SOUTH GIPPSLAND SHIRE COUNCIL

Council Meeting Agenda

Wednesday 25 November 2026



Council Chambers, Leongatha
Commencing at 2:00 PM

South Gippsland
Shire Council



OUR COUNCIL PLAN VISION STATEMENT

Our South Gippsland community is connected, resilient and empowered. We value our unique townships, our rural and coastal landscapes, while balancing growth.

A prosperous region, we draw strength from: visitor experience, emerging and creative industries, our agricultural sector and natural environment. We lead with purpose, are forward thinking, and deliver consolidated and sustainable services for our community.

The Council Agenda relates to the following Strategic Objectives of the Council Plan 2025-2029.

Leading with Integrity

Developing a Sustainable Future

Empowering Communities

SOUTH GIPPSLAND SHIRE COUNCIL

Notice is hereby given that Council Meeting of the
South Gippsland Shire Council will be held on Wednesday 25 November 2026
in the Council Chambers, Leongatha, commencing at 2:00pm

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Allison Jones
Chief Executive Officer

Privacy Statement

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.

1. PRELIMINARY MATTERS

1.1. LIVE-STREAMING COUNCIL MEETING DISCLAIMER

This Council Meeting is being streamed live, recorded and published in accordance with Council's *Live Streaming in Council Meetings Policy*.

Access to the live stream through Council's Internet is an option to view the 'open' component of a Council Meeting. Link to the Live Stream on Council's website: Live Streaming | Live Streaming | South Gippsland Shire Council

The Chair and/or the CEO have the discretion and authority at any time to direct the termination or interruption of live streaming. Such direction will only be given in exceptional circumstances where deemed relevant. Circumstances may include instances where the content of debate is considered misleading, defamatory or potentially inappropriate to be published.

Today's Meeting is being streamed live as well as recorded and published on Council's website.

Thank you

1.2. WELCOME TO THE COUNCIL MEETING

Public Questions
In accordance with Council's *Governance Rules, clause 57.6 the submission of agenda public questions has now closed. Questions must be received by Council,* 24 hours prior to the commencement of the Council Meeting. Questions received within 24 hours of the commencement of the Meeting will be considered at the next Council Meeting.

1.3. OPENING PRAYER

As we gather here from diverse backgrounds and beliefs, may we hold privilege with good care and trust. As we deliberate and discuss, may we be wise in our discernment, fair in our decisions and visionary in our planning. May we be guided by our common goal of a strong and united South Gippsland.

1.4. ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS

We acknowledge the Bunurong and Gunaikurnai people as the Traditional Custodians of South Gippsland and pay respect to their Elders, past, present, and future, for they hold the memories, traditions, culture, and hopes of Aboriginal and Torres Strait Islander people of Australia.

1.5. APOLOGIES

1.6. CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the South Gippsland Shire Council Meeting held on 18 November 2026 in the Council Chambers, Leongatha be confirmed.

1.7. DECLARATION OF CONFLICTS OF INTEREST FOR COUNCILLORS

The *Local Government Act 2020* (the Act), Division 2 sets out the requirements relating to declaring a Conflict of Interest. Disclosure of a conflict of interest in respect of a matter to be considered at a Council Meeting is required under section 130(1)(a) and specifically applies to a relevant person being a Councillor, member of a delegated committee who is not a Councillor and a member of Council staff.

Council's *Governance Rules, Chapter 5 – Clause 2 - Disclosure of a Conflict of Interest at a Council Meeting* sets out the prescribed manner required to disclose a conflict of interest at South Gippsland Shire Council.

Council's *Governance Rules* require a Councillor and/or staff member who has a conflict of interest in a matter being considered at a Council Meeting to announce before the matter is considered and disclose this in a written notice to the Chief Executive Officer. The details included in the disclosure, explain the nature of the conflict of interest, whether it is classified as general or material (s.127 and s.128), the name of the relevant person(s) and their relationship to them.

Failure to comply with disclosures of conflict of interest (s.130) may be subject to penalty points and/or other disciplinary measures depending on the nature of the conflict.

The *Local Government Act 2020* can be accessed from the Victorian Legislation and Parliamentary documents website at www.legislation.vic.gov.au**.**

Council's *Governance Rules* can be accessed from Council's Policies webpage.

1.8. DECLARATION OF CONFLICTS OF INTEREST FOR STAFF

The *Local Government Act 2020* (the Act), Division 2 sets out the requirements relating to declaring a Conflict of Interest. Disclosure of a conflict of interest in respect of a matter to be considered at a Council Meeting is required under section 130(1)(a) and specifically applies to a relevant person being a Councillor, member of a delegated committee who is not a Councillor and a member of Council staff.

Council's *Governance Rules, Chapter 5, clause 6, 7 and 8* sets the prescribed manner required for staff to disclose a conflict of interest when:

- Preparing Reports for Meetings
- Exercise of Delegated Power
- Exercise of a Statutory Function

Council staff must immediately upon becoming aware of a conflict of interest provide a written notice to the Chief Executive Officer disclosing the conflict of interest, explain the nature of the conflict and how it will be managed. Upon becoming aware and declaring a conflict of interest, a staff member may not exercise a power or perform a function in the matter. All prepared reports will record that staff member(s) have considered a conflict of interest and include if any, the details of a disclosure.

Failure to comply with disclosures of conflict of interest (s.130) may be subject to penalty points and/or other disciplinary measures depending on the nature of the conflict.

The *Local Government Act 2020* can be accessed from the Victorian Legislation and Parliamentary documents website at www.legislation.vic.gov.au.

Council's *Governance Rules* can be accessed from Council's Policies webpage.

2. AGENDA PUBLIC QUESTIONS

2.1. PETITIONS AND JOINT LETTERS

Petitions and Joint Letters are written requests that have been signed by a number of community members. According to the *Governance Rules Division 9 - clause 58 – Petitions and Joint Letters*, members of the community may submit a valid petition or joint letter to a Councillor or to Council addressed to the Chief Executive Officer.

The Councillor presenting the petition or joint letter is responsible for ensuring that they are familiar with the contents and purpose of the petition or joint letter and that it does not contain language disrespectful to Council.

The requirements of the lead petitioner are detailed in the *Governance Rules*, available on Council's website.

2.2. ANSWERS TO PREVIOUS AGENDA PUBLIC QUESTIONS ON NOTICE

Answers to previous questions taken on notice at a former Council Meeting, may be included in the Minutes of this Meeting or alternatively responded to as a customer request inline with Council's *Customer Service Charter* and *Governance Rules*, available on Council's website.

Background material submitted with a question will not be recorded in the Council Meeting minutes.

2.3. SUBMITTED AGENDA PUBLIC QUESTIONS

All community member questions for Council Meetings are to be written and submitted 24 hours prior to the commencement of a Council Meeting to allow time for a response to be prepared. Reasonable efforts will be made to answer pre-submitted questions at the Meeting. Any question received after the closing time of 24 hours prior to the commencement of a Council Meeting, will be held over to the next scheduled Council Meeting.

When further time is required to prepare an answer, questions may be taken-on-notice and responses will be included in the minutes of the next Council Meeting or alternatively responded to as a customer request in line with Council's *Customer Service Charter* and *Governance Rules,* available on Council's website.

At the Meeting, the person submitting the question(s) may have the option to read out their question(s) and will be recorded in the minutes. Questions may not be allowed where the question(s) is deemed to be:

- is not relevant to any Council agenda topic
- relates to a matter outside the duties, functions and powers of Council;
- is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
- deals with a subject matter already publicly answered; or is repetitious or vexatious questions from the same *Questioner*;
- is aimed at embarrassing a Councillor or a member of Council staff;
- relates to personnel matters; personal hardship of any resident or ratepayer;
- industrial matters; contractual matters; proposed developments; legal advice; law enforcement matters; or
- relates to confidential information as defined under the Act; or
- relates to matters affecting the security of Council property;
- is illegible, vague, not make sense or not be a question;
- relates to council business information and operational matters not specific to Council meeting agenda topics; and/or
- relates to any other matter which Council considers would prejudice Council or any person

A person may submit up to three (3) questions, this includes a combined total of three (3) questions for related parties or groups. The total word count of all questions submitted is to be 200 words or fewer. Background material submitted with a question will not be read out or recorded in the Council Meeting minutes.

The CEO, in consultation with the Mayor, may decide not to refer a question to a Council Meeting if there is a more appropriate way to respond. Questions and responses may be read out by the Chair or a nominated Councillor or Council staff.

Public question time in the agenda will not exceed 15 minutes in duration, unless extended by a further 15 minutes by a resolution of Council.

3. NOTICES OF MOTION AND/OR RESCISSION

3.1. NOTICE OF MOTION - REQUEST FOR DATA AND ASSESSMENTS - AQUATICS OPTIONS PAPER

PURPOSE

The purpose of this motion is to request further data and assessment information regarding Council-owned aquatic facilities and to make this information publicly available to further support transparency, accountability and informed decision-making.

MOTION

I, Councillor Rae, advise that I intend to submit the following motion to the Council Meeting scheduled to be held on 25 November 2026.

That Council:

1. **Provides within the Aquatics Report to open Council in February 2027, all relevant reports, assessments, supporting data and information relating to any Council-owned aquatic facility for which closure is proposed or identified as a potential future option.**

2. **Notes that this information is to be made public, in order to support informed decision-making and transparency regarding the future operation of Council's aquatic facilities.**

BACKGROUND

Members of the community are seeking access to more detailed information and supporting reports to assist in preparing submissions in response to the Aquatics Options Paper.

Providing additional information would support community groups in developing informed submissions, particularly where they may wish to explore opportunities for ongoing community ownership or management of an aquatic facility.

This report would provide further information prior to Council receiving any officer report with recommended actions and prior to any future round community engagement on aquatic facilities.

ATTACHMENTS

Nil

4. 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.

Council's *Governance Rules 2020*, *clause 23 - Urgent Business*, allows for where a situation has not been provided for under the *Governance Rules*, 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 Council Meeting 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 Council's *Governance Rules 2020,* clause 23 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.

5. COUNCIL REPORTS

5.1. ORGANISATIONAL PERFORMANCE REPORT – 1 JULY 2026 TO 30 SEPTEMBER 2026

Directorate:	Strategy and Integrity
Department:	Governance and Integrity

Council Plan
Objective - Leading with Integrity

Council's governance is strengthened by regular organisational performance reporting against the annual actions of the 2025-2029 Council Plan and annual budget.

EXECUTIVE SUMMARY

The purpose of this report is to present the Organisational Performance Report for the period of 1 July 2026 to 30 September 2026 **(Attachment [5.1.1])**, detailing the performance against the adopted Budget and progress on the 2026/27 Council Plan Annual Actions.

Council adopted 26 Annual Actions for 2026/27, in which all of these actions are on-track to be completed by 30 June 2027.

RECOMMENDATION

That Council:

1. **Receives and notes the Organisational Performance Report for the period 1 July 2026 to 30 September 2026 (Attachment [5.1.1]);**

2. **Presents the Organisational Performance Report for the period 1 July 2026 to 30 September 2026 (Attachment [5.1.1]) to the 1 December 2026 Audit and Risk Committee; and**

3. **Endorses the transfer of funds of $0.17 million from the Asset Development Reserve as per the Financial Reserves Policy (C93) and as per the resolution from Council Meeting 20 May 2026, agenda item 5.1, for the purchase of 47A Falls Road, Fish Creek.**

REPORT

The role of Council is to provide leadership for the good governance of the Shire. This is achieved, in part, by establishing strategic directions articulated in a four-year Council Plan and supported by an adopted Budget that contains the first (annual) financial year and subsequent three financial years.

These requirements are legislated under s.90 and 94 of the *Local Government Act 2020* (Act).

Council endorsed the 2026/27 Annual Actions as part of the *2025-2029 Council Plan* at the 18 June 2026 Council Meeting. The Council Plan outlines three themes which include:

- Leading with Integrity;
- Developing a Sustainable Future; and
- Empowering Communities.

The Council Plan connects these objective themes and outlines Council's priorities, major actions and measure of success indicators for the next four years. These Annual Actions are adopted each year in the Budget and are monitored and reported to Council within each Quarterly Performance Report.

Key Highlights of the Organisational Performance Report

There are 26 actions identified in the Council Plan with all currently on-track to be completed by 30 June 2027.

Highlights from work undertaken to achieve the 26 annual actions are below:

- Council successfully finalised the Aquatics Options Paper, which was endorsed at the 16 September 2026 Council Meeting and released for community consultation, marking an important milestone in shaping the future of aquatics services.
- A comprehensive review of Council's Good Governance Framework is progressing, reinforcing Council's commitment to best practice governance and continuous improvement.
- The Capital Works Program has commenced strongly, with the successful completion of the Nyora Public Toilet and Port Welshpool Pontoon projects. Construction of the Tennis Club Changerooms and Bridge Street, Korumburra, is progressing well and remains on track for completion in Quarter Two.
- Continued progress is being made in the development of the *Sustainable Building Asset Management Strategy* (SBAMS), supporting the long-term sustainability and management of Council's building assets.
- Council has successfully completed the implementation of its Food Organics and Garden Organics (FOGO) service, delivering a significant environmental initiative for the community.
- The launch of the Great Southern Rail Trail Passport Project has created new opportunities to encourage visitation, engagement and tourism across the region.
- A comprehensive benchmarking analysis of Victorian councils has been completed, providing valuable evidence to inform future considerations regarding a Cat Containment Order.

- Early engagement and collaborative planning with community partners for 2027 reconciliation events has commenced, laying strong foundations for meaningful community participation.
- Significant progress has been achieved in the development of the Draft Open Space Asset Plan, with data collection, asset valuations and asset class confirmations now complete.
- Initial scoping activities for Venus Bay and Sandy Point have been completed, including the review of existing plans and supporting information to inform future capacity assessment requirements.
- The Art Cubes have been successfully installed at Coal Creek Community Park and Museum, with activation initiatives underway to enhance community engagement and cultural participation.
- The delivery of First 72 Hour Workshops across Kongwak, Korumburra and Fish Creek has strengthened community preparedness, resilience and emergency response capability.

Year to Date Financial Analysis

The adjusted underlying result for 2026/27 is forecast to be a surplus of 4.85 per cent. The adjusted underlying result demonstrates Council's ability to generate a surplus in its ordinary course of business, excluding non-recurrent capital grants, non-monetary asset contributions and other contributions to fund capital works from its net result. A surplus or increasing surplus suggest an improvement in operations. The forecast for 2026/27 is a decrease from the 2025/26 result of 11.76 per cent, primarily due to Disaster Recovery Funding payments received in 2025/26 for expenses incurred in previous years.

Council's proposed forecast Indebtedness Ratio as of 30 June 2027 is 24.05 per cent, and is well within the ratio maximum of 40 per cent or lower.

The movement between Adopted Budget and Approved Forecast is attributed to

year-end carry forwards from 2025/26. A detailed mid-year budget review will be undertaken during quarter two and presented to Council in the next reporting period.

Capital Works expenditure to 30 September 2026 of $2.7 million is behind the forecast $4.5 million due to some projects not expected to start until later in the year.

CONSULTATION / COMMUNITY ENGAGEMENT

The Organisational Performance Report will be presented to Council's Audit and Risk Committee on 1 December 2026.

RESOURCES / FINANCIAL VIABILITY

The 2026/27 Annual Actions are funded through the 2026/27 Annual Budget.

RISKS

The Organisational Performance Reports ensure the organisation remains in budget and mitigates the risk of annual actions not being monitored throughout the financial year. Inadequate monitoring of their progress may result in activities not within budget, not being achieved, or without understanding the reasons for any delay or budget constraints.

STAFF DISCLOSURE

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

ATTACHMENTS

Attachments are available on Council's website at the following LINK.

1. Organisational Performance Report - 1 July 2026 to 30 September 2026 [**5.1.1** - 28 pages]

REFERENCE DOCUMENTS

Council's Good Governance Framework
Pillar 8. Monitoring & Performance Review

Council Policy / Strategy / Plans
Documents are available on Council's website at the following LINK.

Annual Budget
Council Plan 2022-2026

Legislative Provisions
Local Government Act 2020
Local Government (Planning and Reporting) Regulations 2020

Regional, State and National Plan and Policies
Nil

SOUTH GIPPSLAND SHIRE COUNCIL

Organisational Performance Report
July 2026 to September 2026



South Gippsland
Shire Council

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Acknowledgment of Country

We acknowledge the Bunurong and Gunaikurnai people as the Traditional Custodians of South Gippsland and pay respect to their Elders, past, present, and future, for they hold the memories, traditions, culture, and hopes of Aboriginal and Torres Strait Islander people of Australia.



Eucalyptus, ***(genus Eucalyptus)***

About this Report

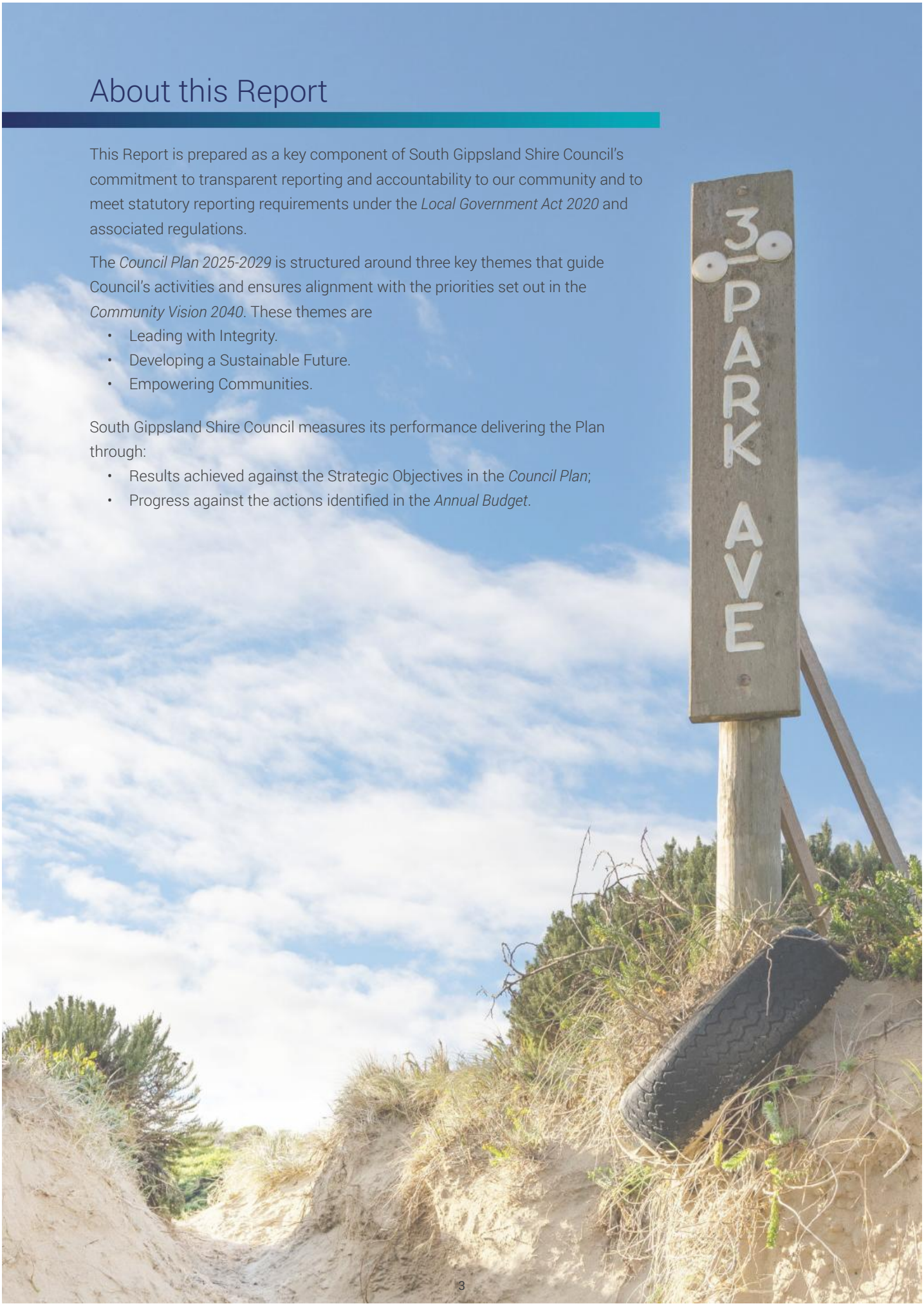
This Report is prepared as a key component of South Gippsland Shire Council's commitment to transparent reporting and accountability to our community and to meet statutory reporting requirements under the *Local Government Act 2020* and associated regulations.

The *Council Plan 2025-2029* is structured around three key themes that guide Council's activities and ensures alignment with the priorities set out in the *Community Vision 2040*. These themes are

- Leading with Integrity.
- Developing a Sustainable Future.
- Empowering Communities.

South Gippsland Shire Council measures its performance delivering the Plan through:

- Results achieved against the Strategic Objectives in the *Council Plan*;
- Progress against the actions identified in the *Annual Budget*.



Leading with Integrity

Good Governance and Financial Sustainability

This theme focuses on fostering transparency, accountability, and ethical leadership within Council. It aims to build trust within the community through clear, responsible decision-making and the upholding of high standards in governance. Key initiatives under this theme may include encouraging engagement, strengthening public accountability, and ensuring ethical practices in all aspects of Council operations.



Highlights:

- Council has finalised the Aquatics Options Paper, which was endorsed at the 16 September 2026 Council Meeting and released for community consultation.
- A comprehensive review of Council's Good Governance Framework is progressing, reinforcing Council's commitment to best practice governance and continuous improvement.
- The Capital Works Program is off to a strong start with completion of the Nyora Public Toilet and Port Welshpool Pontoon. Tennis Club Changerooms and Bridge Street, Korumburra are well underway in construction and on-track for completion in quarter two.
- Development of the *Sustainable Building Asset Management Strategy* (SBAMS) continued.

Leading with Integrity

Objective: Good Governance and Financial Sustainability

The following comments review the performance of South Gippsland Shire Council against the 2026/27 Annual Actions of the *2025-2029 Council Plan* identified in the *2025/26 Budget*.

1.1 Implementing strategic reviews of Council's asset portfolio to strengthen community connections

Actions	Status	Comments
Finalise the *Sustainable Building Asset Management (SBAM) Strategy* to establish a clear strategic framework for the consolidation and optimisation of Council's buildings assets and financial sustainability.	25%	Work is progressing on the development of a long-term approach to Council's building portfolio. Building on the initial review, draft principles are in development to guide future investment and service decisions, with consideration given to community benefit, service delivery requirements and long-term financial sustainability.
Continue to manage and maintain Council's roads, open space and assets in-line with Council's *Asset Plan.*	25%	Road network and associated infrastructure has been maintained to ensure compliance with the adopted *Road Management Plan* and associated *Asset Management Plans*.
Finalise development of an options paper on the current and future needs of Council's aquatic facilities, informed by community engagement, to guide long-term investment and service provision.	100%	Council has finalised the Aquatics Options Paper, which was endorsed at the 16 September Council meeting. Community engagement is now underway and will run from 21 September to 6 December 2026, providing residents and stakeholders with an opportunity to review and provide feedback. The outcomes of this engagement will help inform Council's future direction for aquatic facilities and services across the municipality.

1.2 Ensure Council's financial sustainability through prudent management and strategic planning

Actions	Status	Comments
Finalise a *Financial Sustainability Strategy* to inform the *Long Term Financial Plan*.	25%	To support the development of the *Financial Sustainability Strategy,* a discussion paper has been prepared outlining key financial sustainability considerations to confirm the next steps and inform preparation of the draft Strategy.

1.3 Build community confidence through transparent, inclusive and accountable governance practices

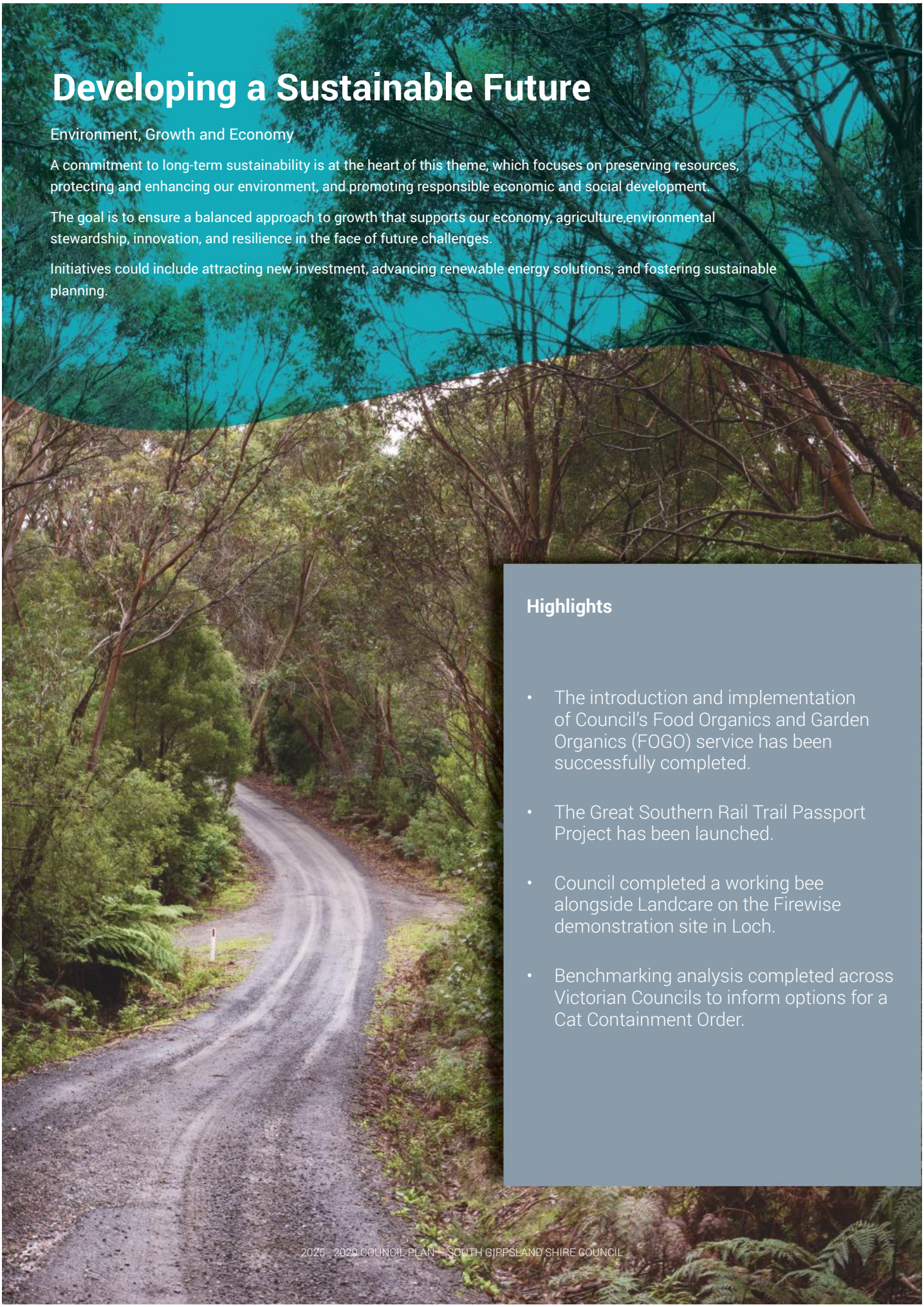
Actions	Status	Comments
Review Council's *Good Governance Framework*.	25%	The review of Council's *Good Governance Framework* is currently underway. This includes internal consultation and benchmarking against local government sector best practice. The review aims to identify opportunities to strengthen governance processes, accountability, transparency and decision-making practices.

1.4 Ensure innovative service delivery in line with community aspirations		
Actions	**Status**	**Comments**
Continue a program of service reviews to ensure the delivery of quality Council services.	10%	Council's Service Review Program continues momentum, with significant progress achieved in the first quarter of the year. A Service Review Framework has been developed to provide a consistent approach to service review priorities and principles across the organisation.

1.5 Continue to build trust and listen to our community using multiple communication methods and engagement		
Actions	**Status**	**Comments**
Develop new online platform to achieve cost savings and increase usability.	25%	Work has commenced on developing a new engagement platform with a website developer appointed. The platform is expected to provide additional functionality and deliver long-term cost efficiencies.

1.6 Partner with our community to advocate for our shared interests to the Victorian and Australian government		
Actions	**Status**	**Comments**
Continue to develop and participate in advocacy campaigns, including advocating for early years infrastructure and support Council's annual advocacy priorities.	25%	A review of Council's advocacy priorities is underway, with workshops held to consolidate existing motions and refine advocacy asks. Council has also continued to advocate for its current priorities, including preparing correspondence to Victorian Government ministers about road improvements and bikes on buses.

1.7 Maintain our assets (roads, buildings, recreation facilities, paths and trails) through responsible financial management		
Actions	**Status**	**Comments**
Deliver Councils Capital Works Program	20%	The Capital Works Program is off to a strong start with notable projects completed in quarter one including the Nyora Public Toilet and Port Welshpool Pontoon. Other projects well under construction and set to be completed in quarter two are Bridge Street Korumburra Reconstruction and Korumburra Tennis Club Change rooms. Procurement of several packages of work is well progressed, setting up the program for delivery over the summer and autumn months. Carry forwards and successful grant funding have seen the program grow since adoption.



Developing a Sustainable Future

Environment, Growth and Economy

A commitment to long-term sustainability is at the heart of this theme, which focuses on preserving resources, protecting and enhancing our environment, and promoting responsible economic and social development.

The goal is to ensure a balanced approach to growth that supports our economy, agriculture,environmental stewardship, innovation, and resilience in the face of future challenges.

Initiatives could include attracting new investment, advancing renewable energy solutions, and fostering sustainable planning.

Highlights

- The introduction and implementation of Council's Food Organics and Garden Organics (FOGO) service has been successfully completed.
- The Great Southern Rail Trail Passport Project has been launched.
- Council completed a working bee alongside Landcare on the Firewise demonstration site in Loch.
- Benchmarking analysis completed across Victorian Councils to inform options for a Cat Containment Order.

Developing a Sustainable Future

Objective: Environment, Growth and Economy

The following comments review the performance of South Gippsland Shire Council against the 2026/27 Annual Actions of the *2025-2029 Council Plan* identified in the *2025/26 Budget*.

2.1 Provide clarity through our Planning Scheme in areas such as township boundaries, preservation of township identity and heritage, protection of agricultural land and identify areas for future growth including industrial land

Actions	Status	Comments
Finalise development of the Heritage Review in select townships.	50%	The second round of community engagement is underway, focusing on the specific details of the proposed Heritage Overlay controls.
Implement the annual action plan of the *South Gippsland Coastal Strategy.*	50%	Planning Scheme Amendment C135 (flood controls) is progressing in line with expected timeframes and has been referred by the Minister to the Flood Standing Advisory Committee for consideration. The Waratah Bay Coastal Hazard Assessment is nearing completion.

2.2 Support business and industry in events and activities to drive economic growth in local communities and connect key tourism destinations to drive local spend and investment opportunities

Actions	Status	Comments
Commence development of a new *Economic Development and Visitor Economy Strategy*.	25%	Development of a new *Economic Development Strategy* has progressed, with background information collated and feedback gathered on the future direction of economic development in South Gippsland. A review of the *Visitor Economy Strategy* is also being undertaken concurrently.

2.3 Deliver waste management through collaboration with industry and government partners

Actions	Status	Comments
Deliver Food Organics and Garden Organics (FOGO) service rollout and supporting community education that diverts organic waste from landfill and supports Gippsland's transition to a circular economy.	100%	The rollout of Council's Food Organics and Garden Organics (FOGO) service has been successfully completed following delivery of a comprehensive community education program. The service is now operational across the municipality, supporting the diversion of organic waste from landfill.

2.4 Explore the potential of our path and trails, including the Great Southern Rail Trail, to enhance our visitor experience and increase awareness of this in our region

Actions	Status	Comments
Deliver annual actions from *the Great Southern Rail Trail Visitor Experience and Marketing Plan.*	25%	Activities undertaken include the launch of the Great Southern Rail Trail Passport Project, the official opening of the new public artwork 'Outside In' by artist Christabel Wrigley, and development of the annual *Great Southern Rail Trail Marketing Plan*. The Marketing Plan outlines a range of promotional activities, including seasonal campaigns, to increase awareness, visitation and engagement with the Great Southern Rail Trail.

2.5 Demonstrate Council's commitment to preserve, protect and enhance the natural environment across South Gippsland

Actions	Status	Comments
Support the annual actions of the *Landcare Memorandum of Understanding*.	25%	Council continues to meet monthly with Landcare to progress the 2026/27 Annual Action Plan. Recent activities delivered through the MOU include a Council / Landcare working bee on the Firewise demonstration site in Loch and a joint celebration of Biodiversity Month (September).

