culturally significant sites are major tourism attractions. The South Gippsland region provides a diverse range of recreational and tourism related experiences, such as festivals, Coal Creek Heritage Village, Grand Ridge Road scenic drive, Grand Ridge Brewery and the Nyora Speedway. Growth opportunities exist in eco-tourism and various types of agricultural and farming activities can also provide services to the tourism industry through the development of agri-tourism.¶

#### **Objectives and strategies¶**

##### **Objective 1 → To encourage a diverse range of tourism opportunities¶**

Strategy 1.1 → Encourage the development of eco-tourism and agri-tourism, building on the Shire's natural assets and agricultural land use¶

Strategy 1.2 → Promote the development of new or expanding tourism enterprises that are ecologically sustainable¶

Strategy 1.3 → Encourage outdoor education and adventure type tourism activities¶

Strategy 1.4 → Encourage the development of tourism and education packages based on sustainable energy projects¶

Strategy 1.5 → Encourage the development of a major tourist accommodation facility within reasonable proximity of Wilson's Promontory¶

Strategy 1.6 → Encourage the development of bed and breakfast, cabin, homestead and motel accommodation in appropriate locations¶

##### **Objective 2 → To recognise the importance of the Shire's natural environment and built form to the tourism industry¶**

Strategy 2.1 → Protect and promote the Shire's heritage assets, coastline, environmental qualities, rural landscape and agricultural produce for their tourism value¶

Strategy 2.2 → Encourage a high standard of streetscape amenity for residential and commercial centres within the Shire¶¶

**Objective 3 → To promote and encourage tourism use and development in the Rural Activity Zone that is compatible with agricultural production and the environmental attributes of the area¶¶**

Strategy 3.1 → Implement the policy contained in the *Rural Tourism Development Strategy* 2010 and those aspects of the *Rural Land Use Strategy* 2011 related to tourism¶¶

**Implementation¶¶**

Strategies relating to tourism will be implemented by:¶¶

**Further strategic work¶¶**

- → Developing and implementing a tourism strategy for the Shire¶¶

¶¶

**Attachment 3**  
**Proposed Planning Scheme Amendment,**  
**Clause 21.15 South Gippsland Shire Planning**  
**Scheme**

2013-2015 Planning Scheme

**21.15 LOCAL AREAS**

This clause focuses on local area implementation of the objectives and strategies for particular townships or landscape character areas. This clause should be read in conjunction with the rest of the Municipal Strategic Statement.

This clause is organised under the following local area headings:

- 21.15-1 Leongatha
- 21.15-2 Korumburra
- 21.15-3 Mirboo North
- 21.15-4 Foster
- 21.15-5 Nyora
- 21.15-6 Loch
- 21.15-7 Venus Bay
- 21.15-8 Waratah Bay
- 21.15-9 Sandy Point
- 21.15-10 Tarwin Lower
- 21.15-11 Small towns
- 21.15-12 Landscape Character Areas
  - > Character Area 1.3 – Bunurong coast and hinterland
  - > Character Area 1.4 – Tarwin floodplain
  - > Character Area 1.5 – Waratah Bay, Corner Inlet
  - > Character Area 2.3 – Cape Liptrap
  - > Character Area 3.2 – Welshpool hills and Mount Hoddle
  - > Character Area 4.1 – Venus Bay dunes

**21.15-1 Leongatha**

Leongatha is the principal township of the South Gippsland Shire and a centre of State significance in the dairy milk processing industry. Key issues in Leongatha include establishing a town centre heavy vehicle bypass route, the development of a bulky goods retail precinct, the provision of additional industrial land, and development of the surplus railway precinct land. Leongatha's future will depend on consolidating and growing its commercial sector, promoting residential development, and defining and building upon Leongatha's broader role within the greater West Gippsland region.

**Local area implementation**

- Ensure that any proposed use and development of land in Leongatha is generally in accordance with the *Leongatha Framework Plan* and the *Leongatha Town Centre Framework Plan and the Leongatha Industrial Land Supply Study*.
- Retain Leongatha as the major regional service centre in the Shire.

2013-2015 Planning Scheme

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**Settlement**

- Ensure that sufficient areas of residential land, at a range of densities, are available to accommodate future township growth
- Achieve sequential and staged residential development that integrates with existing infrastructure networks
- Encourage the rezoning of appropriate areas identified in the *Leongatha Framework Plan* to maintain an estimated 15 year residential land supply
- 
- Promote higher density residential development and retirement living within a 400m radius of the existing commercially zoned land in the town centre
- Require the preparation of development plans for new residential estates that establish appropriate integration with existing residential areas and infrastructure; provide pedestrian and cyclist connectivity to the town centre; and protect the environmental values of the land

**Economy**

- Maintain the primacy of the town centre as the retail and service hub of the settlement
- Discourage the development of retail uses outside of the town centre where such uses may weaken the principal role of the town centre
- Maintain a compact town centre that reduces the need for car usage, with all key features and major retail activities within comfortable walking distance of the intersection of Bair Street and McCartin Street
- Ensure that adequate land is available to accommodate additional retail, social, community, commercial and entertainment facilities within the town centre
- Provide adequate areas of commercial and industrial land
- Promote the establishment of a bulky goods retail precinct on the western side of the South Gippsland Highway, and commercial use precinct for uses not appropriate to a town centre location on the eastern side of the Highway, at the southern entry to the township
- Focus industrial development within existing industrial areas
- Encourage the rezoning of appropriate areas identified in the *Leongatha Industrial Land Supply Study* in particular the land north and west of the golf course recreation reserve while integrating the potential for heavy vehicle connectivity to the South Gippsland Highway
- Encourage the rezoning of the areas identified in the *Leongatha Industrial Land Supply Study* in the vicinity of the Koonwarra Saleyards for rural service industries
- Encourage the rezoning of the areas identified in the *Leongatha Industrial Land Supply Study* in the vicinity of the Leongatha Airport for aviation related industries

**Landscape and built form**

- Ensure a high standard of building design, layout and landscaping for all new development, and particularly at the highway entrances to the town

**Infrastructure**

- Provide strong pedestrian and cycling connectivity to the town centre and key community assets
- Improve heavy vehicle and highway traffic movement through and around the township

SOUTH GIPPSLAND PLANNING SCHEME¶

- Ensure new development and road traffic improvements do not compromise the longer-term potential return of rail services to Melbourne¶

**Further strategic work¶**

- Review the existing zoning of the town centre and immediate surrounds and prepare a detailed strategic plan for the town centre which includes consideration of the areas identified as 'Town Centre Expansion Investigation Areas' and 'Future Commercial Investigation Area'¶
- Pursue the establishment of a highway bypass of the Leongatha town centre by the diversion of South Gippsland Highway traffic along Long Street and Hughes Street in accordance with the *Leongatha Town Centre Framework Plan*¶
- Pursue options to improve heavy vehicle traffic movements from the South Gippsland Highway to the industrial estate¶
- Prepare an outline development strategy to guide the integrated planning of the proposed residential and commercial land uses between areas north of Boags Road and Simons Lane and the established township¶
- Pursue rezonings for Industrial Purposes and the preparation of Development Plan Overlays or Development and Design Overlays to accord with the *Leongatha Industrial Land Supply Study 2013*¶

▪→¶

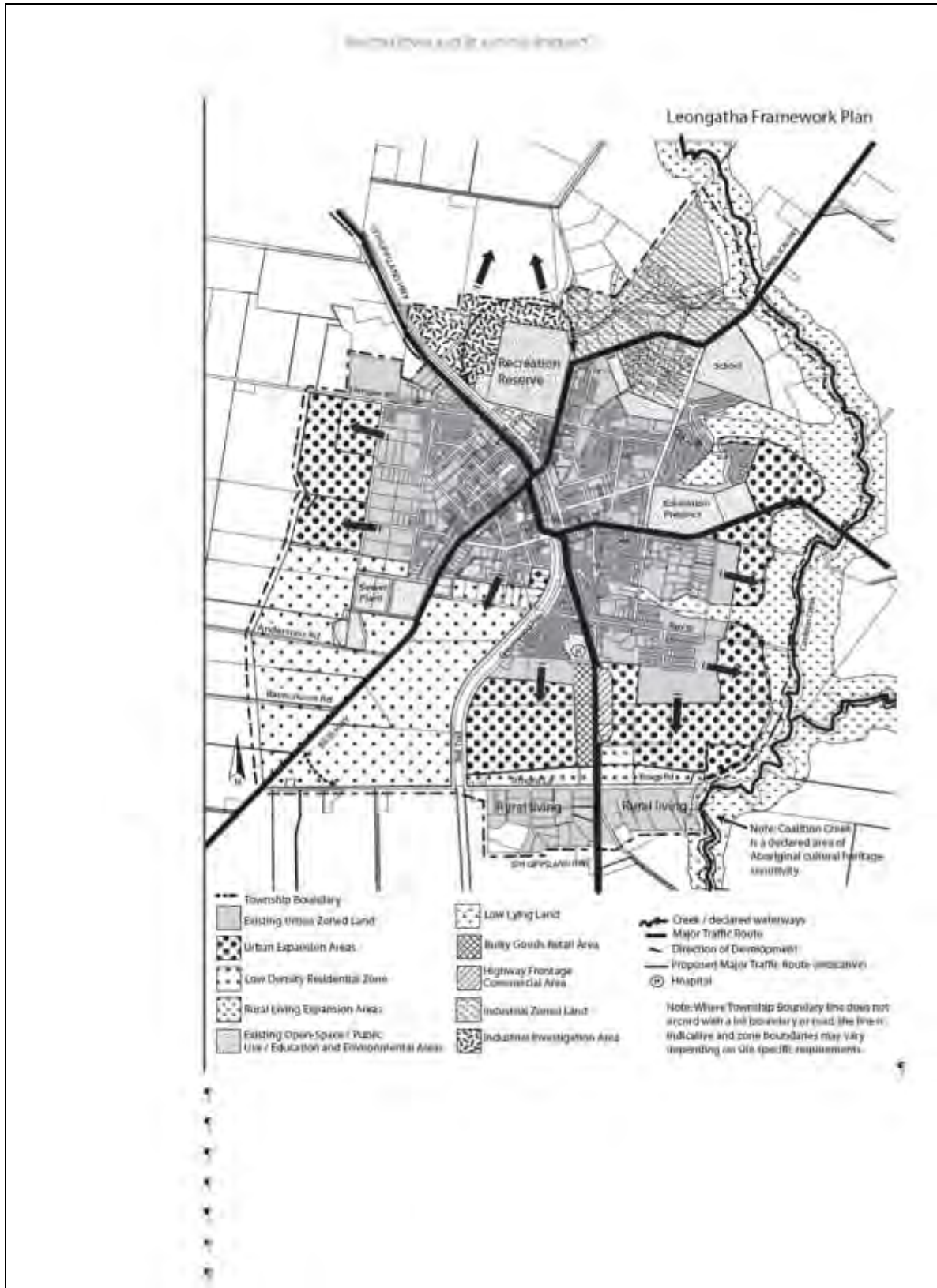
**Reference documents¶**

*Leongatha Structure Plan, 2008*¶

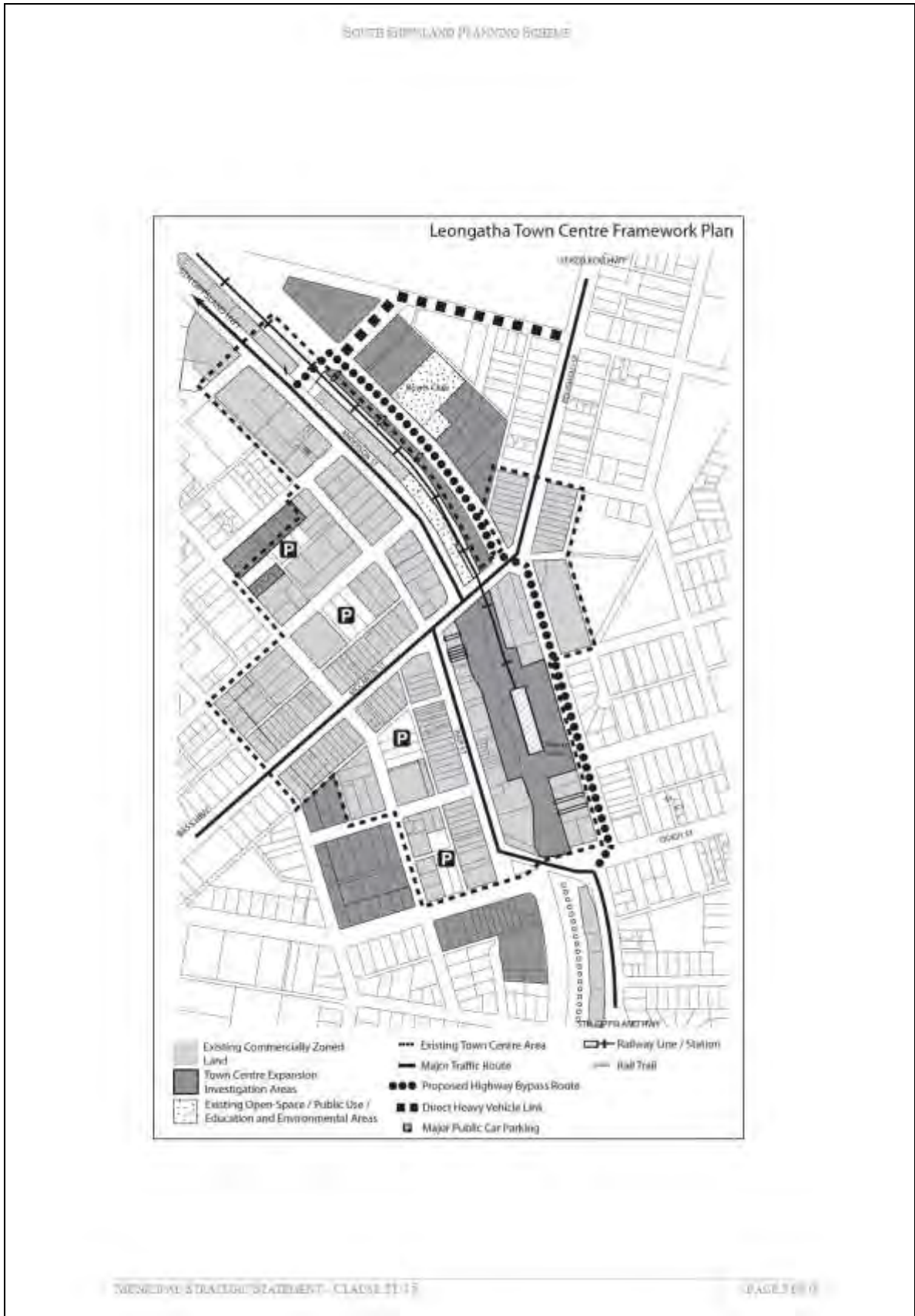
*Leongatha Town Centre Framework Plan*¶

*Leongatha Industrial Land Supply Study 2013 (or as amended)*¶

¶







**Attachment 4**  
**Proposed Planning Scheme Amendment,**  
**Clause 22.02 South Gippsland Shire Planning Scheme**

Council Chambers, Leongatha, Victoria

**22.02 INDUSTRIAL DEVELOPMENT**  
30/03/2009  
C18

This policy applies to all industrial development that requires a permit.

