



LATROBE CITY COUNCIL

MINUTES FOR THE COUNCIL MEETING

HELD IN KERNOT HALL, MORWELL AND VIA AUDIO-
VISUAL LINK
AT 6:00PM ON 16 DECEMBER 2024
CM613

PRESENT:

Councillors:	Cr David Barnes (virtual)	Boola Boola Ward left the meeting at 8.12pm.
	Cr Leanne Potter	Budgeree Ward
	Cr Joanne Campbell	Jeeralang Ward
	Cr Dale Harriman, Mayor	Loy Yang Ward
	Cr Adele Pugsley	Moe Ward
	Cr Tracie Lund (virtual)	Morwell River Ward left the meeting at 8.45pm
	Cr Sharon Gibson, Deputy Mayor	Newborough Ward
	Cr Darren Howe	Tyers Ward
	Cr Steph Morgan	Yallourn Ward

Officers:	Steven Piasente	Chief Executive Officer
	James Rouse	Acting General Manager Community Health & Wellbeing
	Jody Riordan	General Manager Regional City Planning & Assets
	Tim Ellis	General Manager Regional City Strategy & Transition
	Josh Wilson	Acting Executive Manager Sports Legacy & Activation
	Nathan Kearsley	General Manager Organisational Performance
	Zoe Speck	Manager Governance
	Courtney Aquilina	Coordinator Council Business
	Kaitlyn Boram	Governance Officer

Apologies:

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Resolutions in this minutes document should be read in conjunction with the published agenda for the 16 December 2024 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 November 2024.

CARRIED UNANIMOUSLY

4. DECLARATION OF INTERESTS

This item followed Acknowledgements.

Cr Campbell declared a conflict of interest at Item 7.1.

Cr Harriman declared a conflict of interest at Item 7.3.

5. PUBLIC PARTICIPATION TIME

Public Questions on Notice

In Accordance with the Governance Rules, members of the public can lodge a question on notice before 12 noon on the Friday before the day of the Council meeting in order for the question to be answered at the meeting. There were 2 public questions on notice.

Question 1:

From: Dean Hurlston

Topic: Council Meeting Meals and Refreshments

Question:

What is the approximate cost per public Council Meeting for Councillor and Staff meals, refreshments and beverages? (If applicable).

Response:

The average cost for public council meeting dinner catering this financial year for Councillors and staff is \$395.

The average Councillor and officer attendees numbers at the Council meetings this financial year has been 16 people (including Councillors and Council staff).

Council meetings are held on Monday nights and can be hours in duration. To ensure the health and wellbeing of Councillors and Council staff, meals are offered to those working at the meeting.

Question 2:

From: Phillip Edwards

Topic: Councillor Attendance at Minerals Council of Australia functions

Question:

Have Latrobe City councillors attended functions run by the pro Nuclear Minerals council of Australia? If so was there any hospitality provided?

Response:

Council officers are not aware of and have not facilitated Councillor attendance at any functions organised by the Minerals Council of Australia.

Public Speakers

Members of the public who registered before 12 noon were invited to speak to an item on the agenda. There were six public speakers.

- Linda Reid spoke to Item 6.1
- Damian Andrews spoke to Items 6.2, 12.2

Cr Barnes left the room at 6.33pm

Cr Campbell left the room at 6.34pm

Cr Barnes returned to the room at 6.41pm

- Adam Ford spoke to Item 7.1

Cr Campbell returned to the room at 6.42pm

- Chris Hayes attended virtually and spoke to Item 7.2

Cr Harriman left the meeting at 6:47pm

- Ross Chapman spoke on Item 7.3
- Taylah Ling spoke on Item 7.3

Cr Harriman returned to the meeting at 6:58pm

- Taylah Ling spoke on Items 12.3 and 12.4

STRATEGIC ITEMS FOR DECISION

6. STRATEGIC ITEMS FOR DECISION

Item Number 6.1 16 December 2024

Regional City Planning and Assets

YOUTH INFRASTRUCTURE PLAN

OFFICER'S RECOMMENDATION

That Council endorse the Youth Infrastructure Plan and release the plan to the public via Council's website.

MOTION

Moved: Cr Gibson

Seconded: Cr Morgan

DEFERRING AN ITEM

That Council defers consideration of the Youth Infrastructure Plan to a future Council Meeting to allow further time to work through concerns raised by submitters.