2.6 Develop an integrated land management approach including enhanced weed management on Council roads and explore alternatives to chemical treatments

Actions	Status	Comments
Continue strengthening the focus on roadside weed management while collaborating with landowners to maximise impact..	25%	Council's Weed Education Officer continues to deliver activities and programs that focus on both broad community weed education and targeted individual weed education. This includes a collective approach to updating weed education resources available on both Council and Landcare websites, community weed education activities like walking tours in Bush Reserves, and outreach support for landowners.

2.7 Support domestic animal management through community education and promoting collaboration to enhance responsible pet ownership and community safety

Actions	Status	Comments
Deliver annual actions from the *Domestic Animal Management Plan.*	25%	Of the 33 year one actions, 32 are complete or on track.

2.8 Support community initiatives to protect native wildlife

Actions	Status	Comments
Commence preparation of a 24-hour cat containment order across South Gippsland Shire as Council's *Domestic Animal Management Plan 2026-2029.*	25%	Benchmarking across Victorian Councils has been completed to inform options for a Cat Containment Order. Community resources and a communication plan will be developed in Quarter Two.



Empowering Communities

Healthy, Connected and Inclusive

This theme emphasises strengthening local communities by providing the tools, resources, and support needed for individuals and groups to thrive. It focuses on fostering inclusion, enhancing access to services, and encouraging active community participation. The aim is to empower residents to take part in decision- making processes and create positive change. Key actions may involve promoting volunteerism, and investing in local programs and services that support well-being and equity.

Highlights

- Conversations and planning with community partners for 2027 reconciliation events has commenced.
- Significant progress has been made on the development of the *Draft Open Space Asset Plan*. Data collection and asset valuations are complete and asset classes confirmed.
- Initial scoping activities have been completed, including the collection and review of existing plans and supporting information to assist in determining capacity assessment requirements for Venus Bay and Sandy Point.
- Art Cubes are located at Coal Creek Community Park and Museum with plans for activation underway.
- Delivered First 72 Hour Workshops in communities including Kongwak, Korumburra and Fish Creek.

Empowering Communities

Objective: Healthy, Connected and Inclusive

The following comments review the performance of South Gippsland Shire Council against the 2026/27 Annual Actions of the *2025-2029 Council Plan* identified in the *2025/26 Budget*.

3.1 Build a relationship with Traditional Custodians of South Gippsland to support our common environmental, cultural, social and economic objective

Actions	Status	Comments
Continue to build relationships with Bunurong and Gunaikurnai people.	25%	Conversations with community partners to plan 2027 reconciliation events has commenced.

3.2 Partner, support and encourage volunteerism and celebrate our volunteers ongoing commitment

Actions	Status	Comments
Deliver the Community Grants Program to support volunteer organisations.	25%	The 2026/27 Community Grants Program has commenced, with all three streams open (Small, Emergency and Community). Round One of the Community Grants Program closed on 31 August with 31 applications received. The Review Panel has commenced their Assessment of the applications.

3.3 Partner with youth and youth focussed organisation providers and industry to facilitate engagement and connection to community

Actions	Status	Comments
Finalise a new *Youth Strategy* in partnership with South Gippsland's young people and sector partners and commence implementation of annual actions.	25%	Initial community feedback on potential *Youth Strategy* pillars and associated actions has been received and reviewed. Plan creation commenced.

3.4 Sustainably plan and design our open spaces to enable healthy lifestyles

Actions	Status	Comments
Continue development of an *Open Space Asset Management Plan* that will show how assets will be managed and maintained; including play spaces.	40%	Significant progress has been made on the *Draft Open Space Asset Management Plan*, with data collection and asset valuations completed and asset classes confirmed. The Draft Plan will now be prepared for future community consultation.

3.5 Empower our communities to build community resilience in response to environmental challenges

Actions	Status	Comments
Initiate scoping activity for the development of capacity assessments for Venus Bay and Sandy Point.	25%	A desktop review of plans relating to the Venus Bay and Sandy Point townships has been completed. A draft scope framework has been developed, and a stakeholder and consultation list is being prepared.

3.6 Plan for connected communities through improved transport networks, arterial roads, footpaths and public and community transport options

Actions	Status	Comments
Deliver year one of the Renewable Energy Land and Infrastructure Planning Project for the Regional Precincts and Partnerships Program (RPPP) in partnership with Wellington Shire Council.	25%	The Renewable Energy Land and Infrastructure Planning Project is progressing well. A Project Manager has been appointed, a Project Control Group established and all project partners have signed a Memorandum of Understanding. The project timeline has been extended to 30 April 2028, allowing time to deliver the full scope of work. Engagement plans have been drafted, and technical analysis and stakeholder engagement have commenced.

3.7 Enrich the lives of all community members through community and cultural events, skills development, creative industries, sport, recreation and performance spaces

Actions	Status	Comments
Continue to host the Art Cube program within South Gippsland Shire..	25%	The Art Cubes have been relocated to Coal Creek Community Park and Museum, with activation scheduled to begin late October and continue into the new year.

3.8 Partner, support and encourage relationships with our community, including the development of community plans

Actions	Status	Comments
Continue supporting the development of Community Plans incorporating emergency resilience where applicable.	25%	Delivered First 72 Hour Workshops in communities including Kongwak, Korumburra and Fish Creek. Actively assisting Nyora, Mirboo North and Dumbalk with developing community plans.

South Gippsland Shire Council

Financial Report

1 July 2026 to 30 September 2026



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Section 1 – Financial Report Overview and Progress

1.1 Management Cash Result Statement

Whilst the Comprehensive Income Statement is prepared in accordance with Australian Accounting Standards, it contains several items which are "non-cash" in nature such as depreciation on assets and the written down (book) value of assets sold. It also excludes capital expenditure, new borrowings and loan repayments and as such, does not provide an accurate indication of the surplus/deficit cash position within a financial year. The Management Cash Result statement provides a summary of the financial performance for the period 1 July 2026 to 30 September 2026 which removes non-cash items and adds back cash items that are excluded from the Comprehensive Income Statement.

The Approved Forecast includes the year-end carry forwards from 2025/26 of $4.416 million, endorsed by Council on 19 August 2026.

The Management Cash Result is in surplus year to date of $12.2 million. The favourable variance of $16.3 million compared to the year to date approved forecast is primarily due to $11.4 million transferred from the unexpended grants reserve relating to the 2026/27 Financial Assistance grants received in advance in 2025/26.

As part of regular fiscal oversight, a first quarter budget review has been undertaken and proposes a nil net adjustment to the management cash result. The proposed budget variations are outlined in Section 1.3.

	Year to Date			Full Year		
	Actual YTD FY27 $'000	Approved Forecast $'000	Variance Fav/(Unfav) $'000	Approved Forecast $'000	Proposed Forecast $'000	Adopted Budget $'000
Income Statement						
Income	18,591	17,370	1,221	90,445	91,426	90,565
Expenditure	19,029	20,950	1,921	81,464	81,596	79,894
Net surplus / (deficit) - ongoing operations	**(438)**	**(3,580)**	**3,142**	**8,981**	**9,830**	**10,671**
Management Accounting result						
Add back (less) non cash items						
Depreciation	3,962	3,858	104	15,432	15,432	15,432
Depreciation - right of use assets	44	21	23	85	85	85
Amortisation - intangible assets	0	0	0	0	0	0
Landfill provision	0	0	0	0	0	0
Contributions - non-monetary	0	(116)	116	(464)	(464)	(464)
Found assets (recognised)	0	0	0	0	0	0
Fair value adjustments of investment properties	0	0	0	0	0	0
Written down value of assets sold/disposed	96	229	(133)	915	915	915
Sub total	**4,102**	**3,992**	**110**	**15,968**	**15,968**	**15,968**
Net operating surplus	**3,664**	**412**	**3,252**	**24,949**	**25,798**	**26,639**
Less (add) non operating cash items						
Capital Works expenditure	2,700	4,459	1,759	27,529	28,548	24,260
Transfers to/(from) Reserves	(11,650)	(239)	11,411	433	263	976
New loan borrowings	0	0	0	0	0	0
Loan Repayments	315	218	(98)	1,316	1,316	1,316
Lease Repayments	24	16	(8)	87	87	87
Sub total	**(8,612)**	**4,453**	**13,065**	**29,365**	**30,214**	**26,639**
Cash surplus / (deficit)	**12,276**	**(4,042)**	**16,317**	**(4,416)**	**(4,416)**	**0**

South Gippsland Shire Council

Section 1 – Financial Report Overview and Progress

1.2 Management Cash Result Reconciliation

The Raw Accumulated Surplus (Deficit) is the total unallocated cash surplus retained over time. It is calculated by taking current assets and deducting both current and non-current liabilities (excluding certain provisions and loans) and other reserves.

The movement in the Raw Accumulated Surplus year over year matches to the Management Cash Surplus (Deficit) for the year.

	Actual YTD FY27 $'000	Proposed Forecast $'000	Actual Annual FY26 $'000
Current assets	102,552	53,654	55,272
Less: Assets held for sale	0	0	0
Non-current receivables and financial assets	0	0	0
	102,552	**53,654**	**55,272**
Current liabilities	64,722	20,110	17,993
Less: current interest-bearing liabilities	(1,276)	(1,350)	(1,276)
Less: current lease liabilities	(64)	0	(87)
Less: current landfill provision	(406)	0	(406)
Non-current liabilities	16,403	15,826	16,817
Less: non-current interest-bearing liabilities	(7,473)	(6,391)	(7,788)
Less: non-current lease liabilities	0	0	0
Less: non-current landfill provision	(8,204)	(8,610)	(8,204)
Other reserves	15,363	27,275	27,013
	79,066	**46,860**	**44,062**
Raw accumulated surplus	**23,485**	**6,794**	**11,210**
Movement from 2025/26 financial year	**12,276**	**(4,416)**	
Cash surplus / (deficit) for the year	**12,276**	**(4,416)**	

Section 1 – Financial Report Overview and Progress

1.3 Quarter 1 Budget Adjustment Summary

Income

Grants – Operating – $0.13 million – Favourable
Increase in grant funding for Maternal Child Health and Coal Creek Education programs, offset by a corresponding increase in the related expenditure budgets.

Grants – Capital – $0.85 million – Favourable
Additional funding to be received for the Safe Local Roads and Street Programs for new projects Leongatha Town Centre – Raised Priority Crossings and Korumburra and Nyora Speed Limit Reductions, Roundabouts and LATM, offset by corresponding increase in the related capital works budget.

Transfer from Reserves– $0.17 million – Favourable
Proposed transfer from the Asset Development reserve to purchase land from the Fish Creek Football Club for onsite wastewater.

Expenditure

Materials and Services – ($0.13 million) – Unfavourable
Increase in expenditure related to the grant funding for Maternal Child Health and Coal Creek Education Programs.

Capital Works Expenditure – ($1 Million) – Unfavourable
Includes $0.17 million for the purchase of land from the Fish Creek Football Club for onsite wastewater, proposed to be funded through a transfer from the Asset Development Reserve, and $0.85 million in additional grant funding under the Safe Local Roads and Streets Program.

Section 1 – Financial Report Overview and Progress

1.4 Material Variance Summary

Income

Grants – Operating $0.13 million – Favourable
Favourable mainly due to timing of funding received related to Biodiversity ($0.06 million). Additional unbudgeted funding also received related to Youth Development ($0.04 million) and Road Safety Victoria – Motorcycle Safety Levy Program ($0.04 million).

Grants – Capital $0.81 million – Favourable
Largely due to $0.52 million favourable unearned revenue adjustment, reflecting the accounting treatment of capital grant revenue received in previous years being recognised when milestones have been met. As well, additional unbudgeted Disaster Recovery Funding Arrangement income received of $0.12 million relating to landslips from August 2022.

Contributions – monetary ($0.24 million) – Unfavourable
Unfavourable due to developer/open space contributions, which is outside control of Council as it is based on the stage reached by developers.

Other income $0.46 million – Favourable
Favourable mainly due to higher investment interest income compared to budget ($0.23 million) due to a higher term deposit balance, unbudgeted insurance proceeds received ($0.08 million), in addition to some rental income received in advance ($0.12 million).

Expenditure

Materials and services $2.33 million – Favourable
Favourable variance is largely due to lower than budgeted contractor and waste management expenditure. This is primarily a timing variance and is expected to reduce next quarter as phasing was completed during the first quarter review.

Other expenses ($0.19 million) – Unfavourable
Unfavourable variance is largely due to Recreation Reserve Grants which are paid at the beginning of the year. This is a timing variance and is expected to be corrected next quarter as phasing was completed during the first quarter review.

Section 1 – Financial Report Overview and Progress

1.5 Capital Works

The Capital Works program comprises of asset renewal, expansion, upgrade and the investment in new assets.

Following the first quarter review, there is a proposed increase of $1.02 million bringing the revised forecast to $28.5 million.

The proposed $1.02 million increase is made up of:
Land - $0.17 million to purchase land from Fish Creek Football Club for onsite wastewater. Proposed to fund this by transferring from the Asset Development Reserve.
Roads - $0.85 million due to additional grant funding to be received from the Safe Local Roads Program.

Capital Works Material Variance Summary:

Plant, machinery and equipment ($0.30 million) – Underspent vs forecast - largely due to timing, replacement for Plant has been ordered but still awaiting delivery.

Roads ($1.51 million) – Underspent vs forecast – Due to timing of Reseals and Sealed Rehabilitation Programs, phasing corrected during the first quarter review and will be reflected in the next quarter report. The program remains on schedule and on budget.

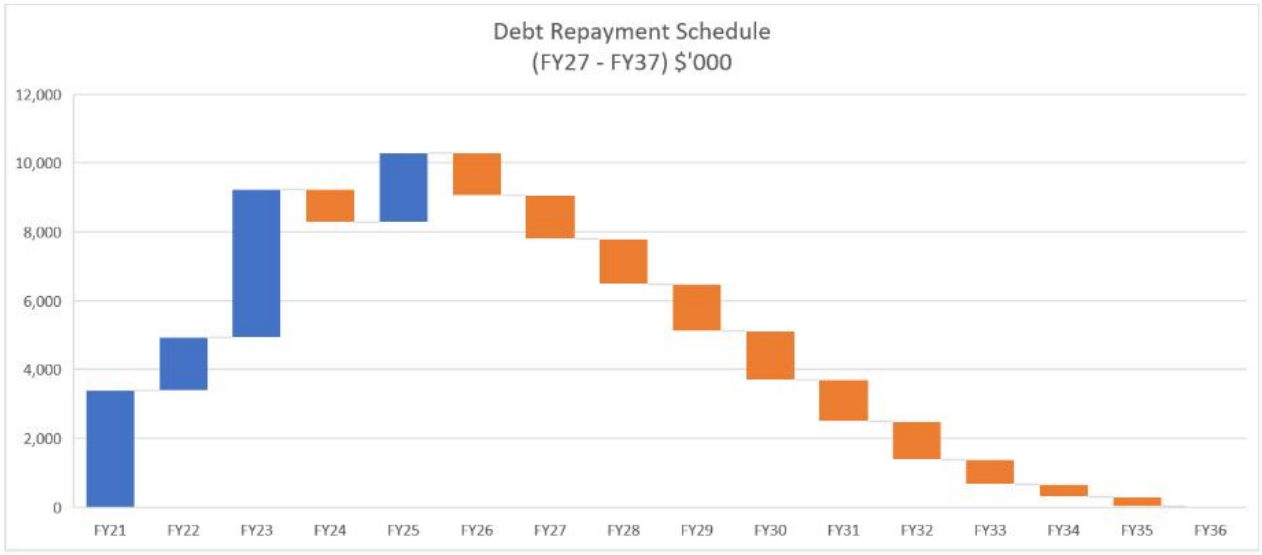
		Year to Date			Full Year			
	Actual YTD FY27	Approved Forecast	Variance Fav/(Unfav)	Variance Fav/(Unfav)	Approved Forecast	Proposed Forecast	Variance Fav/(Unfav)	Adopted Budget
	$'000	$'000	$	%	$'000	$'000	$'000	$'000
Property								
Land	0	0	0	0%	0	170	170	0
Buildings	321	249	(72)	29%	1,802	1,802	(0)	1,523
Heritage buildings	2	6	4	(69%)	25	25	0	25
Total property	**323**	**256**	**(68)**	**27%**	**1,827**	**1,997**	**170**	**1,548**
Plant and equipment			0					
Plant, machinery and equipment	353	653	300	(46%)	2,942	2,942	0	2,892
Computers and telecommunications	121	127	5	(4%)	576	576	0	576
Total plant and equipment	**475**	**780**	**305**	**(39%)**	**3,517**	**3,517**	**0**	**3,467**
Infrastructure								
Roads	1,001	2,514	1,512	(60%)	16,218	17,067	849	13,927
Bridges	38	46	8	(17%)	1,445	1,445	0	1,314
Major culverts	0	4	4	(100%)	15	15	0	15
Footpaths and cycleways	1	15	14	(92%)	228	228	0	228
Drainage	76	79	3	(3%)	155	155	0	155
Kerb & channel	2	0	(2)	0%	256	256	0	256
Land stabilisation	291	209	(82)	0%	1,647	1,647	0	1,730
Car parks	9	25	16	(63%)	270	270	0	150
Waste	1	47	47	(98%)	431	431	0	390
Waste	1	0	(1)	100%	184	184	0	0
Other infrastructure	481	485	4	(1%)	1,335	1,335	0	1,080
Total infrastructure	**1,902**	**3,423**	**1,521**	**(44%)**	**22,185**	**23,034**	**849**	**19,245**
Total capital works expenditure	**2,700**	**4,459**	**1,759**	**(39%)**	**27,529**	**28,548**	**1,019**	**24,260**

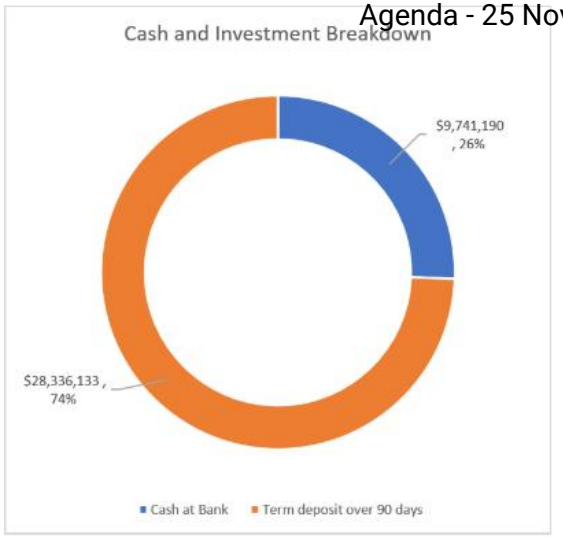
Section 1 – Financial Report Overview and Progress

1.6 Treasury

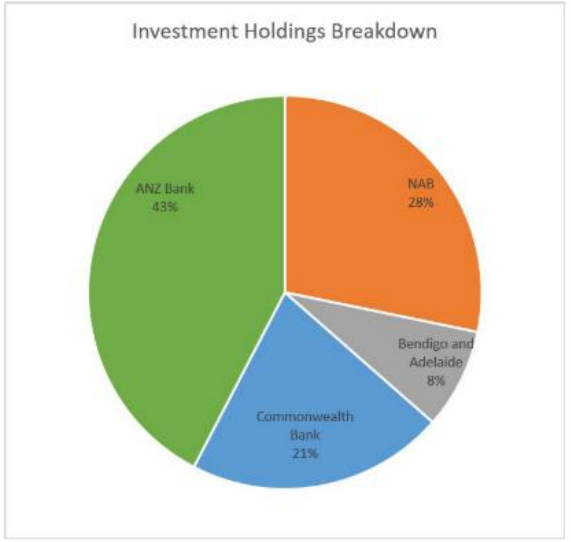
Council have paid $0.31 million in scheduled principal debt repayments year to date. Full year principal debt repayments are on schedule, with a forecasted closing position of $7.8 million.

	YTD September 2026				Full Year			
Loans Maturing	Opening Balance $'000	Proceeds $'000	Repayments $'000	Closing Balance $'000	Opening Balance $'000	Proceeds $'000	Repayments $'000	Closing Balance $'000
Current Loans	1,276	0	(0)	1,276	1,276	0	40	1,316
Non-Current Loans	7,788	0	(315)	7,473	7,788	0	(1,316)	6,472
	9,064	0	(316)	8,748	9,064	0	(1,276)	7,788





Cash and investment holdings total $38.1 million as of 30 September 2026, a decrease of $4.4 million from the 30 June 2026 balance of $42.5 million. Council has $28.3 million in term deposits earning an average interest rate of 5.14% and Cash at bank comprising $9.7 million.

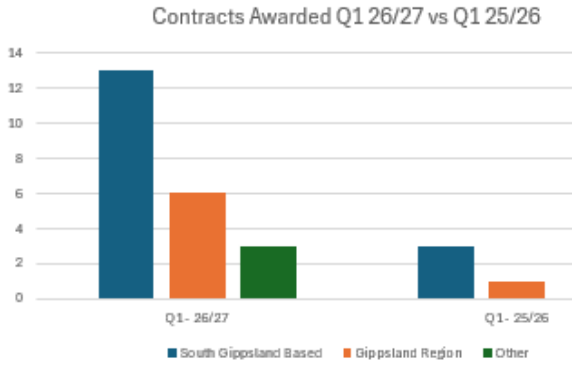


Section 1 – Financial Report Overview and Progress

1.7 Local Procurement

Contracts awarded by South Gippsland Shire Council for the September 2026 quarter.

Contract Number	Contract Name	Supplier	Estimated Contract Value (Ex. GST)	Supplier Location
CON/471-B	Panel of Suppliers for Asphalt Materials	A1 Asphalting Supplies Pty Ltd	Schedule of Rates	Gippsland Region
CON/467	Provision of HVAC Maintenance Services	Mickerri Pty Ltd ITF McGrath Family Trust T/A South Gippsland Air Conditioning	Annual Lump Sum of $29,890.00 + Schedule of Rates	South Gippsland
CON/462	Repair Landslip at Silcock's Hill Road, Toora	McInnes Earthmoving Pty Ltd	$206,301.01	Gippsland Region
CON/471-A	Panel of Suppliers for Asphalt Materials	Gippsland Asphalt Pty Ltd	Schedule of Rates	Gippsland Region
CON/463-D	Resheet Program 26/27 - UNSEALED Roads	Sure Constructions (VIC) Pty Ltd	$306,899.64	Gippsland Region
CON/463-C	Resheet Program 26/27 - UNSEALED Roads	ACE Earthmoving (Victoria) Pty Ltd	$296,987.70	South Gippsland
CON/463-B	Resheet Program 26/27 - UNSEALED Roads	David Harris Earthmoving Pty Ltd	$645,318.53	South Gippsland
CON/463-A	Resheet Program 26/27 - UNSEALED Roads	Hugh Patrick Pty Ltd t/a BJs Earthmoving	$524,982.09	South Gippsland
CON/470	Design & Construction of Pedestrian Bridge RTB0001 on Great Southern Rail Trail	Jarvis Norwood Constructions Pty Ltd	$405,000.00	Gippsland Region
CON/469-K	Panel of Suppliers for Wet Hire Plant & Equipment	Pipe Doctor Australia Pty Ltd	Schedule of Rates	Other
CON/469-J	Panel of Suppliers for Wet Hire Plant & Equipment	C & D Earthworks Pty Ltd	Schedule of Rates	South Gippsland
CON/469-I	Panel of Suppliers for Wet Hire Plant & Equipment	G & K Newton	Schedule of Rates	South Gippsland
CON/469-H	Panel of Suppliers for Wet Hire Plant & Equipment	Dowel Earthworks Pty Ltd	Schedule of Rates	South Gippsland
CON/469-G	Panel of Suppliers for Wet Hire Plant & Equipment	KR & SL Whyte T/A Whyte's Earthmoving	Schedule of Rates	South Gippsland
CON/469-F	Panel of Suppliers for Wet Hire Plant & Equipment	David Harris Earthmoving Pty Ltd	Schedule of Rates	South Gippsland
CON/469-E	Panel of Suppliers for Wet Hire Plant & Equipment	Hugh Patrick Pty Ltd T/A BJs Earthmoving	Schedule of Rates	South Gippsland
CON/469-D	Panel of Suppliers for Wet Hire Plant & Equipment	Gator's Contracting Pty Ltd	Schedule of Rates	Gippsland Region
CON/469-C	Panel of Suppliers for Wet Hire Plant & Equipment	Zurma Building Group T/A Zurma EarthworX	Schedule of Rates	South Gippsland
CON/469-B	Panel of Suppliers for Wet Hire Plant & Equipment	ACE Earthmoving (Victoria) Pty Ltd	Schedule of Rates	South Gippsland
CON/469-A	Panel of Suppliers for Wet Hire Plant & Equipment	Eco Projects Australia Pty Ltd	Schedule of Rates	South Gippsland
CON/459	Microsoft Licensing	Crayon Australia Pty Ltd	$322,250 annually + Schedule of Rates	Other





Section 1 – Financial Report Overview and Progress

1.8 Disaster Recovery Funding

South Gippsland Shire Council funds immediate relief and recovery works following natural disaster events and seeks reimbursement through the Disaster Recovery Funding Arrangements (DRFA). The DRFA is a cost sharing arrangement between the Commonwealth and State Governments to support certain relief and recovery activities following an eligible disaster.
The below table outlines the status of active claims for eligible disasters:

	Expenditure by Council $'000	Approved DRFA Funding - Paid $'000	Approved DRFA Funding - Outstanding $'000	Pending DRFA Assessment $'000	Ineligible for DRFA funding $'000	Council Contribution $'000	Internal DRFA Claim process in progress $'000
Event							
AGRN 1294 (09/08/26) Flood & Rain)	132	0	0	0	0	0	132
AGRN 1233 (26/11/25) Nov Toora Rain	56	0	0	0	56	0	0
AGRN 1147 (28/08/24) Aug Sep Wind	2,799	1,884	0	0	915	0	0
AGRN 1142 (15/07/24) July Storm	34	14	0	0	5	15	0
AGRN 1108 (13/02/24) Mirboo North	6,368	5,256	0	0	1,112	6	0
AGRN 1096 (26/12/23) Welshpool / Toora	1,080	692	0	0	242	35	97
AGRN 1087 (29/11/23) Toora	88	52	0	0	22	22	0
AGRN 1072 (03/10/23) Foster	257	130	0	0	92	35	0
AGRN 1037 (21/11/22) Toora / Dumbalk	225	64	0	0	162	23	0
AGRN 1029 (13/08/22) Poowong East	10,057	9,705	0	0	351	35	0
AGRN 1022 (06/06/22) Foster	1,674	1643	0	0	30	24	0
AGRN 985 (30/09/21) Rain Event	1,497	1,456	0	0	41	0	0
Total	**24,267**	**20,896**	**0**	**0**	**3,028**	**195**	**229**

Section 2 – Financial Statements

2.1 Income Statement as at 30 September 2026

	Actual YTD FY27 $'000	Year to Date Approved Forecast $'000	Year to Date Variance (Fav/Unfav) $'000	Year to Date Variance Fav/(Unfav) %	Actual YTD FY26 $'000	Variance Fav/(Unfav) %	Full Year Approved Forecast $'000	Full Year Proposed Forecast $'000	Full Year Variance (Fav/Unfav) $'000	Full Year Adopted Budget $'000
INCOME										
Rates and charges	14,297	14,146	150	1%	13,628	5%	56,585	56,585	0	56,585
Statutory fees and fines	196	254	(58)	(23%)	263	(26%)	1,170	1,170	(0)	1,170
User fees	1,047	1,045	3	0%	865	21%	6,327	6,327	(0)	6,327
Grants - operating	1,211	1,084	127	12%	2,276	(47%)	14,895	15,026	132	14,895
Grants - capital	863	56	806	1433%	9,622	(91%)	8,162	9,011	849	8,292
Contributions - monetary	30	266	(236)	(89%)	61	(51%)	1,116	1,116	0	1,116
Contributions - non monetary	0	116	(116)	(100%)	0	0%	464	464	(0)	464
Found assets	0	0	0	0%	0	0%	0	0	0	0
Net gain on disposal of property, infrastr	8	(74)	82	(111%)	(950)	(101%)	(181)	(181)	0	(191)
Other income	940	477	463	97%	558	68%	1,908	1,908	0	1,908
Total income	**18,591**	**17,370**	**1,221**	**7%**	**26,323**	**(29%)**	**90,445**	**91,426**	**981**	**90,565**
EXPENSES										
Employee costs	7,297	7,202	(95)	(1%)	7,191	(1%)	32,085	32,085	0	32,085
Materials and services	6,502	8,836	2,334	26%	6,249	(4%)	30,386	30,518	(132)	28,816
Depreciation	3,962	3,858	(104)	(3%)	3,853	(3%)	15,432	15,432	0	15,432
Depreciation - Right of use assets	44	21	(23)	(109%)	23	(92%)	85	85	0	85
Borrowing costs	50	47	(3)	(6%)	55	9%	190	190	0	190
Finance costs - Leases	0	0	(0)	(33%)	1	54%	1	1	0	1
Other expenses	1,173	986	(187)	(19%)	1,150	(2%)	3,286	3,286	0	3,286
Total expenses	**19,029**	**20,950**	**1,921**	**9%**	**18,522**	**3%**	**81,464**	**81,596**	**(132)**	**79,894**
Surplus / (deficit) for the period	**(438)**	**(3,580)**	**3,142**	**(88%)**	**7,801**	**(106%)**	**8,981**	**9,830**	**849**	**10,671**

Section 2 – Financial Statements

2.2 Balance Sheet as at 30 September 2026

	Actual YTD FY27 $'000	Year to Date Actual YTD FY26 $'000	Year to Date Year over Year Variance Fav/(Unfav) $'000	Year to Date Year over Year Variance Fav/(Unfav) %	Full Year Adopted Budget $'000	Full Year Proposed Forecast $'000
Current assets						
Cash and cash equivalents	9,741	22,182	(12,441)	(56%)	5,192	8,391
Trade and other receivables	63,291	61,171	2,120	3%	7,749	7,749
Other financial assets	28,336	2,322	26,014	1120%	23,983	36,336
Inventories	162	162	(0)	(0%)	208	183
Prepayments	1,022	655	367	56%	673	995
Total current assets	**102,552**	**86,492**	**16,060**	**19%**	**37,805**	**53,654**
Non-current assets						
Property, infrastructure, plant and equipment	949,377	881,946	67,431	8%	902,801	963,401
Investment property	825	857	(32)	(4%)	857	825
Right-of-use assets	40	154	(113)	(74%)	0	0
Intangible asset	2,848	0	2,848	100%	0	2,848
Total non-current assets	**953,090**	**882,956**	**70,134**	**8%**	**903,658**	**967,074**
TOTAL ASSETS	**1,055,642**	**969,448**	**86,194**	**9%**	**941,463**	**1,020,728**

	Actual YTD FY27 $'000	Year to Date Actual YTD FY26 $'000	Year to Date Year over Year Variance Fav/(Unfav) $'000	Year to Date Year over Year Variance Fav/(Unfav) %	Full Year Adopted Budget $'000	Full Year Proposed Forecast $'000
Current liabilities						
Trade and other payables	768	998	229	23%	5,276	5,415
Trust funds and deposits	10,488	10,051	(437)	(4%)	2,821	3,451
Contract and other liabilities	43,845	41,629	(2,216)	(5%)	1,170	2,134
Provisions	8,278	7,974	(305)	(4%)	7,324	7,760
Interest-bearing liabilities	1,276	1,236	(39)	(3%)	1,342	1,350
Lease liabilities	64	70	7	10%	0	0
Total current liabilities	**64,720**	**61,959**	**(2,761)**	**(4%)**	**17,933**	**20,110**
Non-current liabilities						
Provisions	8,930	6,408	(2,522)	(39%)	6,593	9,435
Interest-bearing liabilities	7,473	8,758	1,285	15%	6,351	6,391
Lease liabilities	0	87	87	100%	0	0
Total non-current liabilities	**16,403**	**15,253**	**(1,150)**	**(8%)**	**12,944**	**15,826**
TOTAL LIABILITIES	**81,123**	**77,212**	**(3,911)**	**(5%)**	**30,877**	**35,936**
NET ASSETS	**974,519**	**892,236**	**82,283**	**9%**	**910,586**	**984,792**
Equity						
Accumulated surplus	294,105	284,062	10,043	4%	293,186	292,387
Revaluation Reserve	665,132	600,483	64,649	11%	617,400	665,130
Other Reserves	15,282	7,690	7,592	99%	0	27,275
TOTAL EQUITY	**974,519**	**892,236**	**82,283**	**9%**	**910,586**	**984,792**