**Policy basis**

Clause 21.11-1 of the Municipal Strategic Statement refers to the need to improve the appearance and overall amenity of industrial areas to make these areas more attractive to new industries seeking to establish within the Shire. The appearance and function of industrial areas can be improved by applying particular attention to the layout of the site, building materials, screening and landscaping. All industrial development is encouraged to incorporate responsive environmental design standards for improved energy efficiency.

**Objectives**

- To encourage well designed industrial development, which is safe and functional in its layout.
- To encourage industrial development that does not detract from the amenity of surrounding area.
- To ensure that industrial development is designed and constructed to responsive environmental design standards.

**Policy**

It is policy to:

- Encourage all new buildings and building additions to incorporate passive solar and energy efficient design principles in their siting and design.
- Ensure that new buildings and building additions are designed so that their height and bulk enhances the visual amenity of the surrounding area.
- Ensure that new industrial development is provided with adequate parking, loading and storage facilities and sites are drained adequately.

**Application Requirements**

An application for development must be accompanied by the following information, as appropriate:

- A site analysis indicating:
  - built form and scale of development on adjoining land
  - variation in ground levels between the site and adjoining land
  - location and height of walls built to the boundary on adjoining sites
  - solar access enjoyed by surrounding developments.

**Performance measures**

It is policy to assess proposals against the following criteria:

- External finishes of walls and roofs of buildings should be brick, stone, concrete, colour impregnated steel cladding (such as "Colorbond") or other non-reflective material.
- A minimum two metre wide strip of landscaping should be provided along the front title boundary (principal road frontage) of the site.

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- The area of the site between the landscaping strip and building envelope should be designated for customer car parking.
  - Staff car parking areas should be located at the rear of the site.
  - External storage areas should be located at the rear of the site.
  - Car parking and access areas, including loading & unloading areas, should be sealed with an all weather surface, such as asphalt, concrete, brick pavement or other similar treatment.
  - Car parking areas should be designed so that vehicles are able to enter and exit the site in a forward motion.
  - External storage areas should be surfaced in either a gravel or all-weather surface such as asphalt, concrete or other similar treatment.
  - External storage areas should be screened from view from adjoining sites or nearby roads through the use of landscaping or fencing.
  - Fencing along the frontage of the site should be a minimum of fifty percent (50%) transparent, not exceed 1.8 metres in height and be constructed out of non -reflective materials.
  - Landscaping should be provided on each site which:
    - is used in place of fencing along the frontage
    - is low maintenance
    - uses indigenous vegetation
    - screens areas where visibility for safety is not essential
    - defines areas of pedestrian and vehicular movement.
  - On-site infiltration trenches, incorporated into landscaping areas, should be used to minimise stormwater run-off from the site.
  - Stockpiles should be located at least 10 metres away from drainage lines and surrounded by batter(s) and silt fences.
  - Buildings should be setback from the frontage generally in line with the setback of buildings on adjoining properties.
  - Where no adjoining buildings exist, buildings should be setback no closer than seven metres to the frontage of the site.
  - Buildings should be designed and sited to maximise the use of natural light and solar energy.
  - North-facing windows should be maximised to improve solar efficiency.
  - Sites adjacent a Residential or Township zone containing residential development should be landscaped along the boundaries to screen the activities on the site.
- Proposals that do not meet these criteria may still meet the objectives of the policy.

**Decision guidelines**

Before deciding on an application, the responsible authority will consider, as appropriate:

- any adopted outline development or concept plan that applies to the subject land
- the layout of the development and building materials proposed to be used
- whether the development incorporates energy efficient principles in its siting and design
- the impact of the development on the solar access enjoyed by adjoining development
- the design and treatment of car parking, access and loading areas
- the type and extent of landscaping proposed
- the requirements of Council's Infrastructure Design Manual (as amended)

SOUTH GIPPSLAND PLANNING SCHEME

- The findings and recommendations of the Leongatha Industrial Land Supply Study 2013 (or as amended)

#### **E.4 PLANNING SCHEME AMENDMENT C77 - EASTERN DISTRICT URBAN DESIGN FRAMEWORKS - FINAL CONSIDERATION**

Development Services Directorate

##### **EXECUTIVE SUMMARY**

The Planning Panel Victoria (PPV) report on Planning Scheme Amendment C77 - Eastern District Urban Design Frameworks (C77) has been received. The report recommends support for the amendment overall, with some minor modifications, including 'splitting off' immediate action on two areas for rezoning pending resolution of specific matters concerning the land owners.

It is recommended that Council adopt C77 in line with the Panel's recommendations. This would require Council to seek approval from the Minister for Planning for implementation of the bulk of C77 and to seek a year's time extension in which to make a final decision on two rezonings recommended for 'splitting off'.

##### **Documents pertaining to this Council Report**

- **Attachment 1** - Minutes for Report E1 to Ordinary Council Meeting 28 November 2012
- **Attachment 2** - Planning Panel's consolidated recommendations
- **Appendix 1** - Planning Panel Victoria report on C77
- **Appendix 2** - Content of C77 recommended for adoption by Council and approval by the Minister

A copy of **Appendix 1 and 2** is available on Council's website: [www.southgippsland.vic.gov.au](http://www.southgippsland.vic.gov.au) or by contacting 5662 9200.

##### **LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES**

Planning Panel report on Amendment C77 - Eastern District Urban Design Framework

Planning and Environment Act 1987

Ministerial Direction No. 15

##### **INTERNAL POLICIES / STRATEGIES / DOCUMENTS**

Eastern District Urban Design Frameworks January 2012

## COUNCIL PLAN

Outcome:	3.0	Integrated Services and Infrastructure
Objective:	3.1	Deliver affordable modern community services and facilities through an integrated approach to planning and infrastructure development
Strategy No:	3.1.1	We will deliver Council and community projects and leverage project funds to attract investment from external sources
Strategy No:	3.1.3	We will develop an integrated planning approach for our townships and villages, so that facilities are located in areas where they are most appropriate.

## CONSULTATION

Planning Scheme Amendment C77 was exhibited from 30 August to 28 September 2012 and at the 28 November 2012 Council meeting, Council resolved to request a Planning Panel be convened to hear submissions.

At the direction of the Panel at the Directions Hearing on 31 January 2013, further exhibition of rezoning at Toora occurred from 11 February to 12 March as a response to a submission received at the hearing.

This exhibition was conducted in consultation with the Department of Planning and Community Development (DPCD) and comprised letters to adjacent and adjoining owners and occupiers, Prescribed Ministers, relevant agencies, and Toora Progress Association. Notice was also given in local newspapers, by poster display at Toora Post Office and on Council's web site.

## REPORT

### Background

The background to C77 is outlined in the report to Council's 28 November 2012 meeting (**Attachment 1**). However events that have occurred since that meeting are as follows:

1. In the period between Council's request for a Panel and the Directions Hearing, four late submissions were received.
2. Two of the submissions requested inclusion of a piece of land in the proposed rezoning at Agnes (Farming Zone [FZ] to Rural Living Zone [RLZ]) and one submission supported the piece of land not being rezoned. The fourth submission supported the inclusion of heritage policies in the new clause 21.04-14 (Municipal Strategic Statement section) to the South Gippsland Planning Scheme. Council accepted all of the submissions under delegation and notified PPV.

3. A fifth submission, by Prom Country Aged Care Inc., was tendered at the Directions Hearing. The submission requested extension of the proposed Rural Activity Zone at Toora to include the submitter's property (Prom View Lodge) at 45 Welshpool Road. This submission was accepted under delegation.
4. Council exhibited a revised version of the C77 Toora rezoning map which included the requested RAZ extension as it was supported by the Eastern District Urban Design Frameworks.
5. Two submissions (Toora Primary School and Toora Primary School Council) were received following this exhibition. Both objected to the proposed rezoning of the Prom View Lodge site.

### **Discussion**

**Attachment 2** contains the Panel's recommendations for Amendment C77.

In agreement with Council's submission, the Panel recommended that the two site-specific rezonings (at Toora and Agnes) associated with the late submissions be split off from the bulk of the amendment in order to allow more time for relevant ownership matters to be resolved. Unless an exemption for extra time is sought and obtained from the Minister for Planning, Ministerial Direction No. 15 requires Council, as the planning authority, to make a decision to adopt an Amendment within 40 business days of receiving the Panel report.

At Toora, a year's time extension will allow the owner (via the market) to determine if the property is most likely to be used for another community health use or for a tourism or accommodation use after the current aged care facility ceases. Depending on the outcome, the owner will ask Council to adopt the rezoning or to abandon it.

At Agnes, the time extension will allow for an ownership dispute to be legally resolved. The outcome affects whether the disputed piece of land is part of a rural living property or as part of a commercial agricultural property. The Panel made rezoning recommendations in relation to each possible outcome of the ownership dispute.

### **Options**

Council may adopt the amendment in part as recommended by the Panel, or in full, or abandon the amendment. It is recommended that in line with usual practice C77 is adopted in accordance with Panel's recommendations. There are no strong planning arguments in support of the alternative options.

## **Proposal**

It is proposed that Council proceed with the amendment as the Panel recommends by:

1. Adopting C77 - Part 1 (Eastern District Urban Design Frameworks) with the modifications as recommended;
2. Splitting off the proposed rezoning of 25 Welshpool Rd Toora as C77 Part 2 and seeking approval from the Minister for Planning for a 12-month extension to the period in which Council is required to make a final decision.; and
3. Splitting off the proposed rezoning at Agnes as C77 Part 3 and seeking approval from the Minister for Planning for a 12-month extension to the period in which Council is required to make a final decision.

## **FINANCIAL CONSIDERATIONS**

No directly related further expense should be incurred by adopting C77 as recommended by the Panel.

## **RISK FACTORS**

There are no risk factors directly associated with the adoption of the Panel's recommendations.

## **CONCLUSION**

The implementation of the Eastern Districts Project into the Planning Scheme will allow for appropriate growth as well as clear direction for the use and development of land across a substantial part of the Shire.

## **RECOMMENDATION**

**That Council:**

1. **Split Planning Scheme Amendment C77 into three parts, being:**
  - a. **C77 Part 1: Planning Scheme Amendment C77 excluding the proposed rezoning of 25 Welshpool Rd Toora and proposed rezoning at existing subdivision on South Gippsland Highway east of Agnes River Road**
  - b. **C77 Part 2: Referring specifically to the proposed rezoning of 25 Welshpool Rd Toora , and**
  - c. **C77 Part 3: Referring specifically to proposed rezoning at the existing subdivision on South Gippsland Highway east of Agnes River Road, Agnes**

- 2. Adopt Planning Scheme Amendment C77, part 1 as recommended by the Planning Panels Victoria report;**
- 3. Request the Minister for Planning to approve planning scheme amendment C77, part 1 in the form recommended by the Planning Panels Victoria report;**
- 4. Seek approval from the Minister for Planning for a 12-month extension to the period in which Council is required to make a final decision for C77 Part 2; and**
- 5. Seek approval from the Minister for Planning for a 12-month extension to the period in which Council is required to make a final decision for C77 Part 3**

**STAFF DISCLOSURE OF INTEREST**

Nil



## Attachment 1 Report E1 to Ordinary Council Meeting Minutes 28 November 2012

South Gippsland Shire Council  
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### SECTION E - COUNCIL REPORTS

**Councillor Harding left the room at 2.19pm with a declared indirect conflicts of interest in Council Report - Item E.1 - Planning Scheme Amendment C77 - Eastern District by close association in that she is a friend with a person lodging a submission, and a further indirect conflict of interest by way of conflicting duty as President of the Toora Progress Association.**

#### **E.1 PLANNING SCHEME AMENDMENT C77 - EASTERN DISTRICT**

Development Services Directorate

##### **EXECUTIVE SUMMARY**

- Amendment C77 to the South Gippsland Planning Scheme was exhibited during September. The purpose of C77 is to define, support and enhance four towns (Port Franklin, Toora, Welshpool and Port Welshpool) and three settlements (Mt Best, Agnes and Hedley) in the eastern district of the Shire. The zoning, overlay and Municipal Strategic Statement (MSS) changes proposed in C77 were recommended actions in the Eastern District Urban Design Frameworks January 2012 which Council adopted in February 2012.
- Minor changes to C77 are recommended as a result of 12 submissions received from the exhibition however changes requested by one submission are not supported. Consequently Council is recommended to adopt a modified C77 and to request the Planning Minister to convene a Planning Panel hearing for the unresolved issue.

