



# LATROBE CITY COUNCIL

## MINUTES FOR THE COUNCIL MEETING

**HELD IN KERNOT HALL, MORWELL AND VIA  
AUDIO-VISUAL LINK  
AT 6:00 PM ON 22 SEPTEMBER 2025  
CM625**

**PRESENT:**

**Councillors:** Cr Dale Harriman, Mayor  
Cr Sharon Gibson, Deputy Mayor  
Cr David Barnes  
Cr Leanne Potter  
Cr Joanne Campbell  
Cr Adele Pugsley  
Cr Darren Howe  
Cr Steph Morgan  
Cr Tracie Lund  
Loy Yang Ward  
Newborough Ward  
Boola Boola Ward  
Budgerie Ward  
Jeeralang Ward  
Moe Ward  
Tyers Ward  
Yallourn Ward  
Morwell River Ward

**Officers:** Steven Piasente  
James Rouse  
Jody Riordan  
Tim Ellis  
Nathan Kearsley  
Alba Elling  
Andrea Stanlake  
Kaitlyn Boram  
Chief Executive Officer  
Acting General Manager Community Health & Wellbeing  
General Manager Regional City Planning & Assets  
General Manager Regional City Strategy & Transition  
General Manager Organisational Performance  
Manager Governance  
Acting Coordinator Council Business  
Governance Officer

**Apologies:** Nil

## TABLE OF CONTENTS

<b>1. ACKNOWLEDGEMENT OF THE TRADITIONAL OWNERS OF THE LAND .....</b>	<b>4</b>
<b>2. APOLOGIES AND LEAVE OF ABSENCE.....</b>	<b>4</b>
<b>3. ADOPTION OF MINUTES .....</b>	<b>4</b>
<b>4. DECLARATION OF INTERESTS .....</b>	<b>4</b>
<b>5. ACKNOWLEDGEMENTS.....</b>	<b>4</b>
<b>6. PUBLIC PARTICIPATION TIME .....</b>	<b>5</b>
<b>7. NOTICES OF MOTION.....</b>	<b>7</b>
7.1 2025/13 Anti-Social Behaviour on Local Bus Routes.....	7
<b>8. STRATEGIC ITEMS FOR DECISION.....</b>	<b>9</b>
8.1 Adoption of 2026-2029 Domestic Animal Management Plan.....	9
8.2 Draft Latrobe City Streetscape Strategy .....	10
8.3 Central Business District Community Outreach .....	11
8.4 Partial Road Discontinuance - Matthews Crescent, Traralgon .....	13
<b>9. STATUTORY PLANNING.....</b>	<b>15</b>
9.1 Proposed Planning Scheme Amendment C151 - Latrobe City Signage Strategy .....	15
<b>10. CORPORATE ITEMS FOR DECISION .....</b>	<b>17</b>
10.1 2024/25 End of Year Result and Accumulated Cash Surplus.....	17
10.2 Chief Executive Officer Employment Matters Committee - Independent Chair Recruitment Process .....	19
10.3 Policy Renewal Program - Policies Requiring Minor Updates/Ending .....	20
<b>11. URGENT BUSINESS.....</b>	<b>22</b>
<b>12. REPORTS FOR NOTING .....</b>	<b>24</b>
12.1 2024–2025 Events and Visitor Economy Outcomes.....	24
<b>14. ITEMS FOR TABLING.....</b>	<b>27</b>

<b>15. MEETING CLOSED TO THE PUBLIC TO CONSIDER CONFIDENTIAL INFORMATION.....</b>	<b>29</b>
15.1 Gippsland Logistics and Manufacturing Precinct – Bridging Finance & CEO Delegation. ....	29
15.2 LCC-884 Footpath Replacement Program .....	29
15.3 LCC-885 Reconstruction of Loch Park Road – Stage 2 .....	30

## **Meeting commenced at 6:00 pm**

Resolutions in this minutes document should be read in conjunction with the published agenda for the 22 September 2025 Council Meeting.