Section 2 – Financial Statements

2.3 Cashflow Statement for the period 1 July 2026 to 30 September 2026

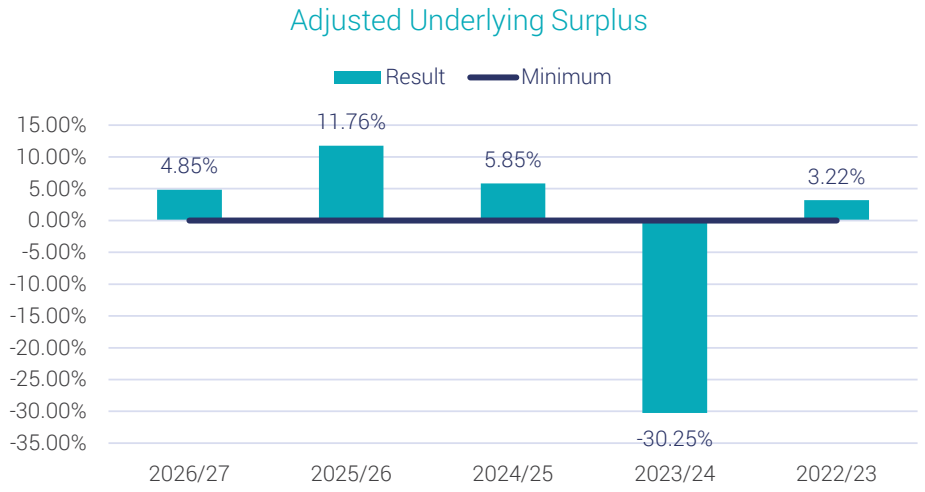
	Actual YTD FY27 $'000	Year to date			Full Year	
		Actual YTD FY26 $'000	Year over Year Variance Fav/(Unfav) $'000	%	Adopted Budget $'000	Proposed Forecast $'000
CASH FLOWS FROM OPERATING ACTIVITIES						
Rates and charges	8,994	8,124	870	11%	56,295	60,017
Statutory fees and fines	196	263	(67)	(26%)	1,166	1,217
User fees	1,047	865	182	21%	6,305	6,584
Grants - operating	1,211	2,276	(1,066)	(47%)	14,895	15,027
Grants - capital	387	11,118	(10,731)	(97%)	8,292	9,021
Contributions - monetary	30	61	(31)	(51%)	1,116	1,116
Interest received	508	218	290	133%	800	800
Other receipts	2,944	876	2,068	236%	1,099	1,197
Employee costs	(7,273)	(6,570)	(703)	11%	(32,030)	(30,850)
Materials and services	(8,609)	(8,572)	(37)	0%	(28,767)	(27,834)
Other payments	(1,189)	(1,086)	(103)	9%	(3,280)	(4,660)
Trust funds and deposits taken	36	(101)	137	(136%)	0	0
Net GST refund/payment	261	360	(98)	(27%)	0	0
Net cash provided by (used in) operating activities	**(1,456)**	**7,832**	**(9,289)**	**(119%)**	**25,891**	**31,636**
CASH FLOWS FROM INVESTING ACTIVITIES						
Payments for property, infrastructure, plant & equipment	(2,700)	(3,532)	833	(24%)	(24,260)	(28,548)
Proceeds from sale of property, infrastructure, plant & equipment	104	398	(294)	(74%)	724	724
Payments (for) / from Other Financial Assets	8,000	11,000	(3,000)	(27%)	0	0
Net cash provided by (used in) investing activities	**5,405**	**7,866**	**(2,461)**	**(31%)**	**(23,536)**	**(27,824)**
CASHFLOWS FROM FINANCING ACTIVITIES						
Finance costs	(50)	(55)	5	(9%)	(190)	(191)
Repayment of borrowings	(315)	(306)	(10)	3%	(1,316)	(1,324)
Interest paid - lease liability	(0)	(1)	0	(54%)	(1)	(1)
Repayment of leases	(24)	(23)	(0)	2%	(87)	(87)
Net cash provided by (used in) financing activities	**(389)**	**(385)**	**(5)**	**1%**	**(1,594)**	**(1,603)**
Net increase (decrease) in cash and cash equivalents	**3,559**	**15,313**	**(11,754)**	**(77%)**	**761**	**2,209**
Cash and cash equivalents at the beginning of the financial year	6182	6,869	(687)	(10%)	4,431	6,182
Cash and cash equivalents at the end of the period	**9,741**	**22,182**	**(12,441)**	**(56%)**	**5,192**	**8,391**

Section 3 – Financial Sustainability

3.1 Financial Ratios

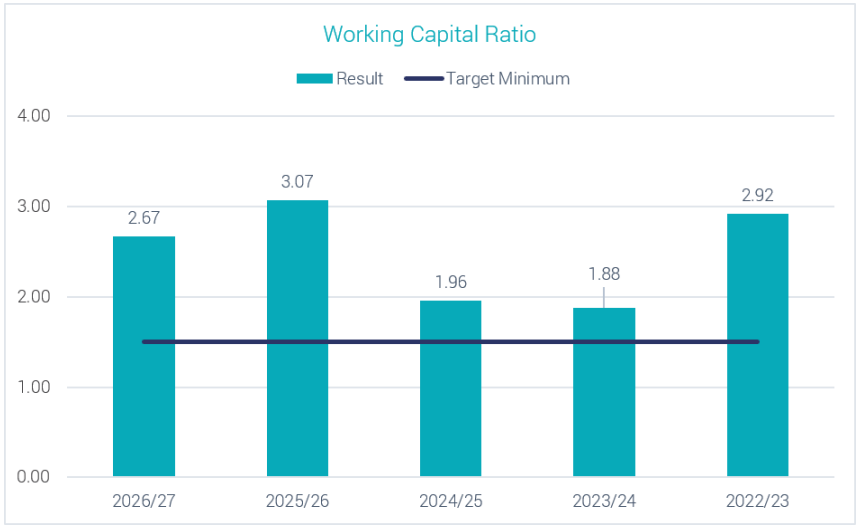
Operating Position

The adjusted underlying result demonstrates Council's ability to generate a surplus in its ordinary course of business, excluding non-recurrent capital grants, non-monetary asset contributions and other contributions used to fund capital works. The proposed adjusted underlying result of 4.85% for 2026/27 represents a solid operating surplus. While lower than the 11.76% recorded in 2025/26, it still reflects a strong underlying surplus and demonstrates Council's continued ability to generate surplus from its core operations.



Liquidity

The Working Capital Ratio, which assesses Council's ability to meet current commitments, is calculated by measuring Council's current assets as a percentage of current liabilities.



Council's proposed forecast as of 30 June 2027 has a Working Capital Ratio of 2.67. While the ratio is forecast to decrease from 30 June 2026, it remains comfortably above the targeted minimum of 1.50.

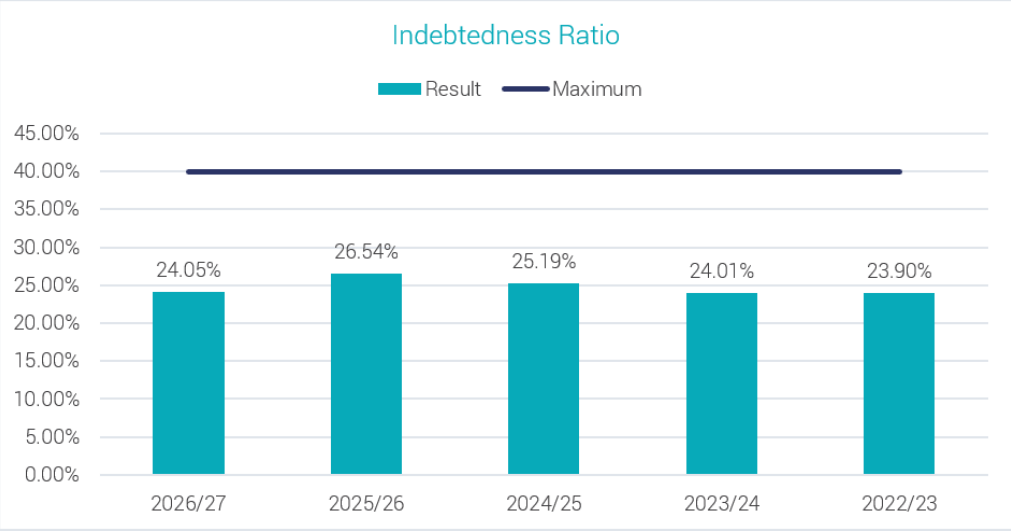
Section 3 – Financial Sustainability

3.1 Financial Ratios

Obligations

The Indebtedness Ratio measures Council's ability to pay the principal and interest on borrowings when they are due from the funds it generates. Own-source revenue is used in the calculation, not including any grants or contributions.

Council's proposed forecast Indebtedness Ratio as of 30 June 2027 is 24.05 per cent, and is well within the maximum of 40 per cent or lower.

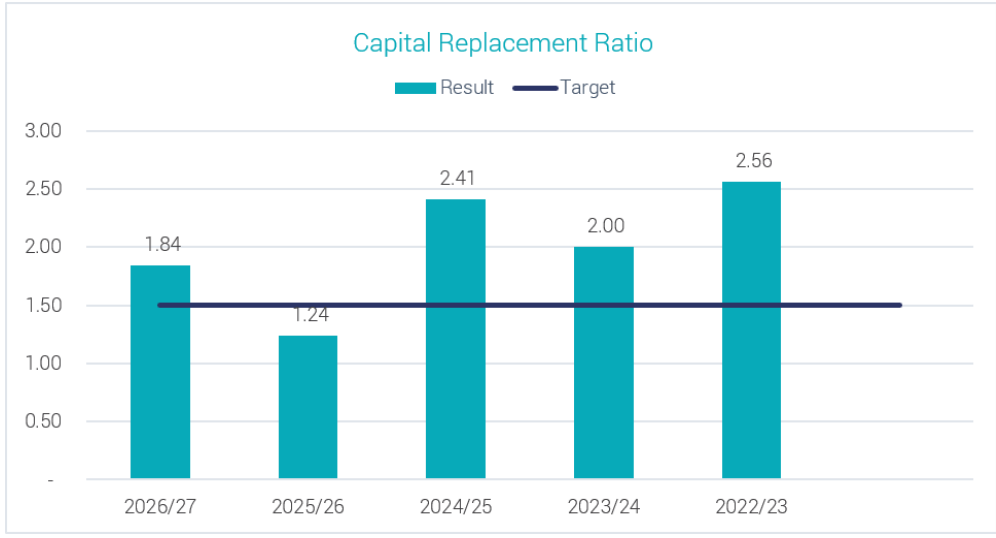


Asset Renewal

Council aims to ensure that it is able to maintain its infrastructure assets at the expected levels, while at the same time continuing to deliver the services needed by the community.

The Capital Replacement Ratio compares the total rate of spending on renewal and upgrade infrastructure, property, plant and equipment with its depreciation. Ratios of higher than 1:1 indicate that spending is faster than the depreciation rate. Council's proposed forecast Capital Replacement Ratio of 1.84 for the year ending 30 June 2027 is well above the target of 1.5.

The proposed forecast investment in asset renewal and upgrade for 2026/27 is $28.4 million, resulting in an increase in the ratio compared to the previous year where renewal and upgrade expenditure was $19.5 million.



South Gippsland
Shire Council

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5.2. REMOVAL OF THE PARKING OVERLAY FROM PLANNING SCHEME

Directorate:	Empowering Communities
Department:	Planning and Building Services

Council Plan

Theme - Developing a Sustainable Future

The proposal to remove the Parking Overlay removes a planning control that no longer serves its original purpose. Doing so ensures Council focuses on preserving resources and promoting responsible economic and social development.

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's resolution to participate in a State Government process to remove the Parking Overlay (PO) applying to the Leongatha Town Centre from the South Gippsland Planning Scheme.

The PO was introduced in 2013 following the Leongatha CBD Parking Strategy. The PO was primarily intended to provide the following benefits:

- allow reduced car parking requirements for new uses or development within the Leongatha CBD; and
- provide for financial contributions where the required parking could not be provided on site.

Since the PO was introduced, State Government car parking requirements have changed significantly. The standard car parking requirements that now apply across Victoria have been reduced, meaning the outcomes sought by the Leongatha PO have largely been met.

The State Government is now offering councils the opportunity to remove their PO via a Ministerial led planning scheme amendment.

If Council decides not to remove the PO, the Department of Transport and Planning will advise Council of any further strategic work required to be undertaken to bring the existing PO in line with the other State Government changes to parking provisions. This is currently unplanned work that would need to be resourced and budgeted.

If Council decides to remove the PO from Leongatha CBD, the new State-wide parking requirements will apply as they do to the rest of South Gippsland Shire. This would likely have less impact on resourcing and budget.

RECOMMENDATION

That Council:

1. **Resolves to remove the Parking Overlay applying to the Leongatha CBD from the South Gippsland Planning Scheme;**

2. **Advises the Minister for Planning (Department of Transport and Planning) that it seeks to be included in any Ministerial led planning scheme amendment process to remove the Parking Overlay; and**

3. **Delegates any necessary processing of the Planning Scheme Amendment to officers.**

REPORT

Clause 52.06 – Car Parking and Parking Overlays

Clause 52.06 of the planning scheme sets Statewide standards for car parking requirements (refer **Attachment [5.2.1]**).

Parking Overlays are able to reduce the amount of car parking required and/or require financial contributions where the required parking cannot be provided on site (refer Clause 45.09 **Attachment [5.2.2]**). Whilst Parking Overlays can modify certain standards; they must be consistent with the provisions of clause 52.06.

Parking Overlay Schedule 1 (PO1) - Leongatha CBD

The PO1 applies to the Leongatha Central Business District (CBD) and allows reduced car parking requirements for new uses and developments (refer **Attachment [5.2.3]**). It also allows for the collection of financial contributions in lieu of providing car parking on-site.

The implementation of the PO was based on the *Leongatha CBD Parking Strategy* 2013 (the strategy) (refer **Attachment [5.2.4]**)**.** The strategy was based on an empirical assessment of car parking supply and demand within the CBD as well as community engagement and feedback.

The strategy identified that Leongatha had sufficient parking at the time and to support future projected use and development. This included allowing for some additional parking to be provided in the future. On that basis, the strategy recommended adopting lower parking rate requirements for any new use or development. This was based on 'Column B' rates of the previous clause 52.06 (refer Previous Clause 52.06 **Attachment [5.2.5]**).

Since then:

- the South Gippsland Highway bypass has been completed and 59 additional car spaces have been provided on VicTrack land behind Bair Street, along with five long vehicle spaces;

- the level of additional retail and commercial development that was projected in 2013 has not occurred to the extent anticipated; and
- Council has not received any financial contributions under the PO to fund additional public parking.

The PO was also intended to be reviewed within five years of its introduction. This review has not occurred.

Figure 1: Leongatha CBD Parking Overlay area



What has changed?

In December 2025 the State Government introduced a new approach to car parking requirements Statewide through planning scheme amendment VC277. This changed clause 52.06 - Car parking, primarily by reducing the car parking rates. These rates are based on new Car Parking Requirement (CPR) maps incorporated into the Victoria Planning Provisions (VPP) and all planning schemes.

There have also been other planning scheme changes since the introduction of the PO such as introduction of exemptions in clause 52.06 for changes of use in commercial zones. There has also been the introduction of VicSmart application types where the reduction in parking is less than 10 car spaces.

As a result, one of the main benefits originally achieved through the Leongatha PO that sought to reduce unnecessary planning permit requirements for use or development can now be achieved through the standard State requirements.

Proposed approach

Officers have undertaken a review of the PO and consider there is limited benefit in retaining it.

It is therefore proposed that Council request the State Government to remove the Leongatha PO from the planning scheme. This would:

- remove an outdated planning control;
- simplify the planning requirements for businesses, developers, consultants and staff;
- reduce the need for planning permits in some circumstances;
- potentially avoid the need for Council to undertake and fund a further parking study and planning scheme amendment to update the PO; and
- align Leongatha with the current State Government approach to car parking that applies to the rest of the Shire.

There have been no planning permit applications in Leongatha refused solely because of car parking since the PO was introduced in 2013.

If the Parking Overlay is retained

If Council decides to retain the PO, it will need to be updated to align with the new State Government requirements.

At this stage, the additional work and cost involved in retaining and updating the PO are not known. It is expected that Council would need to undertake further work, potentially including a parking study and planning scheme amendment. Such work is not currently planned or resourced, given it was an unplanned change.

Proposed next step

Council is being asked to support participation in the State Government-led planning scheme amendment to remove the Parking Overlay from the South Gippsland Planning Scheme.

On the information currently available, Officers consider removal of the PO is the preferred approach for Leongatha.

CONSULTATION / COMMUNITY ENGAGEMENT

The State Government did not undertake any consultation with Council or the South Gippsland Shire community prior to VC277 being implemented, or subsequent amendments to clarify operation of Clause 52.06 and Parking Overlays. It is understood that consultation occurred with some industry bodies.

Officers have not undertaken any community consultation or engagement in this instance. This is based on:

1. Retention of the PO is unlikely to have any beneficial impact to any current or future landowner/tenant to use or develop their land compared to the new clause 52.06 Statewide provisions;
2. Retention of the PO is unlikely to result in the provision of either more or less car parking in Leongatha compared to the new clause 52.06 provisions;
3. No cash in lieu contributions have been collected to date to fund any new car parking facilities in the CBD;

4. If Council collected any contributions, it would need to identify and develop a plan to deliver parking facilities in the CBD. No plan currently exists; and
5. If Council decides to retain the PO, it may need to resource additional studies/work to bring it into line with the new provisions and there is no guarantee of it continuing to serve its original purpose.

RESOURCES / FINANCIAL VIABILITY

Participating in the State Government led planning scheme amendment to remove the PO is expected to require minimal officer time/work. However, this could be absorbed within existing resources/finances.

If Council decides to retain the PO, the DTP has advised that it will provide further information on the process required to retain the PO. Whilst the criteria are not clear at this stage, this is likely to require a review of car parking supply and demand in the CBD (i.e. a study/strategy) and a planning scheme amendment. This is likely to require additional resources and have financial implications that cannot be accurately estimated at this time.

RISKS

If Council does not participate in the State-led planning scheme amendment, it risks needing to resource and fund its own studies and amendment, for potentially limited benefit or disbenefit.

If Council participates, there is considered to be less risk with no change to benefits/disbenefits.

STAFF DISCLOSURE

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

ATTACHMENTS

Attachments are available on Council's website at the following LINK.

1. New Clause 52.06 – Car Parking and Parking Overlays [**5.2.1** - 15 pages]
2. Clause 45.09 – Car Parking Overlays Provisions [**5.2.2** - 2 pages]
3. Parking Overlay Leongatha CBD [**5.2.3** - 4 pages]
4. Leongatha CBD Parking Strategy 2013 [**5.2.4** - 99 pages]
5. Previous Clause 52.06 – Car parking provisions [**5.2.5** - 13 pages]

REFERENCE DOCUMENTS

Council's Good Governance Framework

Nil

Council Policy / Strategy / Plans

Documents are available on Council's website at the following LINK.

Council Plan 2025-2029
South Gippsland Planning Scheme

Legislative Provisions

Planning and Environment Act 1987

Regional, State and National Plan and Policies

Nil

52.06 CAR PARKING

31/07/2018
VC148

Purpose

To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework.

To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.

To support sustainable transport alternatives to the motor car.

To promote the efficient use of car parking spaces through the consolidation of car parking facilities.

To ensure that car parking does not adversely affect the amenity of the locality.

To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.

52.06-1 Application

18/12/2025
VC277

Clause 52.06 applies to:

- a new use; or
- an increase in the floor area or site area of an existing use; or
- an increase to an existing use specified in Table 1 to clause 52.06-5 by the corresponding measure specified in Table 1 to clause 52.06-5.

This clause does not apply to:

- the extension of one dwelling on a lot in the Neighbourhood Residential Zone, General Residential Zone, Residential Growth Zone, Housing Choice and Transport Zone, Mixed Use Zone or Township Zone; or
- the construction and use of one dwelling on a lot in the Neighbourhood Residential Zone, General Residential Zone, Residential Growth Zone, Housing Choice and Transport Zone, Mixed Use Zone or Township Zone unless the zone or a schedule to the zone specifies that a permit is required to construct or extend one dwelling on a lot; or
- the construction and use of a small second dwelling.

52.06-2 Provision of car parking spaces

18/12/2025
VC277

Before:

- a new use commences; or
- the floor area or site area of an existing use is increased; or
- an existing use specified in Table 1 to clause 52.06-5 is increased by the corresponding measure specified in Table 1 to clause 52.06-5,

the minimum number of car parking spaces required under clause 52.06-5 or in a schedule to the Parking Overlay for a use must be provided to the satisfaction of the responsible authority in one or more of the following ways:

- on the land; or
- in accordance with a permit issued under clause 52.06-3; or
- in accordance with a financial contribution requirement specified in a schedule to the Parking Overlay.

If Table 1 to clause 52.06-5, or a schedule to the Parking Overlay, specifies a maximum car parking requirement, the maximum requirement must not be exceeded except in accordance with a permit issued under clause 52.06-3.

52.06-3 Permit requirement

18/12/2025
VC277

A permit is required to:

- Reduce (including reduce to zero) the minimum number of car parking spaces required under clause 52.06-5 or in a schedule to the Parking Overlay.
- Provide some or all of the car parking spaces required under clause 52.06-5 or in a schedule to the Parking Overlay on another site.
- Provide more than the maximum parking requirement specified in clause 52.06-5 or in a schedule to the Parking Overlay.

A permit is not required if a schedule to the Parking Overlay specifies that a permit is not required under this clause.

A permit is not required to reduce the minimum number of car parking spaces required for a new use if the following requirements are met:

- The number of car parking spaces required under clause 52.06-5 or in a schedule to the Parking Overlay for the new use is less than or equal to the number of car parking spaces required under clause 52.06-5 or in a schedule to the Parking Overlay for the existing use of the land.
- The number of car parking spaces currently provided in connection with the existing use is not reduced after the new use commences.

A permit is not required to reduce the required number of car parking spaces for a new use of an existing building if the following requirements are met:

- The building is in the Commercial 1 Zone, Commercial 2 Zone, Commercial 3 Zone, Activity Centre Zone or Precinct Zone.
- The gross floor area of the building is not increased.
- The reduction does not exceed 10 car parking spaces.
- The building is not in a Parking Overlay with a schedule that allows a financial contribution to be paid in lieu of the provision of the required car parking spaces for the use.

A permit is not required to provide more car parking spaces than the maximum car parking requirement in clause 52.06-5 if the existing number of car parking spaces on the land exceeds the maximum car parking requirement and no new additional car parking spaces will be provided.

VicSmart applications

Subject to clause 71.06, an application under this clause to reduce the required number of car parking spaces by no more than 10 car parking spaces is a class of VicSmart application and must be assessed against clause 59.10.

52.06-4 Exemption from notice and review

09/06/2026
VC311

An application under clause 52.06-3 is exempt from the notice requirements of section 52(1)(a), (b) and (d), the decision requirements of section 64(1), (2) and (3) and the review rights of section 82(1) of the Act if:

- the application is only for a permit under clause 52.06-3; or
- the application is also for a permit under another provision of the planning scheme and in respect of all other permissions sought, the application is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act.

52.06-5 Car parking requirement calculation

09/06/2026
VC311

Table 1 of this clause sets out the minimum and maximum car parking requirements that apply to a use specified in the table based on the land category identified in the *Car Parking Requirement Maps* (Department of Transport and Planning, 2025) (CPR maps).

A schedule to the Parking Overlay may also specify a minimum and/or maximum car parking requirement that applies to a use based on the land category identified in the CPR maps.

A schedule to the Parking Overlay may specify a car parking requirement for a use by reference to a requirement specified for that use in Table 1.

If the land is shown in two or more categories on the CPR maps, the car parking requirements for the higher category applies to all of the land.

A car parking requirement in Table 1 or a schedule to a Parking Overlay is calculated as either:

- a number of car parking spaces; or
- a percentage of the total site area that must be set aside for car parking.

If a measure refers to a number of people, it means the maximum number of people permitted on the site at any one time.

The car parking requirement for a use specified in Table 1 or a schedule to the Parking Overlay is calculated by multiplying the corresponding number specified in Category 1, 2, 3 or 4 (as applicable) by the corresponding measure. If the measure is specified as a per cent of the site area, the corresponding number specified in Category 1, 2, 3 or 4 is the per cent of the site area to be set aside for car parking.

Where an existing use specified in Table 1 or a schedule to the Parking Overlay is increased by the corresponding measure, the car parking requirement only applies to the increase, provided the existing number of car parking spaces currently being provided in connection with the existing use is not reduced.

If in calculating the number of car parking spaces the result is not a whole number, the required number of car parking spaces is to be rounded down to the nearest whole number.

Where the car parking requirement specified in Table 1 or schedule to the Parking Overlay is calculated as a percentage of the total site area, the area to be provided for car parking includes an accessway that directly abuts any car parking spaces, but does not include any accessway or portion of an accessway that does not directly abut any car parking spaces.

The car parking requirement specified in Table 1 or a schedule to the Parking Overlay includes disabled car parking spaces. The proportion of spaces to be allocated as disabled spaces must be in accordance with Australian Standard AS2890.6-2009 (disabled) and the Building Code of Australia.

A minimum car parking requirement specified in Table 1 does not apply if a schedule to the Parking Overlay specifies a minimum car parking requirement for that use in the same land category.

A maximum car parking requirement specified in Table 1 does not apply if a schedule to the Parking Overlay specifies a maximum car parking requirement for that use in the same land category.

The car parking requirement specified for a use specified in Table 1 does not apply if:

- a car parking requirement for the use is specified under another provision of the planning scheme; or
- a schedule to the Parking Overlay included in this planning scheme before the commencement of Amendment VC311 specifies the number of car parking spaces required for the use.

Table 1: Car parking requirement

Land use	Measure	Category 1 (Minimum Requirement)	Category 2 (Minimum Requirement)	Category 3 (Minimum and Maximum Requirement)	Category 4 (Maximum Requirement)
Amusement parlour	To each 100 square metres of net floor area	4	2	0 - minimum 2 - maximum	1
Art and craft centre	To each 100 square metres of net floor area	4	2	0 - minimum 2 - maximum	1

Land use	Measure	Category 1 (Minimum Requirement)	Category 2 (Minimum Requirement)	Category 3 (Minimum and Maximum Requirement)	Category 4 (Maximum Requirement)
Betting agency	To each 100 square metres of net floor area	4	2	0 - minimum 2 - maximum	1
Bowling green	To each rink	6	3	0 - minimum 3 - maximum	1.5
Child care centre	To each employee	1	0.5	0.25 - minimum No maximum	No maximum
Convenience restaurant	To each patron	0.3	0.15	0 - minimum 0.15 - maximum	0.08
Display home centre	To each dwelling	5	2.5	0 - minimum 2.5 - maximum	1.25
Dwelling	To each dwelling	1.2	1	0 - minimum 2 - maximum	2
Education centre - other than specified in this table	To each student	0.4	0.05	0 - minimum 0.1 - maximum	0.05
Food and drink premises - other than specified in this table	To each 100 square metres of net floor area	4	2	0 - minimum 2 - maximum	1
Freezing and cool storage	To each 100 square metres of net floor area	1.5	0.2	0 - minimum 0.4 - maximum	0.2
Fuel depot	Per cent of site area	10	5	5 - minimum 10 - maximum	5
Funeral parlour	To each patron	0.3	0.15	0 - minimum 0.15 - maximum	0.08
Gambling premises - other than specified in this table	To each 100 square metres of net floor area	4	2	0 - minimum 2 - maximum	1
Golf course	To each hole	4	2	0 - minimum 2 - maximum	1

SOUTH GIPPSLAND PLANNING SCHEME

Land use	Measure	Category 1 (Minimum Requirement)	Category 2 (Minimum Requirement)	Category 3 (Minimum and Maximum Requirement)	Category 4 (Maximum Requirement)
Home based business	To each employee not a resident of the dwelling	1	0	0 - minimum No maximum	No maximum
Industry - other than specified in this table	To each 100 square metres of leasable floor area	2.9	0.4	0 - minimum 0.8 - maximum	0.8
Landscape gardening supplies	Per cent of site area	10	5	5 - minimum 10 - maximum	5
Mail centre	To each 100 square metres of net floor area	3.5	0.45	0 - minimum 0.9 - maximum	0.45
Manufacturing sales	To each 100 square metres of leasable floor area	4	2	0 - minimum 2 - maximum	1
Market	To each 100 square metres of site area	8	4	5 - minimum 6 - maximum	6
Materials recycling	Per cent of site area	10	5	5 - min 10 - max	5
Medical centre	To each 100 square metres of leasable floor area	5	3.5	0 - minimum 5 - maximum	5
Milk depot	Per cent of site area	10	5	5 - minimum 10 - maximum	5
Motel	To each bedroom	1	1	0 - minimum 0.5 - maximum	0.2
Office - other than specified in this table	To each 100 square metres of net floor area	3.5	0.45	0 - minimum 0.9 - maximum	0.45
Place of assembly - other than specified in this table	To each patron	0.3	0.15	0 - minimum 0.15 - maximum	0.08
Postal agency	To each 100 square metres of net floor area	4	2	0 - minimum 2 - maximum	1

Land use	Measure	Category 1 (Minimum Requirement)	Category 2 (Minimum Requirement)	Category 3 (Minimum and Maximum Requirement)	Category 4 (Maximum Requirement)
Primary produce sales	To each 100 square metres of net floor area	4	2	0 - minimum 2 - maximum	1
Primary school	To each employee	1	0.5	0.25 - minimum No maximum	No maximum
Research and development centre	To each 100 square metres of net floor area	3.5	0.45	0 - minimum 0.9 - maximum	0.45
Residential aged care facility	To each bedroom	0.3	0.25	0.25 - minimum 0.45 - maximum	0.45
Residential village	To each dwelling	1.2	1	0 - minimum 2 - maximum	2
Retirement village	To each dwelling	1.2	1	0 - minimum 2 - maximum	2
Restricted retail premises	To each 100 square metres of leasable floor area	3	1.5	1.5 - minimum 2 - maximum	2
Rooming house	To each bedroom	0.25	0.25	0 - minimum 0.15 - maximum	0.1
Saleyard	Per cent of site area	10	5	5 - minimum 10 - maximum	5
Secondary school	To each employee	1	0.5	0.25 - minimum No maximum	No maximum
Shop - other than specified in this table	To each 100 square metres of leasable floor area	4	2	0 - minimum 2 - maximum	1
Squash court other than in conjunction with a dwelling	To each court	4	2	0 - minimum 2 - maximum	1
Store - other than specified in this table	Per cent of site area	10	5	5 - minimum 10 - maximum	5

Land use	Measure	Category 1 (Minimum Requirement)	Category 2 (Minimum Requirement)	Category 3 (Minimum and Maximum Requirement)	Category 4 (Maximum Requirement)
Supermarket	To each 100 square metres of leasable floor area	5	2.5	0 - minimum 2.5 - maximum	1.25
Swimming pool - other than in conjunction with a dwelling	To each 100 square metres of site area	5.6	2.8	0 - minimum 2.8 - maximum	2.1
Tennis court - other than in conjunction with a dwelling	To each court	4	2	0 - minimum 2 - maximum	1
Trade supplies	Per cent of site area	10	5	5 - minimum 10 - maximum	10
Veterinary centre	To each 100 square metres of leasable floor area	5	3.5	0 - minimum 5 - maximum	5
Warehouse - other than specified in this table	To each 100 square metres of net floor area	2	0.25	0 - minimum 0.5 - maximum	0.5
Winery	To each patron	0.4	0.2	0 - minimum 0.2 - maximum	0.1

52.06-6 Number of car parking spaces required for other uses

16/01/2018
VC142

Where a use of land is not specified in Table 1 or where a car parking requirement is not specified for the use in another provision of the planning scheme or in a schedule to the Parking Overlay, before a new use commences or the floor area or site area of an existing use is increased, car parking spaces must be provided to the satisfaction of the responsible authority. This does not apply to the use of land for a temporary portable land sales office located on the land for sale.

52.06-7 Application requirements and decision guidelines for permit applications

18/12/2025
VC277

For applications to reduce the car parking requirement

An application to reduce (including reduce to zero) the number of car parking spaces required under clause 52.06-5 or in a schedule to the Parking Overlay must be accompanied by a Car Parking Demand Assessment.

The Car Parking Demand Assessment must assess the car parking demand likely to be generated by the proposed:

- new use; or
- increase in the floor areas or site area of the existing use; or
- increase to the existing use by the measure specified in Table 1 to clause 52.06-5 for that use.

The Car Parking Demand Assessment must address the following matters, to the satisfaction of the responsible authority:

- The likelihood of multi-purpose trips within the locality which are likely to be combined with a trip to the land in connection with the proposed use.
- The variation of car parking demand likely to be generated by the proposed use over time.
- The short-stay and long-stay car parking demand likely to be generated by the proposed use.
- The availability of public transport in the locality of the land.
- The convenience of pedestrian and cyclist access to the land.
- The provision of bicycle parking and end of trip facilities for cyclists in the locality of the land.
- The anticipated car ownership rates of likely or proposed visitors to or occupants (residents or employees) of the land.
- Any empirical assessment or case study.