CARRIED UNANIMOUSLY

Attachments - Refer to Council Meeting Agenda

1. Youth Infrastructure Plan
2. Community Feedback Summary

COUNCIL PLAN 2025-29 DEVELOPMENT - TIMELINE AND ENGAGEMENT PLAN

OFFICER'S RECOMMENDATION

That Council endorse the engagement timeline and plan to develop the Council Plan 2025-29 for adoption by 31 October 2025 as detailed in Attachment 1.

MOTION

Moved: Cr Gibson

Seconded: Cr Pugsley

That Council endorse the engagement timeline and plan to develop the Council Plan 2025-29 for adoption by 30 June 2025 as detailed in Attachment 1 (Alternate).

ATTACHMENT ONE (ALTERNATE)

2025-2029 Council Plan Development Engagement Activities Timeline

Activity	Timeline
Promotion of Community Engagement <ul style="list-style-type: none">Promote community engagement opportunities	January 2025
Community Engagement Stage 1 (Listen) <ul style="list-style-type: none">Council Plan Community Survey released (6 Jan to 5 Feb)3 Community sessions (3 pop-up) (1-7 Feb)	January-February 2025
Community Engagement Stage 2 (Deliberate) <ul style="list-style-type: none">2 in-person workshops with Community Panel (from 10 Feb)	February 2025
Councillor Engagement 1 <ul style="list-style-type: none">Review outcomes from Community Engagement Parts 1 & 2, opportunity for Councillor discussion and feedback	March 2025

Development of Draft Council Plan <ul style="list-style-type: none"> Draft Council Plan document 	March-April 2025
Community Panel Review <ul style="list-style-type: none"> The draft will be presented to the Community Panel to discuss how the draft Council Plan has addressed community feedback 	April 2025
Councillor Engagement 2 <ul style="list-style-type: none"> Draft Council Plan presented to Councillors for review and feedback before publication and public exhibition (28 April Council Meeting to endorse exhibition) 	April 2025
Community Engagement Stage 3 (Document) <ul style="list-style-type: none"> Review by community of draft Community Vision and Council Plan through public exhibition process Consideration of feedback by Councillors 	May-June 2025
Council Adoption <ul style="list-style-type: none"> Adoption of final Community Vision and Council Plan by Council (at 23 June Council Meeting) 	June 2025
Council Plan Design <ul style="list-style-type: none"> Plan to be graphically designed after adoption 	July 2025

For: Crs Barnes, Potter, Campbell, Harriman, Pugsley and Gibson
Against: Crs Lund, Howe and Morgan

CARRIED

The meeting was suspended for 5 minutes at 7.17pm and resumed at 7.23pm

Attachments - Refer to Council Meeting Agenda

1. Attachment 1 - Engagement Activities Timeline

STATUTORY PLANNING

7. STATUTORY PLANNING

Item Number 7.1

16 December 2024

Regional City Planning and Assets

PLANNING APPLICATION 2023/229 USE AND DEVELOPMENT OF A SECOND DWELLING

OFFICER'S RECOMMENDATION

That Council issues a Notice of Decision to Refuse to Grant a Permit for the use and development of a second dwelling at Lot 2 PS907205 Francis Road, Glengarry West on the grounds set out in Attachment 1 to this report.

Cr Campbell left the meeting at 8:31pm.

MOTION

Moved: Cr Howe

Seconded: Cr Potter

That Council decides to issue a Notice of Decision to grant Permit 2023/229, for the use and development of land with a second dwelling at L1 PS 907205B Francis Road, Glengarry West, with the following conditions:

Amended Plans:

1. Before the development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must generally be in accordance with the plans submitted on 6 October 2023 but modified to show:

- a) The dwelling accurately depicted on the site plan with the floor plan, vehicle access and setbacks shown.
- b) The domestic building envelope where outbuildings, yards, garden areas and the like as well as primary and secondary wastewater envelopes and fencing to exclude stock from these areas are proposed.
- c) The proposed hay shed deleted from the site plan as this does not form part of the proposal.
- d) The elevations labelled with their orientation.

When approved, the amended plans will be endorsed by the responsible authority.