##### **Documents pertaining to this Council Report**

- **Attachment 1** - Changes prior to exhibition
- **Attachment 2** - Recommended C77 map modifications
- **Attachment 3** - Minuted Council resolution, Eastern District Urban Design Frameworks adoption, 22 February 2012
- **Appendix 1** - Exhibition zoning and overlay maps
- **Appendix 2** - Exhibited new MSS clause 21.04-14 (and re-numbered subsequent clauses)
- **Appendix 3** - Exhibition Explanatory Report
- **Appendix 4** - Eastern District Urban Design Frameworks January 2012
- **Appendix 5** - Submissions

A copy of the **Appendix 1 - 5** is available on Council's website:  
[www.southgippsland.vic.gov.au](http://www.southgippsland.vic.gov.au) or by contacting 5662 9200.

**LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES**

Planning and Environment Act 1987

South Gippsland Planning Scheme

**INTERNAL POLICIES / STRATEGIES / DOCUMENTS**

Eastern District Urban Design Frameworks January 2012

**COUNCIL PLAN**

Strategic Goal	1.0	A Vibrant, Engaged Community
Outcome	1.1	Active, Resilient Community
Strategy No.	1.1.5	Cultural development
Outcome	1.4	Heritage and History
Strategy No.	1.4.2	Heritage protection
Strategic Goal:	3.0	A Strong Economy
Outcome:	3.3	Infrastructure
Strategy No:	3.3.4	Land Use Planning

**REPORT**

**Background**

Adoption of Amendment C77 is the final stage of an investigative strategic planning process for the Eastern District of the Shire. The process began in December 2010 and was partly funded by the Department of Planning and Community Development (DPCD).

The amendment applies to all land within and immediately adjoining the towns of Port Franklin, Toora, Welshpool and Port Welshpool, and the rural localities of Mt Best, Agnes and Hedley. Currently, the planning scheme's MSS does not specifically refer to these towns and localities, though they are partly covered by the existing 'Small towns' Clause at 21.04-14. Council adopted the Eastern District Urban Design Frameworks January 2012 (ED UDFs) at its 22 February 2012 meeting. The Planning Minister authorised preparation of a planning scheme amendment on 3 August 2012.

The amendment introduces:

- A new clause 21.04-14 containing statements and Framework Plans guiding future development, identifying town boundaries and adding the adopted Eastern District Urban Design Frameworks as a Reference document;
- Re-numbering of MSS section 21 clauses to allow for the insertion of the new clause. (The current 21.04-14 becomes 21.04-15 etc); and
- A series of zoning and overlay changes.

### **Consultation**

#### Internal

The amendment was circulated internally for comment to relevant Council departments.

#### External

C77 was formally exhibited from Thursday 30 August to Friday 28 September 2012. The exhibition material included maps (**Appendix 1**) showing proposed changes to zones and overlays; the proposed new Clause 21.04-14 and subsequent renumbered clauses (**Appendix 2**); the Explanatory Report (**Appendix 3**) and the Eastern District Urban Design Frameworks January 2012 (**Appendix 4**), which C77 proposes as a 'Reference document' in the MSS.

Notice of the exhibition was given by direct mail and newspaper advertisements. Copies of the amendment documents were available online and in hardcopy at five locations. An evening information session held at Welshpool hall was well attended.

### **Discussion**

#### Changes prior to Exhibition

After Council's adoption of the ED UDFs on 22 February 2012 (See **Attachment 3** - Minuted Council resolution, Eastern District Urban Design Frameworks adoption, 22 February 2012), some changes were made to proposed rezonings as a result of authorisation negotiations with DPCD (**Attachment 1**). The changes were exhibited as part of C77.

#### Submissions (see **Appendix 5**)

As summarised in the table below, eight submissions supported the amendment or had no objection, and five submissions asked for changes.

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Issue	Details	No.	Response	Recommendation
Support or no objection	N/A	8	Support the amendment	No changes required
Comments made about specific contents of the ED UDFs.	Port Welshpool - Ross St submission & parts of the Port Welshpool Working Group & Harvey submissions Toora - parts of Toora Railway Reserve Parkland Development Advisory Committee & Spooner submissions	4	ED UDFs were included in the exhibition documentation as it is proposed as a Reference Document (amendment source) in the MSS however the ED UDFs contents were not on exhibition as they have been adopted by Council.	No changes required
Retain Environmental Significance Overlay 5 (Areas Susceptible to Erosion) & Significant Landscape Overlay 3 (Corner Inlet Amphitheatre) on area rezoning to Rural Activity Zone at Toora. Internal submission	Steep & south facing. Visible from highway & Inlet. Potential substantial earthworks	1	Supported. Overlay deletions raised by the ED UDFs were to reduce blanket permit triggers on developed land to be rezoned to urban zone & these do not apply.	Remove proposed Environmental Significance Overlay & Significant Landscape Overlay deletions on Rural Activity Zone at Toora See <b>Attachment 2</b>

South Gippsland Shire Council  
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Issue	Details	No.	Response	Recommendation
Do not apply rezoning	60 Victoria St Toora is privately owned so not suitable for a public zoning.	1	Supported. Public Park and Recreation Zone rezoning not appropriate.	Modify rezoning as requested. See <b>Attachment 2</b>
	Strip of land shown on database as a road reserve is part of 18ha Farming Zone lot to the north at 28 Agnes River Rd & required for cattle access.	1	Supported. Rural Living Zone is not appropriate.	
Extend Rural Activity Zone rezoning - mediated submission	Extend to include part of Lot 2 TP 645371 at 4875 South Gippsland Hwy Toora	1	Supported. Extends 8.82ha (approx) Rural Activity Zone by 1.68ha (approx). Owners would have two titles (1.42ha & 1.68ha approx) in Rural Activity Zone of suitable size, aspect & proximity to Toora for tourism purposes. Usable separately, as a pair, or in combination with the caravan park and/or the (closing) nursing home. A steep area of 1.85 ha (approx) retained in Farming Zone by a title boundary realignment to transfer it into a 35ha (approx) grazing lot.	Modify rezoning as mediated. See <b>Attachment 2</b>



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Issue	Details	No.	Response	Recommendation
Remove heritage components.	Objects to wording in new clause 21.04-14 referring to the Stanley St precinct in 9th Strategy and 4th Action for implementation.	1	<p>Despite a mediation meeting, the submitter mistakenly believes C77 imposes heritage controls. Council resolution of 22/2/12 noted, "Consideration of heritage planning controls for Port Franklin, Toora, Welshpool, Port Welshpool, Mt Best, Agnes and Hedley are to be addressed as a separate action in the future requiring detailed further investigation and public consultation."</p> <p>Heritage asset protection is a requirement in the State Planning Policy Framework, the Local Planning Policy Framework &amp; the Council Plan.</p> <p>Heritage consideration is a standard part of urban design assessment.</p> <p>Stanley St precinct referenced as it is highlighted in the ED UDFs &amp; the South Gippsland Heritage Study as a valuable heritage asset.</p> <p>The new clause provisions are consistent with those relating to heritage values in the Western District towns (Amendment C72).</p>	<p>Not supported due to clear Council direction on heritage &amp; comply with State &amp; local requirements. Do not make changes to C77.</p> <p>(See <b>Attachment 3</b> - Minuted Council resolution, Eastern District Urban Design Frameworks adoption, 22 February 2012)</p>

### Options

Council has the options of:

1. Adopting a modified C77 as recommended in response to community consultation and requesting the Minister for Planning to convene a Planning Panel to hear and report on the unresolved objection to proposed Clause 21.04-14 references to the Stanley Street precinct Amendment C77; or

2. Adopting a modified C77 including removal of proposed Clause 21.04-14 references to the Stanley Street precinct, and requesting the Minister for Planning to approve the amendment; or
3. Abandoning Amendment C77.

**Proposal**

That Council modifies C77 as recommended and requests the Minister for Planning to convene a Planning Panel to hear and report on the unresolved objection to proposed Clause 21.04-14 references to the Stanley Street precinct.

**FINANCIAL CONSIDERATIONS**

If there is an unresolved objection to the amendment, Council would be required to fund the Planning Panel hearing and report, and the submission prepared and put on Council's behalf. If the objector wishes to make their objection in person to the Panel and the Panel convenes the hearing in South Gippsland, the total cost to Council is approximately \$10,000. A lesser amount would apply if the objector does not wish to submit to the Panel, if the Panel determines the matter 'on the papers' (written submissions only) or if the hearing is held in Melbourne. In any circumstance, the amount could be covered by the operational budget for the Strategic Planning and Development Department.

**RISK FACTORS**

Adoption of the amendment with the recommended modifications would implement the essential benefits of the ED UDFs plus some localised improvements into the planning scheme.

If the submission requesting removal of the references to the Stanley St precinct from the new Clause 21.04-14 is supported by Council, the following risks apply:

- Council could be perceived as undermining its own strategies that value heritage assets in the Shire. (Council Plan strategies for heritage protection, cultural development and land use planning);
- Council is undermining its own clearly specified direction on heritage values in the Eastern District;
- Lost opportunity to support a policy that benefits both a unique tourism attraction and future generations in Toora;
- Council could be perceived to be failing to give leadership on an important aspect of community identity and character that it has already signalled will be the subject of future investigation;

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- Council could be perceived to be inconsistent in its approach to locations with heritage values when implementing urban design frameworks or structure plans into the planning scheme;
- Council could be undermining State Government planning provisions that specify protection and enhancement of heritage assets and their contribution community character and connection to community history; and
- Council could be perceived as making its decision based on reasons of cost or convenience rather than on strategic planning merits.

Abandoning Amendment C77 means that strategic planning actions recommended by the ED UDFs would not be implemented. It would reduce the amount of economic, tourism and development support for the Eastern District through the South Gippsland Planning Scheme.

#### **CONCLUSION**

Exhibition of C77 resulted in the majority of submissions expressing support for the amendment. Modifications to C77 are recommended as a result of four submissions. One submission is not supported and consequently is recommended for referral to a Planning Panel for independent review and report.

#### **RECOMMENDATION**

That Council:

1. Approve the recommended changes to the exhibited version of C77 in response to the submissions received and mediated;
2. Adopt Amendment C77 (refer Attachment 2); and
3. Request the Minister for Planning to convene a Planning Panel to hear and report on the remaining objection.



South Gippsland Shire Council  
Minutes

28 November 2012  
Council Chambers, Leongatha

**MOVED: Cr Davies**

**SECONDED: Cr Fawcett**

**THAT COUNCIL:**

- 1. APPROVE THE RECOMMENDED CHANGES TO THE EXHIBITED VERSION OF C77 IN RESPONSE TO THE SUBMISSIONS RECEIVED AND MEDIATED;**
- 2. ADOPT AMENDMENT C77 (REFER ATTACHMENT 2); AND**
- 3. REQUEST THE MINISTER FOR PLANNING TO CONVENE A PLANNING PANEL TO HEAR AND REPORT ON THE REMAINING OBJECTION.**

**CARRIED UNANIMOUSLY**

**Cr Harding returned to the Meeting at 2.26pm.**



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## Attachment 2 Planning Panel's consolidated recommendations

The Panel recommends that Amendment C77 to the South Gippsland Planning Scheme be approved, including the further post-exhibition changes proposed by Council as shown in Appendix B, subject to the following further recommendations:

1. → Adopt the proposed new clause 21.04-4 in the South Gippsland Planning Scheme subject to the following changes:

9<sup>th</sup> dot point under 'Strategies'

- → ~~Retain the existing heritage character, design and built form of historic buildings. Conserve and enhance heritage places, in particular along Stanley Street Toora, in recognition of their contribution to the overall image of the Eastern District towns and localities.~~

4<sup>th</sup> dot point under 'Actions for implementation'

- → Undertake a review and implement the recommendations of the South Gippsland Heritage Study (2004) for the Eastern District towns and localities. As part of the Heritage Review, investigate application of a precinct-based Heritage Overlay to Stanley Street properties ~~(from the Gray Street intersection to the Victoria Street intersection)~~ to protect and enhance the heritage character of Toora's Town Centre.

2. → Separate the proposed RLZ rezoning at Agnes from the balance of the Amendment and defer a decision on that part of the Amendment until such time as the current adverse possession application relating to the land between 5479 and 5483 South Gippsland Highway, Agnes is resolved.

- → If the adverse possession claim is successful, the Panel recommends that the disputed strip of land should be included in the rezoning.
- → If the claim is unsuccessful and the disputed land remains part of the larger farming lot, the Panel recommends that the land should be excluded from the rezoning.