Before granting a permit to reduce the number of spaces, the responsible authority must consider the following, as appropriate:

- The Car Parking Demand Assessment.
- Any relevant local planning policy or incorporated plan.
- The availability of alternative car parking in the locality of the land, including:
  - Efficiencies gained from the consolidation of shared car parking spaces.
  - Public car parks intended to serve the land.
  - On street parking in non residential zones.
  - Streets in residential zones specifically managed for non-residential parking.
- On street parking in residential zones in the locality of the land that is intended to be for residential use.
- The practicality of providing car parking on the site, particularly for lots of less than 300 square metres.
- Any adverse economic impact a shortfall of parking may have on the economic viability of any nearby activity centre.
- The future growth and development of any nearby activity centre.
- Any car parking deficiency associated with the existing use of the land.
- Any credit that should be allowed for car parking spaces provided on common land or by a Special Charge Scheme or cash-in-lieu payment.
- Local traffic management in the locality of the land.
- The impact of fewer car parking spaces on local amenity, including pedestrian amenity and the amenity of nearby residential areas.
- The need to create safe, functional and attractive parking areas.
- Access to or provision of alternative transport modes to and from the land.
- The equity of reducing the car parking requirement having regard to any historic contributions by existing businesses.
- The character of the surrounding area and whether reducing the car parking provision would result in a quality/positive urban design outcome.
- Any other matter specified in a schedule to the Parking Overlay.
- Any other relevant consideration.

For applications to allow some or all of the required car parking spaces to be provided on another site

Before granting a permit to allow some or all of the car parking spaces required under clause 52.06-5 or in a schedule to the Parking Overlay to be provided on another site, the responsible authority must consider the following, as appropriate:

- The proximity of the car parking on the alternate site to the subject site.
- The likelihood of the long term provision and availability of the car parking spaces.
- Whether the location of the car parking spaces is consistent with any relevant local policy or incorporated plan.
- Any other matter specified in a schedule to the Parking Overlay.

For applications to provide more than the maximum car parking provision

An application to provide more than the maximum parking provision specified in clause 52.06-5 or a schedule to the Parking Overlay must be accompanied by a Car Parking Demand Assessment.

The Car Parking Demand Assessment must assess the car parking demand likely to be generated by the proposed use or increase to the existing use.

The Car Parking Demand Assessment must address the following matters, to the satisfaction of the responsible authority:

- The likelihood of multi-purpose trips within the locality which are likely to be combined with a trip to the land in connection with the proposed use.
- The variation of car parking demand likely to be generated by the proposed use over time.
- The short-stay and long-stay car parking demand likely to be generated by the proposed use.
- The availability of public transport in the locality of the land.
- The convenience of pedestrian and cyclist access to the land.
- The provision of bicycle parking and end of trip facilities for cyclists in the locality of the land.
- The anticipated car ownership rates of likely or proposed visitors to or occupants (residents or employees) of the land.
- Any empirical assessment or case study.

Before granting a permit to provide more than the maximum car parking spaces specified under clause 52.06-5 or in a schedule to the Parking Overlay, the responsible authority must consider the following, as appropriate:

- The Car Parking Demand Assessment.
- Any relevant local planning policy or incorporated plan.
- Whether additional car parking is required for disability parking.
- Any adverse economic impact a shortfall of parking may have on the economic viability of any nearby activity centre.
- The future growth and development of any nearby activity centre.
- Local traffic management in the locality of the land.
- The impact of additional car parking spaces on local amenity, including pedestrian amenity and the amenity of nearby residential areas.
- The need to create safe, functional and attractive parking areas.
- Access to, or provision of, alternative modes of transport to and from the land.
- The character of the surrounding area and whether increasing the car parking provision would result in a quality/positive urban design outcome.
- Any other matter specified in a schedule to the Parking Overlay.
- Any other relevant consideration.

52.06-8 **Requirement for a car parking plan**

18/12/2025
VC277

Plans must be prepared to the satisfaction of the responsible authority before any of the following occurs:

- a new use commences; or
- the floor area or site area of an existing use is increased; or
- an existing use is increased by the measure specified in Table 1 to clause 52.06-5 for that use.

The plans must show, as appropriate:

- All car parking spaces that are proposed to be provided (whether on the land or on other land).
- Access lanes, driveways and associated works.
- Allocation of car parking spaces to different uses or tenancies, if applicable.
- Any landscaping and water sensitive urban design treatments.
- Finished levels, if required by the responsible authority.
- Any other matter specified in a schedule to the Parking Overlay.

Plans must be provided to the responsible authority under clause 52.06-8 wherever clause 52.06 applies, whether or not a permit application is being made under clause 52.06-3 or any other provision of the planning scheme.

Where an application is being made for a permit under clause 52.06-3 or another provision of the planning scheme, the information required under clause 52.06-8 may be included in other plans submitted with the application.

Clause 52.06-8 does not apply where no car parking spaces are proposed to be provided.

52.06-9 Design standards for car parking

18/12/2025
VC277

Plans prepared in accordance with clause 52.06-8 must meet the design standards of clause 52.06-9, unless the responsible authority agrees otherwise.

Design standards 1, 3, 6 and 7 do not apply to an application to construct one dwelling on a lot.

Design standard 1 – Accessways

Accessways must:

- Be at least 3 metres wide.
- Have an internal radius of at least 4 metres at changes of direction or intersection or be at least 4.2 metres wide.
- Allow vehicles parked in the last space of a dead-end accessway in public car parks to exit in a forward direction with one manoeuvre.
- Provide at least 2.1 metres headroom beneath overhead obstructions, calculated for a vehicle with a wheel base of 2.8 metres.
- If the accessway serves four or more car spaces or connects to a road in a Transport Zone 2 or Transport Zone 3, the accessway must be designed so that cars can exit the site in a forward direction.
- Provide a passing area at the entrance at least 6.1 metres wide and 7 metres long if the accessway serves ten or more car parking spaces and is either more than 50 metres long or connects to a road in a Transport Zone 2 or Transport Zone 3.
- Have a corner splay or area at least 50 per cent clear of visual obstructions extending at least 2 metres along the frontage road from the edge of an exit lane and 2.5 metres along the exit lane from the frontage, to provide a clear view of pedestrians on the footpath of the frontage road. The area clear of visual obstructions may include an adjacent entry or exit lane where more than one lane is provided, or adjacent landscaped areas, provided the landscaping in those areas is less than 900mm in height.

If an accessway to four or more car parking spaces is from land in a Transport Zone 2 or Transport Zone 3, the access to the car spaces must be at least 6 metres from the road carriageway.

If entry to the car space is from a road, the width of the accessway may include the road.

Design standard 2 – Car parking spaces

Car parking spaces and accessways must have the minimum dimensions as outlined in Table 2.

Table 2: Minimum dimensions of car parking spaces and accessways

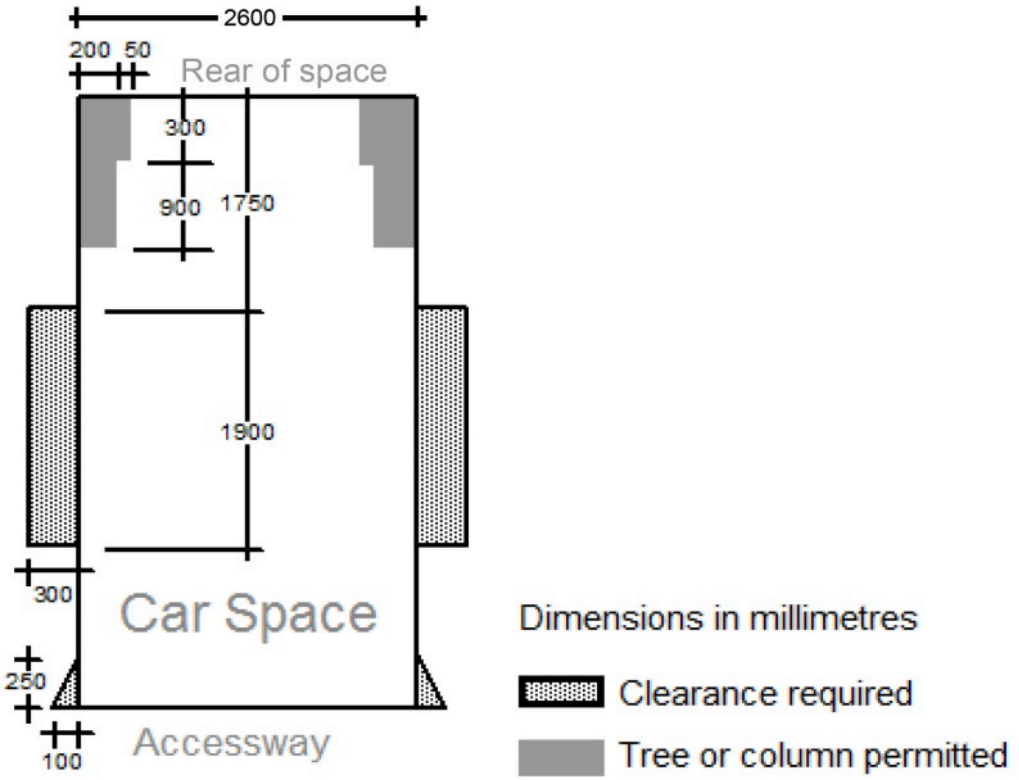
Angle of car parking spaces to access way	Accessway width	Car space width	Car space length
Parallel	3.6 m	2.3 m	6.7 m
45º	3.5 m	2.6 m	4.9 m
60º	4.9 m	2.6 m	4.9 m
90º	6.4 m	2.6 m	4.9 m
	5.8 m	2.8 m	4.9 m
	5.2 m	3.0 m	4.9 m
	4.8 m	3.2 m	4.9 m

Note *Some dimensions in Table 2 vary from those shown in the Australian Standard AS2890.1-2004 (off street). The dimensions shown in Table 2 allocate more space to aisle widths and less to marked spaces to provide improved operation and access. The dimensions in Table 2 are to be used in preference to the Australian Standard AS2890.1-2004 (off street) except for disabled spaces which must achieve Australian Standard AS2890.6-2009 (disabled).*

A wall, fence, column, tree, tree guard or any other structure that abuts a car space must not encroach into the area marked 'clearance required' on Diagram 1, other than:

- A column, tree or tree guard, which may project into a space if it is within the area marked 'tree or column permitted' on Diagram 1.
- A structure, which may project into the space if it is at least 2.1 metres above the space.

Diagram 1 Clearance to car parking spaces



Car spaces in garages or carports must be at least 6 metres long and 3.5 metres wide for a single space and 5.5 metres wide for a double space measured inside the garage or carport.

Where parking spaces are provided in tandem (one space behind the other) an additional 500 mm in length must be provided between each space.

Where two or more car parking spaces are provided for a dwelling, at least one space must be under cover.

Disabled car parking spaces must be designed in accordance with Australian Standard AS2890.6-2009 (disabled) and the Building Code of Australia. Disabled car parking spaces may encroach into an accessway width specified in Table 2 by 500mm.

Design standard 3: Gradients

Accessway grades must not be steeper than 1:10 (10 per cent) within 5 metres of the frontage to ensure safety for pedestrians and vehicles. The design must have regard to the wheelbase of the vehicle being designed for; pedestrian and vehicular traffic volumes; the nature of the car park; and the slope and configuration of the vehicle crossover at the site frontage. This does not apply to accessways serving three dwellings or less.

Ramps (except within 5 metres of the frontage) must have the maximum grades as outlined in Table 3 and be designed for vehicles travelling in a forward direction.

Table 3: Ramp gradients

Type of car park	Length of ramp	Maximum grade
Public car parks	20 metres or less	1:5 (20%)
	longer than 20 metres	1:6 (16.7%)
Private or residential car parks	20 metres or less	1:4 (25%)

Type of car park	Length of ramp	Maximum grade
	longer than 20 metres	1:5 (20%)

Where the difference in grade between two sections of ramp or floor is greater that 1:8 (12.5 per cent) for a summit grade change, or greater than 1:6.7 (15 per cent) for a sag grade change, the ramp must include a transition section of at least 2 metres to prevent vehicles scraping or bottoming.

Plans must include an assessment of grade changes of greater than 1:5.6 (18 per cent) or less than 3 metres apart for clearances, to the satisfaction of the responsible authority.

Design standard 4: Mechanical parking

Mechanical parking may be used to meet the car parking requirement provided:

- At least 25 per cent of the mechanical car parking spaces can accommodate a vehicle height of at least 1.8 metres.
- Car parking spaces that require the operation of the system are not allocated to visitors unless used in a valet parking situation.
- The design and operation is to the satisfaction of the responsible authority.

Design standard 5: Urban design

Ground level car parking, garage doors and accessways must not visually dominate public space.

Car parking within buildings (including visible portions of partly submerged basements) must be screened or obscured where possible, including through the use of occupied tenancies, landscaping, architectural treatments and artworks.

Design of car parks must take into account their use as entry points to the site.

Design of new internal streets in developments must maximise on street parking opportunities.

Design standard 6: Safety

Car parking must be well lit and clearly signed.

The design of car parks must maximise natural surveillance and pedestrian visibility from adjacent buildings.

Pedestrian access to car parking areas from the street must be convenient.

Pedestrian routes through car parking areas and building entries and other destination points must be clearly marked and separated from traffic in high activity parking areas.

Design standard 7: Landscaping

The layout of car parking areas must provide for water sensitive urban design treatment and landscaping.

Landscaping and trees must be planted to provide shade and shelter, soften the appearance of ground level car parking and aid in the clear identification of pedestrian paths.

Ground level car parking spaces must include trees planted with flush grilles. Spacing of trees must be determined having regard to the expected size of the selected species at maturity.

52.06-10 Decision guidelines

18/12/2025
VC277

Before deciding that a plan prepared under clause 52.06-8 is satisfactory the responsible authority must consider, as appropriate:

- The role and function of nearby roads and the ease and safety with which vehicles gain access to the site.
- The ease and safety with which vehicles access and circulate within the parking area.
- The provision for pedestrian movement within and around the parking area.
- The provision of parking facilities for cyclists and disabled people.

- The protection and enhancement of the streetscape.
- The provisions of landscaping for screening and shade.
- The measures proposed to enhance the security of people using the parking area particularly at night.
- The amenity of the locality and any increased noise or disturbance to dwellings and the amenity of pedestrians.
- The workability and allocation of spaces of any mechanical parking arrangement.
- The design and construction standards proposed for paving, drainage, line marking, signage, lighting and other relevant matters.
- The type and size of vehicle likely to use the parking area.
- Whether the layout of car parking spaces and access lanes is consistent with the specific standards or an appropriate variation.
- The need for the required car parking spaces to adjoin the premises used by the occupier/s, if the land is used by more than one occupier.
- Whether the layout of car spaces and accessways are consistent with Australian Standards AS2890.1-2004 (off street) and AS2890.6-2009 (disabled).
- The relevant standards of clauses 56.06-2, 56.06-4, 56.06-5, 56.06-7 and 56.06-8 for residential developments with accessways longer than 60 metres or serving 16 or more dwellings.
- Any other matter specified in a schedule to the Parking Overlay.

52.06-11 Construction of car parking

18/12/2025
VC277

Where a plan is required under clause 52.06-8, the car parking spaces, access lanes, driveways and associated works and landscaping shown on the plan must be:

- constructed and available for use in accordance with the plan approved by the responsible authority; and
- formed to such levels and drained so that they can be used in accordance with the plan; and
- treated with an all-weather seal or some other durable surface; and
- line-marked or provided with some other adequate means of showing the car parking spaces,

before any of the following occurs:

- the new use commences; or
- the floor area or site area of the existing use is increased; or
- the existing use is increased by the measure specified in Table 1 to clause 52.06-5 for that use.

52.06-12 Transitional provisions

09/06/2026
VC311

Meaning of terms

In clause 52.06-12:

- ***current clause*** means clause 52.06-5 as currently in force;
- ***former clause*** means clause 52.06-5 as in force immediately before the day Amendment VC277 came into operation;
- ***transition date*** means the day that is 180 days after the day Amendment VC277 came into operation;
- ***transitional proposal*** means:
  - an application to use or develop land made before the transition date; or
  - an application to use or develop land amended under section 50, 50A or 57A of the Act if the original application was made before the transition date; or
  - an application under clause 52.06 made before the transition date; or

- an application under clause 52.06 amended under section 50, 50A or 57A of the Act if the original application was made before the transition date; or
- a plan provided to the responsible authority under clause 52.06-8 before the transition date; or
- a use for which parking is provided in accordance with a plan approved under clause 52.06-8 if the plan was provided to the responsible authority before the transition date; or
- a new use commenced before the transition date; or
- an increase in the floor area or site area of an existing use before the transition date; or
- an increase to an existing use specified in Table 1 to the current clause by the corresponding measure specified in Table 1 to the current clause before the transition date.

Transitional provision A

A reference to 'clause 52.06-5' in the current clause is taken to be a reference to 'clause 52.06-5' in the former clause in respect of a transition proposal (except in relation to a maximum car parking requirement) if both of the following apply:

- The transition proposal is for a use specified in Table 1 to the current clause.
- The number of car parking spaces that would be required for the transition proposal under the former clause is less than the minimum number of car parking spaces required under the current clause.

Transitional provision B

The maximum car parking requirement in clause 52.06-2 (other than a maximum parking requirement specified in a schedule to a Parking Overlay) does not apply to, and a permit is not required under clause 52.06-3 to provide more than the maximum parking provision specified in clause 52.06-5 in respect of, the following:

- An application to use or develop land made before the day Amendment VC277 came into operation.
- An application to use or develop land amended under section 50, 50A or 57A of the Act if the original application was made before the day Amendment VC277 came into operation.
- An application under clause 52.06 made before the day Amendment VC277 came into operation.
- An application under clause 52.06 amended under section 50, 50A or 57A of the Act if the original application was made before the day Amendment VC277 came into operation.
- A plan provided to the responsible authority under clause 52.06-8 before the day Amendment VC277 came into operation.
- Car parking provided in accordance with a plan approved under clause 52.06-8 if the plan was provided to the responsible authority before the day Amendment VC277 came into operation.

Transitional provision C

Any reference in a schedule to the Parking Overlay to 'clause 52.06-5' is taken to be a reference to the former clause if the schedule was included in this planning scheme before the commencement of Amendment VC311.

45.09 PARKING OVERLAY

09/06/2026
VC311

Shown on the planning scheme map as **PO** with a number.

Purpose

To implement the Municipal Planning Strategy and the Planning Policy Framework.

To facilitate an appropriate provision of car parking spaces in an area.

To identify areas and uses where local car parking requirements apply.

To identify areas where financial contributions are to be made for the provision of shared car parking.

45.09-1 Operation

09/06/2026
VC311

This overlay operates in conjunction with clause 52.06.

A schedule to this overlay may:

- Vary the requirements of clause 52.06 as allowed by this overlay.
- Specify additional requirements to the requirements of clause 52.06 as allowed by this overlay.
- Specify requirements for the provision of a financial contribution as a way of meeting the car parking requirements of clause 52.06 or this overlay.

45.09-2 Parking objectives

19/04/2013
VC95

A schedule to this overlay must specify the parking objectives to be achieved for the area affected by the schedule.

45.09-3 Permit requirement

09/06/2026
VC311

A schedule to this overlay may specify that:

- The exemption from the requirement for a permit in clause 52.06-3 does not apply. If the exemption does not apply, a permit is required for any of the matters set out in clause 52.06-3.
- A permit must not be granted to reduce (including reduce to zero) the number of car parking spaces required under clause 52.06-5 or this overlay.
- A permit must not be granted to provide some or all of the car parking spaces required under clause 52.06-5 or this overlay on another site.
- A permit must not be granted to provide more than the maximum parking provision specified in a schedule to this overlay.
- A permit is not required under clause 52.06-3.

45.09-4 Car parking requirement

09/06/2026
VC311

A schedule to this overlay included in this planning scheme before the commencement of VC311 may:

- Vary the car parking rate and measure for any use listed in Table 1 of clause 52.06-5.
- Specify the car parking requirements for any use of land not listed in Table 1 of clause 52.06-5.
- Specify maximum and minimum car parking requirements for any use of land.
- For any use listed in Table 1 of clause 52.06-5, apply Column B in the Table to that use.

A schedule to this overlay included in this planning scheme after the commencement of Amendment VC311 may specify a minimum and/or maximum car parking requirement for a use based on the land category identified in the *Car Parking Requirement Maps* (Department of Transport and Planning, 2025).

45.09-5 Application requirements and decision guidelines for permit applications

09/06/2026
VC311

Before deciding on an application under clause 52.06-3, in addition to the relevant decision guidelines in clause 52.06-7, the responsible authority must consider, as appropriate:

- The parking objectives of the relevant schedule to this overlay.
- Any application requirements and decision guidelines specified in a schedule to this overlay.

45.09-6 Financial contribution requirement

09/06/2026
VC311

A schedule to this overlay may allow a responsible authority to collect a financial contribution in accordance with the schedule as a way of meeting the car parking requirements that apply under this overlay or clause 52.06.

A schedule must specify:

- The area to which the provisions allowing the collection of financial contributions applies.
- The amount of the contribution that may be collected in lieu of each car parking space that is not provided, including any indexation of that amount.
- When any contribution must be paid.
- The purposes for which the responsible authority must use the funds collected under the schedule. Such purposes must be consistent with the objectives in section 4 of the Act.

45.09-7 Requirements for a car parking plan

09/06/2026
VC311

A schedule to this overlay may specify additional matters that must be shown on plans prepared under clause 52.06-8.

45.09-8 Design standards for car parking

09/06/2026
VC311

A schedule to this overlay may specify:

- Additional design standards.
- Other requirements for the design and management of car parking.

Plans prepared in accordance with clause 52.06-8 must meet any design standards and requirements specified in a schedule to this overlay.

45.09-9 Decision guidelines for car parking plans

09/06/2026
VC311

Before deciding whether a plan prepared under clause 52.06-8 is satisfactory, in addition to the decision guidelines in clause 52.06-10, the responsible authority must consider, as appropriate, any other matter specified in a schedule to this overlay.

25/07/2019
C121sgip

SCHEDULE 1 TO CLAUSE 45.09 PARKING OVERLAY

Shown on the planning scheme map as **PO1** .

LEONGATHA CENTRAL BUSINESS DISTRICT

1.0
17/10/2024
C129sgip

Parking objectives to be achieved

To identify appropriate car parking rates for land uses within the Leongatha Central Business District (CBD).

To provide for the equitable collection and distribution of financial contributions to contribute towards the construction of shared car parking facilities, but only when a reduction in car parking under Clause 52.06-3 is considered appropriate.

To ensure an appropriate level of parking is provided in the CBD.

To ensure that parking supply is efficiently utilised and best services the land uses.

To achieve an appropriate balance between the supply and demand of car parking spaces while allowing new and intensified use.

2.0
17/10/2024
C129sgip

Permit requirement

None specified.

3.0
25/07/2019
C121sgip

Number of car parking spaces required

For all uses listed in Table 1 of Clause 52.06-5, the number of car parking spaces required for a use is calculated using the *Rate* in Column B of that Table.

4.0
17/10/2024
C129sgip

Application requirements and decision guidelines for permit applications

The following application requirements apply to an application for a permit under Clause 45.09, in addition to those specified in Clause 45.09 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- Any applications to reduce the car parking requirement must include a detailed statement addressing the decision guidelines to the satisfaction of the responsible authority.
- Any applications to reduce the car parking requirement must include a Car Parking Demand Assessment as set out in Clause 52.06 and which addresses the decision guidelines below to the satisfaction of the responsible authority.

The following decision guidelines apply to an application for a permit under Clause 45.09, in addition to those specified in Clause 45.09 and elsewhere in the scheme which must be considered, as appropriate, by the satisfaction of the responsible authority:

- Availability of off-site parking spaces available to the public and within safe and convenient walking distance to the site.
- The use or mix of uses in the building and on the land.
- Potential for shared parking.
- After hours use of the building or site.

5.0
25/07/2019
C121sgip

Financial contribution requirement

It is within the responsible authority's absolute discretion whether to accept a financial contribution in accordance with this Schedule (and if so, in respect of how many spaces).

If a permit is granted pursuant to Clause 52.06-3 to reduce or waive the requirement for car parking, the responsible authority must include a condition requiring payment-in-lieu of providing physical car parking spaces, unless satisfied that such payment is not warranted having regard to the circumstances.

The payment-in-lieu contribution is as per Table 1. This amount is to be increased annually from 1st July 2012, by applying the ABS 6427.0 Producer Price Index Number 3101 Road and Bridge Construction Victoria contained within the Construction Industry Output Price Indexes, or superseding index to the satisfaction of the Responsible Authority.

The amounts specified in Table 1 are before application of indexation specified in this clause and are GST exclusive. These are calculated as follows:

- $4,800 for each car space from the fifth to the eighth space (inclusive) in-lieu;
- $7,200 for each car space from the ninth to the twentieth space (inclusive) in-lieu;
- $9,600 per car space from the twenty-first space (inclusive) or above in-lieu;

Table 1: Payment in lieu amounts

Number of car spaces not provided	Payment in lieu Contribution (G.S.T. exclusive and before indexation)
1	$0
2	$0
3	$0
4	$0
5	$4,800
6	$9,600
7	$14,400
8	$19,200
9	$26,400
10	$33,600
11	$40,800
12	$48,000
13	$55,200
14	$62,400
15	$69,600
16	$76,800

Number of car spaces not provided	Payment in lieu Contribution (G.S.T. exclusive and before indexation)
17	$84,000
18	$91,200
19	$98,400
20	$105,600
21 (or above)	$115,200 (+$9,600 for each additional space not provided)

Council may enter into an agreement with the owner of the land under Section 173 of the Planning and Environment Act 1987 for the payment of the contribution in instalments. The agreement may provide for the payment of the contribution in instalments, plus an interest component equivalent to the interest payable on unpaid rates and charges under the Local Government Act 1989 and it must provide that all instalments and accrued interest are paid within 5 years of the first instalment. The agreement must also provide for the owner to pay Council's costs of preparing, registering and then upon its ending, removing the agreement from title.

The provisions of this clause will be reviewed no later than five years from the date of gazettal of Amendment C85.

Financial contributions will be used to construct a public car park for the Leongatha town centre area.

6.0 Requirements for a car parking plan

25/07/2019
C121sgip

None specified.

7.0 Design standards for car parking

25/07/2019
C121sgip

In addition to the design standards set out in Clause 52.06-9, plans prepared in accordance with Clause 52.06-8 must meet the following design standards unless agreed by the responsible authority in writing:

- Vehicular access to parking and service areas must be designed to minimise disruption to pedestrian movements and minimise their visual impact on architectural and streetscape qualities.
- Open lot car parks are discouraged on all principal frontages
- A car park should be designed to retain significant trees and promote tree planting and the shading of car spaces.

8.0 Decision guidelines for car parking plans

17/10/2024
C129sgip

The following decision guidelines apply to car parking plans under Clause 45.09, in addition to those specified in Clause 45.09 and elsewhere in the scheme which must be considered, as appropriate, by the satisfaction of the responsible authority:

- Availability of off-site parking spaces available to the public and within safe and convenient walking distance to the site.
- The use or mix of uses in the building and on the land.

- Potential for shared parking.
- After hours use of the building or site.

9.0
25/07/2019
C121sgip

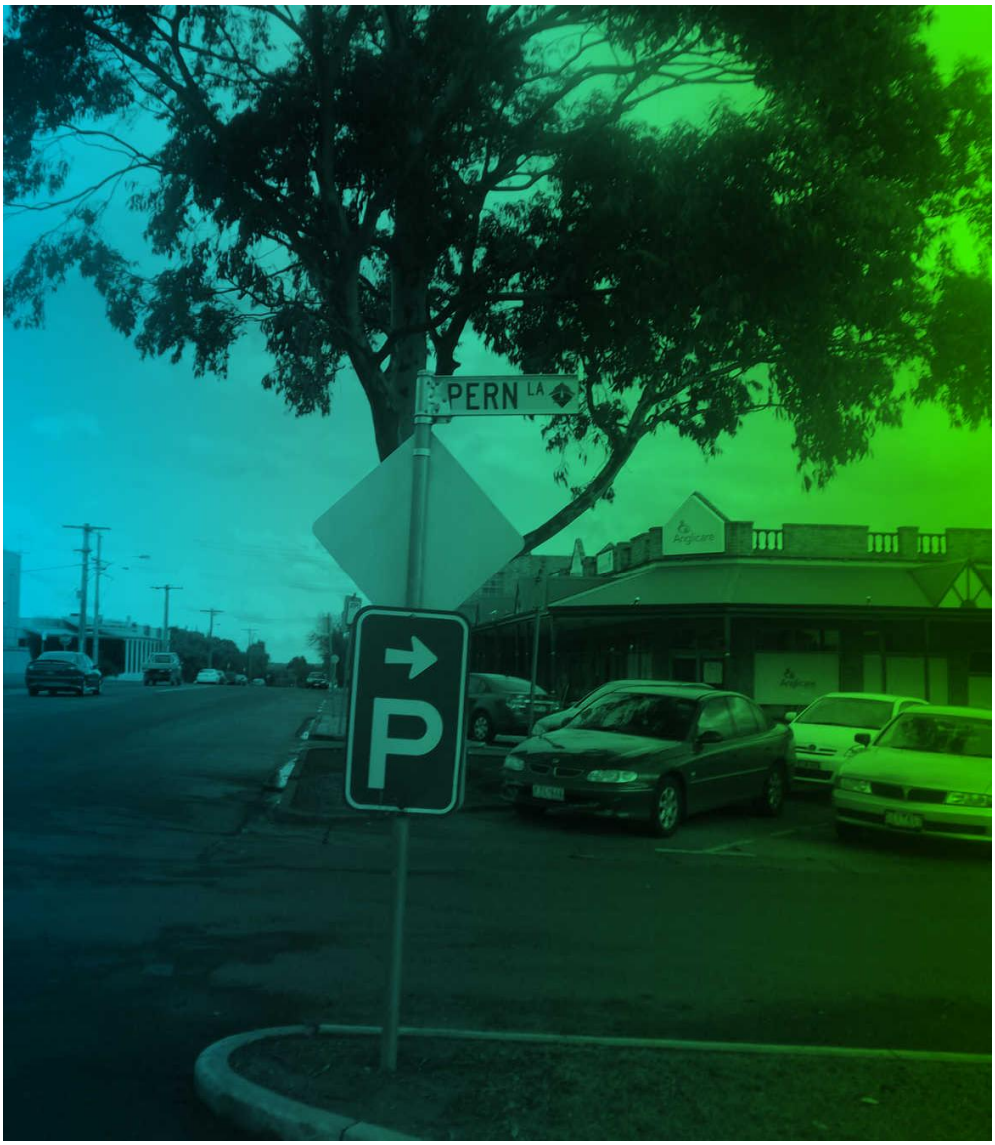
Background document

Leongatha CBD Parking Strategy, 2013 (as amended).

AECOM

South Gippsland Shire Council
4 February 2013

Leongatha CBD Parking Strategy



Leongatha CBD Parking Strategy

Prepared for

South Gippsland Shire Council

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Executive Summary

South Gippsland Shire Council has commissioned AECOM to undertake a car parking study and strategy for Leongatha's Central Business District (CBD) to enable the Council to deliver sustainable parking solutions for the town. The expected increase in population and intensified land uses in Leongatha is likely to have an impact on the supply and demand of parking provided in the CBD.

It was found that there is sufficient parking within the core parking area of the CBD overall to cater for existing peak parking demand. However, historically developments and change of use applications have not provided on-site parking spaces as required by the relevant planning regulations. Depending on the growth of demand for parking associated with businesses in the future, and based on the historical parking waiver, the current parking surplus could be exhausted in the near future.

The study has recommended minimum car parking requirements which are crucial for the successful operation of existing and future businesses. With this acknowledged it is understood that some businesses may choose not to provide car parking on site. The strategy recognizes this and provides the option of supplying off-site car parking through a financial contribution scheme under the Planning Scheme. The funds collected through this scheme will be used for the provision of additional public parking spaces.

In recognition of the value of businesses to the Shire, it's recommended that Council co-contribute to the Parking Investment Fund. The strategy has identified that Council should take actions to better manage the public parking spaces particularly: reduction to existing parking restriction times, increased parking enforcement, provisions of new bicycle parking facilities, providing and marking cycling lanes, improved directional signage to off-street parking sites, as well as further review into parking for long trucks.

This strategy has been developed in consultation with the Leongatha community. Its recommendation has taken into account the recent changes to the parking requirements in the Victoria Planning Provisions.

The study has confirmed that employees and visitors to retail outlets are the prime source of parking demands in the Leongatha CBD. The outskirts of the CBD study area are dominated by residential land uses where the demand for the majority of on-street parking spaces is generated by residents and their visitors.