Endorsed Plans Condition:

2. The use and development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.
3. Once building works have commenced they must be completed to the satisfaction of the Responsible Authority.
4. All buildings and works must be maintained in good order and appearance to the satisfaction of the Responsible Authority
5. Upon completion of the development/works, the land must be cleared of all excess and unused building materials and debris to the satisfaction of the Responsible Authority.
6. Construction works on the land must be carried out in a manner that does not result in damage to existing Council assets and does not cause detriment to adjoining owners and occupiers, to the satisfaction of the Responsible Authority.
7. The exterior colour and cladding of the building(s) must be of muted tones and non-reflective nature to the satisfaction of the Responsible Authority.

Farm Management Plan Condition:

8. The Farm Management Plan by GDM Agricultural Consulting (undated) submitted with the application must be implemented to the satisfaction of the Responsible Authority.

Section 173 Agreement Condition:

9. Before the building approved by this permit is occupied, the landowner must:
 - a) enter into an agreement with the Responsible Authority made pursuant to Section 173 of the Planning and Environment Act 1987 (the Act) that requires the following:
 - i. no further dwellings may be erected on the land.
 - ii. all domestic buildings, yards, pool, garden areas and the like, and primary and secondary wastewater envelopes associated with the dwelling approved under Planning Permit 2023/229 must be constructed wholly within the building envelope shown on the plan endorsed to the permit. This envelope cannot be varied except with the written consent of the Responsible Authority. This can be achieved via an amendment to the endorsed plans; and
 - iii. the development and use of a second dwelling on the site has been permitted on the basis that the second dwelling is reasonably required for the operation of the agricultural activity conducted on the land in accordance with an endorsed farm management plan or approved alternative, and the second dwelling must only be used on that basis.

- b) Make application to the Registrar of Titles to register the Section 173 Agreement on the title to the land under Section 181 of the Act;
- c) Pay the reasonable costs of the preparation, review, and execution and registration of the Section 173 Agreement;
- d) Provide Council with a copy of the dealing number issued by the Titles Office; and
- e) Once the amended title is issued, provide either:
 - i. a current title search; or
 - ii. a photocopy of the duplicate certificate of Title. as evidence of registration of the Section 173 Agreement on title.

Health Conditions:

10. Sewage, sullage and other liquid wastes to arise from the development shall be treated and retained on site by a septic tank system in accordance with the requirements of the Environment Protection Act 2017, the Guidelines for Environmental Management: Code of Practice – Onsite Wastewater Management 891.4 (2016) and the Responsible Authority.

11. All waste water and liquid must be contained and treated on site by a septic tank system or equivalent. The system must be at least 60 metres (Primary Treatment) or 30 metres (Secondary Treatment) from any watercourse and/or dam on the subject or neighbouring properties, and must meet the Guidelines for Environmental Management: Code of Practice – Onsite Wastewater Management 891.4 (2016).

12. Prior to the commencement of construction of the dwelling or shed, an Application for a Permit to Install a septic tank system must be submitted and approved by Council prior to any installation.

13. Stormwater from the proposed dwelling/outbuilding must not be permitted to enter the septic tank system disposal field.

Engineering Conditions:

14. Appropriate measures must be implemented throughout the construction stage of the development to rectify and/or minimise mud, crushed rock or other debris being carried onto public roads or footpaths from the subject land, to the satisfaction of the Responsible Authority.

15. Before an Occupancy Permit is issued for the dwelling hereby permitted, or by such later date as is approved by the Responsible Authority in writing, the following works must be completed in accordance with the endorsed plans and to the satisfaction of the Responsible Authority:

a) All stormwater discharging from the dwelling, vehicle access ways and works must be discharged to a water tank, soakwell or otherwise discharged so as not to cause erosion, flooding or nuisance to the subject or surrounding land to the satisfaction of the Responsible Authority.

b) The existing vehicle crossing providing access from Francis Road to the land in this permit, must be upgraded between the edge of the existing road pavement and the property boundary to comply with the vehicle crossing standards as set out in Latrobe City Council's Standard Drawings LCC 306 and LCC 212 including provision of an all-weather sealed surface from the edge of the existing road pavement for a distance of six (6) metres toward the property boundary.

c) The areas provided within the property for vehicle access to the permitted dwelling and associated works, must be constructed and surfaced with concrete, reinforced concrete, brick paving, gravel, crushed rock or hot mix asphalt so as to prevent mud or other debris from being carried onto the road and to meet the access standards of the Country Fire Authority which require:

i. a minimum trafficable width of 3.5 metres with a minimum clearance of 0.5 metres to any structures on either side of the access,

ii. Constructed to a standard that is accessible in all weather conditions and capable of accommodating a vehicle of 15 tonnes,

iii. Minimum curve radius of 10 metres and average grades of no more than 1 in 7, and

iv. Where more than 100 metres in length, must include an appropriate turning area.

v. If the length of the driveway is greater than 200 metres, passing bays must be provided. Passing bays are to be 20 metres long and provided every 200 metres and be 6 metres minimum trafficable width measured at the passing bay.

