



Planning Panels Victoria

Department of Transport and Planning

1 Spring Street
Melbourne Victoria 3000
GPO Box 2392
Melbourne, Victoria 3001
Telephone (03) 5381 9457

26 March 2025

Dear Party

Latrobe Planning Scheme Amendment C143latr: Public Acquisition Overlay

The Panel held a Directions Hearing for the above matter on 25 March 2025. Please find attached:

- Panel Directions
- Distribution List
- Hearing Timetable.

The following dates apply:

Time	Date	Documents and other matters	Direction
12 noon	Tuesday, 11 March 2025	Council to publish notice the Hearing on its website	2
12 noon	Wednesday, 16 April 2025	Council's Part A (background and context) submission	6
12 noon	Monday, 28 April 2025	Council's Part B submission	7
12 noon	Tuesday, 29 April 2025	Other party written submissions Any other documents or material to be presented on at the Hearing	9 & 10
10 am	Wednesday, 30 April 2025	Panel Hearing	

Declarations

The Panel made no declarations at the Directions Hearing.

Following the Directions Hearing Member Kendal became aware that Stewart Saunders, representing Latrobe City Council, will be attending a Planning Institute of Australia (PIA) PLANET training course about Planning Panels on Thursday 3 April 2025. Member Kendal is co-convenor of the course, and undertakes to not discuss the matter with Mr Saunders.

Hearing venue

Options for the Hearing venue were discussed at the Directions Hearing. It was decided the Hearing would be held online/by video conference. Council agreed to host the online Hearing and has provided a video conference link (as shown in the Timetable below).

Privacy Statement

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



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Site visit

Options for the site inspection were discussed at the Directions Hearing. It was decided the Panel will undertake an accompanied site inspection at 150 Latrobe Road, Morwell at **3.00pm on Tuesday 29 April 2025**.

The site inspection is an opportunity for the Panel to view the property as it relates to issues raised in submission 4. While the parties may show the Panel points of interest, merits of the proposal will not be discussed.

Council report attachment

In response to a request from the Panel, Council agreed to provide a Microsoft word or readable PDF version of Attachment 2 to the Council report of 24 February 2025. The Panel has directed this be provided as an attachment to Council's Part A submission.

Questions

If you have questions, please contact Planning Panels Victoria on (03) 5381 9457 or planning.panels@transport.vic.gov.au.

Yours sincerely



Lisa Kendal
Panel Chair

Directions

Latrobe Planning Scheme Amendment C143latr:
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Administration and documents

Administrative support and the hearing

1. Council must provide administrative and technical support to host and manage the Hearing, including providing a hearing link.
2. Council must publish notice of the Hearing on its website, with information on how members of the public can observe it online by **12 noon on Tuesday 11 March 2025**.

Note

Administrative and hearing support from Council may include finding a suitable venue for an in person Hearing, or if the Hearing is online or hybrid, configuring a video conference meeting, publishing links to the Hearing online, issuing direct invitations to participants (including the Panel, parties and experts) and providing technical support.

Circulating documents

3. Documents must be circulated electronically by emailing to all parties on the distribution list.
4. Documents must meet the following requirements:
 - a) Files must not exceed 20MB in size.
 - b) File names must be as short as possible and begin with the name of the party as it appears on the distribution list:
[Party name] - [Document Title].
 - c) If circulating more than 10 documents at once they must be accompanied by an index list.
 - d) A Microsoft Word version or unlocked pdf version of the document must be emailed directly to planning.panels@transport.vic.gov.au after being circulated.
5. All information circulated for the purposes of the Panel process is a public document solely for that purpose unless the Panel directs otherwise. It cannot be used for any other purpose.

Notes

For more information on how your submission will be used, refer to the [PPV Website](#).

The Panel will not publish or accept material that contains offensive or defamatory material, or personal information about other people (such as emails and phone numbers or photographs of people, particularly children).