The recommendations are listed below:

Recommendation 1: Clause 52.06 Car Parking Provisions

Council to adopt the car parking provisions set out in Column B of Clause 52.06 of the South Gippsland Planning Scheme for the core parking area identified in the strategy For all other locations, Column A of Clause 52.06 of the Victorian Planning Scheme should be applied.

Recommendation 2: Safeguard future parking supply in CBD

Council implements a Schedule to the Parking Overlay to require a financial contribution in place of providing car parking spaces at new developments. This will apply to uses within the core parking area which do not satisfy the parking requirements as set out in Column B of Clause 52.06 of the Planning Scheme.

Recommendation 3: Cash-in-Lieu

The sliding scale approach to cash-in-lieu contributions will be adopted. The cash-in-lieu payment will be required in respect of each car parking space or part thereof which is not provided on the land (but the net of car parking credits). The amount of cash-in-lieu payments is to be adjusted annually from 1 July 2012 using Construction Industry Output Price Indexes as the index.

Recommendation 4: Managing public parking

Council to ensure that an appropriate level of parking is provided in the CBD and that the parking supply is efficiently utilised and best services the needs of land uses serviced by the parking facility.

Recommendation 5: Disabled parking

Council to ensure that the parking needs of disabled and mobility impaired drivers are given high priority with a view to identifying and improving accessibility issues to key land uses in Leongatha CBD.

Recommendation 6: Loading practices

Council to provide an appropriate level of enforcement with a view to minimising the safety issues associated with double parking of delivery vehicles.

Recommendation 7: Motorcycle and scooter parking

Council to provide an appropriate level of motorcycle and scooter parking supply in Leongatha CBD.

Recommendation 8: Long vehicle parking

Council to provide an appropriate level of parking supply to cater for the parking needs of long vehicles in Leongatha CBD.

Recommendation 9: Enforcement

Council to provide an appropriate level of parking enforcement that seeks to fairly address the existing issues associated with overstay of parking restrictions in the core parking area of Leongatha CBD.

Recommendation 10: Directional signage

Council to ensure that an appropriate level of directional signage is available to guide motorists to parking facilities in Leongatha CBD.

Recommendation 11: Reducing the demand for parking

Council to continue to provide sufficient infrastructure and guidance to encourage the use of alternative transport modes to single occupancy car use.

1.0 Introduction

1.1 Background

South Gippsland Shire Council has commissioned AECOM to undertake a car parking study and strategy for the Central Business District (CBD) of Leongatha.

1.2 The need for a Parking Strategy

A high level review in the Korumburra and Leongatha Traffic Study (O'Brien Traffic, 2008) has identified that Leongatha experiences a number of parking related issues including a less than desirable supply of parking.

The population in Leongatha is expected to grow from roughly 5,500 residents in 2011 to over 8,000 residents in 2031. Potential also exists for additional retail and commercial floor space to be developed with Leongatha town centre by 2020. The increase in population and land uses in Leongatha is likely to have a further impact on the supply of parking provided in the CBD, hence the need for this Parking Strategy.

During the development of the Parking Strategy, the Department of Planning and Community Development (DPCD) released new car parking provisions in Clause 52.06 of all planning schemes, and introduced the new Parking Overlay to the Victoria Planning Provisions (VPP). Accordingly, a key element of the Parking Strategy has been to address the requirements set out in the relevant new practice notes and advisory notes

1.3 Strategy Objectives

This Parking Strategy has been undertaken with a view to formulating a range of policies and actions that address the future parking needs of residents, businesses and visitors to Leongatha CBD. The key objectives of this Parking Strategy include:

- Determine whether the car parking supply in the CBD meets existing requirements.
- Determine whether the car parking supply in the CBD meets future requirements while taking into account the future options of a heavy vehicle alternative route for Leongatha CBD.
- Support equitable distribution of parking costs in Leongatha CBD.
- Improve management of on-street and off-street car parking in Leongatha CBD to achieve optimum use and turnover of car parks.
- Maximize the availability and awareness of existing parking by better managing demand and encouraging alternative transport modes such as walking, cycling and public transport.
- Address the requirements of changes to the car parking provisions in Clause 52.06 of the Planning Scheme.

1.4 New Victorian Planning Provisions

In June 2012, DPCD introduced changes to the parking provisions in Clause 52.06 of the VPP and all planning schemes and the new Parking Overlay.

The key changes that are considered as part of this parking strategy are summarised below.

1.4.1 Clause 52.06 Car Parking

The new Clause 52.06 includes:

- Provide an option to apply a set of lower “Column B” rates in nominated activities centre areas.
- An expanded purpose with measures to encourage a reduction in parking demand and promote sustainable transport alternatives.
- Removal of need for a permit to reduce car parking for a change of use if the parking requirement for the new use is equal to or lower than that for the existing use
- New decision guidelines for reducing a car parking requirement.
- New and updated car parking rates and measures for a range of land uses.

1.4.2 The new Parking Overlay

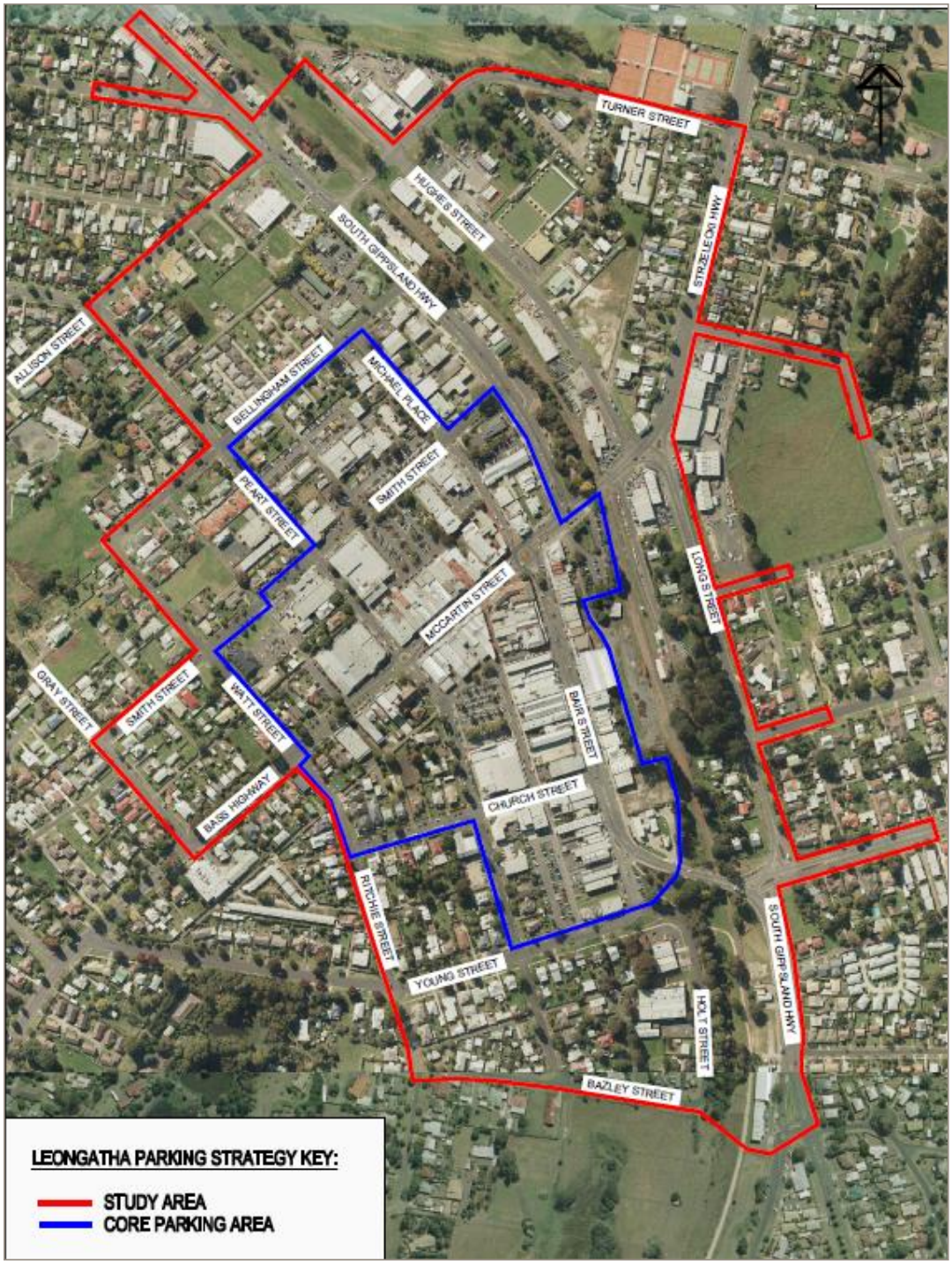
The new Parking Overlay:

- Provides a clearer mechanism to vary requirements relating to the number of parking spaces, financial contributions, design requirements and decision guidelines within local parking precincts.
- Allows areas subject to special controls to be mapped on planning scheme maps.
- Provides a mechanism to require a permit to exceed a specified parking provision.

1.5 Parking Strategy study area

This strategy focuses on the Leongatha CBD in the area bounded by the red line in Figure 1. Within the CBD, a core parking area (bounded within the blue line in Figure 1) has been identified where the majority of commercial and retail uses are located. The core parking area generally consists of the parking supply that services and is shared by the central commercial and retail area. Outside of the core parking area, land uses are predominantly residential, community service and light industrial. Commercial and retail land uses directly abutting the South Gippsland Highway to the north of Smith Street have not been included within the core parking area as these land uses are predominantly standalone self-contained sites. Parking provision and demand generated by these land uses are self-contained and has limited direct impact on other parking areas in the CBD.

Figure 1 Study area



2.0 Background

2.1 Leongatha profile

Leongatha is a township located approximately 130 kilometres southeast of Melbourne and is the key commercial and service centre for South Gippsland Shire. The 2011 Census indicates that Leongatha currently has a population of approximately 5,332 residents. The South Gippsland Shire Council ID Profile site indicates that the number of residents is expected to rise to over 8,000 residents by 2031.

The latest journey to work statistics (2006 Census data) indicates that roughly 69% of people who live in Leongatha travel to work by car. The remainder of people whom travelled to work either walked (9.3%), cycled (0.8%) or took a taxi (0.4%) (the balance of Leongatha residents included people who did not work or worked from home).

The high level of car usage is reflective of Leongatha's role as a regional centre and the lack of effective public transport options. Leongatha is easily accessed by road from much of South Gippsland Shire, whilst, as shown in Section 2.4 of this report, public transport services within the Shire are limited.

2.2 Policy documents and previous studies

AECOM has reviewed a number of key reports and strategies as requested by SGSC to ensure that this Parking Strategy aligns with the outcomes and direction other policy tools and guidance used by Council. The key documents that have been identified as relevant to this Parking Strategy are:

- SGSC Paths and Trails Strategy (2010);
- Korumburra and Leongatha Traffic Study (2008);
- Leongatha Structure Plan (2008); and
- Leongatha Business and Commercial Land Assessment Report (2004).

A review of the documents is provided in Appendix A.

2.3 Key land uses in Leongatha CBD

2.3.1 Existing land uses

The existing provision of the land use types that are likely to account for most of the parking demand on a daily basis in the Leongatha CBD is outlined in Table 1 (it is noted that there are also community related uses in Leongatha CBD such as the memorial halls and churches that would generate a demand for parking on a more occasional basis).

Table 1 Provision of key land uses in Leongatha CBD

Land Use	Land Use Provision CBD Wide	Land Use Provision Core Area	Land Use Provision Outside Core Area
Supermarket	5,450m^2	5,450m^2	0m^2
Retail (includes shops and cafes)	24,797m^2	23,002m^2	1,795m^2
Restricted Retail	16,466m^2	6,027m^2	10,439m^2

Land Use	Land Use Provision CBD Wide	Land Use Provision Core Area	Land Use Provision Outside Core Area
Office	8,271m^2	6,573m^2	1,698m^2
Hotel	2,420m^2	2,420m^2	0m^2
Light Industry	6,923m^2	543m^2	6,380m^2

Source: SGSC Rates Database

It can be noted from Table 1 that:

- All supermarket land use provision is provided within the core parking area of the CBD.
- The majority of retail uses and office space is provided within the core parking area of the CBD.
- The majority of light industrial space is provided outside of the core parking area of the CBD.

2.3.2 Future land uses

Retail and Office floorspace

The projected increase in retail and office uses to be provided in Leongatha by 2020 is set out in Table 2.

Table 2 Retail and Office floorspace projections

Land Use	Estimated Size Increase between 2010 and 2020
Retail (includes shops and restricted retail)	9,000m^2
Office	3,600m^2

Source: Leongatha Business and Commercial Land Assessment report (Essential Economics, June 2004) – See Appendix A.

As noted by the 2004 economic study, 65% of retail floor area and 100% of office floor area is likely to be within Leongatha CBD.

Residential and Industrial

The estimated growth in residential and industrial land uses in Leongatha over the next 20 years includes:

- R1Z land - 53 dwellings per year (5.3 ha per year).
- LDRZ land - 6 dwellings per year (2.4 ha per year).
- Industrial land - 7 lots per year (1.5 ha per year).

(Source: *Economic Assessment of Future Requirement for Residential, Industrial and Commercial Zoned Land*, Essential Economics, 2007)

At these rates, there is sufficient existing R1Z land to meet demand until 2020, while the LDRZ land supply is sufficient until 2016.

The capacity of the existing industrial land supply is being reviewed in the Leongatha Industrial Land study.

2.4 Sustainable transport options in Leongatha CBD

2.4.1 Walking and Cycling

There is currently a well developed pedestrian network within the central area of Leongatha CBD with connecting footpaths generally provided on both sides of the carriageway on each of the roads. There are limited controlled pedestrian crossings within the central area of the CBD, although a number of drop kerbs are provided and pedestrians can seek refuge in central medians when crossing busier streets. Outside of the central area of the CBD, there is a pedestrian network in residential areas although it is incomplete in some locations.

There are limited existing dedicated bicycle facilities in the CBD.

Council is seeking to address existing deficiencies through the South Gippsland Shire Council 2010 'Paths and Trails Strategy'. The Strategy makes 16 recommendations for Leongatha including:

- Proposed on-road cycling routes on key roads in Leongatha including McCartin Street, Bair Street, Bruce Street and Young Street.
- Installation of bicycle stands.
- Improved signage.
- Upgrade of pedestrian paths.

It's also noted that Council has a Capital Work Program that addresses those "missing links" created by subdivision and growth in demand for pedestrian and cyclist infrastructure.

For shorter distance trips, that is trips within Leongatha CBD, walking and cycling are likely to be a feasible alternatives to car travel for many trip types. However, an oversupply of parking at locations within Leongatha CBD could feasibly encourage shorter trips or multiple short trips to be undertaken by car.

Cycling is also an alternative for longer distance trips (over 1km). 22% of the respondents to a community survey undertaken by Council for this Parking Strategy consider cycling to be a viable alternative to car travel in their visit to Leongatha CBD. Due to the longer distance there is generally a need for end of trip facilities such as bike parking and change facilities to encourage and facilitate cycle trips.

2.4.2 Public transport

The only forms of public transport operating in Leongatha are buses and taxis. The V/Line Station (the former Leongatha Railway Station) is located on Long Street. The station has parking for approximately 20 vehicles. The car park has an average occupancy rate of 66% and a peak occupancy rate of 82%.

2.4.2.1 Local transport

There are three public bus routes operating on school days between 8:00am and 9:00am and between 3:00pm and 4:00pm, covering six bus stops around the Leongatha township.

Council has been an active supporter of car pooling and ride share principles which has the potential to reduce demand on car parking spaces, in particular for the education and employment sectors.

2.4.2.2 Regional transport

The main bus route between Yarram to Melbourne runs via Leongatha (with the pick up/drop off at the former Leongatha Railway Station) and is operated as a V/Line coach service.

The route to Melbourne is split into three separate components. At Koo Wee Rup, passengers have the choice of continuing by coach to Melbourne or swapping to either a coach between Koo Wee Rup and Dandenong or a coach to Phillip Island. Those who use the coach to Dandenong can also transfer to the train service between Dandenong and Melbourne.

Table 3 shows the weekday and weekend service details for the Yarram to Melbourne return service.

Table 3 Yarram – Melbourne weekday service details for Leongatha

Mode	Direction	Weekday			Weekend		
		No. of Services	First Service at Leongatha	Last Service at Leongatha	No. of Services	First Service at Leongatha	Last Service at Leongatha
Coach	Yarram to Melbourne	8	5:55am	6:55pm	4	8:00am	6:01pm
Coach	Melbourne to Yarram	8	8:35am	11:01pm	4	10:46am	7:56pm

A bus route runs between Traralgon and Wonthaggi and stops at the Leongatha railway station. The weekday and weekend service details are summarised in Table 4.

Table 4 Traralgon – Wonthaggi weekday service details for Leongatha

Mode	Direction	Weekday			Weekend		
		No. of Services	First Service at Leongatha	Last Service at Leongatha	No. of Services	First Service at Leongatha	Last Service at Leongatha
Bus	Traralgon to Wonthaggi	3	10:44am	4:54pm	2	11:52am	4:25pm
Bus	Wonthaggi to Traralgon	3	7:15am	2:10pm	2	9:15am	1:25pm

A school bus runs daily between Leongatha and Wonthaggi. Table 5 shows the service details.

Table 5 Leongatha – Wonthaggi school day service details for Leongatha

Mode	Direction	No. of Services	First Service at Leongatha	Last Service at Leongatha
School Bus	Wonthaggi to Leongatha	1	8:35am	-
School Bus	Leongatha to Wonthaggi	1	3:35pm	-

2.4.3 Summary

From a review of available information, it is clear that:

- There are a limited number of public transport services available to residents and visitors within Leongatha.
- A high proportion of residents travelling to work do so by private motorised vehicle.
- There is an established pedestrian network within Leongatha.

Based on the existing level of service and coverage, it is reasonable to conclude that public transport is unlikely to be a feasible alternative to car based travel for many trip types, and in particular, medium and longer distance trips. Unless there are significant improvements to the level of service and coverage, there would be a very low potential for public transport to reduce demand for car travel and hence the demand for parking within Leongatha CBD.

For trips within Leongatha CBD, walking and cycling is likely to be a feasible alternative to car travel. The supply of car and bicycle parking, as well as end of trip facilities can influence people's decisions on whether to walk or cycle.

3.0 Parking Surveys

3.1 Introduction

The demand for parking within the Leongatha CBD study area is generated by a number of different land use types. Significant parking demands are generated by employees and visitors to retail outlets in the identified core area of Leongatha. The outskirts of the study area are dominated by residential land uses where the demand for the majority of on-street parking spaces is generated by residents and their visitors.

A total of 2,562 parking spaces were surveyed as part of this study. This included 1,527 on-street parking spaces (i.e. parking spaces provided on road) and 1,035 off-street parking spaces (i.e. parking spaces provided in off-road car parks). Accordingly parking within Leongatha is split approximately 60/40 between on-street and off-street car parking space provision.[1] It should also be noted that the Leongatha CBD also includes a number of small private car parks servicing industrial and employment land uses that could not be surveyed due to access restrictions. These off-street car parks could account for an additional 150 - 250 spaces (for the purposes of this strategy, it has been assumed that the future growth of supply and demand in the Leongatha CBD will not be impacted by the availability of these unsurveyed parking spaces).

3.2 Car parking surveys

In order to better understand existing parking trends in the CBD wide study area comprehensive on-street and off-street car parking surveys were undertaken on Thursday 15 March 2012. This particular date was chosen as it would reflect typical daily parking demand in the study area. The surveying exercise involved:

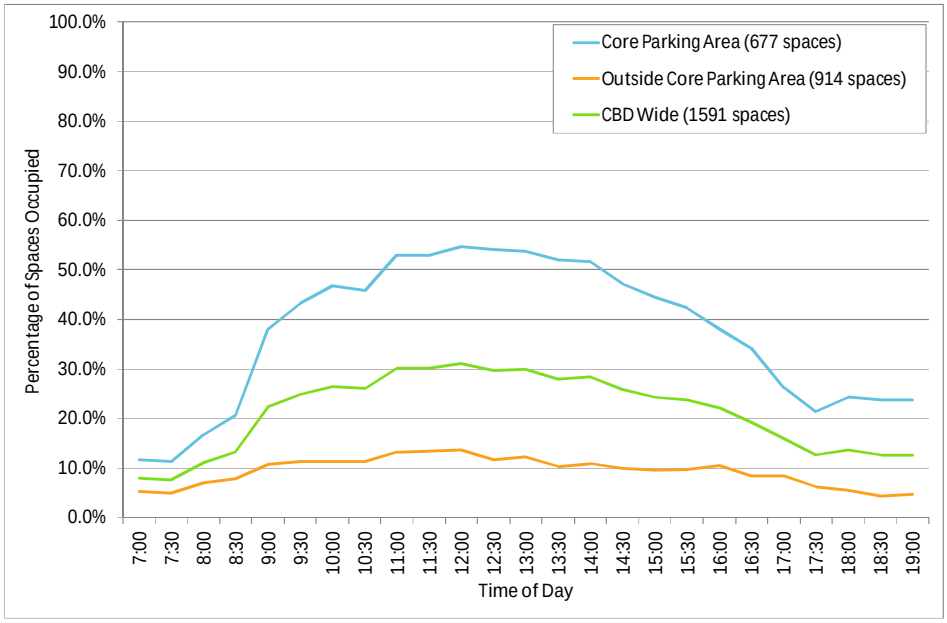
- An inventory of parking supply by restriction;
- Half hourly occupancy surveys;
- Turnover surveys; and
- General observations of parking practices and identification of any parking related issues.

[1] It should be noted that the survey area covering 2562 spaces was more extensive in area than that covered in the Korumburra and Leongatha Traffic Study (2008) which covered 1119 spaces in Leongatha.

3.3 Daily profile of parking

Figure 2 shows the daily profile of on-street parking demand in Leongatha CBD.

Figure 2 Daily profile of on-street parking spaces in Leongatha CBD

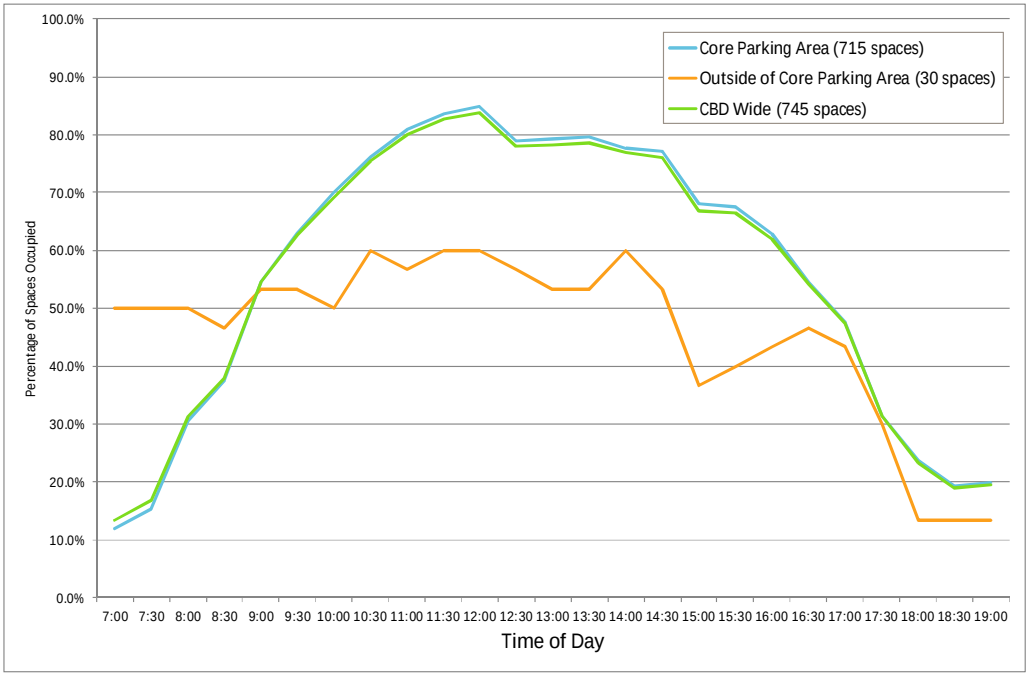


It can be noted from Figure 2 that:

- Over the entire CBD, the peak demand for on-street parking is 30%.
- The peak demand for on-street parking is much higher in the core parking area (55%) in comparison to outside the core parking area (13%).
- The peak period for on-street parking in the CBD is 12:00pm.
- Parking occupancy levels are shown to rise steadily till 12:00pm before gradually decreasing until 5:30pm.

Figure 3 shows the daily profile of parking demand in public off-street car parks in Leongatha CBD.

Figure 3 Daily profile of parking demand in public off-street car parks in Leongatha CBD

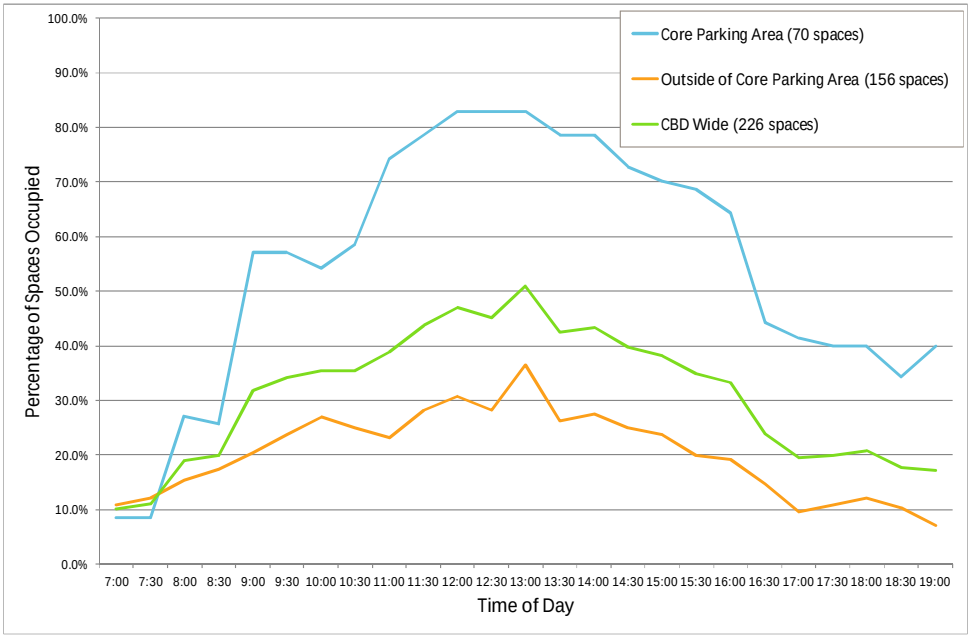


It can be noted from Figure 3 that:

- The peak demand for public off-street parking in the core parking area of the CBD is approximately 84%.
- The peak period for public off-street parking in the CBD is 12:00pm.
- Parking occupancy levels are shown to rise sharply till 12:00pm before sharply decreasing from 2pm to 6pm.
- The peak demand for public off-street parking outside of the core parking area is approximately 60%.

Figure 4 shows the daily profile of parking demand in surveyed private off-street car parks in Leongatha CBD.

Figure 4 Daily profile of parking demand in private off-street car parks in Leongatha CBD



It can be noted from Figure 4 that:

- Over the entire CBD, the peak demand for private off-street parking is 50%.
- The peak demand for private off-street parking is much higher in the core parking area in comparison to outside the core parking area.
- The peak period for private off-street parking in the CBD is 12:00pm.
- Parking occupancy levels are shown to rise sharply between 7:30am and 9am and steadily increasing up until 12pm before gradually decreasing until 7:00pm.

3.4 Parking supply and demand

Table 6 shows the supply and demand of parking spaces in Leongatha CBD by parking restriction (a map and list of parking restrictions by location for the Core Parking Area is provided in Appendix B).

Table 6 Supply and demand of parking spaces in Leongatha CBD – by restriction

Parking Restriction	Core Parking Area			Outside Core Parking Area		
	Supply	Peak Demand	Occupancy	Supply	Peak Demand	Occupancy
15 Minute	31	25	81%	0	0	0
30 Minute	48	33	69%	11	0	0
1 Hour	128	113	88%	0	0	0
2 Hour	450	360	80%	39	18	46%

Parking Restriction	Core Parking Area			Outside Core Parking Area		
	Supply	Peak Demand	Occupancy	Supply	Peak Demand	Occupancy
4 Hour	51	44	86%	0	0	0
Unrestricted	661	433	66%	997	151	15%
Disabled	25	9	36%	9	1	11%
Loading Zone	24	6	25%	0	0	0
Bus Zone	4	1	25%	0	0	0
Taxi Zone	3	0	0%	1	0	0%
Permit Zone	35	13	37%	27	8	30%
No Standing	6	0	0%	16	6	38%
TOTAL	**1,466**	**1,037**	**71%**	**1,100**	**190**	**17%**

It can be noted from Table 6 that:

- There is a good mix of short term and long term parking options in the core parking area with roughly half of publicly available spaces allocated to short terms spaces (15 minute to 2 hour) and half allocated to longer term parking (4 hour and unrestricted).
- There are 1,369 short and long term parking spaces in the core parking area of the CBD of which 1,008 parking spaces were occupied during the peak period.
- The peak demand for shorter term parking spaces in the core parking area is approximately 81%. At the peak period of the day, there were 121 short term parking spaces unoccupied in the core parking area.
- The peak demand for longer term parking spaces in the core parking area is approximately 69%. At the peak period of the day, there were 212 longer term parking spaces unoccupied in the core parking area.
- The current demand for available parking (i.e. for short and longer term parking) is below the generally accepted effective capacity of parking (i.e. 85% occupancy levels). The current surplus of parking (i.e. number of spaces available below 85% occupancy levels) is estimated to be **156** spaces (see Appendix C).
- The demand for disabled parking spaces and loading zones was low during the peak period (i.e. less than 40% occupied). It is noted that this pattern generally occurred throughout the survey day.
- Outside of the core parking area the demand for parking is 17%. Land uses outside of the core parking area are mostly residential which would not be expected to generate a high parking demand during the survey period.

-

Table 7 shows the supply and demand of parking spaces by parking facility.

Table 7 Supply and demand of parking spaces in Leongatha CBD – by parking facility

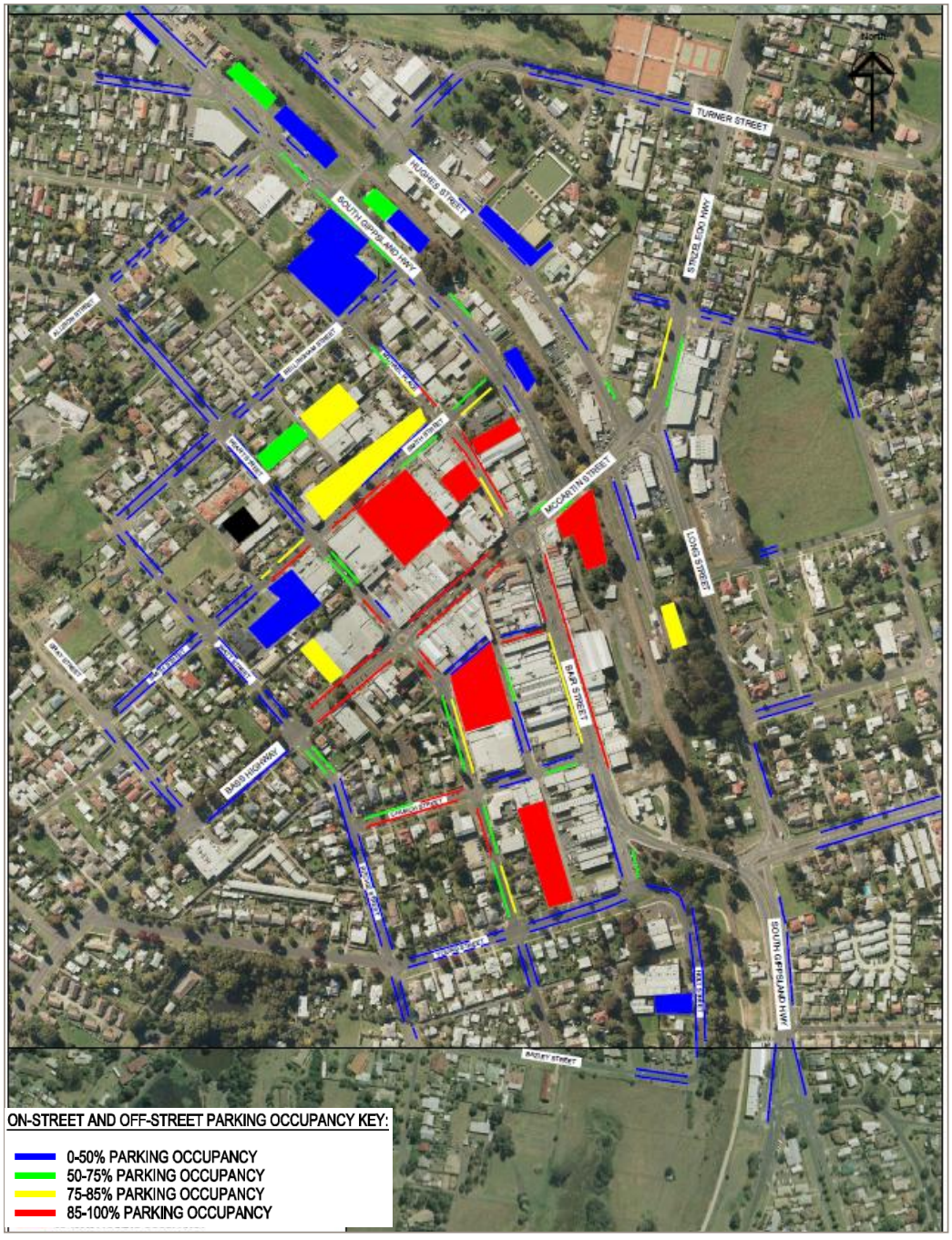
Parking Restriction	Core Parking Area			Outside Core Area		
	Supply	Peak Demand	Occupancy	Supply	Peak Demand	Occupancy
On-street	677	371	54.8%	914	124	13.6%
Public Off-street	715	607	84.9%	30	18	60.0%
Private Off-street1	70	58	82.9%	156	48	30.8%

It can be noted from Table 7 that:

- Parking within the core area of the CBD is predominantly provided within on-street and public off-street parking facilities.
- The peak demand for on-street parking spaces in the core parking area is approximately 55%. During the peak period of the day, there were 306 on-street parking spaces unoccupied in the core parking area.
- The peak demand for public off-street parking spaces in the core parking area is approximately 85%. During the peak period of the day, there were 108 off-street parking spaces unoccupied in the core parking area.