Permit Expiry:

16. This permit will expire if one of the following circumstances applies:

a) the development is not started within two years of the date of this permit;

b) the development is not completed within four years of the date of this permit; or

c) the use is not commenced within two years of the completion of the development.

In accordance with section 69 of the Planning and Environment Act 1987, an application may be submitted to the Responsible Authority for an extension of the periods referred to in this condition.

NOTES

Note 1 This permit does not authorize the commencement of any building construction works. Before any such development may commence, the applicant must apply for and obtain appropriate building approval.

Note 2 Unless exempted by Latrobe City Council, an Asset Protection Permit must be obtained prior to the commencement of any proposed building works, as defined by Latrobe City Council's Local Law No. 3. Latrobe City Council's Asset Protection Officer must be notified in writing at least 7 days prior to the building works commencing or prior to the delivery of materials/equipment to the site.

Note 3 A Latrobe City Vehicle Crossing Permit must be obtained prior to the commencement of the construction of all new vehicle crossings and for the upgrading, alteration or removal of existing vehicle crossings. The relevant fees, charges and conditions of the Vehicle Crossing Permit will apply to all vehicle crossing works. It is a requirement that all vehicle crossing works be inspected by Latrobe City Council's Asset Protection Officer.

Note 4 The operator of this permit must ensure that all relevant Permits have been obtained prior to the commencement of the use and works.

Note 5 Before any earthworks are undertaken, it is recommended that you contact 'Dial Before You Dig' on 1100.

For Crs Potter, Lund, Howe and Morgan
Against: Crs Harriman, Pugsley and Gibson

CARRIED

Attachments - Refer to Council Meeting Agenda

1. Attachment 1: Grounds of refusal
2. Attachment 2: Plans of the proposal
3. Attachment 3: Farm Management Plan
4. Attachment 4: Planning Policy Framework
5. Attachment 5: FZ1 provisions and assessment

Cr Campbell returned to the meeting at 8:43pm

Cr Lund exited the meeting at 8:45pm

PLANNING PERMIT APPLICATION 2024/70 DEVELOPMENT OF LAND WITH A TELECOMMUNICATIONS FACILITY

MOTION

Moved: Cr Pugsley

Seconded: Cr Gibson

That Council issues a Notice of Decision to Grant a Permit for the development of land for a telecommunications facility at 4 Borrmans Street, Moe South (Lot 1 PS902216), subject to the conditions at Attachment 1 to this report.

CARRIED UNANIMOUSLY

AMENDMENT C144 - TRARALGON WEST DEVELOPMENT PLAN OVERLAY

That Council:

1. Having considered the Planning Panel report and the Panel recommendations for Amendment C144, endorse the officer's response to the issues and recommendations as outlined in Attachment 2;
2. Adopts Amendment C144 in accordance with section 29 of the *Planning and Environment Act 1987*, with changes as reflected in the '*Post Panel Changes Table*' at Attachment 3 and final Amendment C144 documentation provided at Attachment 4;
3. Submits adopted Amendment C144, together with the prescribed information, to the Minister for Planning for approval in accordance with section 31 of the *Planning and Environment Act 1987*; and
4. Advises those persons who made written submissions to Amendment C144 of Council's decision.

Brought forward in the agenda following Item 6.2.

Cr Harriman vacated the Chair and left the meeting at 7:26 pm.

Cr Gibson assumed the Chair.

MOTION

Moved: Cr Pugsley

Seconded: Cr Campbell

That Council:

1. Abandons Amendment C144 in accordance with Section 23 of the *Planning and Environment Act 1987* for the following reasons:
 - a. As it is not in the interest of the whole community. As represented numerous times in the media, at the Council Meeting and with submissions.
 - b. Developing the golf course will make the Bank Street Railway crossing and intersection hazardous to all road users.
 - c. Will result in the loss of the Traralgon Golf Club
 - d. The local area will experience the loss of the liveability of their neighbourhood.