3. → The Panel recommends the following changes to the Amendment:

- → Delete the proposed rezoning of the Toora Hall land to PUZ7 and retain the existing TZ.
- → Delete the proposed rezoning of the Mt Best Community Hall land to PUZ7 and retain the existing FZ.
- → Adopt the changed RAZ zone boundaries in Toora as shown in the revised zone maps in Appendix B.
- → Retain the existing ESO5 and SLO3 on 2 Creamery Valley Road, 9 Welshpool Road and part 4975 South Gippsland Highway as shown in the revised overlay maps in Appendix B.
- → Separate the proposed rezoning of 25 Welshpool Road, Toora from the balance of the Amendment and defer a decision on that part of the Amendment until such time as the future use of the land is known.
- → Remove 60 Victoria Street, Toora from the area to be rezoned to PPRZ.

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## **E.5 KORUMBURRA COMMUNITY INFRASTRUCTURE ASSESSMENT 2013**

Development Services Directorate

### **EXECUTIVE SUMMARY**

The Korumburra Community Infrastructure Assessment was presented to Council on the 27 February 2013. The assessment is intended to be used by Council to prioritise spending of funds received from developer contributions. Organisations external to Council may use this document to assist with their strategic planning.

Following public exhibition and community consultation over the month of April, community and service provider feedback has now been received and incorporated into the final assessment (see **Appendix 1**). This report recommends that Council adopt the Korumburra Community Infrastructure Assessment.

#### **Document/s pertaining to this Council Report**

- **Attachment 1** - List of submitters
- **Attachment 2** - Focus group meeting notes
- **Appendix 1** - Korumburra Community Infrastructure Assessment

A copy of **Appendix 1** is available on Council's website:  
[www.southgippsland.vic.gov.au](http://www.southgippsland.vic.gov.au) or by contacting 5662 9200.

### **LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES**

- Charter of Human Rights and Responsibilities Act 2006
- Equal Opportunity Act 2010
- Planning and Environment Act 1987

### **INTERNAL POLICIES / STRATEGIES / DOCUMENTS**

- Council Plan 2010 - 2014
- Annual Plan 2012 - 2013
- Access and Inclusion Plan 2009 - 2012
- Active Ageing Plan 2012 - 2016
- Aquatic Strategy 2009
- Economic Development and Tourism Strategy 2012 - 2017
- Emergency Management Plan (revised July 2012)

- Korumburra Structure Plan 2010
- Municipal Early Years Plan 2011 - 2016
- Municipal Public Health and Wellbeing Plan - Annual Plan 2012/2013
- Open Space Strategy 2007
- Recreation Plan 2007
- South Gippsland Planning Scheme
- South Gippsland Shire Youth Policy

### **COUNCIL PLAN**

Outcome:	3.0	Integrated Services and Infrastructure.
Objective:	3.1	Deliver affordable modern community services and facilities through an integrated approach to planning and infrastructure development.
Strategy:	3.1.3	We will develop an integrated planning approach for our townships and villages, so that facilities are located in areas where they are most appropriate.

### **CONSULTATION**

#### External Consultation

At the conclusion of public exhibition on the 24 April 2013 eleven written submissions were received (**Attachment 1**). A Health, Aged and Disability Focus Group meeting held 16 April 2013 was attended by eleven people (See **Attachment 2**). Issues raised in the submissions and focus group are summarised in the table below.

The submissions have been addressed by incorporating suggestions into the document where practicable as documented in the table below.

#### Internal Consultation

1. Briefing to Council 6 February 2013.
2. Report to Council 27 February 2013.
3. Internal working group developed draft assessment.

### **REPORT**

#### **Background**

The Korumburra Community Infrastructure Assessment will guide the development, timing, and possible location of services and facilities required

over the short, medium and long term to meet the needs of an increasing population.

### Discussion

It is expected that the Korumburra population will grow from 4,174 in 2011 to 6,301 by 2031, an average annual growth rate of 2.55%. As a result of rezoning for residential development in Korumburra (C52 and C66) combined with infill development it is estimated that an average of 50 additional dwellings will be constructed each year over the next 20 years.

There is predicted to be an increase in the proportion of families, retirees and youth in Korumburra over the next 20 years.

The age group forecast to increase at the greatest rate (relative to population size) in the next 10 years is 70 - 74 year olds who will increase by 93% to 286 persons.

An increase in accessible, coordinated and well-designed community infrastructure will be required to meet the needs of this larger population. Integrated community facilities and services are vital for creating healthy communities that support social inclusion and enhance the wellbeing of residents. Linking new residential developments with existing areas and the town centre will ensure a socially vibrant town that provides equitable, accessible facilities and services for everyone in the community.

### Submissions (Appendix 1)

Topic	Details	No.	Response
Total Submissions	Written submissions	11	Rotary club submission x 7 members, 4 individual submissions.
	Focus group discussion	11	Health, Disability and Aged Care service providers ( <b>Attachment 2</b> )
Support or no objection	N/A	7	On range of chapters no change required
<u>Community Hub - Details below</u>		<u>6</u>	<u>Most submissions on one topic</u>
Relocation of Rotary Art Gallery	Korumburra Rotary is supportive of relocation of the gallery provided that community space is improved and maintains a prominent visible highway location	1	Included in document
Meeting	Access for all community members in	1	Existing document

<b>Topic</b>	<b>Details</b>	<b>No.</b>	<b>Response</b>
Spaces	middle of town		notes this
Management	Management of community space to ensure representation on management	1	Existing document notes this
Education	Support for hub is an 'excellent idea' Suggest combining with new Secondary College Campus on old sale yards site	1	Suggestion noted – consideration of current zoning of sale yards site and economic return on sale to industry and cost of department of education to buy discussed.
Library	West Gippsland Regional Library support concept of community hub but on current prominent location. Not willing to be in hub on alternative site	1	Included in document
Community Hub	Community health services delivered in community hub may conflict with other meetings held there such as men's shed	1	Clarify exercise classes delivered in hub as part of community health services rehab
<b><u>Chapter 1: Current and Forecast Demographics</u></b>			
Population forecasts	Forecast growth is not consistent with previous 16 years	1	Consistency checked and confirmed report is correct
Population drivers	Drivers outside of Korumburra should be considered	1	Included in document
<b><u>Chapter 2: Early Years</u></b>			
No objections	Agree with content	1	
<b><u>Chapter 3: Youth</u></b>			
Youth forgotten group	Need for youth planning group facilitated by community. Survey of youth conducted but not used. Recommend Council prepare priority, and budget for youth	1	Include recommendation of local youth survey to be considered by community. Reiterate possible sources of funds limited from council to developer contributions and sale

Topic	Details	No.	Response
			of land
<b><u>Chapter 4: Aged and Disability</u></b>			
Whose responsibility for aged and disability	Council's responsibility should be for accessible facilities Families responsibility for accessing services	1	Access to facilities currently included. Council has a role in provision of services for aged and disability, currently included
Aged and disability in the same chapter	Aged and disability should not be in the same chapter because elderly people are not disabled	1	Include discussion on the increasing services and access issues of people as they are and increased service and access for people with disability. Retain aged and disability in same chapter
Social connection and recognition	Need to recognise the skills and experience elderly people bring to a community	1	Sentence included about what older people and people with disabilities can offer
Focus Group	Details of interview included ( <b>Attachment 2</b> )	11	Details included to clarify provision of services and needs
<b><u>Chapter 5: Arts and Culture</u></b>			
Transport	Public transport to Warragul and Leongatha an issue	1	Included in document
Outdoor performing and art space	Korumburra Rotary is supportive of proposed outdoor performing/art space	1	Included in document
Tourism	Funding for festivals suggested	1	Document does not address community funding – notified Community Strengthening Department
<b><u>Chapter 6: Commercial, Retail and Tourism</u></b>			
Support for plans and	Korumburra Rotary is supportive of current Economic Development and	1	Noted in document

<b>Topic</b>	<b>Details</b>	<b>No.</b>	<b>Response</b>
strategies	Tourism Strategy		
Korumburra tourism promotion	Propose reestablishment of Korumburra website by KCDA is good for town image	1	Noted website for image
	Return Karmai Festival	1	Notified Community Strengthening Department
<b><u>Chapter 7: Community Meeting Spaces</u></b>			
Existing community meeting rooms	More communication regarding meeting spaces and availability	1	Notified Community Strengthening Department
Indoor Recreation Centre	Perceived as Town Hall and used for larger events	1	Included in document
<b><u>Chapter 8: Education, Learning and Libraries</u></b>			
Library	Update People Places document to 3rd edition	1	Reference updated
Library	Whole of shire approach to planning libraries should be considered to ensure balance of investment between service points	1	Included in document
<b><u>Chapter 9: Health Services</u></b>			
Accident and emergency department	Korumburra Hospital has an urgent care centre not accident and emergency	2	Included in document
Pharmacy	Include reference to pharmacy	1	Included in document
Focus Group	Details of interview included in <b>Attachment 2</b>	11	Details included to clarify provision of services and needs
<b><u>Chapter 10: Law and Emergency Services</u></b>			
Future infrastructure	Agree with what is suggested in document	1	No changes
<b><u>Chapter 11: Open Space, Streets, Parks and Playgrounds</u></b>			
Suggestions appropriate	Agree with suggested improvements. Comments on specific issues raised	1	No changes
Paths	Accessible paths required to link recreation facilities and between recreation precinct and town centre	1	Included in document
Exercise	Map with suggested fitness station	1	Noted as option in



<b>Topic</b>	<b>Details</b>	<b>No.</b>	<b>Response</b>
circuit	circuit and route submitted to KTCFP forwarded to this project		document
<b><u>Chapter 12: Sport and Recreation</u></b>			
Correction to details	Some corrections to sports offered and use of facilities	1	Included in document
Sporting club Master plans and strategic plans	Details of club planning provided	1	Included in document
Facilities for sport	Details provided on location of sports in Korumburra Quality of sporting ovals in Korumburra and oval maintenance	1	Include details in document Comments regarding oval maintenance forwarded to Recreation Coordinator

### **Proposal**

It is proposed that the Korumburra Community Infrastructure Assessment be adopted to assist in the allocation of funds towards community infrastructure from developer contributions.

### **FINANCIAL CONSIDERATIONS**

The community infrastructure plan will inform decision making by Council into the future.

### **RISK FACTORS**

There is a risk that adopting this document will raise community expectations that funding is available for immediate construction of facilities and services described in the document.

Clear explanations are made in the document highlighting proposed facilities or services are recommendations only requiring further investigation for funding and budget allocation.

### **CONCLUSION**

The provision of spaces and places for participation in community life is essential to ensure a connected and vibrant community. The Korumburra Community Infrastructure Assessment identifies future community infrastructure needs for a growing population providing priorities for the next 5, 10 and 20 years.

Allocation of funding for community infrastructure in Korumburra from developer contributions and grants can be prioritised through reference to this document.

**RECOMMENDATION**

**That Council adopt the Korumburra Community Infrastructure Assessment 2013.**

**STAFF DISCLOSURE OF INTEREST**

Nil

**Attachment 1  
List of submitters**

Michelle Harris

Carolyn Field

**West Gippsland Regional Library Corporation**

- John Murrell

Simon Vanderkraats

**Rotary Club of Korumburra**

- Jenni Keerie
- Alex Roncari
- Rev Jenny Ramage
- Peter Biggins
- Jenny Moon
- Scott Lawrence
- William (Bill) O'Neill

Health, Disability and Aged Care Focus Group participants

- Judy Abbey - Gippsland Southern Health Service
- Nadine Smith - Korumburra Medical Clinic
- Donna Smith - Korumburra Medical Clinic
- Clyde Paterson - Carinya Lodge Homes
- Joanne Stringer - Latrobe Community Health Service
- Linda Lloyd - Calvary Silver Circle
- Anna Reid - Baptcare
- Carolyn Field - Korumburra Pharmacy
- Sally Baker - South Gippsland Shire Council
- Paul Stampton - South Gippsland Shire Council
- Vicki Bradley - facilitator, South Gippsland Shire Council

**Attachment 2**  
**Focus group meeting notes**

KORUMBURRA COMMUNITY INFRASTRUCTURE ASSESSMENT

FOCUS GROUP - HEALTH, DISABILITY AND AGED CARE

TUESDAY 16 APRIL 2013, 2PM – 4PM

KORUMBURRA HOSPITAL RESOURCE CENTRE

Meeting commenced 2pm

**Attendees:** Judy Abbey (GSHS), Nadine Smith (Korumburra Medical Centre), Donna Smith (Korumburra Medical Centre), Clyde Paterson (Carinya Lodge), Vicki Bradley (SGSC) Jo Stringer (LCHS), Linda Lloyd (Calvary Silver Circle), Anna Reid (Baptcare), Sally Baker (SGSC), Carolyn Field (Korumburra Pharmacy), Paul Stampton (SGSC)

**Apologies:** Daniel Smith (GSHS), Louise Brydon (SGSC), Kaye Jarvis (Baptcare), Chris Trotman (LCHS)

**Reference documents:** Draft Korumburra Community Infrastructure Assessment chapters:

Executive summary  
Current and forecast demographics  
Aged and disability  
Health services

**Purpose**

As part of community consultation for Draft Korumburra Community Infrastructure Assessment.

To discuss community infrastructure for health, aged and disability for Korumburra Adequacy of current health, disability and aged care services and facilities

Future services and facilities for the increasing population.