Figure 5 shows the distribution of peak parking demand throughout Leongatha CBD (an enlarged version of Figure 5 is provided in Appendix D). It can be noted that there are a number of off-street car parks that experience high demand during the peak period in the central area of the CBD. Likewise, sections of McCartin Street and Bair Street also experience high demands for parking during the peak periods. However, there are both on-street and off-street parking facilities close to the most popular parking areas that experience a much lower parking demand during the peak periods.

Figure 5 Distribution of peak parking demand in Leongatha CBD.



3.5 Observed parking habits

3.5.1 Duration of stay

Table 8 shows the observed duration of stay in parking spaces within the core parking area of Leongatha CBD (cells shaded in grey represent overstay of parking restrictions).

Table 8 Duration of stay in parking spaces in core parking area of Leongatha CBD.

Restriction	Less than 30 Mins	30 Mins	1 Hour	1 Hour 30 Mins	2 Hours	2 Hours 30 Mins	3+ Hours
15 Minute	75%	11%	5%	3%	2%	1%	3%
30 Minute	69%	20%	5%	3%	1%	1%	1%
1 Hour	66%	23%	6%	3%	1%	1%	1%
2 Hour	54%	23%	9%	5%	3%	2%	4%
4 Hour	10%	12%	7%	12%	8%	8%	44%
Unrestricted	12%	11%	6%	3%	3%	5%	60%
ALL	**34%**	**16%**	**7%**	**4%**	**3%**	**3%**	**32%**

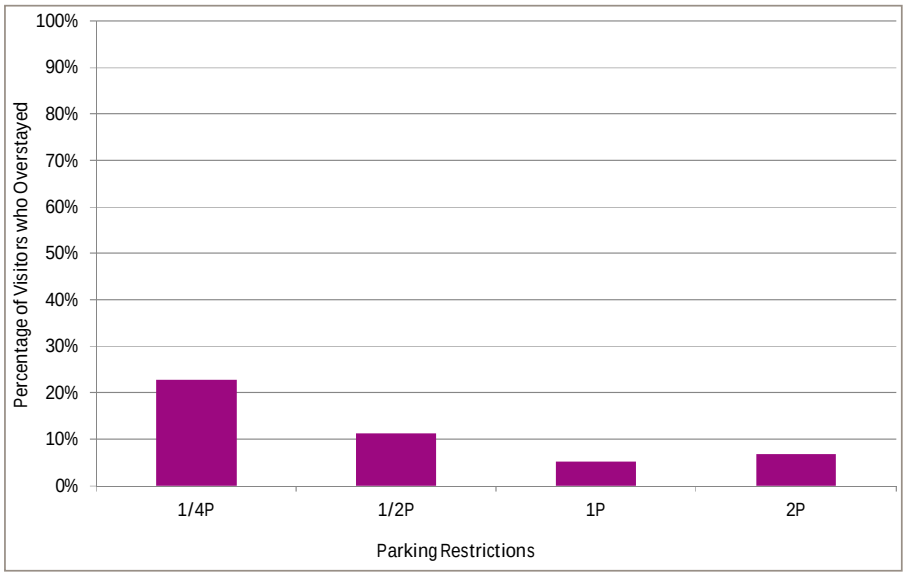
It can be noted from Table 8 that:

- Over a third of people using parking spaces in the core parking area of the CBD use it for less than 30 minutes, whilst half the visitors park for less than 1 hour.
- Roughly a third of people parking in Leongatha CBD stayed for over 3 hours.
- There is an issue with visitors overstaying parking limits, particularly in 15 minute and 30 minute time restricted parking spaces.

3.5.2 Compliance with parking restrictions

Figure 6 shows the level of non-compliance with on-street parking restrictions in the core parking area of the CBD.

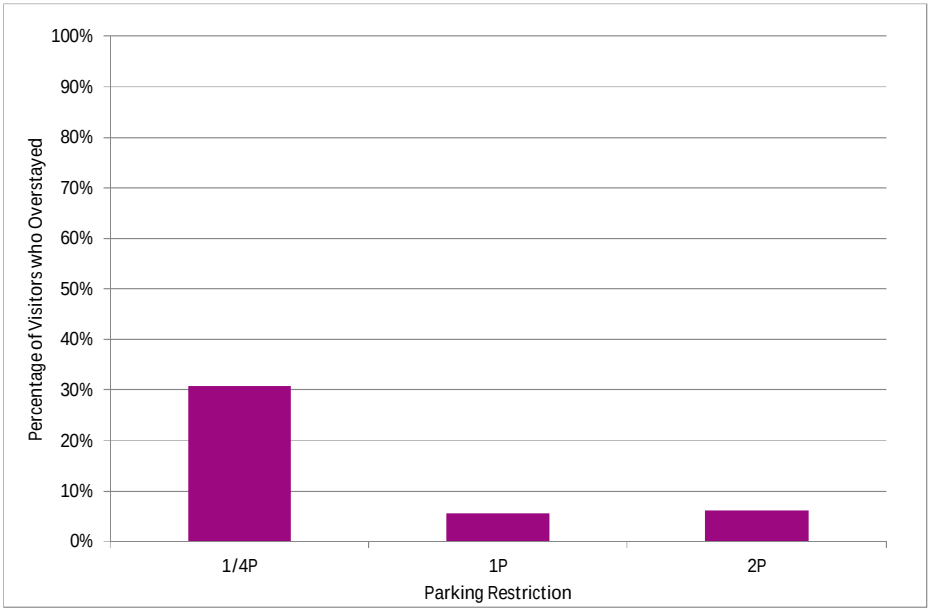
Figure 6 Non-compliance with on-street parking restrictions



It can be noted from Figure 6 that compliance with time restricted on-street parking spaces could be improved. This is particularly the case for 15 minute time restricted spaces in the core area of the CBD for which close to 25% of visitors who parked in these spaces overstayed the designated time limit. It is also worth noting that the average duration of those overstaying the parking restrictions did so for an average time of 123 minutes.

Figure 7 shows the level of non-compliance with off-street parking restrictions in the core parking area of the CBD.

Figure 7 Non-compliance with off-street parking restrictions



It can be noted from Figure 7 that compliance with time restricted off-street parking spaces could be improved. This is particularly the case for 15 minute time restricted spaces in the core area of the CBD for which close to 30% of visitors who parked in these spaces overstayed the designated time limit. It is also worth noting that the average duration of those overstaying the parking restrictions did so for an average time of 49 minutes.

A detailed review of the parking turnover data highlighted some particular locations where overstay is more prevalent. In particular, approximately 30% of parking spaces in the IGA car park (a 2 hour parking area) had visitors staying more than 3.5 hours.

3.6 Future parking considerations

3.6.1 Existing planning permits

It is noted that there are existing planning permits under review by Council's Strategic Planning department which are likely to result in the waiving of the car parking requirements. The waivers for the proposed new uses will be granted on the basis that it is preferable to have the new developments even though parking cannot be provided due to site constraints. However, there could still be parking demand generated by these developments that would need to be accommodated within the existing parking supply in the core parking area of Leongatha CBD.

Council has estimated that the car parking requirements for these committed developments is likely to be in the order of 72 parking spaces. For the purposes of this strategy, the peak demand for parking (including committed developments) in the core parking area of the CBD is estimated to be in the order of 1,080 parking spaces. This is below the effective capacity of parking supply (1,164 spaces i.e. 85% of total short and long term spaces) when intervention such as the provision of new parking spaces is usually required. As such, the current surplus of parking with committed development in place is estimated to be **84** spaces.

3.6.2 Heavy vehicle alternative route

3.6.2.1 Background

The South Gippsland Highway Corridor Strategy (VicRoads 1999) identified a Heavy vehicle alternative route of the Leongatha commercial area as a high priority project. Options for the by-pass were subsequently investigated in the 2002 study —Options for a Heavy vehicle alternative route of the Commercial Centre of Leongatha.

The Korumburra and Leongatha Traffic Study (O'Brien Traffic, 2008) identified Option 1 which is a route of Bair Street via Hughes Street and Long Street as the preferred option (see Appendix E for map of the route) Option 1, together with all recommendations affecting traffic and parking issues in Leongatha were formally endorsed by Council at its ordinary meeting 18 June 2008.

Detailed design of the preferred route is currently being undertaken by VicRoads.

3.6.2.2 Impacts of the proposed alternative route on parking in the CBD

In terms of parking in Leongatha CBD, the main impact the provision of the alternative route is likely to have is the opportunity to increase parking supply on Bair Street. Bair Street currently forms part of the section of the South Gippsland Highway that runs through the township. The street provides two lanes in each direction and has parallel parking on each side of the street.

The provision of the alternative route is anticipated to reduce truck and other traffic movements through the township thus potentially allowing Council to reduce the number of traffic lanes currently provided on Bair Street. The reduction in traffic lanes would allow the conversion of existing parallel parking bays to angle parking bays thus potentially increasing the parking supply on Bair Street by 40 parking spaces.

With the heavy vehicle alternative route in place, the surplus of parking (i.e. the number of spaces below the 85% effective capacity) would be in the order of **118** spaces.

The proposed alternative route is also likely to influence the location of truck parking in the Leongatha CBD.

Appendix C provides the calculation of car spaces discussed in this Section.

4.0 Community Input

4.1 Introduction

Community input is seen as one of the most important elements in the development of this parking strategy. Community input has been sought at the following stages of the project:

- Interview surveys undertaken on the day of the parking survey (15 March 2012)
- Surveys of business and retail premises located in the study area undertaken by Council during March 2012
- Surveys of the community in Leongatha undertaken by Council during May 2012
- Community consultation sessions with residents and business held in Leongatha on 30 May 2012.

The key outcomes from the surveys are presented in the following sections.

4.2 Public interview surveys (15 March 2012)

4.2.1 Overview

Interview surveys were conducted in the central area of Leongatha CBD on15 March 2012. Interview surveys were undertaken throughout the survey day between 7:00am and 4:00pm at the locations shown in Figure 8.

A total of 548 people responded to the survey, of those whom responded roughly half live in Leongatha with the rest coming from other locations.

The main purpose of the surveys was to gain an appreciation of the parking habits of those people interviewed, including:

- Time they expected to park within these locations.
- Destination visitor was heading following parking.
- Purpose of visit to Leongatha CBD.
- Any other destinations visited whilst parking.

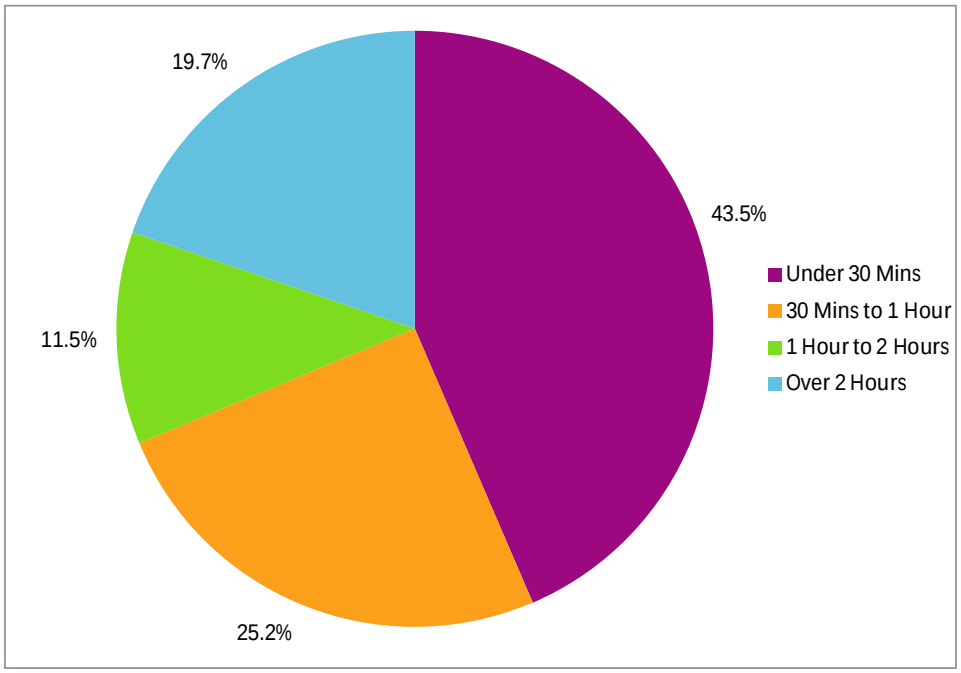
Figure 8 Leongatha CBD interview survey locations



4.2.2 Perceived duration of stay

Figure 9 shows the time respondents expected to stay in their visit to Leongatha CBD. It can be noted that approximately 69% of respondents expected to stay in the CBD for less than one hour and 80% of respondents expected to stay less than 2 hours. Interestingly, the parking turnover results undertaken for all spaces in Leongatha CBD showed that 50% of vehicles parking in Leongatha CBD did so for less than one hour, whilst 35% stayed over 2 hours.

Figure 9 Perceived duration of stay in parking space



4.2.3 Purpose of visit to Leongatha CBD

Figure 10 shows the main purpose of the respondents visit to Leongatha CBD whilst Figure 11 provides a breakdown of the respondents main destination. It can be noted that the majority of visitors stated that they are visiting the CBD to shop and that the main destination is one of the supermarkets.

Figure 10 Purpose of visit to Leongatha CBD

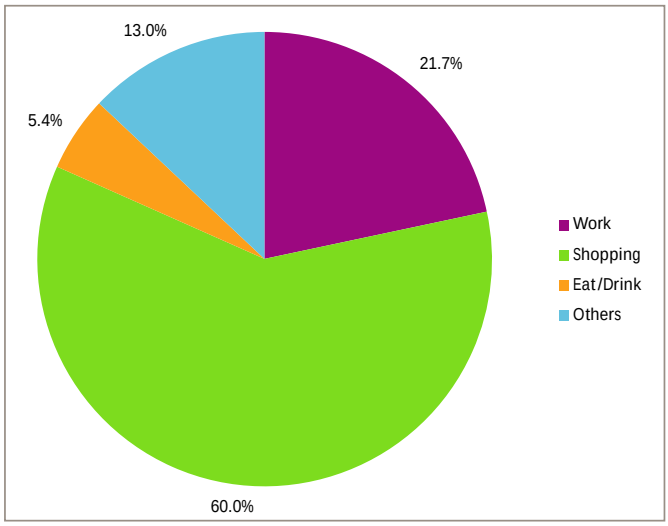
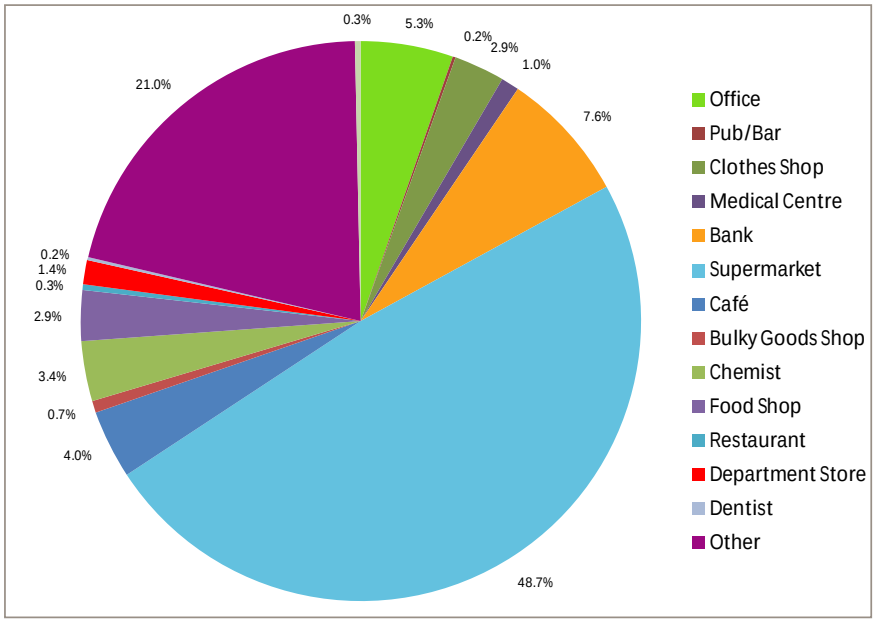


Figure 11 Primary land use destination in CBD



4.3 Local business surveys

4.3.1 Overview

Council conducted postal surveys of business and retail premises located within the study area in March and April 2012 to canvas their views on car parking in Leongatha CBD.

Respondents were asked to provide details on:

- Adequacy of car parking availability at their business.
- Adequacy of public car parking availability in Leongatha CBD.
- How future car parking in Leongatha CBD should be funded.

There were 57 responses to the survey; the location of those is shown on Figure 12. As can be seen a high proportion of the businesses that responded are located within the core parking area of Leongatha CBD.

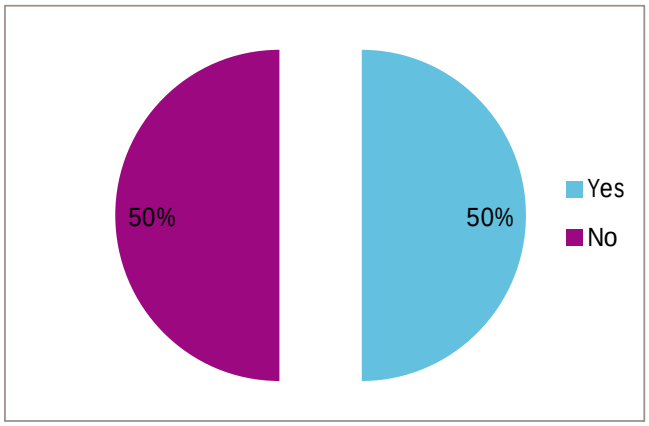
Figure 12 Local Business Survey Respondents Location



4.3.2 Business survey analysis

A main issue touched upon in the survey was the adequacy of parking. The businesses were asked whether they believed the parking provided by their business was adequate for their staff and customers. Figure 13 shows that the respondents were split 50-50 on whether they deemed their parking sufficient. Locations where a higher number of businesses thought that parking was insufficient to cater for staff and customers were Bair Street and McCartin Street.

Figure 13 Is the parking provided by your business adequate to cater for both your staff and customers?



Respondents were asked whether they thought the public car parking spaces provided in the CBD were adequate. Figure 14 shows that 84% of the respondents believed the availability of public car parking within the CBD was not adequate; a higher percentage than those who thought their own businesses parking was inadequate.

Figure 14 Do you think the number of public parking spaces provided in the Leongatha CBD is adequate?

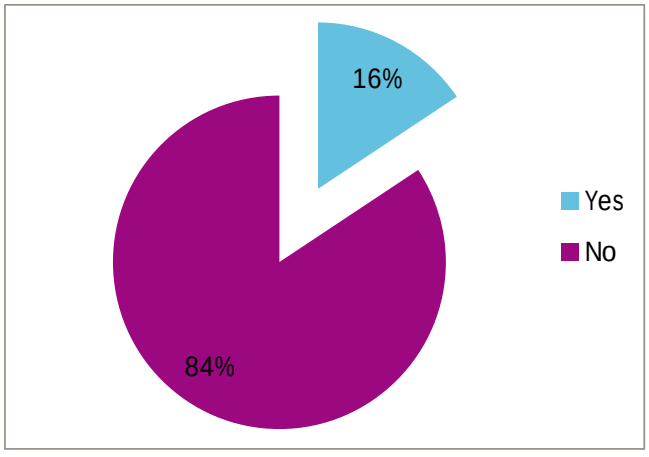


Figure 15 shows the responses when the businesses were asked whether they thought there was a need for further car parking. The majority of respondents (65%) believe there is need for further parking provisions.

Figure 15 Is there a need for further car parking?

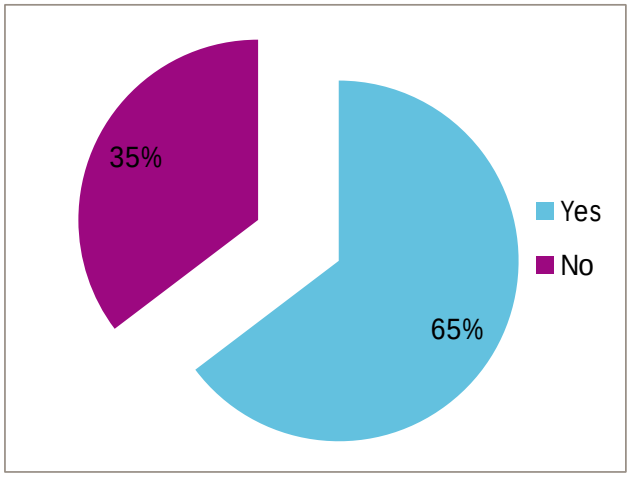
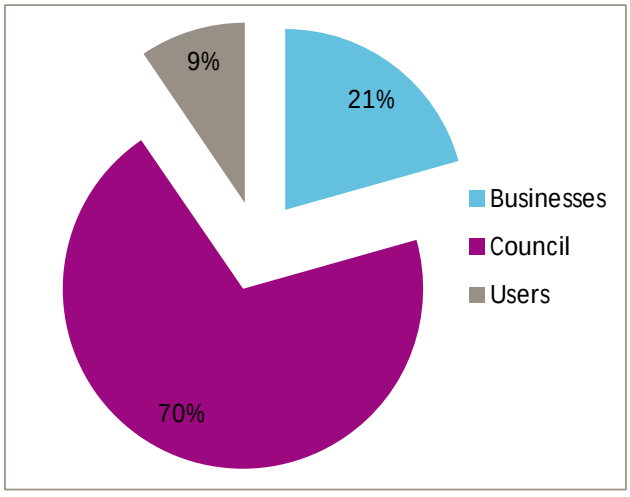


Figure 16 shows the breakdown as to whom the respondents believe should be financially responsible for providing further car parking in Leongatha. 70% of the respondents believe that the council should pay for the additional parking infrastructure, with 21% stating that it should be covered by the businesses. Only 9% felt that the parking users should pay for additional parking in Leongatha CBD.

Figure 16 Who should pay for the further car parking?



Respondents were also encouraged to provide any additional comments. The common themes in the provided responses included:

- The lack of car parking is considered to be accentuated due to many employees of surrounding businesses parking within bays provided on the street for customers.

- The railway land should be utilised for extra parking as it is currently unused and considered to be visually unappealing.
- The provision of angle parking on Bair Street and McCartin Street (to the west of Peart Street) would increase the number of car parking spaces available.

4.4 Local community surveys

4.4.1 Overview

Council conducted community surveys in Leongatha in May 2012 to canvas their views on car parking in Leongatha CBD. These surveys were mailed to all occupiers in Leongatha postcode 3953 and were made available on Council's website.

Respondents were asked to provide details on:

- Number of days per week respondents drive and park in Leongatha CBD.
- Perceived duration of stay in Leongatha CBD.
- How far respondents are prepared to walk to their destination.
- Adequacy of parking provided in Leongatha CBD.
- Whether cycling is a feasible alternative mode of travel.
- Who should fund further parking.

4.4.2 Community survey analysis

Figure 17 shows the number of times respondents visit the CBD. Approximately 25% of respondents are only occasional visitors whilst 50% of respondents are likely to visit up to 5 days a week. Approximately 25% of respondents come into the CBD more than 6 times a week.

Figure 17 Days per week respondents drive to and park in Leongatha CBD

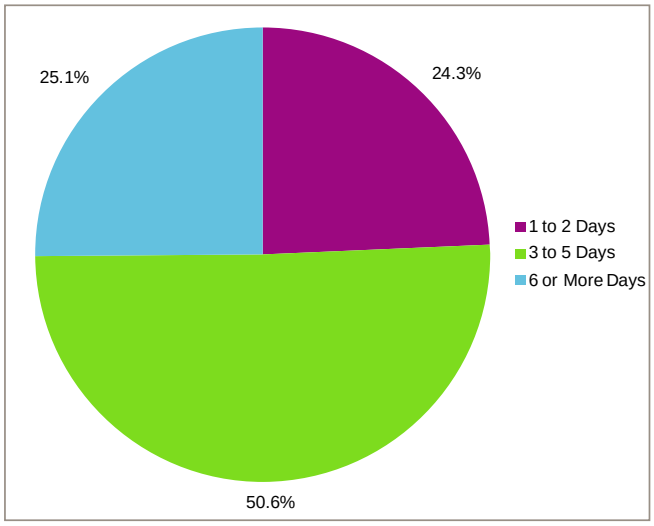


Figure 18 shows the time respondents usually stay in the CBD. It can be noted that approximately 50% of respondents expected to stay in the CBD for less than one hour and 80% of respondents expected to stay less than 2 hours. This is in line with the parking turnover results undertaken for all spaces in Leongatha CBD which showed that 50% of vehicles parking in Leongatha CBD did so for less than one hour, whilst 35% stayed over 2 hours.

Figure 18 Perceived duration of stay

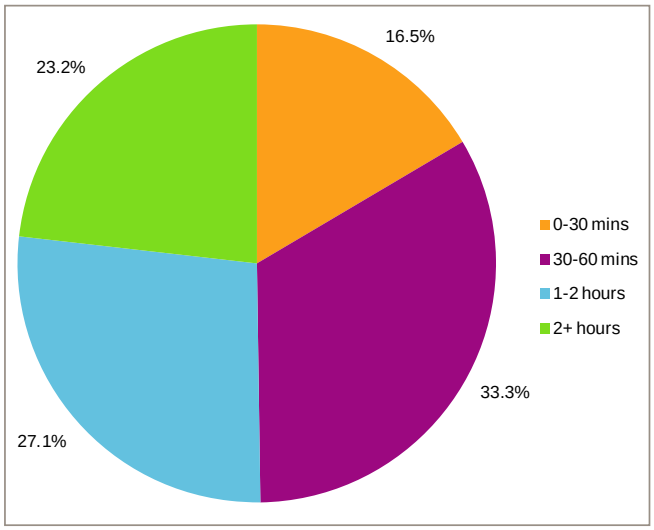


Figure 19 shows the responses when the community were asked whether they thought there was a need for further car parking. The majority of respondents (78%) believe there is need for further parking provisions. Interestingly, this is higher than the corresponding answer in the business survey of which 65% believed that there is a need for further parking.

Figure 19 Requirement for more parking

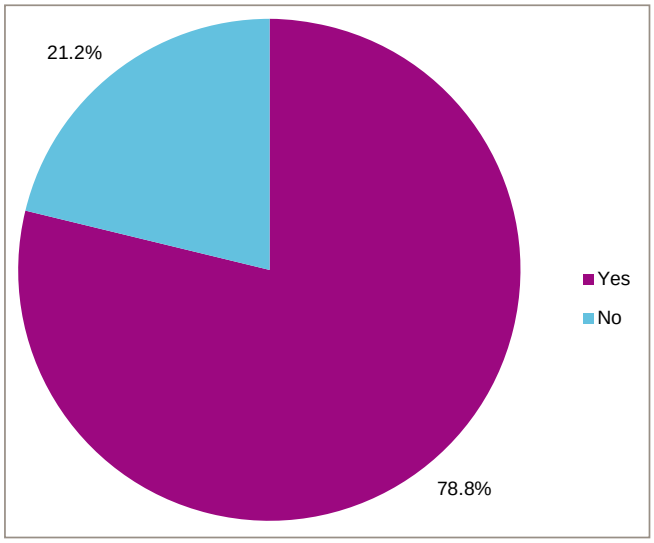


Figure 20 shows the breakdown as to whom the respondents believe should be financially responsible for providing further car parking in Leongatha (as respondents were allowed to pick more than one answer, the pie chart is based on weighted percentages).

42% of the respondents believe that rate payers should cover or at least contribute towards payment for additional parking infrastructure, with 39% stating that businesses should cover or contribute towards payment. 19% felt that the parking users should cover or contribute towards the payment for additional parking in Leongatha CBD.

Figure 20 Who should pay for parking

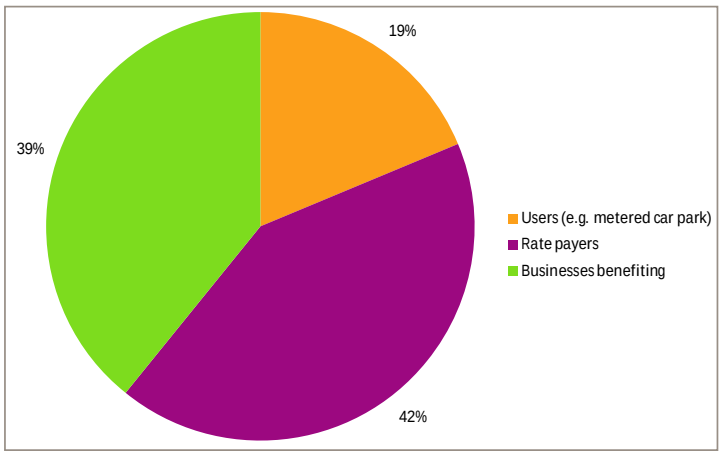


Figure 21 shows the breakdown of those respondents who consider cycling to be a feasible mode of alternative travel into the CBD instead of driving. It can be noted that 64% of respondents felt that cycling was not a feasible alternative to car travel. The common reasons respondents gave for not being able to cycle included:

- Personal circumstances (e.g. pram, children, shopping bags, weather, age and health issues).
- Lack of infrastructure (e.g. cycling lanes, bike parking, footpaths) and safety concerns with cycling on the road.
- Distance (living out of town).
- Terrain (hilly landscape).

Figure 21 also show that approximately 23% of respondents would be prepared to cycle as an alternative to car travel.

Figure 21 Is cycling a viable alternative mode of transport to Leongatha CBD

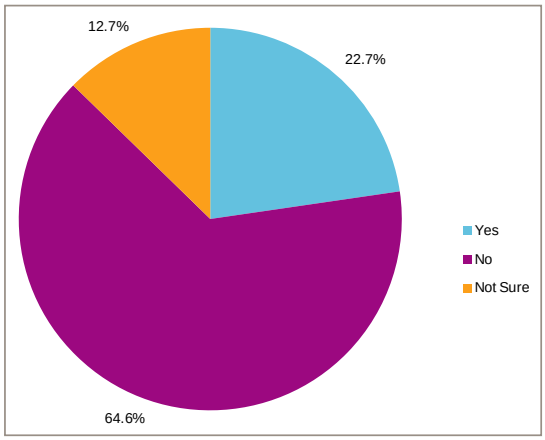
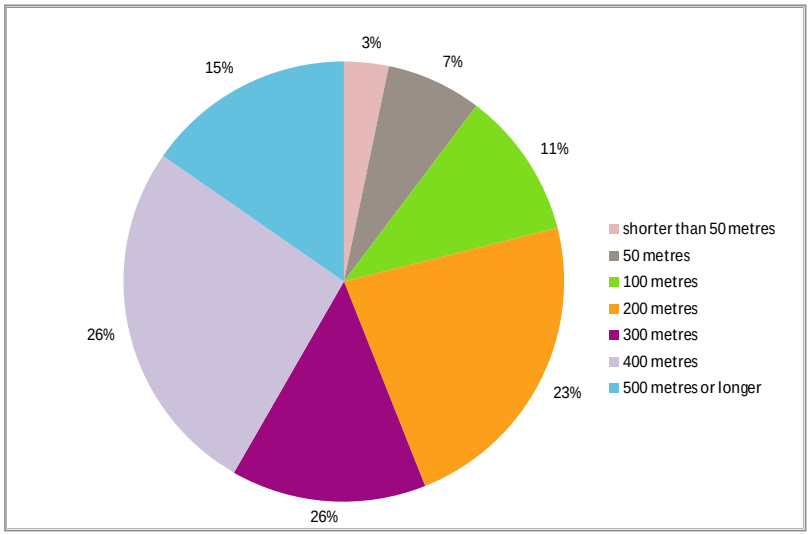


Figure 22 shows the distance respondents were prepared to walk from one destination to the next within the CBD. It can be noted that 85% of respondents would not be prepared to walk further than 400 metres which is approximately a 5 minute walk.