2. **Advises the Minister for Planning in accordance with Section 28 of the *Planning and Environment Act 1987* to inform her of Council's decision to abandon Amendment C144.**
3. **Advises those persons who made written submissions to Amendment C144 of Council's decision.**
4. **Undertake all necessary strategic planning work, as a matter of urgency, for the preparation of two separate planning scheme amendments to facilitate the rezoning of the land at:**
 - a. **280A Princes Street, Traralgon (Traralgon Golf Course) to a more appropriate zone given its current use as a golf course; and**
 - b. **5483 and 5495 Princes Highway, Traralgon (known as Hollydale) to a mix of General Residential and Commercial 1 Zoning.**
5. **Reallocate \$420,000+GST from the existing Traralgon West Development Plan budget to undertake the work identified under point 4 of this resolution.**

For Crs Barnes, Campbell, Pugsley and Gibson (Chair exercised second vote).

Against: Crs Potter, Lund, Howe and Morgan

CARRIED

MOTION

Moved: Cr Howe

Seconded: Cr Potter

ADJOURNMENT

That Council adjourn the meeting to contact Cr Barnes in accordance with Governance Rule 17.1.

CARRIED UNANIMOUSLY

Meeting was adjourned at 7.53pm and recommenced at 8.01pm

Attachments - Refer to Council Meeting Agenda

1. Panel Report
2. Panel Recommendations and Council Officer Response
3. Post Panel Changes Table
4. Amendment Documents

Cr Harriman returned to the meeting at 8.03pm. Cr Harriman resumed the chair.

CORPORATE ITEMS FOR DECISION

8. CORPORATE ITEMS FOR DECISION

Item Number 8.1 16 December 2024

Regional City Strategy & Transition

COUNCILLOR INTERNAL RESOLUTION PROCEDURE

MOTION

Moved: Cr Gibson

Seconded: Cr Howe

That Council:

1. **Adopt the Councillor Internal Resolution Procedure provided at Attachment 1; and**
2. **Make the Procedure available via the Latrobe City Council website.**

CARRIED UNANIMOUSLY

Attachments - Refer to Council Meeting Agenda

1. Councillor Internal Resolution Procedure

PROPOSED 2025 SCHEDULED COUNCIL MEETING DATES

OFFICER'S RECOMMENDATION

That Council adopts and gives public notice of the following Council Meetings for 2025, commencing at 6.00p.m. in line with the below schedule of locations, in a hybrid format or, where permissible and appropriate, by means of audio-visual link:

- | | | |
|--|---|--|
| ○ 24 February 2025 at Gippsland Performing Arts Centre (GPAC), Traralgon | ○ 23 June 2025 at Kernot Hall, Morwell | ○ 27 October 2025 at GPAC, Traralgon |
| ○ 24 March 2025 at GPAC, Traralgon | ○ 28 July 2025 at Moe Town Hall | ○ 17 November 2025 (Mayoral Election) at Moe Town Hall |
| ○ 28 April 2025 at Moe Town Hall | ○ 25 August 2025 at GPAC, Traralgon | ○ 24 November 2025 at Kernot Hall, Morwell |
| ○ 26 May 2025 at Kernot Hall, Morwell | ○ 22 September 2025 at Kernot Hall, Morwell | ○ 15 December 2025 at GPAC, Traralgon |
| | ○ 6 October 2025 at Kernot Hall, Morwell | |

MOTION

Moved: Cr Gibson

Seconded: Cr Howe

That:

a) Council adopts and gives public notice of the following Council Meetings for 2025, commencing at 6.00p.m. in line with the below schedule of locations, in a hybrid format or, where permissible and appropriate, by means of audio-visual link

- | | | |
|--|---|--|
| ○ 24 February 2025 at Gippsland Performing Arts Centre (GPAC), Traralgon | ○ 23 June 2025 at Kernot Hall, Morwell | ○ 27 October 2025 at GPAC, Traralgon |
| ○ 24 March 2025 at GPAC, Traralgon | ○ 28 July 2025 at Moe Town Hall | ○ 17 November 2025 (Mayoral Election) at Moe Town Hall |
| ○ 28 April 2025 at Moe Town Hall | ○ 25 August 2025 at GPAC, Traralgon | ○ 24 November 2025 at Kernot Hall, Morwell |
| ○ 26 May 2025 at Kernot Hall, Morwell | ○ 22 September 2025 at Kernot Hall, Morwell | ○ 15 December 2025 at GPAC, Traralgon |
| | ○ 6 October 2025 at Moe Town Hall, Moe | |