### **1. ACKNOWLEDGEMENT OF THE TRADITIONAL OWNERS OF THE LAND**

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

### **2. APOLOGIES AND LEAVE OF ABSENCE**

Nil

### **3. ADOPTION OF MINUTES**

#### **MOTION**

**Moved:** Cr Gibson

**Seconded:** Cr Pugsley

**That Council confirm the minutes of the Council Meeting held on 25 August 2025.**

**CARRIED UNANIMOUSLY**

### **4. DECLARATION OF INTERESTS**

Nil

### **5. ACKNOWLEDGEMENTS**

- Cr Campbell acknowledged the Mid Gippsland Football Netball League and Latrobe City Council for their great work at the recent football grand final at Yinnar. Cr Campbell also congratulated Pauline Tantau for her work with the club.
- Cr Pugsley attended a Life Care and Suicide Prevention seminar run by Mark Bateman and Val Hemmings.
- Cr Pugsley acknowledged the frisbee championships which she attended with Cr Morgan.
- Cr Pugsley acknowledged the Moe Rotary Club and Moe Arts Collective children's arts show.
- Cr Harriman congratulated the winners and place holders in the North Gippsland Football Netball Grand Final. Cr Harriman also acknowledged the grand final win for the Moe A-Grade Netball.
- Moe A-grade netball – hat trick of wins.
- Cr Harriman acknowledged the Latrobe Valley Eisteddfod currently underway, and noted the Traralgon City Band who won first place in their event. Thanks to the organisers.

## **6. PUBLIC PARTICIPATION TIME**

### **Public Questions on Notice**

In accordance with the Governance Rules, members of the public can lodge a question on notice by no later than midday one business day before the Council meeting in order for the question to be answered at the meeting. There was one public question.

#### **Question**

**From:** Damian Andrews

**Topic:** Red Tape Green Tape Reduction Actions

#### **Question:**

What specific red tape and green tape reductions have been implemented since the 16 December 2024 motion on business development support was passed (Item 12.2), and what measurable impact have these changes had on business approval timeframes?

#### **Response:**

A report on this matter was presented to Council on 30 June 2025 outlining current work in progress, improvement initiatives, and plans for future implementation. It was determined that a further report will be presented to the December meeting.

Since December 2024 the initial improvements include the following.

Council has increased delegations to Council Officers related to Planning Permits at the 26 May meeting. This has resulted in more timely approvals of planning permits.

Council has committed to the Business-Friendly Councils Initiative, driven by the Victorian State Government. This initiative will provide Council with an implementation plan tailored to Latrobe City.

Business Concierge has been expanded to enable greater visibility and management of permits with Council as well as actions to increase promotion of the service to the business community.

In relation to measurable impacts these will be reported to Council after 12 months of implementation.

#### **Public Speakers**

Members of the public who registered by no later than midday on the day of the Council Meeting were invited to speak to an item on the agenda. There were no public speakers.

# **NOTICES OF MOTION**

## 7. NOTICES OF MOTION

Item Number 7.1

22 September 2025

Community Health and Wellbeing

# 2025/13 ANTI-SOCIAL BEHAVIOUR ON LOCAL BUS ROUTES

### **MOTION**

**Moved:** Cr Pugsley

**Seconded:** Cr Gibson

**In response to complaints relating to anti-social behaviour on local bus routes, Council advocates to Transport Victoria to request additional resourcing of Authorised Officers on Latrobe City public bus routes.**

**CARRIED UNANIMOUSLY**

### **Attachments**

Nil

# **STRATEGIC ITEMS FOR DECISION**



## **8. STRATEGIC ITEMS FOR DECISION**

Item Number 8.1

22 September 2025

Community Health and Wellbeing

# **ADOPTION OF 2026-2029 DOMESTIC ANIMAL MANAGEMENT PLAN.**

### **ALTERNATE MOTION**

**Moved:** Cr Lund

**Seconded:** Cr Morgan

#### **That Council:**

- 1. having considered submissions received during the community engagement period, adopts the Domestic Animal Management Plan 2026-2029;**
- 2. provides a copy of the adopted Domestic Animal Management Plan to the Secretary of the Department of Agriculture by 10 December 2025 as required by the Act;**
- 3. publishes the Domestic Animal Management Plan on Council's website; and**
- 4. allocates \$10,000 from the Accumulated Unallocated Cash Reserve for a cat desexing trial program.**

**CARRIED UNANIMOUSLY**

### **Attachments - Refer to Council Meeting Agenda**

1. Domestic Animal Management Plan 2026
2. DAMP Public Submissions 2025

# DRAFT LATROBE CITY STREETSCAPE STRATEGY

## **MOTION**

**Moved:** Cr Howe

**Seconded:** Cr Pugsley

**That Council:**

- 1. endorses the draft Latrobe City Streetscape Strategy at Attachment 1 to be released for community feedback;**
- 2. gives notice that the draft Latrobe City Streetscape Strategy will be made available for review at Council Headquarters, Service Centres and on Council's website; and**
- 3. invites written submissions from the public to be received by no later than 20 October 2025.**