Identify where developer contributions may be directed for facilities in Korumburra.

**Q. 1 Have you looked at the chapters prior to this group?**

Summary of current population data provided. Forecast population increase discussed including age groups expected to increase the most.

2011 Census 24.3% of the population were aged between 0 and 17 and 27.7% were aged 60 years and over. The percentage of people aged 0 – 17 is higher than that of South Gippsland as a whole. When looking at people under 19 years this total increases to 25%.

2021 Most populous age group 10 – 14 year olds (429 people). The number of people aged under 15 is forecast to increase by 53.7% (421 people) – a rise of 21.6%. The number of people over 65 is expected to increase by 50.1% (379) and represent 20.3% of the population. The age group forecast to have the largest proportional increase (relative to its population size) is 65 – 69 year olds who are forecast to increase by 77.6% (311).

Health, disability and aged care is a large employer of Korumburra residents. 11% (160 people) work in healthcare and social assistance.

Further written feedback is invited by the 24th April. Details handed out.

Korumburra medical centre use id forecast statistics for calculating needs for extension of consulting rooms. Recommend the id site via Council's website for others to use for strategic planning.

Growth of groups 50 – 55 and then up through the age groups from there. Growth of 70 – 74 year olds of 93% over the next 20 years. Note higher percentage of youth in Korumburra in comparison with other South Gippsland towns.

## CURRENT

WHO	TOPIC	DISCUSSION POINTS
facilitator		Are the health services currently provided in Korumburra adequate for the community?
primary health	specialists	No, there are a lot of areas where people have to travel out of the community to have their needs met. Specialists in particular How far? – specialists in Leongatha booked up. Can go to Melbourne to get an appointment quicker. Go to Warragul, Monash, Dandenong, Casey, and Frankston. Orthopaedic specialists are needed. General surgery, gynaecologists booked up so go to Warragul or Traralgon. Neurology go to Melbourne a lot. Cardiology to Warragul. Geriatrician has now left and is a need. Psychiatrist shortage. Cancer services are ok: Initially Traralgon then service in Leongatha.
aged care housing	transport	Community Car housed at Carinya Lodge – booked out often. Difficulty with transport services. Volunteers to man the car. Vital service for the area. Need another community car.
	home help	Carinya beds are always full. People in their homes need the backup services, home help not good enough
aged care packages 1	home help	Home help is there but patients won't take it. People need home help – services are there and patients won't take it.
aged care and disability packages 2	transport	have a lot of trouble with transport services as well
aged care packages 1 -	transport	People use package funding for transport for services in Traralgon or Dandenong. Not being used in the person's home. Need to increase services in Korumburra so people do not spend

WHO	TOPIC	DISCUSSION POINTS
		their allocation of funding/ hours for home help on transport.
Facilitator	specialists	What can we do to encourage specialists to come to Korumburra to use/ provide the services here?
Public health	specialists	Better facilities are being developed at Leongatha which will hopefully attract general surgeons and specialists.
Aged care housing	transport/ respite	Transport is a huge issue. Respite is not available. Relocate to Bairnsdale to find 2 weeks for respite. Carinya lodge respite beds are booked up all the time.
Counselling, aged and disability	respite	Day respite is a need. Being trialled at Seahaven. Banksia lodge is looking for a use when they move to their new facility.
aged care and disability packages 2	respite	Age appropriate respite for young people with disability. Wide spread issue.
aged care packages 1	respite	Respite services in the home - \$44 per hour for respite. Community package is \$150 per week so not many hours respite. If need shopping and homecare done then respite not covered. Respite is not included in a caps package – need an extended package if you want respite.
Counselling, aged and disability	respite	Respite services in the home. If funded by the shire then very limited. Residential respite is limited. Only low care offers respite and only if there is a bed available.
Public health	respite	Respite is federally funded
aged care and disability packages 2	respite	State funds disability respite. Disability funding stays with states and primary health funding with states with ML drivers for acute health and subacute services.
Public health	specialists	Critical mass a business for specialists. Redevelop at LG with extra surgical suites – hope to attract general surgeons. Orthopaedics – can't do complex orthopaedics because don't have rehab services.
	rehab services	BCRH subregional provider for bed based rehab services. Not many SG residents get into those beds as Bass Coast residents get those beds. No community based rehab programs funded by the state or commonwealth in Sth Gippsland. So rehabbing someone from an orthopaedic

WHO	TOPIC	DISCUSSION POINTS
		procedure.
facilitator	specialists	Attracting specialists – What is really needed in the area
Counselling, aged and disability	dementia	Unmet needs of people with dementia and their carers. Ageing population and people living longer – workforce family leave issues. No bed based dementia hostels low care facilities. Dementia packages generous but few in South Gippsland - 4 packages for whole of SG population.
facilitator	health services	Can you buy services if you have the money?
aged care packages 1	home care	Purchase health service you require – top up packages. As much care as you require if willing to pay for it. Self-funded retirees.
Primary care	specialists	Korumburra commuting distance to Melbourne for specialist health services
counselling	community health	This hospital site has Acute, surgery, res aged care low and high, programmed activity groups. Any plans for Community health?
Public health	community health – community rehab centre	Strategy around plans for a Community rehab centre – applied to DH to get level of rehab centre but no money at this stage. Subacute framework reviewed – GSHS meet the criteria but not moving to next stage because this requires a capital investment. There is no capital investment \$ for this. Capital investment required? Old nursing home Alchera house, now 'community health centre' – to add onto to provide CRC service. Alchera house building has range of services. Provide social support programs from that building, collaborate with shire for MCH services, LCHS. LCHS and allied health, group work, bus to hydrotherapy pool. 'Workforce is there, disciplines are there, the building is partly there'. Modifications required \$3 – 5 million. Because cannot build out on one side. Issue using the old helipad, drainage issues.
Planning manager	Q 3. built infrastructure	What buildings, footpaths are we missing in Korumburra
aged care and disability package 2	built infrastructure	Footpaths – access and inclusion identified that this is an issue. Parking, accessibility for maxi-cab. Now need to park on the street, need pull off.

WHO	TOPIC	DISCUSSION POINTS
Planning manager	built infrastructure	New areas near existing town and highschool – all subject to infrastructure design manual for footpath on both sides, joining new with existing areas. Developer contributions - \$8,000 per block – to connect the areas better.
Aged care packages 1	built infrastructure	No footpaths for tourists at the caravan park
Public health	mobility scooters for use within town centre 'Gopher hut'	Gopher park and ride ideas. 'Gopher Hut' Korumburra access centre park and ride ideas. Borrow gopher to get around town up and down the steepness of the town centre. Park your own gopher near bus stop safely then take bus to Melbourne etc.
Facilitator	reference KTCFP	Bulletin 2 circulated and description including forum date
Facilitator	Q 4.	Are all sectors of the community having their healthcare needs serviced?
Counselling, aged and disability	general	To a degree health services being provided, nothing ever enough. Individual living units, fortunate to have hospital site and plans for future use. Can always be more – but small community. What are the standouts? Community health, one stop shop approach
Public health	community health IPCC	Foster has a combined community health, it's the way they have been able to use their funding. Smaller health facility allows for more flexibility. Federal funding to build on an IPCC – Integrated Primary Care Centre = \$3.4mill Finish LG hospital then build it. Private/ public model – staff to have provider numbers work with medical practitioners at Leongatha. Multi-disciplinary approach to care. E.g. foot complaint – orthopaedic surgeon, podiatrist, orthotists, specialised assessment Credentialed staff – private model of care through public health service. \$ promised – this financial year or next financial year. Depth and breadth of services offered. Based in LG access for people from Korumburra. Critical mass of providers and specialists
Public health	transport	Transport across from Korumburra to Leongatha to access this service



<b>WHO</b>	<b>TOPIC</b>	<b>DISCUSSION POINTS</b>
Counselling, aged and disability	transport	Taxis – there is a taxi service. Foster/Toora lost their taxi service not enough people. Korumburra has an excellent taxi service but need to increase utilisation to keep it a viable business. Maxi-cabs etc There is a half price taxi card. Need to inform people about the half price taxi card.
Aged care packages 1	transport	Limitations that maxi taxi on weekends or public holidays – private business can operate how it wants to
Counselling, aged and disability	transport	Opportunities for negotiation with taxi provider. If there are enough people wanting the service then it is more likely to be provided. Limited services
Aged care packages 1	information about health	What the community does not know – GP information. GPs don't know about some of the services. Informing doctors to pass information on. medical centre staff to inform clients
Primary health	information	Working with doctors on this education but current lists are old and out of date
Aged care packages 1	information	Need a service list for health. What health services are there in Korumburra – need reference list of services in the area.
Pharmacy	info	Front line for community information but don't know about a lot of the services or visiting specialists
Facilitator		Service providers network for health services.
Primary health	info	Need service providers and what they provide – psychiatrist, psychologists, allied health
All	info	Agree this is needed
Primary health	emergency care	Difficulty attracting and keeping GPs due to on call requirements – work with hospital
Public health	emergency care	No emergency department = urgent care, gp driven, gps on call and privately funded.
Aged care package 1	veterans	gold card DVA clients not accessing services
Counselling, aged and disability	veterans	Vetmates used for veterans funding for aids etc
Aged care packages 1	veterans	Data base with veterans on it – cant access them
Facilitator	veterans	DVA has Community liaison officers – x 2 provide good information on services –

WHO	TOPIC	DISCUSSION POINTS
Counselling, aged and disability	veterans	would like to offer these sessions in Korumburra
	approval for sharing of contact details	Contact details to be shared with all in attendance

**THE FUTURE:**

Population growth in Korumburra 2011: 4,373 2031: 6,304 Growth 2.55%  
Higher growth in Korumburra than many Bass Coast towns except Wonthaggi.  
Largest age groups: older people (60+), youth (0-17) – remain this way for next 20 years with increase in 60+

\*\*Id community profile site: Instructions to move over the map and click to get more detail.

WHO	TOPIC	DISCUSSION POINTS
Facilitator	Q 5 forecast population	Do you think these forecast statistics are accurate? And have you made any plans for the future?
Primary health	population growth	Yes - whole patient equivalent growth in last 5 years has been 1000 people. Patient base 6800 different people service now. Whole patient equivalent calculated by number of visits, number of services, number of scripts – Medicare. Access patients from Poowong Loch Nyora, Grantville Corinella, Wonthaggi
Planning manager	population growth	Nyora sewerage – growth then up x 3000 people. Doctors servicing aged care facilities in the future. Users of any new aged care facilities come from other areas where there are shortages of aged care places
Primary health	population growth	Expanding to 5 more consulting rooms and an education facility.
Planning manager		What about a second clinic?
Primary health	population growth	No we can expand. Another clinic. Will need more rooms – booked up every day need more doctors and need more. Overseas trained doctors – lots of resumes coming in. Don't have medical board registration Don't have senior doctors to provide supervision. Need Australian trained graduates to come. 2014 – 15 more medical graduates will be available. Sthern GP asking for more registrars. Retaining GPs difficult because provide on call services. Many will commute. Provided to the

WHO	TOPIC	DISCUSSION POINTS
		<p>hospital. Space to extend further – behind or beside. Ultimately colocation with the hospital 10- 15 years – long term goal Lease current facility to someone else for other health service – mental health springs to mind.</p>
Aged care provider	terminology regarding retirement villages, aged care etc	No planned retirement villages – definitions – not a nursing home. Page 6 – 7 wording. Lifestyle villages. Depends on the act
Aged care provider	Council HACC	With increase in independent living units at Carinya, more homecare services will be needed. Carinya 60 independent living units
aged care and disability packages 2	retirement villages	Lifestyle village as ‘retirement village’ not aged care facility. Not hostel not aged care, independent living units – age specific for over 55 years. Still with expansion of Carinya, independent living not available for younger people with disabilities and different health issues
Facilitator	retirement village	Retirement village referred to in the document. Is the same as Mountain View in Leongatha, not an aged care facility?
Pharmacy	info	Pharmacies are a mine of information – need to know about services in the area. Newsletter from hospital, or list of services would be useful. Seeing the people before the doctor does. Consistency throughout life.
Counselling, aged and disability	info	Pharmacists have opportunity to observe the client – good to make the link between the services in pharmacy
Planning manager	built infrastructure	What are the physical infrastructure needs? If we had \$2 million from developer contributions, what would you spend it on? Buildings, footpaths?
Aged care and disability packages 2	respite	Respite age appropriate for all people. Not enough respite beds –
Public health	respite	Hillside lodge not full. Day respite good idea.
Planning manager	respite	Day care facility – council not in business for 24 hour care but community based building with day care facilities.