- b) Officers provide a report to a future Council meeting on the options to support Council meetings at alternative locations not included in the above schedule**
- c) Officers provide a report to a future Council meeting on the progress of the designs and estimated costings for the Morwell HQ to support Council meetings.**

For Crs Potter, Harriman, Pugsley, Gibson and Howe
Against: Crs Campbell and Morgan

CARRIED

Attachments - Refer to Council Meeting Agenda

1. Council Meeting Calendar - 1st Monday of the Month
2. Council Meeting Calendar - 4th Monday of the Month

COMMUNITY ASSET COMMITTEES – APPOINTMENT OF COMMUNITY REPRESENTATIVES

MOTION

Moved: Cr Morgan

Seconded: Cr Gibson

That Council:

Appoint Kelvin (Les) Smith, Stephen Foster and Peter Buxton to the Crinigan Bushland Reserve Community Asset Committee.

CARRIED UNANIMOUSLY

Attachments - Refer to Council Meeting Agenda

1. Crinigan Bushland Reserve EOI (Published Separately)

This attachment is designated as confidential under subsection (f) of the definition of confidential information contained in section 3(1) of the Local Government Act 2020, as it relates to personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs. Nominee addresses included in EOI Nomination Form.

2026 - 2028 BOOLARRA FOLK FESTIVAL

MOTION

Moved: Cr Potter

Seconded: Cr Campbell

That Council authorise officers to enter into an agreement to fund the 2026 – 2028 Boolarra Folk Festival to the amount of \$15,000 per year for a period of three years.

CARRIED UNANIMOUSLY

Attachments - Refer to Council Meeting Agenda

1. TAMEAC Council Report_5 August 2024

COUNCIL COMMITTEE APPOINTMENTS

MOTION

Moved: Cr Gibson

Seconded: Cr Morgan

That Council:

Part A

1. **Appoints Councillors to Council and external committees as outlined in Attachment 1.**

CARRIED UNANIMOUSLY

MOTION

Moved: Cr Pugsley

Seconded: Cr Campbell

Part B

2. **Appoints Cr Gibson to be Council's Municipal Association of Victoria (MAV) Representative.**
3. **Publishes the appointments on the Latrobe City Council website.**

CARRIED UNANIMOUSLY

Attachments - Refer to Council Meeting Agenda

1. Councillor Committee Appointments

COMMUNITY ENGAGEMENT FOR COMMUNITY ENGAGEMENT POLICY

MOTION

Moved: Cr Morgan

Seconded: Cr Howe

That Council endorse Council Officers to:

- 1. Commence a process of initial community engagement from 3 February 2025 to 14 March 2025 to assist in the development of a community engagement policy; and**
- 2. Present a further report to a future Council meeting detailing the outcomes of the community engagement and presentation of a final draft of the Community Engagement Policy for Council's consideration.**

CARRIED UNANIMOUSLY

Attachments - Refer to Council Meeting Agenda

1. Draft Community Engagement Policy
2. Community Engagement Policy - Communications and Engagement Plan

AUTHORISATION OF COUNCIL OFFICERS UNDER THE PLANNING & ENVIRONMENT ACT 1987

MOTION

Moved: Cr Gibson

Seconded: Cr Pugsley

That Council, in the exercise of the powers conferred by section 147(4) of the Planning and Environment Act 1987, resolve that:

- 1. Michelle Hutchings and Anthony Ball be appointed and authorised as set out in the Instrument of Appointment and Authorisation attached to this report;**
- 2. The Instrument of Appointment and Authorisation come into force immediately after the common seal of Council is affixed and remain in force until Council determines to vary or revoke it; and**
- 3. The Instrument of Appointment and Authorisation be sealed.**

CARRIED UNANIMOUSLY

Attachments - Refer to Council Meeting Agenda

1. S11A Instrument of Appointment & Authorisation - Michelle Hutchings
2. S11A Instrument of Appointment & Authorisation - Anthony Ball

URGENT BUSINESS

9. URGENT BUSINESS

Nil.