**CARRIED UNANIMOUSLY**

## **Attachments - Refer to Council Meeting Agenda**

- 1. Draft Latrobe City Streetscape Strategy**

## CENTRAL BUSINESS DISTRICT COMMUNITY OUTREACH

### **MOTION**

**Moved:** Cr Morgan

**Seconded:** Cr Potter

**That Council:**

1. **allocates \$30,000 from the accumulated unallocated cash reserve to develop a localised community outreach program model aimed at improving community safety and addressing anti-social behaviour in Latrobe City's CBD's; and**
2. **receives a report at a future Council meeting, considering the localised model and options for its implementation.**

**For:** Cr Potter, Cr Lund, Cr Morgan

**Against:** Cr Pugsley Cr Howe, Cr Gibson, Cr Barnes, Cr Campbell, Cr Harriman,

**LOST**

### **ALTERNATE MOTION**

**Moved:** Cr Gibson

**Seconded:** Cr Pugsley

**That the report be deferred until no later than the November 2025 Council Meeting, pending a visit to Latrobe City by the Minister for Police and Community Safety to discuss the specific planning to address community safety in CBD areas.**

### **AMENDMENT**

**Moved:** Cr Potter

**Seconded:** Cr Howe

**That Council:**

1. **defers the report until no later than the November 2025 Council Meeting, pending a visit to Latrobe City by the Minister for Police and Community Safety to discuss the specific planning to address community safety in CBD areas; and**
2. **provisionally allocates from the residual Accumulated Unallocated Cash Reserve an amount of \$30,000 whilst awaiting the report to be presented by no later than the November 2025 Council Meeting.**

**CARRIED UNANIMOUSLY**

The amendment became the **SUBSTANTIVE MOTION**

**That Council:**

- 1. defers the report until no later than the November 2025 Council Meeting, pending a visit to Latrobe City by the Minister for Police and Community Safety to discuss the specific planning to address community safety in CBD areas; and**
- 2. provisionally allocates from the residual Accumulated Unallocated Cash Reserve an amount of \$30,000 whilst awaiting the report to be presented by no later than the November 2025 Council Meeting.**

**For:** Cr Potter, Cr Pugsley, Cr Howe, Cr Gibson, Cr Barnes, Cr Campbell, Cr Harriman

**Against:** Cr Lund, Cr Morgan

**CARRIED**

#### **Attachments**

Nil

#### **Procedural Note:**

The meeting adjourned at 6:54 pm

The meeting resumed at 7:03 pm

## PARTIAL ROAD DISCONTINUANCE - MATTHEWS CRESCENT, TRARALGON

### **MOTION**

**Moved:** Cr Howe

**Seconded:** Cr Pugsley

**That Council:**

1. **proposes that a portion of Matthews Crescent, Traralgon being an area of approximately 2,400 square metres (highlighted in Attachment 1, which includes a portion of the land described as 'Road R1' on the Plan of Subdivision PS445360L) be discontinued as a road under clause 3, schedule 10 of the *Local Government Act 1989*;**
2. **authorises public notice be given of the proposed road discontinuance in accordance with section 223/207A(a) of the *Local Government Act 1989*, and consider any submissions received in accordance with section 223 of the *Local Government Act 1989*;**
3. **authorises public notice be given in accordance with section 114 of the *Local Government Act 2020* of the intention to sell the road parcel to Yallambee Traralgon Village for the Aged;**
4. **notes that all submissions received under section 223 and section 114 will be presented to a future Council Meeting for consideration; and**
5. **authorises the Chief Executive Officer to undertake the administrative procedures necessary to carry out Council's functions to give effect to this resolution.**

**CARRIED UNANIMOUSLY**

### **Attachments - Refer to Council Meeting Agenda**

1. Partial Road Discontinuance Map
2. Valuation Report (Published Separately)

*This attachment is designated as confidential under subsection (a) of the definition of confidential information contained in section 3(1) of the Local Government Act 2020, as it relates to Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released. Valuation provides understanding of the commercial value of the property and releasing this information publicly will compromise Council's position in future discussions.*