WHO	TOPIC	DISCUSSION POINTS
Counselling, aged and disability	integrated facilities	Seniors, library, access centre, Milpara community house all dotted. Nothing integrated.
Planning manager	integrated facilities	RMIT student projects on a community hub – ideas out for discussion with the community soon
Counselling, aged and disability	recreation access	Sealed carpark at hydrotherapy pool. Who runs the heated pool in Korumburra? – Section 86 committee – Swimming club.
Planning manager	recreation	Any new work for a hydrotherapy pool will be at SPLASH in Leongatha
Counselling, aged and disability	integrated facilities	'Infrastructure means integrated, its means accessible, it means cross population grouping'
Aged care and disability packages 2	buildings needed	fantastic respite age appropriate mid-term long term centre
Planning manager	building	We need to know What the money needs to spent on: allocating \$ from new developments to new infrastructure.
Public health	buildings	Hydrotherapy pool refurbishment would be great. Capital investment difficult – \$2mill not huge \$. Extensions to old nursing home. CRC focus if no funding achieved. Alchera house rehab possible too.
Pharmacy and aged care package provider needed to leave for school pick up		
Aged care facility	footpaths	Concrete path between KSC and town centre needs refurbishment.
Planning manager	footpaths	Pathway between hospital and town centre, the tunnel – are they adequate for gophers to pass? We want your input into where we might spend the money from developers. More specific of where the \$ will go. E.g. footpaths, skate park, community hub.
Children's services	early years services developer contributions	Baw Baw developer contribution – child care centre in housing sub development. Description of KICC and what it will include, timelines, funding etc.
		No more specific comments, appreciate the opportunity to speak about these issues and meet each other.....
Facilitator	next steps	Next steps – final document for use by all, not just Council.

## **E.6 PROPOSED NEW ROAD NAMES IN THE TOWNSHIP OF KORUMBURRA AND LOCALITY OF KARDELLA AND KARDELLA SOUTH**

Engineering Services Directorate

### **EXECUTIVE SUMMARY**

The purpose of this report is to gain Council support to name the following unnamed roads by calling for community comment. Refer to **Attachment 1, 2 and 3** for road locations.

It is proposed to name the roads as follows:

- Road 1 traversing in a northerly direction for 100 metres off Princes St, in the township of Korumburra as 'Wrights Close'.
- Road 2 traversing in a northerly direction for 350 metres off One Chain Road, in the locality of Kardella as 'Brydons Road'.
- Road 3 traversing in a north / east direction for 180 metres off Stevens Road, in the locality of Kardella South as 'Hollands Road'.

### **Document/s pertaining to this Council Report**

- **Attachment 1** - Map of Road 1
- **Attachment 2** - Map of Road 2
- **Attachment 3** - Map of Road 3
- **Attachment 4** - Guidelines for Geographic Names 2010
- **Attachment 5** - Letter from Korumburra & District Historical Society
- **Attachment 6** - Letter from Korumburra & District Historical Society
- **Attachment 7** - Letter from Emergency Services Telecommunications Authority (ESTA) & Ambulance Victoria

### **LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES**

- Geographic Place Names Act 1998
- Guidelines for Geographic Names 2010
- Local Government Act 1989
- AS/NZS4819:2011 Rural and Urban Addressing

### **INTERNAL POLICIES / STRATEGIES / DOCUMENTS**

Road Naming Procedure 2013

## COUNCIL PLAN

Outcome:	3.0	Integrated Services and Infrastructure
Objectives:	3.1	Deliver affordable modern community services and facilities through an integrated approach to planning and infrastructure development

## CONSULTATION

- The Guidelines for Geographic Place Names 2010 (**Attachment 4**).
- The Korumburra and District Historical Society (**Attachment 5 & 6**).
- Ambulance Victoria.
- ESTA - Emergency Services Telecommunications Authority.
- Council will place a public notice of the proposed road names in local newspapers and on Council's website, week commencing 5 August and send letters to adjoining properties.
- The submission period is 30 days from the publication and will close on Wednesday 4 September 2013.

## REPORT

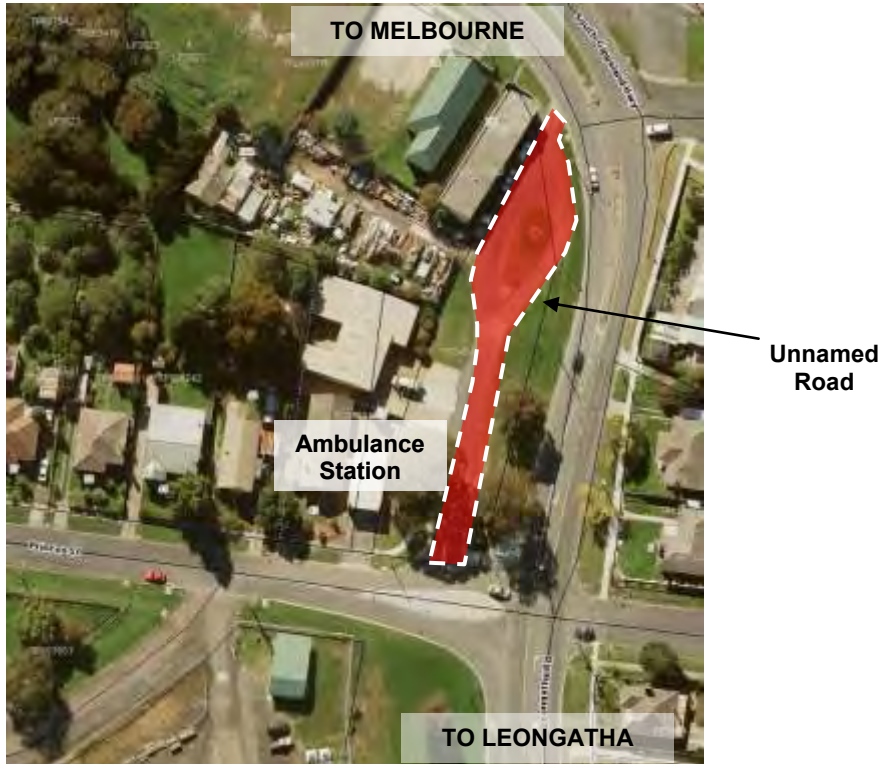
### Background

In line with Council's Road Naming Procedure 2013, the Korumburra and District Historical Society were asked to provide names for the 3 unnamed roads.

The Historical Society's proposed name recommendations put forward to Council are as follows (refer to **Attachment 5 & 6** for a copy of the letters.)

#### 1. **Road 1 - Unnamed Road off Princess Street, Korumburra as 'Wrights Close'.**

This road traverses in a northerly direction for 100 metres off Princes Street, in the township of Korumburra and is used as an access lane for the Rural Ambulance Victoria along with a few shops. Local identity Bill Wright, a former miner, came to live in Korumburra in 1969 and was involved in the repair and maintenance of the timber bridges around the shire.



**2. Road 2 - Unnamed Road off One Chain Road, Kardella as 'Brydons Road'.**

This road traverses in a northerly direction for 350 metres off One Chain Road, in the locality of Kardella. The road provides access to the Leongatha Reservoirs and mainly used by South Gippsland Water as access to the Reservoirs. The Brydon's were past land owners of surrounding properties to this road. Refer to dashed line for subject unnamed road.



**3. Road 3 - Unnamed Road off Stevens Road, Kardella South as 'Hollands Road'.**

This road traverses in a north / east direction for 180 metres off Stevens Road, in the locality of Kardella South. The Holland's were previous owners of property along Stevens Road. The unnamed road is used as access for two properties, which will require appropriate addresses off this unnamed road. Refer to dashed line for subject unnamed road.



**Discussion**

The naming of roads and streets is a local government responsibility under the Local Government Act 1989 and is processed in accordance with the Guidelines for Geographic Place Names 2010, (GPN).

Letters were sent to ESTA and Ambulance Victoria seeking comment for the proposed road names (refer to **Attachment 7**). Both parties had no objections and could not foresee any issues in applying the names as proposed.

*Name Duplications Search*

A Vicnames 15km duplicate name search has been carried out for the name 'Wrights', resulting in no duplications or similar sounding names.

A Vicnames 30km duplicate name search has been carried out for the names 'Brydons' and 'Hollands'. As a result of the Vicnames duplications or similar sounding name search, some similarities were found for the proposed names.



- **‘Brydons’**
  - ‘Bartons Court’ & ‘Burton Street’ in the township of Warragul.
  - ‘Bartons Outlet’ in the locality of Allambee Reserve in Baw Baw Shire and several localities away.
  - ‘Bartons Road’ in the locality of Buffalo, several localities away.
- **‘Hollands’**
  - ‘Hyland Place’ in the township of Leongatha.

As these duplications are either several localities away and or in another Shire, Council believes these duplications should not impact on Emergency Services.

The proposed road names are believed to be in keeping with community expectations and conform to the principles outlined in Sections 1.8 and 4.1 of the Guidelines for Geographic Names 2010 (refer to **Attachment 4**).

### **Proposal**

It is proposed that Council:

1. Proceed to support to name the three roads by calling for community comment as follows:
  - a. Road 1 traversing in a northerly direction for 100 metres off Princes Street, in the township of Korumburra as ‘Wrights Close’.
  - b. Road 2 traversing in a northerly direction for 350 metres off One Chain Road, in the locality of Kardella as ‘Brydons Road’.
  - c. Road 3 traversing in a north / east direction for 180 metres off Stevens Road, in the locality of Kardella South as ‘Hollands Road’.
3. Give public notice of the proposal and write to all land owners with a property abutting the road proposed to be named.
4. Receive a final report on the outcome of the public consultation process including copies of any submissions received.

### **FINANCIAL CONSIDERATIONS**

The cost to Council will be for the supply and installation of 3 new signs for the roads. This can be accommodated in Council’s 2013/14 signage budget for approximately \$750.

## **RISK FACTORS**

There is minimal risk to Council as the methodology for the naming of roads is contained in the Guidelines for Geographic Names 2010 and this proposal conforms to the principles outlined in Sections 1.8 and 4.1 (**Attachment 4**).

## **CONCLUSION**

It is Council's responsibility to ensure all properties have a formal address from a public safety and risk management perspective, as unnamed roads potentially create confusion for emergency services, communication services and the general public.

## **RECOMMENDATION**

**That Council**

- 1. Commence the process to name the three roads by calling for community comment:**
  - a. Road 1 traversing in a northerly direction for 100 metres off Princes Street in the township of Korumburra as 'Wrights Close'.**
  - b. Road 2 traversing in a northerly direction for 350 metres off One Chain Road, in the locality of Kardella as 'Brydons Road'.**
  - c. Road 3 traversing in a north / east direction for 180 metres off Stevens Road, in the locality of Kardella South as 'Hollands Road'.**
- 2. Give public notice in the local newspapers and on Council's website week commencing 5 August 2013 of the proposal and write to all affected land owners with a property abutting the roads proposed to be named.**
- 3. In the public notice clearly state:**
  - a. A person may make a submission to the proposal no later than Wednesday 4 September 2013 addressed to the Assets Technical Officer, South Gippsland Shire Council, Private Bag 4, Leongatha 3953 or delivered to the Council Office, 9 Smith Street, Leongatha.**
  - b. Copies of submissions (including submitters' names and addresses) will be made available at the Council meeting at which the proposals are considered and Council is required to make submissions available for public inspection for a period of twelve months.**

- 4. Receive a final report at the next appropriate Council Meeting on the outcome of the public consultation process including copies of any submissions received.**