REPORTS FOR NOTING

10. REPORTS FOR NOTING

Item Number 10.1 16 December 2024

Organisational Performance

QUARTERLY BUDGET REPORT - SEPTEMBER 2024

MOTION

Moved: Cr Campbell

Seconded: Cr Morgan

That Council receive and note the Budget Report for the quarter ended 30 September 2024, prepared in accordance with the requirements of the Local Government Act 2020.

CARRIED UNANIMOUSLY

Attachments - Refer to Council Meeting Agenda

1. Quarterly Budget Report - September 2024

CONTRACT VARIATIONS FOR THE PERIOD 1 JULY 2024 - 30 SEPTEMBER 2024

MOTION

Moved: Cr Potter

Seconded: Cr Campbell

That Council receive and note the report on contract variations for the period 1 July 2024 to 30 September 2024.

CARRIED UNANIMOUSLY

Attachments - Refer to Council Meeting Agenda

1. Contract Variations - Summary
2. Contract Variations - Details

Correction to page 490 of the Agenda. Contracts Variations Summary:

“Summary of Contracts with Variations between 01 Jul 2024 – 30 Sep 2024”

Contract LCC-732 has listed as the total variations this quarter as \$43,195, this should be \$86,389.

Consequently the Revised Contract value should then read \$5,308,542 and the Variations as a % of Current Contract Value should be 1.65%

11. QUESTIONS ON NOTICE

Nil reports

NOTICES OF MOTION

12. NOTICES OF MOTION

Item Number 12.1 16 December 2024

Regional City Strategy & Transition

NOTICE OF MOTION 2024/15 - COUNCIL SUPPORT AND EXPENSE POLICY

MOTION

Moved: Cr Pugsley

Seconded: Cr Gibson

That Council receive a report at a future Council Meeting in relation to a review of the Council Support and Expenses Policy to

- a) allow Councillors to be reimbursed for hospitality expenses, excluding alcohol, for Councillors and attendees, when undertaking meetings with community members, community groups and businesses operators related to Council business.**
- b) provide benchmark data in relation to support and expenses policies in place at Regional Cities in Victoria and a sample of other similar sized Victorian Councils.**

For Crs Harriman, Pugsley, Gibson and Howe

Against: Crs Potter, Campbell, Lund and Morgan

CARRIED

Cr Barnes left the meeting at 8:12 PM

Attachments

Nil

NOTICE OF MOTION 2024/16 - BUSINESS DEVELOPMENT SUPPORT

MOTION

Moved: Cr Pugsley

Seconded: Cr Howe

That Council receive a report at a future Council Meeting in relation to a review of the fees, charges and associated regulatory costs to establish and undertake business in Latrobe City including an assessment of the options to:

- a) reduce red tape (the rules and processes that are considered unnecessary, rigid, or excessive),**
- b) reduce green tape (the environmental regulations) and**
- c) fast track regulatory approvals.**

CARRIED UNANIMOUSLY

Attachments

Nil

NOTICE OF MOTION 2024/17 - REVIEW OF GOVERNANCE RULES

MOTION

Moved: Cr Gibson

Seconded: Cr Pugsley

That Council receive a report at a future Council Meeting in relation to a review of the Governance Rules detailing the process to be undertaken to amend the Governance Rules to incorporate changes to Section 22 (Notices of Motion) and Section 67 (Petitions) as detailed in Attachment One

For Crs Campbell, Harriman (chair exercised casting vote), Pugsley and Gibson

Against: Crs Potter, Lund, Howe and Morgan

CARRIED

Attachments - Refer to Council Meeting Agenda

1. Governance Rules Excerpt

NOTICE OF MOTION 2024/18 - DELEGATION OF THE CEO AND COUNCIL PROCUREMENT POLICY

MOTION

Moved: Cr Campbell

Seconded: Cr Gibson

That Council receive a report at a future Council Meeting in relation to a review of the procurement approval, contract award and contract variation delegations detailed in the Procurement Policy 2021 with the intention to reduce;

- a) The level of delegation to the Chief Executive Officer to \$500,000; and**
- b) The limits of delegation as detailed in the Procurement Policy 2021 for all Approving Officers by fifty percent (50%).**

Dealt with through foreshadowed motion.

ADJOURNMENT

Moved: Cr Howe

Seconded: Cr Pugsley

In accordance with Clause 35.1 of the Governance Rules, this meeting is adjourned to 8.59pm.