Figure 22 Distance prepared to walk between destinations in CBD



Respondents were also encouraged to provide any additional comments. The common themes in the provided responses included:

- Provide multi-storey parking above existing parking precinct, e.g. behind cinema, IGA, Target, railway land with lift to Bair Street.
- Parking is difficult at holidays particularly during events at the halls and with funerals at Anglican Church.
- More disabled parking is required near shops on Bair Street, McCartin Street and IGA.

- Provide more long vehicle parking (i.e. caravan parking) and also truck parking bay near McDonalds and KFC.
- Long term restrictions to cater for parking for workers is required off-street and on the edge of town.
- More short term parking is required on-street.
- More cycling infrastructure is required i.e. bicycle lane and bicycle parking.
- Improved pedestrian infrastructure such as more room on footpaths for prams.
- Provide angle parking on Bair Street and in front of Target.
- Better signage is required for disabled parking and for one-way restricted roads.
- No issue with parking for shopping during the off-peak periods.
- Stronger enforcement is required on time restricted parking.

4.5 Community consultation sessions

4.5.1 Overview

Business and community workshops were undertaken in Leongatha on 30 May 2012. These sessions provided an opportunity for the public to speak with Council officers and AECOM consultants with the aim of providing feedback on key issues facing community groups and contributing to the development of the Parking Strategy. The workshops were split to cater for the specific interests of business groups and residents.

4.5.2 Resident community feedback

A summary of the key issues outlined in the resident community consultation session is listed below:

- Parking meters could be installed to fund multi-storey parking in IGA and Safeway car parks
- Long vehicle parking could be provided opposite CFA.
- There is a need for more intense enforcement.
- New developments should look into providing underground or rooftop parking.
- Shuttle buses should be provided to reduce parking in CBD.
- Private land cleared for development should be used as interim parking areas.
- There is a need for clearer signage directing people to car parks.
- Car park to be provided on railway land.
- Parking needs to be provided for Council workers so that they don't park in time restricted areas.
- Bair Street parking needs to better accommodate loading and unloading.
- Use the parkland at the top of Andersons Street for long vehicle parking.
- Angle parking on McCartin Street is difficult to use.
- Disabled parking should be provided at important land uses such as chemists and banks.
- Need more ½ hour and 2 hour restrictions in on-street car parks.

4.5.3 Business community feedback

The key feedback provided by the business community is summarised below:

- There is a need for more intense enforcement, particularly on Bair Street and McCartin Street with heavier fines imposed on serial offenders.
- There is a need for more loading facilities on Bair Street although this would come at the expense of customer parking.
- There was strong support for the purchase of the railway land for further parking although there was recognition that it may be costly to develop particularly in terms of providing pedestrian connections to the CBD. There was a view that Council needs to be more proactive in the future planning of the railway land, even if the land is not provided as parking.
- There was a view that Council needs to be more proactive in the purchase of new land for parking.
- A number of possible sites were identified for purchase of land for parking including the Masonic Hall and the Uniting Church.
- There was strong support for the introduction of angle parking on Bair Street. This could be done in combination with streetscape improvements.

5.0 Parking Strategy

5.1 Introduction

The following sections discuss specific parking issues for Council to further investigate, and if financially feasible, implement the appropriate action to address the problem. Parking Strategy policies addressing each issue are outlined and, where appropriate, suggested actions to help deliver the policies are included.

5.2 Car parking provisions

In June 2012, DPCD introduced changes to Clause 52.06 of the Victorian Planning Scheme. The changes to Clause 52.06 allow Council to adopt the following car parking provisions:

- The standard car parking rates set out in Column A which is applicable to all zones.
- The lower standard parking rates set out in Column B which can be adopted for an identified zone or location. Council would be required to adopt Column B parking rates through a Schedule to the Parking Overlay.
- A car parking rate that is different to that specified in Column A or Column B which reflects the parking demands of an identified zone or location. Again, Council would be required to adopt any revision to Column A or Column B parking rates through a Schedule to the Parking Overlay.

Table 9 compares the recently superseded Clause 22.06 and Clause 52.06 Planning Scheme rates with the new Clause 52.06 Planning Scheme rates for a range of land uses Leongatha CBD.

Table 9 Comparison of spaces required Per 100m^2 leasable or net floorspace

Land Use	Superseded Clause 52.06	SGSC Clause 22.06	Current Clause 52.06 Column A	Current Clause 52.06 Column B
Supermarket	8	Not Specified	5	5
Shop	8	6	4	3.5
Restricted Retail	Not Specified	Not Specified	3	2.5
Office	3.5	2	3.5	3
Hotel	30	10	0.4[1]	3.5
Light Industrial	2.9	2	2.9	1
Warehouse	Not Specified	1	1.5	1

1. Rate for hotel use based on number of patrons

It can be noted from Table 9 that the Column A and Column B Clause 52.06 parking rates are lower than or equal to the recently superseded parking rates with the exception of the rate previously applied to office uses in Clause 22.06.

A review of the land use and parking characteristics in the Leongatha CBD has identified that a lower parking rate could potentially be applied to the core parking area of the CBD. Typically, if an area has a denser concentration of land uses, visitors will often go to more than one destination during their visit. As such, the demand for parking is shared by a number of land uses meaning that the overall parking demand for the location is lower. In recognition of this, the changes to Clause 52.06 of the Planning Scheme allow for a lower car

parking rate to be adopted that better reflects the parking demand generated by the identified location.

Table 10 shows the level of parking required by Column A and Column B parking rates when calculated against the existing provision of land uses in the core parking area of Leongatha CBD.

Table 10 Level of parking required in core parking area of CBD

Land Use	Existing Land Use Provision in Core Parking Area of CBD		Required Parking Supply (Column A)	Required Parking Supply (Column B)
	Total Floor Area	Net Floor Area / Leasable Floor Area[3]		
Supermarket	5,450m^2	4,088m^2 LFA	204 spaces	204 spaces
Shop[1]	17,252m^2	17,252m^2 LFA	690 spaces	517 spaces
Restricted Retail	4,822m^2	4,822m^2 LFA	144 spaces	120 spaces
Office	5,916m^2	5,916m^2 NFA	207 spaces	177 spaces
Hotel	1,936m^2	1,936m^2 LFA	67 spaces[2]	67 spaces
Light Industrial	434m^2	434m^2 NFA	12 spaces	4 spaces
Warehouse	614m^2	614m^2 NFA	9 spaces	6 spaces
TOTAL			**1,333 spaces**	**1,095 spaces**

1. The land use data available for this project does not differentiate between Shop, Food and Drink Premises and Cafes. On this basis, each of these land uses has been included in the Shop category in this table. It is noted that Column B Clause 52.06 parking rates are identical for each of these land uses.
2. Number of patrons not available, Column B rates applied for comparative purposes.
3. Net Floor Area assumed to be 0.8 x Total Floor Area. Leasable Floor Area assumed to be 0.75 Total Floor Area

It can be noted from Table 10 that:

- A total of 1,333 parking spaces are required based on the car parking rates specified in Column A. This equates to **3.8 spaces per 100m^2** of floor area.
- A total of 1,095 parking spaces are required based on the parking rates specified in Column B. This equates to **3.1 spaces per 100m^2** of floor area.

As noted in Section 4.0 of this report, 1,065 vehicles were parked in the core parking area of Leongatha CBD at the peak period of the survey day. This equates to a parking demand of **2.9 spaces per 100m^2** of floor area. This level of parking demand closely aligns with the corresponding required supply as set out in Column B of Clause 52.06 of the Planning Scheme.

It is recommended that Column B parking rates are adopted for the core parking area of Leongatha CBD to:

- Provide Council with improved policy guidance in which to assess development parking requirements.
- Provide less onerous development parking requirements for businesses and developers that reflects the actual demand for parking.
- Ensure that there won't be an oversupply of parking in the core parking area of Leongatha CBD.

- Recognise that visitors to the core parking area of the CBD often visit more than one destination.

In line with DPCD guidelines, the car parking provisions will apply to:

- A new use
- An increase in floor area, or increase in the number of patrons, seats, practitioners, residents or staff of an existing use.
- When a change of use results in the need for additional parking spaces above the requirement for the existing use (this should be based on the statutory parking requirements of the existing use and not the level of parking actually provided by the existing use).

Outside of the core parking area Column A rates will apply.

The recommended policy relating to car parking provisions to be adopted by Council is set out in recommendation 1.

Recommendation 1: Clause 52.06 Car Parking Provisions

Council to adopt the car parking provisions set out in Column B of Clause 52.06 of the South Gippsland Planning Scheme for the core parking area identified in the strategy (see Figure 1). For all other locations, Column A of Clause 52.06 of the Victorian Planning Scheme should be applied.

Actions

- Council to prepare a Schedule to the Parking Overlay indicating that the required number of car parking spaces is shown in Column B of Table 1 in Clause 52.06.
- Council to review the requirement for Clause 22.06 to remain in the Planning Scheme.

5.3 Future parking requirements

5.3.1 Forecast growth of floor space for Office and Retail

The Leongatha Business and Commercial Land Assessment report (Essential Economics, June 2004) estimated that:

- Leongatha will require an additional 13,000m^2 in retail floorspace by 2020.
- 65% of the total retail floor space (8,450m^2) is likely to be located within the Leongatha CBD study area.
- The forecast growth in retail activity to 2020 would be accompanied by an increase in office floorspace of approximately 5,200m^2.
- 100% of the total office floor space is likely to be located within the Leongatha CBD study area.
- Growth in other business activities (trade supplies, motor vehicle sales and services, rural supplies) is likely to occur in locations outside of the Leongatha CBD study area.

Information provided by Council has indicated there has been net increase of 2,350m^2 of general commercial use in the last five years which equates to an average of an additional 470m^2 floor space per year. The actual rate of growth in floor area is lower than that originally estimated in the 2004 economic assessment.

It is noted however that the growth in floor area that has occurred over the past five years in Leongatha has not included any larger scale developments such as supermarkets that may be required to service the increase in population expected in Leongatha and the Shire by 2020. On this basis, the following estimates from the 2004 Leongatha Business and Commercial Land Assessment report are considered appropriate:

- Retail uses will grow at a rate of 900m^2 per year (based on the growth rate between 2010 and 2020).

Office uses will grow at a rate of 360m^2 per year (based on the growth rate between 2010 and 2020).It is acknowledged that land uses other than retail and commercial uses may locate in the CBD in the period up to 2020. Likewise, it is noted that there could be an intensified use of land without any overall change to floorspace. However, the use of the data presented in the 2004 economic analysis is considered a robust source from which to estimate the future demand for parking within Leongatha CBD.

5.3.2 Forecast demand for parking spaces

Based on these growth estimates, there will be the following parking requirements:

- 32 new retail spaces per year or 320 spaces by 2022 in Leongatha (based on Column B parking rate for shops).
- 20 new retail spaces (or 200 by 2022) will be located within the Leongatha CBD study area.
- 9 new office spaces per year or 90 spaces by 2022 (based on Column B parking rate for offices).
- All office spaces will be located in the Leongatha CBD study area.

5.3.3 Potential impact of future parking demand

The extent to which the parking requirements of future development can be incorporated on site is very difficult to predict for the following reasons:

- The number of spaces that can be accommodated within new uses due to space, access or building (i.e. heritage) constraints. The ability to provide parking at new uses has been a common issue in the provision of new uses in the Leongatha CBD over the past five years.
- The number of spaces that developers want to be accommodated within new developments even when space, access or building constraints are not an issue.
- The take up of travel demand measures such as car sharing which is becoming more popular (even in rural areas) as a means to reducing the costs associated with car travel.
- The take up of more sustainable methods of travel (i.e. walking and cycling).

In assessing the potential implications associated with the future growth in parking demand in the core parking area of the CBD, the following scenarios have been examined:

Scenario 1: 70% of parking spaces at new uses are waivered during the development planning process. This scenario reflects the rate of waiving of parking spaces at new developments in Leongatha between 2004 and 2012.

Scenario 2: 50% of parking spaces at new uses are waivered.

Scenario 3: 25% of parking spaces at new developments are waivered. Both Scenario 2 and Scenario 3 recognise that there may be a change towards accommodating more parking on site in line with reduced parking requirements associated with the changes to Clause 52.06.

The number of parking spaces that is provided either on site or not on-site by 2022 under each of the above scenarios is shown in Table 11.

Table 11 Parking deficiency under each tested scenario

Land Use	Scenario 1 (70% waived spaces)		Scenario 2 (50% waived spaces)		Scenario 3 (25% waived spaces)	
	Parking provided by use	Parking not provided by use	Parking provided by use	Parking not provided by use	Parking provided by use	Parking not provided by use
Retail	60	**140**	100	**100**	150	**50**
Office	27	**63**	45	**45**	68	**23**
Total	87	**203**	145	**145**	218	**73**

At this stage the location of new retail and office floor space in the Leongatha CBD is unclear and will be dependent on a number of demand and market based factors. For the purposes of providing a robust assessment, it has been assumed that new floorspace will be accommodated in the core parking area of Leongatha CBD.

5.3.4 Implications of future growth on parking

It is generally accepted by parking practitioners that 85% occupancy represents the theoretical or effective capacity of parking supply. When parking occupancy exceeds 85% it

is generally more difficult for visitors to find available parking. This can results in undesirable practices such as motorists circulating looking for parking spaces.

The current demand for parking (including committed developments) in the core parking area of the CBD is 1,080 parking spaces. This is below the effective capacity of parking supply (1,164 spaces i.e. 85% of total short and long term spaces) when intervention such as the provision of new parking spaces is usually required. As such, the current surplus of parking with committed development in place is estimated to be **84** spaces. With the heavy vehicle alternative route in place, the effective capacity of parking supply is 1,198 spaces. The surplus of parking in the core parking area has been estimated to be in the order of **118** spaces.

Under Scenario 1 where 70% of parking spaces at new uses are waivered:

- The supply of parking in the core parking area in 2022 would be 1,456 spaces (i.e. existing supply plus supply provided by new uses).
- The effective capacity of parking (i.e. 85% of total supply) would be 1,238 parking spaces.
- The demand for parking by 2022 would be 1,370 parking spaces.
- The demand for parking in 2022 exceeds the effective capacity of parking supply by **132** spaces
- As such there would likely be the need to provide **132** new parking spaces by 2022.
- It has been calculated that parking demand could exceed the effective capacity of parking supply during 2016/17.
- With the heavy vehicle alternative route is place, the effective capacity of parking supply in 2022 would be 1,272 spaces (i.e. 85% of 1,496 spaces).
- On this basis, there would be a requirement to provide an additional **98** spaces by 2022 with the heavy vehicle alternative route in place.
- The demand for parking with the heavy vehicle alternative route in place would exceed the effective capacity of parking supply by 2018.

Following the same approach under Scenario 2 (where 50% of spaces are waivered and therefore a greater number of parking spaces are provided by new uses) there could be a need to provide between **49** parking spaces (with the alternative route) and **83** parking spaces (without the alternative route) by 2022. The demand for parking would exceed the effective capacity of parking by 2017 (without the alternative route) and 2019 (with the alternative route).

Under Scenario 3, **22** additional parking spaces would be required by 2022 (without the alternative route). With the alternative route in place, the demand for parking does not exceed the effective capacity.

Whilst it is difficult to predict future parking requirements in the core parking area of Leongatha CBD, the availability of parking could potentially become an issue as early as 2018 if the status quo of waiving parking spaces is continued.

If future parking demand is not catered for by developments, Council may be required to offset any shortfall in development related parking through the increased provision of publicly provided parking. It is understood that Council would have difficulty in wholly undertaking the costs associated with the provision of new parking.

On this basis, it is recommended that Council implement the required policy measures to allow the collection of financial contributions to safeguard the future supply of parking in the CBD.

The recommended policy relating to safeguarding the future supply of parking in Leongatha CBD to be adopted by Council is set out in Recommendation 2.

Recommendation 2: Safeguard future parking supply in CBD

Council implements a Schedule to the Parking Overlay to require a financial contribution in place of providing car parking spaces at new developments. This will apply to uses within the core parking area which do not satisfy the parking requirements as set out in Column B of Clause 52.06 of the Planning Scheme.

Actions

- Council to establish a Parking Investment Fund to address potential shortfalls in parking supply in the CBD.
- Council to undertake annual parking surveys to determine year on year change in parking utilisation.
- Council to monitor the number of car parking spaces that are waived during the development planning process with a view to understanding the potential impact on parking surplus and supply in the core parking area of Leongatha CBD.

5.4 Parking Investment Fund (PIF)

The urban form and footprint of the core parking area of Leongatha CBD is fairly intensively developed with a number of densely concentrated small to medium sized land uses intermixed with larger sized land uses including the Safeway supermarket and South Gippsland Shire Council municipal buildings.

With the high commercial value of land, there are locations within the CBD where both physical and financial constraints may impact on the level of parking that can be provided within developments. Therefore in some cases on-site car parking requirements may not be met. Likewise, there may be cases where developers are unwilling to provide the required level of parking on site for commercial reasons.

Given the level of projected development growth that could potentially occur in Leongatha over the next 10 years, Council may be required to offset any shortfall in development related parking through the increased provision of publicly provided parking.

The June 2012 changes to the Victorian Planning Provisions allow Councils to collect financial contributions to assist with the funding of provision of future parking. This can be done through various means such as special rates charges and development contributions schemes.

Typically, special rates charges would require all existing non-residential developments to financially contribute to a fund that can be used to construct and maintain a new car park facility. Under this type of scheme, this fund would be required regardless of the extent to which they may have already satisfied their own statutory parking requirements, and would usually be raised through a special levy to all relevant businesses, via the Council rates process. The parking surveys have identified that whilst some localised areas in the core area of the CBD are subject to high levels of parking demand, the overall existing level of parking supply is able to cope with the peak parking demand and spare parking capacity exists. In this context it is considered that, on the most part, there is not a significant parking problem that can be collectively attributed to existing developments. This view is reflected in the business community consultation surveys undertaken in March 2012 in which only 21% of local businesses thought that they should pay for future car parking in Leongatha CBD. The business and community responses to the surveys indicated that there was a majority support for Council or rate payers to fund future parking in the CBD. Development contribution funds in the form of cash in lieu schemes require new uses that are unable to satisfy their off-street parking requirements to make a financial contribution to Council as a condition of the planning permit to assist in funding initiatives to manage the impact of a shortfall in parking. The contribution is typically required from:

- A new use.
- Extensions to existing uses where an increase in floor area, number of patrons, seats, practitioners or staff occurs.
- When a change of use results in the need for additional parking spaces above the requirement for the existing use (this should be based on the statutory parking requirements of the existing use and not the level of parking actually provided by the existing use).

As the requirement for the future provision of public car parking in Leongatha CBD is likely to predominantly result from parking not catered within new uses, the formalisation of a cash-in-lieu scheme within the planning scheme represents a fair and equitable funding mechanism for addressing future parking matters. The scheme will also provide increased flexibility for developers who are unwilling or don't want to provide parking. This system also removes the

need for Council to provide dispensation to developers who are unable to provide the statutory parking rates on-site.

It is noted that Council has previously sought to obtain cash-lieu-payments from developers to address parking deficiencies at development sites. As no policy has been incorporated into the planning scheme to enable Council to request cash in lieu contributions for the waiver of car spaces, cash in lieu payments has relied on the voluntary agreement with developers which has resulted in some discretion as to its application and the amount required for each space. The formalisation of a cash-in-lieu scheme within the planning scheme provides the legal mechanism from which Council can seek to obtain cash-lieu-payments.

The major known costs associated with the provision of new ground level car parks are land and construction costs. The estimated cost of providing a parking space based on existing construction costs and land costs in the core area of Leongatha CBD are shown in Table 12.

Table 12 Cost of parking space in ground in core area of Leongatha CBD

Item	Source	Measurement
Construction cost	Davis Langdon (2012)	$120 (per m^2)
Land costs	South Gippsland Shire Council	$200 (per m^2)
Size of parking space	DPCD (2012)	$30m^2$
COST OF PARKING SPACE		**$9,600**

The construction cost may include among other things basic lighting and pedestrian path within the car park.

Although the cost of $9,600 per parking space is based on a land value estimate that may be high in comparison to some locations within Leongatha CBD it is considered an appropriate dollar amount for the purpose of a financial contribution requirement as the actual cost of providing parking may be higher due to unknown factors such as:

- Administration and legal requirements (cost of which could be in the order of $1,000 per space)
- Maintenance requirements (cost of which could be in the order of $275 per space)
- Provision of supporting infrastructure i.e. roads and paths connecting to the existing transport network.
- Possible works to address contamination, demolition of existing buildings, geology and topography of land.

Many current cash-in-lieu schemes adopted by other Councils in Victoria and elsewhere in Australia require payments that fully cover the construction and land costs associated with the provision of new car parks. However, Council recognises that there is a need to provide a balance between the recovery of the potential costs of parking and retaining the economic competitiveness of the CBD. This is particularly important in Leongatha where many smaller businesses transfer between premises and there is economic competition with other regional and sub regional centres.

On this basis, a sliding scale contribution scheme has been developed by Council. The sliding scale contribution is summarised in Table 13, illustrated in Figure 23 with a breakdown in contributions required per waived parking spaces set out in Table 14.

Table 13 Description of apportionment of contribution towards payment for parking

Measurement	Apportionment of Contributions
1 to 4 parking spaces not provided by use:	No developer contribution is required. Council to pay 100% cost of parking space.
5 to 8 parking spaces not provided by use:	Developer required to contribute $4,800 + GST (i.e. 50% of cost) per parking space Council to pay 50% of cost per parking space.
9 to 20 parking spaces not provided by use:	Developer required to contribute $7,200 + GST (i.e. 75% cost) per parking space Council to pay 25% of cost per parking space.
Over 20 parking spaces not provided by use:	Developer required to contribute $9,600 + GST (i.e. 100% of cost) per parking space

Figure 23 Apportionment of contribution towards payment for parking based on number of spaces provided on-site

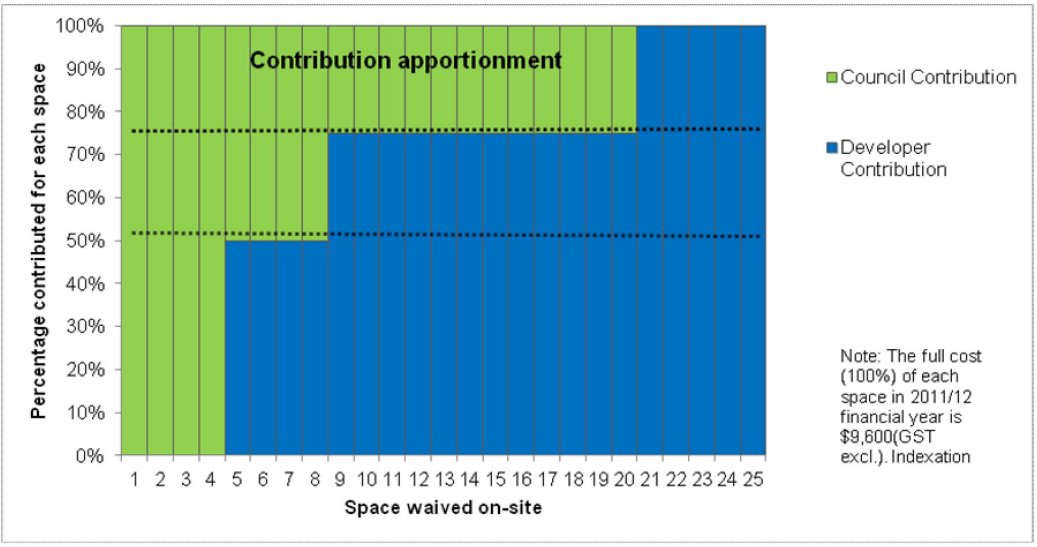


Table 14 Breakdown of contribution required per waived parking space

Spaces waived	Developer Contribution ($)	Council Contribution ($)	Total Contribution ($)
0	0	0	0
1	0	9600	0
2	0	19200	0
3	0	28800	28800

Spaces waived	Developer Contribution ($)	Council Contribution ($)	Total Contribution ($)
4	0	38400	38400
5	4800	43200	48000
6	9600	48000	57600
7	14400	52800	67200
8	19200	57600	76800
9	26400	60000	86400
10	33600	62400	96000
11	40800	64800	105600
12	48000	67200	115200
13	55200	69600	124800
14	62400	72000	134400
15	69600	74400	144000
16	76800	76800	153600
17	84000	79200	163200
18	91200	81600	172800
19	98400	84000	182400
20	105600	86400	192000
21	115200	86400	201600
22	124800	86400	211200
23	134400	86400	220800
24	144000	86400	230400
25	153600	86400	240000
26	163200	86400	249600
27	172800	86400	259200
28	182400	86400	268800
29	192000	86400	278400
30	201600	86400	288000
31	211200	86400	297600
32	220800	86400	307200
33	230400	86400	316800
34	240000	86400	326400
35	249600	86400	336000
36	259200	86400	345600
37	268800	86400	355200
38	278400	86400	364800
39	288000	86400	374400
40	297600	86400	384000

Spaces waived	Developer Contribution ($)	Council Contribution ($)	Total Contribution ($)
41	307200	86400	393600
42	316800	86400	403200
43	326400	86400	412800
44	336000	86400	422400
45	345600	86400	432000
46	355200	86400	441600
47	364800	86400	451200
48	374400	86400	460800
49	384000	86400	470400
50	393600	86400	480000

The sliding scale contribution requires Council to provide the balance of costs not charged for under the contribution scheme to provide the necessary parking to avoid a shortfall in the core parking area of the CBD. As such there is a financial obligation to Council in making this commitment. However, this commitment has been based on the desire to ensure that cash-in-lieu contributions do not discourage investment and economic activity.

The recommended policy relating to cash-in-lieu contributions to be adopted by Council is set out in recommendation 3.

Recommendation 3: Cash -in-Lieu

The sliding scale approach to cash-in-lieu contributions set out in this section will be adopted.

The cash-in-lieu payment will be required in respect of each car parking space or part thereof which is not provided on the land (but the net of car parking credits).

The amount of cash-in-lieu payments is to be adjusted annually from 1 July 2012 using Construction Industry Output Price Indexes as the index.

Actions

- Council to establish a 'Parking Investment Fund. Contributions made to the fund will be expended only for the provision of new public parking facilities. This includes the purchase of land for the provision of new public parking facilities
- Council to adjust the required contribution annually from 1 July 2012 using Construction Industry Output Price Indexes as the index.

5.5 Management of public parking

5.5.1 Overview

Given the rural location of Leongatha and the limited public transport options available, car travel will continue to be the dominant mode of transport both to and within Leongatha for many trips. The provision of a generous supply of free car parking that caters for the parking requirements of residents, visitors and commuters is fundamental to the function of Leongatha as a regional centre. As such, there is a need to manage the level and operation of parking supply to ensure that the appropriate mix of short, medium and long stay parking spaces is provided whether this is on-street or within off-street car parks.

5.5.2 Review of parking restrictions

Table 15 shows the supply of parking in the core parking area of Leongatha CBD by parking restriction whilst Table 16 shows the observed duration of stay in parking spaces in the core parking area of Leongatha CBD.

Table 15 Supply of parking in core parking area of Leongatha CBD by restriction

Parking Restriction	Supply of Parking in Core Parking Area of Leongatha CBD	Proportion of Total Supply
15 Minute	31	2%
30 Minute	48	4%
1 Hour	128	9%
2 Hour	439	32%
4 Hour	51	4%
Unrestricted	672	49%

Table 16 Duration of stay in parking spaces in core area of Leongatha CBD.

Restriction	Less than 30 Mins	30 Mins	1 Hour	1 Hour 30 Mins	2 Hours	2 Hours 30 Mins	3+ Hours
15 Minute	75%	11%	5%	3%	2%	1%	3%
30 Minute	69%	20%	5%	3%	1%	1%	1%
1 Hour	66%	23%	6%	3%	1%	1%	1%
2 Hour	54%	23%	9%	5%	3%	2%	4%
4 Hour	10%	12%	7%	12%	8%	8%	44%
Unrestricted	12%	11%	6%	3%	3%	5%	60%
ALL	**34%**	**16%**	**7%**	**4%**	**3%**	**3%**	**32%**

Overall there is a good mix of short term and long term parking options in the core parking area of the CBD. Despite this, a comparison of the above tables show that 34% of observed stays in CBD parking spaces are less than 30 minutes, whilst the corresponding supply of 15 minute and 30 minute parking spaces represents only 6% of the supplied parking.

Opportunity therefore exists to increase the number of 15 minute and 30 minute parking spaces to better reflect the duration of stay in the core parking area of the CBD. A review of the parking surveys has indicated that the Safeway and IGA car parks are key locations which have a high number of shorter stays and would therefore benefit from an increased

supply of shorter stay (1 hour or less) parking spaces. It is recommended that an incremental approach to increasing the supply of shorter stay car parking is undertaken in these car parks starting at 25-30% provision and then reviewed on an annual basis.

5.5.3 On-street parking

As in many urban centres, on-street parking in Leongatha is vital to the competiveness of small scale retail and business premises given the convenience associated with providing parking close to these destinations. Generally, retail and business opportunities are optimised by encouraging regular turnover of spaces, whilst maintaining a high occupancy of parking close to retail outlets. As such, the provision of medium or long term parking in the vicinity of smaller scale retail outlets may impact these businesses by restricting the number of customers who can access the retail or business premises.

The setting of time restrictions in a CBD context is a difficult task as there is a need to consider the land uses and parking requirements which can vary with each property.

As a general guide, on-street parking spaces fronting retail uses (shops and cafés) should be provided with a mix of 15 minute, 30 minute and 1 hour parking spaces. This will allow for the continual turnover of spaces whilst maintaining high occupancy close to retail outlets. This will encourage spending and allow for easy transportation of purchases and delivery of goods.

Where on-street parking spaces are fronting predominantly commercial uses a mix of 1 hour and 2 hour parking spaces should be provided. This will provide for a regular turnover of spaces to allow for business meetings and delivery of goods.

If regularly enforced, the provision of short term time based restrictions for on-street parking restrictions in the most desirable areas should ensure that medium term and long term parking demand is catered for by off-street private and Council car parks.

5.5.4 Off-street Parking

Off-street public car parks will continue to play an important role in catering for those visitors staying in the CBD for 2 hours or longer. On this basis, it is important that the off-street car parks are managed so that they are easy to access and attractive to use.

Table 17 provides an inventory of the following public car parks in the core parking area of the CBD (a description of the ratings is provided in Appendix F).

Table 17 Inventory of public car parks

Car Park	Approx. No. of Spaces	Access and Egress	Directional Signage	Connectivity for Pedestrians	Safety / Security	Potential to Expand	General Usage (i.e. vehicle parked correctly)
Pern Lane off-street car park (behind Carinos building)	111	Good	Average	Good	Average	Yes	Good
Smith Street off-street car park	89	Good	Average	Good	Good	No	Good
Safeway off-street car park	137	Good	Poor	Good	Good	No	Good
IGA off-street car park	140	Good	Good	Good	Good	No	Good
Canty Lane off-street car park	110	Good	Average	Good	Average	No	Good
Michael Place (opposite RSL)	30	Good	Average	Good	Average	No	Good
VicTrack land car park (behind Bair Street shops)	50	Average	Poor	Good	Average	Yes	Good

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The inventory of public car parks in the core parking area of the CBD has shown that:

- Directional signage to all reviewed off-street public car parks could be improved. On the most part, signage is only provided at the entrance to the car park. The signage at the car parks rated average and poor is not well located (i.e. easy to miss on way past) and some entrances to these car parks have no signage at all.
- The safety and security of the public off-street car parks like Canty Lane is less than desirable particularly due to a lack of lighting and passive surveillance in these car parks. This can lead to these car parks being less than optimally utilised particularly during the winter months.
- There is potential to increase the number of spaces in the Pern Lane car park although this will likely only result in the provision of an additional 3 to 4 parking spaces.

5.5.5 Future parking

Whilst the rationalisation of parking restrictions will provide parking opportunities that better meet the needs of visitors to the core parking area of the CBD, the improved management of spaces will likely have minimal impact on the demand for parking.

As identified previously, there will likely be the requirement to provide additional parking in the core parking area of the CBD to meet future demand. Increased parking supply could potentially be accommodated in both off-street and on-street parking facilities.