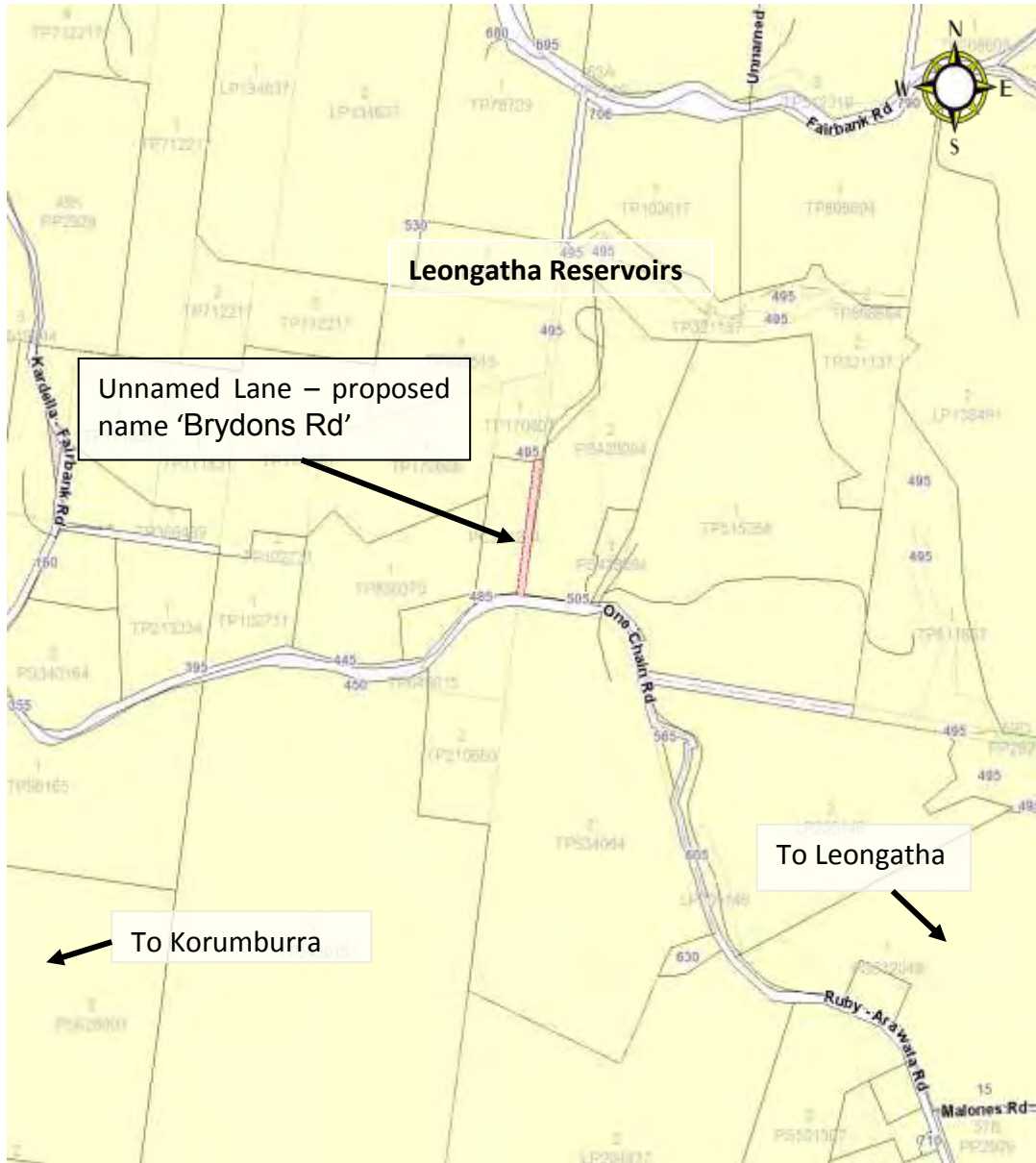
**STAFF DISCLOSURE OF INTEREST**

Nil

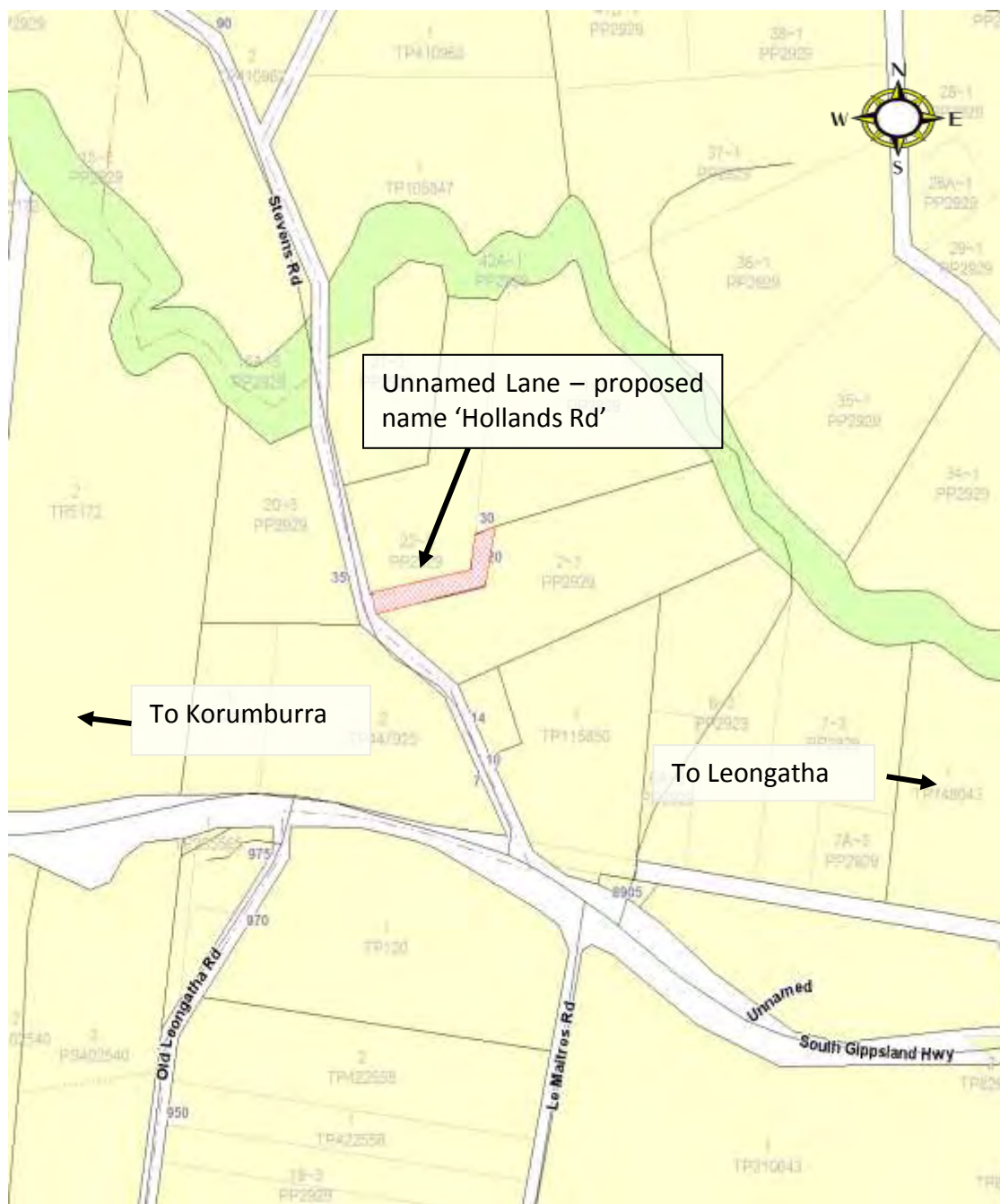
**Attachment 1**  
**Map of Road location for 'Wrights Close'**



**Attachment 2**  
**Map of Road location for 'Brydons Road'**



**Attachment 3**  
**Map of Road location for 'Hollands Road'**



## **Attachment 4 Guidelines for Geographic Names 2010**

Council is governed by the Geographic Place Name Guidelines 2010 (GPN) and duplicate road names are a problem from a public safety and risk management perspective, as they create confusion for emergency and communication services, particularly if an address is duplicated. The Emergency Services Telecommunications Authority (ESTA) who are responsible for 000 call taking and dispatch often deal with incidents where callers need to clarify the location of their road. This can cause unnecessary delays for the dispatch of an emergency vehicle.

### “Section 1.8 - Principle 1(A) Language

- Geographic names, except when they are proper nouns, must be written in standard Australian English or a recognised format of an Australian Indigenous language local to the area of the feature, locality or road.
- Hyphens can be used within place names that indicate the extent of the feature (Mellick-Munjie Parish or Hattah-Kulkyne National Park) or incorporate a hyphenated surname (Baden-Powell Waterhole).
- A generic term is a part of a place name that signifies the type of feature. For example, ‘Inlet’ in Shallow Inlet, ‘Desert’ in Little Desert and ‘Point’ in ‘Sandy Point’ (where ‘Inlet’, ‘Little’ and ‘Sandy’ are, in contrast, specific terms). The appropriate generic term should usually form part of the name of a geographical feature; although, not all names have a generic, for example The Grampians. Names taken from languages that represent geographical features generally use such generic terms and will be allowed, unless the combination of the specific produces a duplication of sense.
- Geographic names should be easy to pronounce, spell and write, and preferably not exceed three words (including feature or road type) and/or 25 characters.
- An exception to this is in the use of Australian Indigenous languages when it is accepted that traditional names appearing at first to be complex will, over time, become familiar and easy to use within the community.
- The term ‘The’ is not a suitable prefix in naming of any feature, locality or road.
- Diacritical marks (symbols such as ‘, , or ¯) will be omitted from names drawn from languages that use such marks. For example, Cape Reamur (not Cape Réamur).

#### **Attachment 4 Guidelines for Geographic Names 2010**

- An apostrophe must be deleted from geographic names written with a final 's, and the possessive 's should not be included in the first instance. For example, Wilsons Promontory (not Wilson's Promontory).
- Abbreviations are not allowed. An exception applies to the use of the honorific Saint. For example, Mount must be registered or recorded in full, but Saint can be recorded as St if requested by the naming authority.
- For the purposes of consistency, names starting with Mc or Mac must not have a space included between the Mc or Mac and the rest of the name."

##### "Section 1.8 - Principle 1(C) Ensuring public safety

Geographic names and boundaries must not risk public and operational safety for emergency response, or cause confusion for transport, communication and mail services. Many emergency response and other public services (such as mail) are determined by locality boundaries or road extents, and proposals must ensure that operations will not be adversely affected.

For example, the boundary of a locality must be applied in a way that makes sense not only for the local community, but also for visitors. Similarly, the extent of a road name should ensure easy navigation for pedestrians and vehicles along the entire route from one end to the other."

##### "Section 1.8 - Principle 1(D) Ensuring names are not duplicated

Place names must not be duplicated. Duplicates are considered to be two (or more) names within close proximity, and those which are identical or have similar spelling or pronunciation. Examples of names which are similar and considered to be duplicates are White, Whyte, Wite and Wiet."

Duplication is not allowed within the one locality or within the following distances:

- metropolitan urban area, within 5 kilometres;
- regional urban area, within 15 kilometres; and
- rural or remote area within 30 kilometres
  - (a rural or remote area is an area located outside of cities and towns, for example Nhill in West Wimmera Shire Council, Youanmite in Moira Shire Council and Harrierville in Alpine Shire Council).



## **Attachment 4 Guidelines for Geographic Names 2010**

### *“Section 1.8 - Principle 1(H) Using commemorative names*

Naming often commemorates an event, person or place.

The names of people who are still alive should be avoided because community attitudes and opinions can change over time.

A commemorative name applied to a locality or road should use only the surname of a person, not a first or given names. A commemorative name applied to a feature can use the first name and surname of a person; although, it is preferred that only the surname is used.

The initials of a given name are not to be used in any instances.

This approach is to ensure that emergency and postal services are not delayed through inconsistent application of the name. For example, a feature named Smith Park is easier to identify than one named John Edward Smith Park if the possibility of John Park, Edward Park, John Smith Park etc. could be used by the public."

### *“Section 1.8 - Principle 1(M) Consulting with the public*

Naming authorities must consult with the public on any naming proposal. The level and form of consultation can vary depending on the naming proposal. Refer to the procedure information below for details."

### *“Section 4.1 - Principle 4(A) AS/NZS 4819:2011 Rural and urban addressing*

Except where provisions are already made in these guidelines, the naming of a road must conform to the provisions of AS/NZS 4819:2011 Rural and urban addressing.

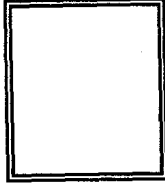
### *“Section 4.1 - Principle 4(B) Extent: road course, start and end points*

Any proposal to name or rename a road needs to clearly indicate the extent to which the name will apply. The extent of a road is considered to be its start and end points, and the course (including bends, divided carriageway sections and curves) of the road between these two points.

A road name must not be applied in a way that is ambiguous or could cause confusion for road users. For example, the road name should be applied to a single, unobscured and unobstructed roadway that leads from point a to point b, in a clear and logical manner. The road name should not be applied in a 'looping' or 'disjointed' way.

For example, in some cases a renaming will be proposed for only one section of a road. In these instances, the coordinating road authority must clearly indicate which section of the road will be renamed and which will remain the same.

**Attachment 5  
Letter from Korumburra Historical Society**



***Korumburra and  
District Historical  
Society*** Inc. No.A0034717Y

PRESIDENT:- John Kurrle  
109 Bridge St.  
Korumburra 3950  
Ph. (03) 56 551180

SECRETARY:- Jillian Durance  
75 Inlet Rd. Moyarra 3951  
Email - [moyarrapines@dcsi.net.au](mailto:moyarrapines@dcsi.net.au)  
Ph. (03) 5657 3322

TREASURER:- Alwyn Michie  
8 Melville Av.  
Korumburra 3950  
Ph. (03) 56 552210

J Cox

75 Andersons Inlet Rd.  
Moyarra, 3951

30 SEP 2008

28 September 2008

Road name

Dear Joanne,

In response to your request for road naming suggestions, the Society has made a few recommendations at its September meeting.

For the unnamed lane running in a northerly direction off Princes St., Korumburra, we suggested Ambulance Lane, as it clearly suggests its purpose and location.

For the unnamed road running off One Chain Road, Kardella, we suggested Brydons Road to reflect past owners of surrounding property.

For the unnamed road running off Stevens Road in Kardella South, we suggested Hollands Road to reflect a previous owner of property along that road.

We hope that these names will prove appropriate,

Yours faithfully,  
Jillian Durance

Secretary,  
Korumburra and District Historical Society

**Attachment 6**  
**Letter from Korumburra Historical Society – Name for Road 1**

**From:** [Sue Wilson](#)  
**To:** [Joanne Cox](#)  
**Subject:** Re: Naming of Lane in Korumburra Townsite  
**Date:** Monday, 8 March 2010 1:53:31 PM

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Hello Joanne,

This comes in reply to your message to Jillian Durance re the naming of the lane in Korumburra query placed before Korumburra Historical Society.

I am sorry that this has taken so long to resolve.

We met for a general meeting last week, and I am now in a position to pass on our recommendations.

After some discussion there was a motion, "That the unnamed lane off Princes Street be named WRIGHT CLOSE." The motion was supported by all members. The use of 'Close' is suggested, as the term 'Lane' would seem not to suit the local topography.

In support of the suggestion from the society one of our members, Ray Walls, has provided some background information, viz.

Bill Wright was Ray's bridge foreman when Ray came to Korumburra in 1969, the job involving the repair and maintenance of timber bridges around the shire. Bill was a former miner, with remarkable skills to work with hand tools, Trewalla jacks and timber wedges to lift bridge decks and replace sub-structure members, and do all those traditional tasks of bushmen and miners. Bill, in spite of being a foreman, was the shop steward for the municipal employees' union, and most of the discussions about workplace conflicts turned into yarns about mines and mining. He was on the shift of the stay-down strike at the Sunbeam, the subject of the film *Strikebound*, but he was rostered that day as the lander, so instead of staying-down, he was left staying-up. Bill and Ron (Barnes) built the big Armeo culvert on the Coalition Creek at the bottom of the Gooseneck replacing the old John Mowsh concrete bridge. Bill and Ron had never seen an Armeo culvert, and at that date, Ray had not built one. The culvert was built, well inside what would have been a contract price, and all concerned were well pleased with the result.