CARRIED UNANIMOUSLY

MOTION

Moved: Cr Gibson

Seconded: Cr Morgan

TIME CONSTRAINTS ON MEETING

That Council, in accordance with Clause 9.5 of the Governance Rules, continues the proceedings of the meeting until all items have been dealt with.

CARRIED UNANIMOUSLY

AMENDED MOTION

Moved: Cr Morgan

Seconded: Cr Howe

That Council receive a report at a future Council Meeting in relation to a review of the procurement approval, contract award and contract variation delegations detailed in the Procurement Policy 2021 with the intention to reduce;

- a) The level of delegation to the Chief Executive Officer; and**
- b) The limits of delegation as detailed in the Procurement Policy 2021 for all Approving Officers.**

For Crs Potter, Howe and Morgan

Against: Crs Campbell, Harriman, Pugsley and Gibson

LOST

FORESHADOWED MOTION

Moved: Cr Gibson

Seconded: Cr Pugsley

That Council receive a report at a future Council Meeting in relation to a review of the procurement approval, contract award and contract variation delegations detailed in the Procurement Policy 2021 with the intention to reduce;

- a) The level of delegation to the Chief Executive Officer to \$500,000; and**
- b) The limits of delegation as detailed in the Procurement Policy 2021 for all Approving Officers by fifty percent (50%)**
- c) Refer to the Audit & Risk Committee for consideration on points a and b.**

For Crs Campbell, Harriman, Pugsley and Gibson

Against: Crs Potter, Howe and Morgan

CARRIED

Attachments

Nil

ITEMS FOR TABLING

13. ITEMS FOR TABLING

Item Number 13.1 16 December 2024

Regional City Strategy & Transition

COUNCILLOR OATHS AND AFFIRMATIONS

No motion is needed as this item is being tabled to fulfil Section 30(2)(c) of the Local Government Act 2020 requirements that the Councillors oath or affirmation of office must be recorded in the minutes of the Council.

Attachments - Refer to Council Meeting Agenda

1. Councillor Signed Oath or Affirmation of Office

14. ACKNOWLEDGEMENTS

This item was brought forward to follow Item 3.

Crs Howe and Harriman acknowledged the passing of James (Jim) Hood, former Mayor of Traralgon Shire.

Cr Gibson acknowledged the Lions Club of Moe for the Moe Christmas Spectacular and the Traralgon Lions Club Christmas Carols.

Cr Harriman congratulated the Moe Basketball Association Committee and volunteers for their annual tournament.

Cr Morgan acknowledged Advance Morwell for their successful event 'Merry Morwell' and the Latrobe Theatre Company for hosting the Bruce Awards celebrating musical theatre at Gippsland Performing Arts Centre.

Cr Barnes thanked Councillors for coming out to Glengarry Market.

Cr Campbell acknowledged the Rotary Club of Traralgon and other groups involved, including the Lions Club, for the Christmas Parade, in particular Lorraine Paulet.

Cr Potter acknowledged the organisers of the Churchill Carols, the Boolarra Community Development Group on its Christmas Party and the 139th Budgereee Christmas Tree. Cr Potter also acknowledged that at the end of November, Yinnar held its combined Christmas and 150th celebrations.

**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 Gibson

Seconded: Cr Pugsley

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 Australia Day Awards - approval of nominations

This item is confidential as it contains confidential meeting information, being the records of meetings closed to the public under section 66(2)(a) (section 3(1)(h)). This ground applies because Awards are embargoed until announced on Australia Day 2025.

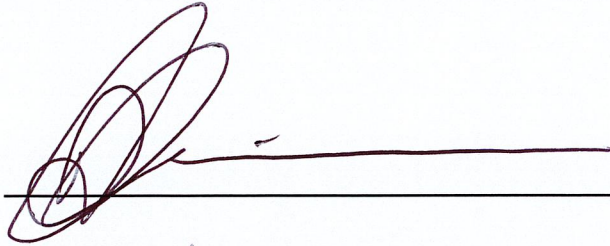
CARRIED UNANIMOUSLY

The Meeting closed to the public at 9.46.

There being no further business the meeting was declared closed at 9.47pm.

I certify that these minutes have been confirmed.

Mayor:

A handwritten signature in dark ink, consisting of several loops and a long horizontal stroke, written over a horizontal line.

Date:

25/2/2025