# **STATUTORY PLANNING**

## 9. STATUTORY PLANNING

Item Number 9.1

22 September 2025

Regional City Planning and Assets

# PROPOSED PLANNING SCHEME AMENDMENT C151 - LATROBE CITY SIGNAGE STRATEGY

### **MOTION**

**Moved:** Cr Lund

**Seconded:** Cr Howe

**That Council:**

1. endorses the draft Latrobe City Signage Background Review and Latrobe City Signage Strategy, provided at Attachment 1 and 2 for public exhibition as part of Amendment C151;
2. requests authorisation from the Minister for Planning to prepare and exhibit Amendment C151 to the Latrobe Planning Scheme, in accordance with section 8A of the *Planning and Environment Act 1987*;
3. prepares Amendment C151 to the Latrobe Planning Scheme to implement the recommendations of the Latrobe City Signage Strategy into ordinance, generally in accordance with the documentation provided at Attachment 3, subject to Ministerial Authorisation; and
4. places Amendment C151 on exhibition in accordance with the requirements of section 19 of the *Planning and Environment Act 1987*, subject to Ministerial Authorisation.

**For:** Cr Potter, Cr Pugsley, Cr Lund, Cr Howe, Cr Morgan, Cr Barnes, Cr Harriman

**Against:** Cr Gibson, Cr Campbell

**CARRIED**

### **Attachments - Refer to Council Meeting Agenda**

1. Draft Latrobe City Signage Background Review
2. Draft Latrobe City Signage Strategy
3. Draft Planning Scheme Amendments C151 documents

# **CORPORATE ITEMS FOR DECISION**



## 10. CORPORATE ITEMS FOR DECISION

Item Number 10.1     22 September 2025

Organisational Performance

# 2024/25 END OF YEAR RESULT AND ACCUMULATED CASH SURPLUS

### ALTERNATE MOTION

**Moved:**        Cr Pugsley

**Seconded:** Cr Howe

**That Council:**

1.    **notes at the conclusion of the 2024/25 financial year Council realised a cash surplus position of \$7.334 million (unaudited);**
2.    **allocates \$3.667 million of the 2024/25 cash surplus position to the Transition Reserve;**
3.    **allocates funding to the following:**
  - **GRAC lockers replacement    \$250,000**
  - **Morwell Depot site remediation    \$150,000**
  - **Sports oval grass oversowing program    \$30,000**
  - **Immigration Park Morwell – new public toilet    \$600,000**
  - **Yinnar Recreation Reserve – Netball & Tennis \$120,000  
changerooms detailed design**
  - **Northern Reserve Newborough – multi-use pavilion    \$500,000  
detailed design**
  - **Infrastructure Projects Reserve    \$3,400,000;**
4.    **notes the Accumulated Unallocated Cash Reserve balance after allocations is \$0.104 million (prior to adjustments following completion of the year end audit);**
5.    **notes the request from Gippsstown Reserve Committee of Management Inc. (Old Gippsstown Heritage Park) (“Park”) for *“on-going financial support for heritage buildings maintenance (capital works) for \$50,000 to be incorporated into the Latrobe City Council 2025/26 budget to ensure the park remains viable and open in the future.”*;**

- 6. receives a future report by no later than the December 2025 Council Meeting that provides Council with additional information regarding the funding request including (but not limited to) the following:**
  - a. Operations of the Park;**
  - b. Economic benefits to Latrobe City associated with visitation to the Park;**
  - c. Benchmarking against like facilities in other municipalities;**
  - d. The risks and opportunities associated with the provision of ongoing funding up to an annual amount of \$50,000; and**
- 7. provisionally allocates from the residual Accumulated Unallocated Cash Reserve an amount of \$50,000 whilst awaiting a report on the Park.**

**CARRIED UNANIMOUSLY**

#### **Attachments - Refer to Council Meeting Agenda**

1. Attachment 1 - Accumulated Unallocated Cash Reserve

#### **Procedural notes:**

Cr Pugsley left the meeting at 7:38 pm and returned at 7:45 pm

Meeting adjourned at 7:41 pm

Meeting resumed at 7:45 pm

Cr Gibson left the meeting at 7:46 pm and did not return.