Hopefully this new suggestion will meet with Council's approval.

We have received an additional request for suggestions as to the name of the unnamed laneway at Bena, and this too was a matter which came under discussion at the meeting. One of our members who was not present is to be asked about this, and the matter will be considered again at our next meeting. I

**Attachment 6**  
**Letter from Korumburra Historical Society – Name for Road 1**

will get back to you following that meeting, which is to take place on 1st April. Hopefully this time frame will be satisfactory.

Regards,  
Janet Wilson, Secretary, Korumburra Historical Society Inc.

**Attachment 7**  
**Letter from ESTA & Ambulance Victoria re Consultation**

Reply from ESTA

**From:** [Yvonne Thompson](#)  
**To:** [Joanne Cox](#)  
**Subject:** RE: LR0955 fire to ESTA re names in locality Korumburra, Kardella & Kardella Sth.doc  
**Date:** Wednesday, 10 March 2010 1:57:20 PM  
**Attachments:** [image001.gif](#)  
[image002.jpg](#)  
[image003.gif](#)

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Att: **Joanne Cox** – Technical Officer Assets  
South Gippsland Shire Council

Joanne

ESTA has no objection to the proposed road names and extents as specified.

Wrights Close, Korumburra  
Brydons Road, Kardella  
Hollands Road, Kardella South

Kind regards,  
Yvonne

**Yvonne Thompson**  
Strategic Data Development  
Manager  
[Emergency Services](#)  
[Telecommunications](#)  
[Authority \(ESTA\)](#)

Work: 01-3-8656 1257  
Mobile: 0407558757  
Email: [yvonne.thompson@esta.vic.gov.au](mailto:yvonne.thompson@esta.vic.gov.au)  
<http://www.linkedin.com/in/yvonnethompson>

[8/215 Spring Street](#)  
Melbourne, VIC 3000 Australia



**Attachment 7**  
**Letter from ESTA & Ambulance Victoria re Consultation**

Reply from Ambulance Victoria

**From:** [Morrison, Karl](#)  
**To:** [Joanne Cox](#)  
**Cc:** [ESTAMacTechnicalWG@esta.vic.gov.au](mailto:ESTAMacTechnicalWG@esta.vic.gov.au)  
**Subject:** PW; LR0955 ltr to ESTA re names in locality Korumburra, Kardella & Kardella Sth.doc  
**Date:** Wednesday, 10 March 2010 1:07:02 PM  
**Attachments:** [LR0955 ltr to ESTA re names in locality Korumburra.doc](#)  
[image001.tif](#)

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Att. **Joanne Cox** – Technical Officer Assets  
South Gippsland Shire Council

**Proposed road naming/s -**  
**Wrights Close, Korumburra**  
**Brydons Road, Kardella**  
**Hollands Road, Kardella South**

Ambulance Victoria has no objection and cannot foresee any issues in applying these proposed names to the road extents as specified.

In regards to the concerns of the proximity of similar road names within 50+km, it is agreed that they are significantly and geographically separated and should not impact on Emergency response.

If further explanation or information is required from Ambulance please contact me on the details below.

Regards  
Karl Morrison  
Geospatial Information Services Officer  
Business Intelligence  
**Ambulance Victoria**  
P (03) 53385053 F (03) 53385288  
E [karl.morrison@ambulance.vic.gov.au](mailto:karl.morrison@ambulance.vic.gov.au)

## **E.7 2013/14 WORKSAFE INSURANCE PREMIUM**

### **CORPORATE SERVICES DIRECTORATE**

#### **EXECUTIVE SUMMARY**

WorkSafe Insurance Premiums are renewed each year through Council's Workcover Agent, CGU Workers Compensation. This annual premium is determined by the Victorian Workcover Authority (WorkSafe) based on Council's Workcover claims costs and performance.

This report recommends that Council delegate to the Chief Executive Officer (CEO) the authority to accept and sign Council's WorkSafe Insurance Premium invoice for 2013/14 in order to receive a 3% discount by making a single payment by 1 October 2013, as compared to paying by monthly instalments.

This report also advises of a potential reduction in Council's WorkSafe Insurance Premium from \$436,302 in 2012/13 (inclusive of GST) to an estimate of \$276,366 in 2013/14 (inclusive of GST) due to Council's favourable historical claim costs and performance relative to our industry.

#### **LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES**

Victorian Accident Compensation Act 1985

Victorian Accident Compensation Regulations 2001

#### **INTERNAL POLICIES / STRATEGIES / DOCUMENTS**

South Gippsland Shire Procurement Policy

CEO Procurement Approval Levels

#### **COUNCIL PLAN**

Strategic Goal:	4.0	A Leading Organisation
Outcome:	4.2	Pursue best practice in organisational development and operations of the organisation.
Strategy No:	4.2.2	We will monitor corporate governance processes, including risk management and skills development with the aim of ongoing improvement.

#### **CONSULTATION**

On Wednesday 29 May 2013, Council received an InfoSum article which provided an update on Council's injury and Workcover performance. This InfoSum article foreshadowed this Council Report and proposal delegating to Council's CEO the authority to accept and sign Council's WorkSafe Insurance

Premium invoice for 2013/14, to receive a 3% discount by making a single payment by 1 October 2013, as compared to paying by monthly instalments.

## **REPORT**

### **Background**

Council is required each year to renew its WorkSafe Insurance Premium (Premium) to ensure adequate Workers Compensation coverage for Council and its employees.

### **Discussion**

Each year Council's WorkSafe Insurance Premium is determined by WorkSafe based on Council's claims costs and performance relative to our industry. Generally, if an organisation's claims costs are lower than the industry average, the organisation will be rewarded with lower premiums than that industry.

Council's WorkSafe Insurance Premium in 2012/13 was \$436,302 (inclusive of GST) and it was initially expected that the 2013/14 premium would be approximately \$390,000 (inclusive of GST). On 14 June 2013 Council received an Indicative Premium Statement which advised that as a result of Council's improved Workcover performance that the indicative WorkSafe Insurance Premium for 2013/14 would be \$276,366 (inclusive of GST). It should be noted that this indicative estimate may increase due to the inclusion of an additional workplace (Koonwarra Landfill) and the confirmation of Council's final total remuneration now the 2013/14 Budget is adopted.

The primary reason for the reduction in the indicative estimate is that the comparison of Council's claims costs compared to Council's remuneration is 28.16% better than the average for the industries in which Council operated over the last 3 years.

Council will receive final confirmation of its actual WorkSafe Insurance Premium for 2013/14 when the invoice is received in early September 2013. Council is provided the option to make monthly payment instalments or to receive a 3% discount by making a single payment by 1 October 2013.

Based on the current indicative WorkSafe Insurance Premium for 2013/14 of \$276,366 (inclusive of GST) Council could receive a 3% discount of approximately \$8,290.98 (inclusive of GST) through making a single payment by 1 October 2013. The net cost benefit to Council is \$2,300 when taking into consideration any interest that would have been earned through making monthly payments.

It is considered beneficial to make the single payment and gain the benefit from the discount. Council will need to authorise that the Chief Executive Officer (CEO) may exceed the financial delegation of \$250,000 (inclusive of GST) if required, to allow the payment to be made and the 3% discount realised by 1 October 2013.



## **Options**

Council has the following options to arrange for the payment of its 2013/14 WorkSafe Insurance Premium:

- Option 1: to delegate to the CEO the authority to pay the 2013/14 WorkSafe Insurance Premium in a single payment by 1 October 2013 to receive a 3% discount;
- Option 2: to delegate to the CEO the authority to pay the 2013/14 WorkSafe Insurance Premium in monthly payments and not receive a 3% discount. This option is not recommended as Council does not take advantage of the potential discount.

In relation to the payment of the WorkSafe Insurance Premium for future financial years Council can decide to either delegate the payment of all future WorkSafe Insurance Premium payments to the CEO or to require future payment authorisations to be presented to Council. If the delegation is approved, the Chief Executive Officer's financial delegation will need to be amended to reflect this inclusion.

## **Proposal**

Option 1 is recommended as it enables adequate time for Council to process the WorkSafe Insurance Payment by 1 October 2013, in order to receive a 3% discount.

Further, as the payment for Worksafe Insurance is an ongoing, unavoidable expenditure that will likely exceed the CEO's financial delegation each year, it is recommended that Council authorise the CEO to accept and sign the invoice for Council's WorkSafe Insurance Premiums in future financial years and amend the Chief Executive Officer's financial delegation to reflect this inclusion. The inclusion would require that Council be informed of the payment made through the delegated decision where it exceeds the CEO's financial delegation. The CEO would then have discretion to determine the best payment method to ensure net benefit to Council is achieved.

## **FINANCIAL CONSIDERATIONS**

The budget to cover Council's WorkSafe Insurance Premium payment is allocated within the current and forward Council budgets. Paying the WorkSafe Insurance Premium by 1 October 2013, allows Council to take advantage of a 3% discount. This is estimated to be a saving of \$8,290.80 (inclusive of GST) and a net benefit saving of \$2,300 when taking into consideration any interest that would have been earned through making monthly payments.

Improving Council's WorkSafe Insurance claim performance is likely to result in a reduction in Council's overall WorkSafe Insurance Premium from \$436,302 (inclusive of GST) in 2012/13 to a current estimate of \$276,366.65 (inclusive of GST - not including the potential 3% discount). A final payment amount will not be known till the start of September 2013.

## **RISK FACTORS**

This lump sum payment must be received by CGU Workers Compensation by 1 October 2013 to enable the receipt of a 3% discount. By delegating the payment of the 2013/14 WorkSafe Insurance Premium invoice to the CEO increases the likelihood of the payment being received in time to receive the discount.

## **CONCLUSION**

It is recommended that Council authorise the CEO to accept and sign Council's 2013/14 WorkSafe Insurance Premium invoice, to ensure Council receives a 3% discount by making a single payment by 1 October 2013.

It is further recommended that Council authorise the CEO to accept and sign the invoice for Council's WorkSafe Insurance Premiums in future financial years and amend the Chief Executive Officer's financial delegation to reflect this inclusion.

## **RECOMMENDATION**

**That Council:**

- 1. Note that a significant reduction to the Worsksafe Insurance Premium has been achieved due to improvements in its Workcover claim performance;**
- 2. Authorise the Chief Executive Officer to accept and sign Council's 2013/14 WorkSafe Insurance Premium invoice by 1 October 2013;**
- 3. Authorise the Chief Executive Officer to accept and sign Council's Workcover Premium Invoice for future financial years, utilising the most appropriate payment timing option to achieve the best outcome for Council;**

- 4. Amend the Chief Executive Officer's financial delegation to reflect this inclusion when it is next due for review and adoption by Council in October 2013;**
- 5. All future payments made be reported to Council as part of the Chief Executive Officer delegation monthly report.**

#### **STAFF DISCLOSURE OF INTEREST**

Nil

## SECTION F - URGENT OR OTHER BUSINESS

There are two basic parts to this section of the Agenda:

### 1. Urgent Business

Normally no motion should be debated by Councillors unless the matter is already included as an item on the Agenda. However in some circumstances it is possible to raise urgent motions.

The Meeting Procedure Local Law No.3 (Clause 46) allows for where a situation has not been provided for under the Local law, the Council may determine the matter by resolution. Established practice has provided for urgent motions to be raised at Council provided the matter cannot be dealt with at the next ordinary meeting of Council or by officers under delegation.

It is necessary for the Councillor wishing to raise a matter of urgent business to raise a motion similar to the following: 'That consideration of (*the issue*) be dealt with as a matter of urgent business and Councillor ....be allowed a 'short period' to indicate the reason(s) why the matter should be considered as a matter of urgent business". If the Chairperson accepts the motion as meeting the urgent business criteria, normal meeting procedures in Local law 3 will apply.

If the motion to accept the item as a matter of urgent business is passed by Council, the motion relating to the specific issue can then be put and debated in the normal way.

### 2. Other Business

This provides an opportunity for Councillors to raise items of general interest to the Council and the community. It may relate to an up coming event or the outcomes of a recent meeting with a Minister etc.

## **SECTION G – GENERAL QUESTION TIME**

### **G.1 QUESTION TIME**

### **G.2 ANSWERS TO PREVIOUS QUESTIONS ON NOTICE**

**Nil**

## **CLOSED SESSION**

### **Consideration of confidential matters under the Local Government Act 1989, Section 89(2).**

According to Section 89 of the Local Government Act 1989 (the Act), Council may consider items in closed session. There must be a resolution to move 'In Committee' stating the reasons why the matter(s) need to be considered in this way. The reasons provided for within the Act are matters concerning personnel, personal hardship, industrial issues, contracts, proposed developments, legal advice or any other matter that Council considers would be prejudicial, to it or any other person.

Once 'In Committee' discussions and debate have concluded, a further resolution to resume open Council is required.

**Nil**

## **SECTION H - MEETING CLOSED**

### **NEXT MEETING**

The next Ordinary Council Meeting open to the public will be held on Wednesday, 28 August 2013 commencing at 2pm in the Leongatha RSL, Leongatha.