Council

Council Part A (background and context) submission

6. Council must file Part A (Background and context) submission by **12 noon on Wednesday, 16 April 2025** that includes:
 - a) background to the Amendment and chronology of events
 - b) strategic context and assessment, including:
 - (i) relevant planning policies and provisions
 - (ii) other amendments that may be under preparation or recently approved that may impact on the Amendment
 - (iii) a summary of any relevant current permit applications or recently issued permits that may impact on the Amendment
 - c) a summary of the issues raised in submissions, including an explanation of which (if any) of those issues have been resolved and how

- d) a summary of post exhibition changes Council proposes to make to the Amendment and reason/s for the proposed change (for example, in response to submissions, correction of errors or issues relating to exhibition of the Amendment)
- e) any other strategic material that Council intends to rely upon in support of the Amendment that has not yet been provided
- f) a Microsoft word or readable PDF version of Attachment 2 to the Council report of 24 February 2025.

Council Part B (main) submission

- 7. Council must address the following issues in its Part B (main) submission or through evidence:
 - a) its response to submissions and evidence
 - b) its final position on the Amendment
 - c) any further changes to the Amendment documentation.

Part C (closing) submissions

- 8. Council will be provided time to present a Part C (closing) submission which:
 - a) must not raise new matters
 - b) may respond to matters raised in other party submissions.

Other party submissions

- 9. A party who objects to the proposal must say how the proposal impacts them, how the proposal is inconsistent with Council or government policy or strategy, or both.
- 10. Submissions, presentations and other material presented to the Panel:
 - a) must be presented electronically
 - b) must be circulated by email **by 12 noon on the business day before the material is to be presented**
 - c) should relate to the matters before the Panel
 - d) must include a summary of fewer than 5 pages if the material is more than 40 pages.

Note

For information on how to prepare and present material at a Hearing, refer to the [PPV Website](#).

Privacy and use of personal information

- 11. A party must not record, keep, distribute or publish contact details of any other party obtained during the Panel process, or use those contact details for any other purpose.
- 12. A party must not record any part of a Hearing by any means without permission from the Chair.
- 13. A party who wishes proceedings to be recorded must make a request to the Chair at least five business days before the Hearing commences, outlining its reasons.
- 14. If Planning Panels Victoria records a Hearing, any person provided with a copy of the recording must not publish or distribute that recording or use it for any purpose other than for the Panel process.

Note

For more information on how your personal information will be used, refer to the Privacy Collection Notice attached to the Panel's letter dated 9 January 2025.

Distribution List

Latrobe Planning Scheme Amendment C143latr:
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Use this list to circulate information in accordance with the Panel's directions. It must not be used for any other purpose. If you are unsure about whether any material or content is appropriate for circulation, please seek guidance from Planning Panels Victoria before circulating the material.

Electronic documents

Party	email addresses
Planning Panels Victoria	planning.panels@transport.vic.gov.au
Latrobe City Council	stewart.saunders@latrobe.vic.gov.au
Money Talk Planners	tony@moneytalkplanners.com.au

Hearing and Site Visit Timetable

Latrobe Planning Scheme Amendment C143latr:
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Accompanied site visit

Tuesday 29 April 2025

3:00pm	Parties to meet at 150 Latrobe Road, Morwell	15 mins
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Hearing Timetable Version 1

Day 1: Wednesday 30 April 2025

Venue: [Click here to join the Hearing](#)

Time	Party	Sub No	Allocated
10:00am	Preliminary matters		15 mins
10:15am	Latrobe City Council represented by Stewart Saunders		2 hours
11:15am	Break		15 mins
11:30am	Latrobe City Council continued		
12:30pm	Tony Salvatore	4	10 mins
12.40pm	Break		10 mins
12.50pm	Latrobe City Council closing statements		10 mins
1:00pm	Hearing close		

Hearing Timetable Notes:

1. If you are unable to be present at your scheduled time, please contact Planning Panels Victoria on (03) 5381 9457 as soon as possible.
2. Please be present or online at least 15 minutes before your scheduled start time.
3. The Panel may amend a Party's start time without notice. However you will be contacted in advance if you are to be rescheduled to a different day.
4. If you have any questions about the timetable, please contact Planning Panels Victoria on (03) 5381 9457.