## CHIEF EXECUTIVE OFFICER EMPLOYMENT MATTERS COMMITTEE - INDEPENDENT CHAIR RECRUITMENT PROCESS

### **MOTION**

**Moved:**        Cr Lund

**Seconded:** Cr Howe

**That Council:**

- 1.    authorises the General Manager – Organisational Performance to commence the recruitment process for an independent chair of the CEO Employment Matters Committee in consultation with the CEO Employment Matters Committee; and**
- 2.    notes that the appointment of the independent chair will be considered as part of a further report to Council.**

**CARRIED UNANIMOUSLY**

### **Attachments**

Nil

## **POLICY RENEWAL PROGRAM - POLICIES REQUIRING MINOR UPDATES/ENDING**

### **MOTION**

**Moved:**        Cr Pugsley

**Seconded:** Cr Morgan

**That Council:**

- 1.    adopts the following updated policies:**
  - a.   Subdivision of Residential or Rural Residential Properties Policy; and**
  - b.   Electronic Surveillance Policy;**
- 2.    ends the following policies:**
  - a.   Traralgon West Interim Infrastructure Development Policy; and**
  - b.   Parking Overlay – Collection of Financial Contribution Policy; and**
- 3.    notes that Council's website will be updated to reflect the changes outlined in points 1 and 2.**

**CARRIED UNANIMOUSLY**

### **Attachments - Refer to Council Meeting Agenda**

1. DRAFT Subdivision of Residential or Rural Residential Properties Policy
2. DRAFT Electronic Surveillance Policy

# **URGENT BUSINESS**

## 11. URGENT BUSINESS

Business may be admitted to the meeting as urgent business in accordance with clause 20 of the Governance Rules, by resolution of the Council and only then if it:

- 20.1 Relates to or arises out of a matter which has arisen since distribution of the agenda; and
- 20.2 Cannot reasonably or conveniently be deferred until the next Council meeting.

There were no Urgent Business Items.

# **REPORTS FOR NOTING**

## 12. REPORTS FOR NOTING

Item Number 12.1     22 September 2025

Community Health and Wellbeing

# 2024–2025 EVENTS AND VISITOR ECONOMY OUTCOMES

### **MOTION**

**Moved:**     Cr Howe

**Seconded:** Cr Campbell

**That Council receives for noting the outcomes of the 2024 – 2025 major events program.**

**CARRIED UNANIMOUSLY**

### **Attachments - Refer to Council Meeting Agenda**

1. 2024 - 2025 Major Events Attraction Program Summary



### **13. QUESTIONS ON NOTICE**

Nil reports

# ITEMS FOR TABLING

#### **14. ITEMS FOR TABLING**

Nil reports

**MEETING CLOSED TO  
THE PUBLIC TO  
CONSIDER  
CONFIDENTIAL  
INFORMATION**

## **15. MEETING CLOSED TO THE PUBLIC TO CONSIDER CONFIDENTIAL INFORMATION**

Section 66 of the *Local Government Act 2020* enables Council to close the meeting to the public to consider *confidential information* as defined in that Act.

### **MOTION**

**Moved:** Cr Lund

**Seconded:** Cr Morgan

**That Council pursuant to section 66(1) and 66(2)(a) of the *Local Government Act 2020* (the Act) close the Council Meeting to the public to consider the following items containing confidential information as defined in section 3(1) of the Act:**

#### **15.1 Gippsland Logistics and Manufacturing Precinct – Bridging Finance & CEO Delegation.**

**This item is designated as confidential under subsection (g) of the definition of confidential information contained in section 3(1) of the Local Government Act 2020, as it relates to private commercial information, being information provided by a business, commercial or financial undertaking that—**

- (i) relates to trade secrets; or**
- (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage. Relates to Council property development**

#### **15.2 LCC-884 Footpath Replacement Program**

**This item is designated as confidential under subsections (a) and (g) of the definition of confidential information contained in section 3(1) of the Local Government Act 2020, as it relates to Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released and private commercial information, being information provided by a business, commercial or financial undertaking that—**

- (i) relates to trade secrets; or**
- (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage. Releasing this information publicly and/or prematurely may prejudice the undertaking of this process and would release private commercial information of the tenderers that may cause disadvantage.**

### **15.3 LCC-885 Reconstruction of Loch Park Road – Stage 2**

**This matter is designated as confidential under subsections (a) and (g) of the definition of confidential information contained in section 3(1) of the Local Government Act 2020, as it relates to Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released and private commercial information, being information provided by a business, commercial or financial undertaking that—**

**(i) relates to trade secrets; or**

**(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage. Releasing this information publicly and/or prematurely may prejudice the undertaking of this process and would release private commercial information of the tenderers that may cause disadvantage.**

**CARRIED UNANIMOUSLY**

**The Meeting closed to the public at 8:00 pm.**

**There being no further business the meeting was declared closed at 8.09 pm.**

**I certify that these minutes have been confirmed.**

**Mayor:** \_\_\_\_\_

**Date:** \_\_\_\_\_