Off-street car parks

There are many factors that need to be taken into consideration when assessing appropriate sites for potential new car parks. These include:

- Availability of land for car parking.
- Costs (including purchasing land, demolition and clearance of existing uses, construction and provision of supporting infrastructure).
- Accessibility to the CBD from the car park.

A review of possible locations in the Leongatha CBD for the provision of a new off-street car park has identified a range of candidate sites. However, the site that currently best meets the above requirements is the vacant VicTrack land located to the west of Leongatha Station (see Figure 24).

Figure 24 Approximate extent of vacant VicTrack land recommended for future car parking.



In particular:

- This site is located in close proximity to the core retail and commercial area in Leongatha CBD.
- Commuters, shoppers and visitors to the CBD have historically parked on or close to this site.
- Council has estimated that in excess of 100 parking spaces could be provided and consider that parking is the most appropriate use for this land.

- The feedback from the community for this Parking Strategy has shown a strong support for additional parking on this site, even though there are other candidate sites in Leongatha that could be pursued by Council.

It is noted that there could be a number of hurdles to developing the land for parking including potential contamination issues and the level difference between the Victrack land and adjoining locations in the CBD.

It is therefore recommended that Council identify this site as the preferred location for an off-street parking facility in the Leongatha CBD.

The most efficient use of space for a car park at the VicTrack land is likely to be 90 degree parking. In line with DPCD guidance, the minimum dimensions of car park spaces and access ways as set out in Clause 52.06 of the South Gippsland Shire should be adopted. The guidelines Clause 52.06 guidelines for parking allocates more space to aisle widths and less to marked spaces to provide improved operation and access.

On-street parking

A review of the current design and layout of on-street parking in the core parking of the CBD has indicated that there are limited locations where on-street parking supply could be increased.

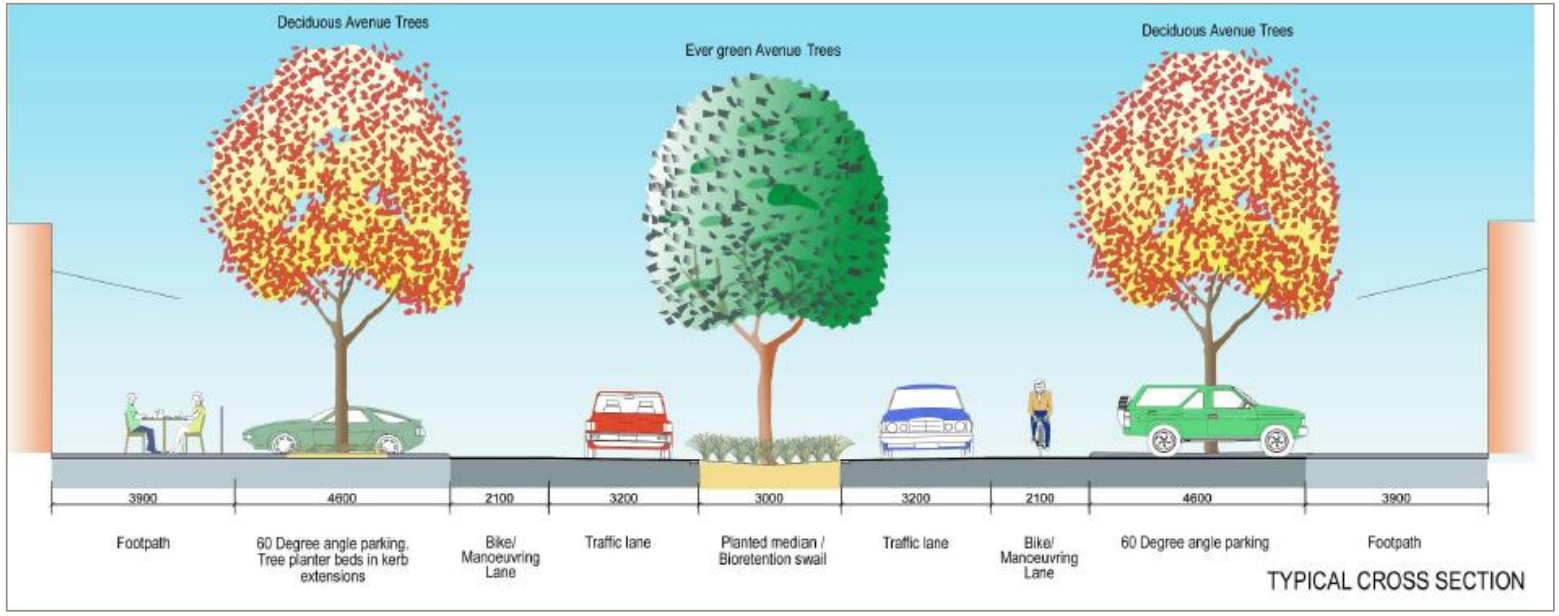
As previously noted, there could be a future opportunity to increase the supply of parking on Bair Street through the conversion of the existing parking supply to angle parking. The ability to provide additional on-street parking on Bair Street is likely to be contingent on the introduction of an alternative truck route.

Should the alternative route come on line, it is recommended that angle parking is introduced on Bair Street as:

- The use of existing road space for parking is a cost effective means of increasing the supply of parking in the core parking area of Leongatha CBD both in terms of financial costs and land take.
- The feedback from the community for this Parking Strategy has shown a strong support for additional parking on Bair Street.

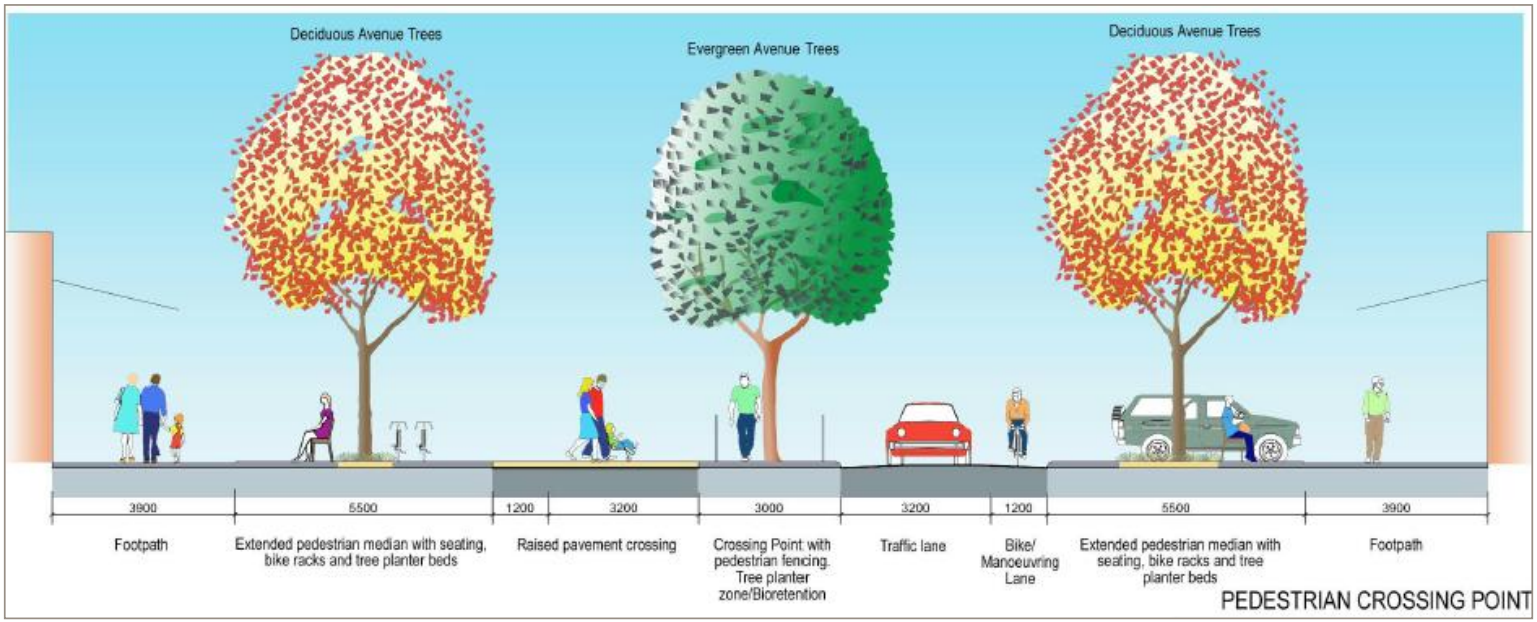
The cross section layouts of Bair Street that have been endorsed by Council are shown in Figure 25 (typical cross section layout) and Figure 26 (pedestrian crossing point).

Figure 25 Endorsed Bair Street layout – typical cross section



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Figure 26 Endorsed Bair Street layout – pedestrian crossing point



The design concept set out in the cross sections meet a number of key requirements in that:

- Wide footpaths are provided.
- Designated on-road cycle lanes are provided which is in line with recommendations set out in the Paths and Trails Strategy.
- Streetscape improvements are provided.

However, the space allocated to angle parking is not in line with the relevant current Australian Standard (AS 2890.5-1993) for on-street parking design. The width of the 60 degree angle parking plus the Bicycle lane / manoeuvring lane is not in accordance with the Austroads guides, specifically AP-G88-11 Cycling Aspects of Austroads Guides. On this basis, it is recommended that:

- The lateral depth of the angle parking space is a minimum of 5.7 metres.
- On road bicycle lanes are 2.0 metres along the length of the street (or a minimum of 1.5 metres at the pedestrian crossing point).
- The traffic lane is a minimum of 3.2 metres.

Based on the above minimum requirements, there is approximately 8.8 metres spare to accommodate the pedestrian paths and the central median. It is considered that the majority of this space is allocated to pedestrian footpaths, although this would come at the expense of landscaping.

The recommended policy relating to managing public parking to be adopted by Council is set out in recommendation 4.

Recommendation 4: Managing public parking

Council to ensure that an appropriate level of parking is provided in the CBD and that the parking supply is efficiently utilised and best services the needs of land uses serviced by the parking facility.

Actions

- Council to increase the number of short term (less than 2 hour) parking spaces in the Safeway and IGA car parks in line with guidance provided in Section 5.5.
- 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.
- Council to identify and pursue the vacant Victrack land as the preferred location for a future off-street car park.
- When feasible, Council to increase the number of on-street parking spaces on Bair Street in line with urban design considerations.
- 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%.
- Council to review means of improving lighting and passive surveillance at car parks identified to have an average rating for security and safety in Section 5.5.

5.6 Management of priority parking spaces

5.6.1 Overview

On-street parking is often the most convenient form of parking and, for varying reasons, access to on-street parking spaces is essential to businesses, people with disabilities, residents and their visitors, public transport users and for the delivery of goods. As is the case in Leongatha CBD, there is competition for the limited kerb side space between various users, each of which has varying parking requirements. The challenge to Council therefore, is to ensure that the parking requirements of different users are met through the equitable sharing or protection of on-street parking spaces.

5.6.2 Disabled and mobility impaired parking

South Gippsland Shire and the township of Leongatha have a relatively high proportion of people over the age 65 years old in comparison to the Victorian and Australian average. As such, there is a need to ensure that there is an adequate supply of convenient and accessible parking spaces that can be used by disabled or mobility impaired visitors to Leongatha CBD.

Currently there are 25 disabled spaces provided in on-street and off-street facilities in the core parking area of the CBD. Disabled parking bays were observed to be generally under-utilised throughout the survey day. From feedback provided in the community consultation sessions it is clear that:

- Disabled parking bays should be better positioned so that it is easier to access key facilities such as chemists, medical centres, banks and public toilets.
- Disabled users like to use non-disabled bays where this is closer to their destinations. However, in many popular locations, disabled users can experience difficulties in finding parking spaces due to other visitors overstaying the designated time limits.

There are no guidelines on the required rates for the provision of on-street disabled parking spaces. As such, disabled parking policy adopted by other Victorian Councils such as the City of Melbourne is based on meeting the stated needs of disabled visitors rather than providing a blanket provision. This approach involves engaging and listening to representations from relevant stakeholders including disabled and mobility impaired residents and visitors to identify where and how access for disabled people can be improved. Where key issues are identified the parking requirements of disabled users are given priority in the allocation of kerb side space.

It is recognised that on-street disabled spaces are costly to provide particularly in terms of the supporting infrastructure (such as signage, line marking and drop kerbs to enable mobility impaired passengers to access paths from their parking space) that is required. Therefore, it is important that any provided disabled spaces are well utilised given that the spaces effectively reduce the level of on-street parking available to other land uses in the area. On this basis, developments requesting the provision of disabled spaces should be required to demonstrate that there is sufficient demand for disabled parking and that there are no off-street parking spaces on site that could adequately cater for the disabled persons parking need.

5.6.3 Loading zones

Access to conveniently located loading facilities is important to both the retail occupancies in Leongatha CBD and their respective delivery companies.

The core parking area of Leongatha CBD has 24 loading zones. Generally, loading zones are provided at the start and/or end of parking sections to reduce the amount of manoeuvring required by larger vehicles to enter and exit the space.

Loading zones were observed to be generally under-utilised throughout the survey day. From feedback provided in the business consultation sessions it is clear that loading zones are generally underutilised due to difficulties in accessing businesses from the current positioning of the loading bays. As such, it is common that loading vehicles will double park close to their destination in order to have convenient access to their delivery destination. This illegal practice is seen to be causing potentially serious safety issues whilst the double parking of vehicles could also restrict the flow of traffic on key road in the CBD resulting in localised areas of congestion.

There are a couple of options Council could investigate to help improve delivery access to businesses whilst still retaining customer parking in the most desirable locations. These include:

- Provision of an increased number of 15 minute parking bays in locations where businesses do not have off-site provisions. If regularly enforced, these high turnover bays could increase access for both customer and delivery companies in problem locations.
- Improve footpath and crossing facilities between loading bays and existing businesses that are difficult to access.
- Where feasible, seek that loading and servicing requirements of future developments in the CBD minimises any impact on on-street parking availability through on-site provision.

5.6.4 Scooter and motorcycle parking

A method of reducing car based parking demand and traffic congestion within the Leongatha CBD is through the increased use of motorcycles and motor-scooters. Whilst there is currently a low demand for motorcycling, this mode of transport could be encouraged through the provision of dedicated parking facilities in the core parking area of Leongatha CBD.

Existing car parking spaces could be converted to motorcycle parking to assist in keeping the footpaths clear. However, in recognition that the demand for motorcycle parking is currently low, motorcycle parking could instead be provided in locations where a standard vehicle parking space cannot fit making full use of all the available space within the CBD. Motorcycle parking bays could also be shared by motor scooters used by mobility impaired visitors to the CBD.

5.6.5 Long vehicle parking

The community and business consultation sessions identified a need for the parking requirements of long vehicles such as trucks, minibuses and cars with trailers.

Trucks

There is identified need within Council to allow interstate and long distance truck drivers to be able to park close to the town for lunch/breakfast. As it would not be desirable for trucks to enter the areas of the CBD with high pedestrian flows, Anderson Street has been identified as the preferable location given that it is on the current approved heavy vehicle route.

Table 18 shows the parking supply and peak demand for car parking spaces on Anderson Street in the vicinity of Turner Street and Bellingham Street.

Table 18 Peak parking demand on Anderson Street

	Parking Supply	Peak Occupancy
On-street car parking spaces on Anderson Street in vicinity of McDonalds	41 spaces	36.6%
Off-street car parking spaces serving developments accessed from Anderson Street	133 spaces	49.6%

It can be noted that there is a sufficient supply within the off-street parking spaces to cater for the peak demands for vehicles currently parked in car parking spaces on this section of Anderson Street. Given the surplus parking supply on Anderson Street, there is potentially opportunity to change the existing parking restrictions to dedicated truck parking restrictions or bays.

Despite this, consideration would need to be given in the design of dedicated truck parking bays to:

- The requirement to provide pedestrian footways and crossing facilities.
- Sight distance issues from access roads to adjacent private developments.
- Truck parking bay space and manoeuvring requirements.
- Traffic movements on Anderson Street and road safety implications.
- Location of advance warning signage advising truck drivers of location of truck parking facilities.

It is noted that the proposed Leongatha heavy vehicle alternative route would encourage trucks to exit Anderson Street within the vicinity of the existing intersection with Turner Street. The introduction of the alternative route may limit the opportunity to provide truck parking on Anderson Street within an easy or direct walking distance services on Anderson Street and the core parking area of Leongatha CBD. The extent to which truck parking will be limited on Anderson Street cannot be determined from the concept road alignment designs.

The most suitable locations for truck parking under the alternative route arrangement may be through a combination of parking on Anderson Street and Hughes Street (although parking on Hughes Street would need to be supported by truck stop facilities). The future location of truck parking will need to be determined based on a number of factors including VicRoads' guidelines, the constructed road alignment, land ownership and ease of access to services.

Other long vehicle parking

A review of parking restrictions in the core parking area of Leongatha CBD shows that there are limited spaces that could accommodate longer vehicles such as tour buses, minibuses or cars with trailers.

On the day of the survey and subsequent site visits, limited longer vehicles were identified and therefore the demand for long term vehicles has not been established.

A review of on-street and off-street parking locations has identified that the section of Smith Street adjacent to Safeway could be a potentially suitable location for the provision of a parking area suitable for use by longer vehicles.

Outside of the core parking area, there is limited competition for on-street parking spaces. As such, longer vehicles could generally park on-street in most locations without impacting other parked vehicles.

Council is about to undertake a tourism related study to investigate parking locations for recreation vehicles across the Shire. Future review of long vehicle parking would benefit from collaboration with this tourism parking study.

The recommended policy related to the management of priority parking spaces to be adopted by Council is set out in recommendations 5, 6, 7 and 8.

Recommendation 5: Disabled parking

Council to ensure that the parking needs of disabled and mobility impaired drivers are given high priority with a view to identifying and improving accessibility issues to key land uses in Leongatha CBD.

Actions

- Council to examine suitability of providing further disabled spaces (either as new spaces or relocated underutilised spaces) to the current Australian Standard in locations of high demand such as close to banks, medical centres, cafés and public toilets.
- Council undertake a review of the accessibility of on-street disabled parking spaces with a view to providing accessible infrastructure where feasible.

Recommendation 6: Loading practices

Council to provide an appropriate level of enforcement with a view to minimising the safety issues associated with double parking of delivery vehicles.

- In consultation with local stakeholders, Council to periodically review parking restrictions with a view to possibly increasing or relocating loading zones or 15 minute parking restrictions where demand requires.
- Where feasible, seek that loading and servicing requirements of future developments in the CBD minimises any impact on on-street parking availability through on-site provision.

Recommendation 7: Motorcycle and scooter parking

Council to provide an appropriate level of motorcycle and scooter parking supply in Leongatha CBD.

- In consultation with local stakeholders, Council to identify demand for motorcycle and scooter parking and where feasible introduce dedicated parking in line with guidance set out in Section 5.6.

Recommendation 8: Long vehicle parking

Council to provide an appropriate level of parking supply to cater for the parking needs of long vehicles in Leongatha CBD.

Actions

- Council to undertake an investigation into the feasibility of providing truck parking on Anderson Street.
- Council to provide parking facilities in Leongatha CBD for longer vehicles such as tour buses, minibuses or cars with trailers where demand requires.

5.7 Enforcement

With the projected increase of people living and working in Leongatha there is likely to be a corresponding increase in parking demand both within the CBD and environs. As competition for parking spaces grows, there will be a requirement to provide an appropriate level of enforcement to ensure that the parking supply is efficiently utilised and that illegal parking practices are minimised.

Overstay of time restricted parking spaces has been found by the parking surveys to be an issue in Leongatha CBD. This is a particular issue when overstay of parking spaces occurs in the areas of highest demand.

Improved enforcement has been identified as an important issue to both the business and residential community in Leongatha for the following reasons:

- Mobility impaired visitors are finding difficulty accessing key facilities due to long term parking in time restricted areas.
- Long term parking in the most sought after areas is seen to be restricting customer access to businesses.
- There is sufficient long term parking provided within the core parking area to cater for long term parkers. This long term parking is a short walking distance to main facilities within Leongatha.

Council officers currently patrol car parks in Leongatha twice a week and are active and trying to address illegal parking activities in the CBD through issuing enforcement notices (see Table 19)

Table 19 Infringement notices issued by Local Laws over the past four financial years

	Infringement Notices Issues each Financial Year				
	2008/09	2009/10	2010/11	2011/12	Total
Overstay parking infringements	329	226	206	349	1110
Total infringements	479	484	318	394	1675
% Overstay parking of total infringements	69%	47%	65%	89%	66%

Source: Local Laws Department, South Gippsland Shire Council

It is understood that enforcement in Leongatha CBD is generally focussed in the Safeway, IGA public car parks as well as McCartin Street and Bair Street. Whilst this occurs, the parking surveys revealed that overstaying of restrictions is still a problem in these areas with 30% of parking spaces in the IGA car park having visitors parking for more than 3.5 hours. It is also understood from the community consultation sessions that overstaying of parking is also an ongoing problem in McCartin Street and Bair Street as well as locations not regularly monitored by enforcement officers.

Given the community desire for increase enforcement and the importance of enforcement to the success of a number of polices put forward within this strategy, it is recommended that Council explore opportunities to provide a corresponding appropriate level of enforcement. Typically, one parking enforcement officer is required for every 430 parking bays, although it is commonplace that two parking officers patrol in unison for safety reasons and to provide a strong parking enforcement presence. Based on the number of short term restricted parking bays in the core parking area, two parking enforcers is likely to be sufficient.

The recommended policy relating to enforcement to be adopted by Council is set out in recommendation 9.

Recommendation 9: Enforcement

Council to provide an appropriate level of parking enforcement that seeks to fairly address the existing issues associated with overstay of parking restrictions in the core parking area of Leongatha CBD.

Actions

- Council to undertake a trial period of more intensive enforcement to assess the economic viability of increased enforcement in Leongatha CBD.
- Council to investigate the potential use of technology to assist with enforcement such as camera operated number plate recognition software employed by other Councils in Victoria.

5.8 Directional signage

In many urban centres, additional delay and congestion is caused by motorists searching for car parking spaces. This lack of awareness of the locality of spare spaces can result in some car parks or time restricted areas being under-utilised and may have the additional consequence of car park patrons undertaking additional trips to time restricted parking which has been exceeded. Such practices were observed during the car parking surveys and subsequent site visits. In particular:

- Observations of motorists circulating looking for parking spaces in IGA car park.
- Overstay of time limit restrictions in IGA car park and Safeway car park and on-street facilities.
- Spare long term parking available in public car parks at Daker Centre and behind Cinema.

As such, directional signage guiding motorists to their intended destination has an important role to play in avoiding unnecessary circulation within Leongatha CBD and ensuring that existing parking facilities are utilised to their optimal potential. The use of directional signage will also be key to implementing Council policy objectives for increasing long term parking and providing parking for long vehicles as set out in this Parking Strategy.

There are various types of directional signage ranging from static signage providing the most basic levels of information to advanced electronic parking guidance systems which are designed to provide real time information on parking such as car park occupancy levels. There are a range of additional benefits associated with electronic parking guidance systems including reduced time spent searching for spaces and an improved public image of the area, although these benefits are reflected in the high purchase and operating costs. It is considered that it would be more cost effective to upgrade existing static signage.

The key objective in the provision of effective directional signage is to ensure that the information is legible, easily understood, informative, provides directions, and is unobtrusive to the surrounding streetscape. Information should be designed to reduce clutter by rationalising and simplifying messages, resulting in less but more effective information.

An inventory of existing directional signage in the core parking area of Leongatha CBD is shown in Figure 27.

Figure 27 Leongatha surveyed location of parking ('P' sign) directional signage



It can be noted from Figure 27 that:

- There is some directional signage to key car parks including IGA and the Council car park provided behind the cinema.
- There is no directional signage to the Council car park at Dakers Centre.
- There is limited information on type of parking facility (short stay / long stay) or size of car park.

Opportunity exists to improve signage with a view to addressing the current deficiencies in information provided to visitors to the CBD. In particular:

- The provision of additional signage should be recognisable with a uniform style and colour to be adopted by Council.
- Parking areas should be identified to the motorist in advance of reaching the car park.
- Parking signs should show key information on car park such as size (i.e. number of spaces) or type of parking (short stay or long stay).

The recommended policy relating to directional signage to be adopted by Council is set out in Strategy Policy 10.

Recommendation 10: Directional signage

Council to ensure that an appropriate level of directional signage is available to guide motorists to parking facilities in Leongatha CBD.

Actions

- Council to install directional signage to each existing and new public car park containing over 50 parking spaces.
- Council to install directional signage to new truck parking.
- Council to ensure that new developments containing over 50 publicly available parking spaces provide adequate parking guidance signage to the parking facilities.
- Council to prepare and implement a signage strategy in line with guidance set out in this Strategy.

5.9 Reducing the demand for car travel

The provision of infrastructure that supports walking and cycling as well as public transport use can have an important role in the reducing the demand for car travel and by inference the demand for parking in Leongatha CBD. This particularly applies to Leongatha as:

- There is a large residential catchment within 1km or 15 minutes walking distance of the CBD.
- The business and community surveys have shown that there is willingness for people to cycle if sufficient infrastructure is in place.
- The community consultation sessions indicated that there would be a willingness to catch public transport services if they were made available.

Opportunity also exists to reduce the demand for travel through travel planning initiatives such as the preparation of travel plans.

5.9.1 Walking and Cycling

The South Gippsland Shire Council Paths and Trails Strategy sets out 16 projects to improve walking and cycling infrastructure in Leongatha. The key elements of the Paths and Trails Strategies that could make walking and cycling an attractive alternative to car travel include:

- Proposed on road bicycle routes on McCartin Street and other key local roads in the study area.
- Provision of bicycle parking at certain locations around the town centre.
- Improved crossing points in the town centre.

In order to encourage take up, walking and cycling measures could be given priority over parking when reviewing future changes to the streetscape. An example of this would be Bair Street should the alternative route comes on line.

In addition to the above measures, it is also essential that bicycle parking be accommodated as part of new developments in accordance with Clause 52.34 of the South Gippsland Shire Scheme to ensure adequate end-of-journey facilities are provided to encourage this alternate transport mode, and reduce unnecessary pressure on car parking. Council should also seek that the location and design of bicycle parking within new developments is given preference over car parking.

5.9.2 Motorcycle parking

There has been a surge in growth in motorcycle ownership in Australia over recent years with over a 50% increase in the number of registered motorcycles between 2003 and 2008 (source: abs.gov.au). By inference, this would suggest a corresponding growth in the demand for motorcycle parking facilities both in residential and non-residential developments.

Victorian road rules allow for the parking of motorcycles on footpaths. This arrangement can result in blockages to pedestrian movements if motorcycles are not parked appropriately. One way of addressing this issue is to provide designated motorcycle parking at both ends of motorcycle trip – that is, within residential developments and at key trip attractors.

At a minimum, Council should require that development applications meet the required statutory provision for motorcycle parking at new developments. In addition to this, Council should seek that the location and design of bicycle and motorcycle parking within new developments is given preference over car parking.

5.9.3 Travel Plans

A travel plan (sometimes known as a Green Travel Plan) is a process of developing and implementing initiatives which facilitate and encourage the use of more sustainable travel options. A travel plan is developed for a particular site, such as a building or development area, and involves:

- Setting objectives, targets and indicators for mode share of people travelling to/from that site
- Assigning actions to facilitate the meeting of those targets
- Implementing monitoring and review programs to track progress and make adjustments as necessary

Examples of actions that may appear in travel plans are introduction of cycle facilities such as showers and bicycle storage, or financial incentives for not requiring a parking space.

If new developments were encouraged to undertake Travel Plans as part of the development process, and through this, more sustainable travel patterns could be established, there may be scope to help reduce future car parking pressure in and around the CBD.

If developments are able to demonstrate that they have an adequate travel plan in place, there may be an opportunity for those developments to reduce the amount of car parking required to support the development.

Recommendation 11: Reducing the demand for parking

Council to continue to provide sufficient infrastructure and guidance to encourage the use of alternative transport modes to single occupancy car use.

Actions

- Council to increase opportunities for walking and cycling set out in the South Gippsland Shire Council Paths and Trails Strategy.
- Council to ensure that walking and cycling measures are given priority over parking when reviewing future changes to the streetscape within the CBD.
- Council will work alongside employers to encourage the uptake and implementation of travel initiatives such as Travel Plans, appropriate facilities to non-car travel and car sharing schemes to promote sustainable transport options.
- Council will require that development applications meet the required statutory provision for bicycle and motorcycle parking at new developments. In addition to this, Council will seek that the location and design of bicycle and motorcycle parking within new developments is given preference over car parking.

6.0 Implementation

6.1 Implementation plan

The implementation plan for delivering the key outcomes of this Parking Strategy is set out in Table 20

Table 20 Implementation Plan

Action	Short Term / Mid Term / Long Term	Timing	Responsible SGSC Department / Authority
Implement Schedule to the Parking Overlay for Column B car parking revisions	Short Term	0-1 years	SGSC Planning
Review the requirement for Clause 22.06 to remain in the Planning Scheme	Short Term	0-1 years	SGSC Planning
Implement Schedule to the Parking Overlay to require financial contribution for parking	Short Term	0-1 years	SGSC Planning
Establish and manage 'Parking Investment Fund' to facilitate the collection and monitoring of cash in lieu contributions	Short to Long Term	Ongoing	SGSC Planning
Undertake periodic review of change to parking utilisation	Short to Long Term	Ongoing	SGSC Assets Department
Monitor the number of car parking spaces waived during the planning permit process	Short to Long Term	Ongoing	SGSC Planning
Increase the number of short term parking spaces in the Safeway and IGA car parks	Short Term	0-1 years	SGSC Assets & Engineering Departments
Review parking restrictions with a view to altering operating hours or restriction type (including disabled parking and loading facilities) where demand requires	Short to Long Term	Ongoing	SGSC Assets & Engineering Departments
Explore opportunity to secure VicTrack land for future parking	Short to Mid Term	0-3 years	SGSC Planning
Increase the number of on-street parking spaces on Bair Street (contingent on introduction of heavy vehicle alternative route)	Mid to Long Term	3-10 years	VicRoads SGSC Assets & Engineering Departments
Review lighting and passive surveillance at public car parks	Short to Mid Term	0-3 years	SGSC Assets Department

Action	Short Term / Mid Term / Long Term	Timing	Responsible SGSC Department / Authority
Monitor parking demand in on-street and off-street parking facilities	Mid Term	Ongoing Every 5 Years	SGSC Assets Department
Review the accessibility of on-street disabled parking spaces with a view to providing accessible infrastructure where feasible	Short to Mid Term	0-3 years	SGSC Assets Department
Seek that loading and servicing requirements of future developments in the CBD minimises any impact on on-street parking availability through on-site provision.	Short to Long Term	Ongoing	SGSC Planning
Identify demand for motorcycle and scooter parking and where feasible introduce dedicated parking	Short to Long Term	Ongoing	SGSC Assets Department
Investigate design of long vehicle parking on Anderson Street	Short Term	0-1 years	VicRoads and SGSC Assets Department
Provide parking facilities in Leongatha CBD for longer vehicles such as tour buses, minibuses or cars with trailers where demand requires	Short to Long Term	Ongoing	SGSC Assets & Engineering Departments
Subject to funding allocation, trial period for increased enforcement of parking restrictions in core parking area	Short	0-1 years	SGSC Local Laws
Investigate the potential use of technology to assist with enforcement such as camera operated number plate recognition software employed by other Councils in Victoria.	Short to Mid Term	0-3 years	SGSC Local Laws
Prepare and implement a signage strategy	Short to Mid Term	0-3 years	SGSC Assets Department
Install directional signage to new truck parking and each car park containing over 50 parking spaces that provides publicly available parking	Short to Mid Term	0-3 years	SGSC Assets & Engineering Departments
Ensure that new developments containing over 50 publicly available parking spaces provide adequate parking guidance signage to the parking facilities.	Short to Long Term	Ongoing	SGSC Planning

Action	Short Term / Mid Term / Long Term	Timing	Responsible SGSC Department / Authority
Support walking and cycling through construction of bicycle lanes and provision of cycle parking		As per Paths and Trails Strategy	SGSC Planning, Assets, and Engineering Departments
Require that development applications meet the required statutory provision for bicycle and motorcycle parking at new developments. Seek that the location and design of bicycle and motorcycle parking within new developments is given preference over car parking.	Short to Long Term	Ongoing	SGSC Planning
Promote travel demand measurement for existing and new developments	Short to Long Term	Ongoing	SGSC Planning
Review parking strategy	Mid term	3–5 years	SGSC Planning and Assets Departments

6.2 Monitoring and Review

The Parking Strategy for Leongatha CBD reflects the current car parking capacity and demand for the various land-uses. It is possible that as a result of factors such as the provision of new development in each township, that car parking characteristics and travel patterns may alter in the future.

The Parking Strategy for Leongatha CBD should be reviewed every three to five years in conjunction with the Municipal Strategy Statement (MSS) review. The review of the Parking Strategy will be undertaken by Council to ensure they reflect local conditions and reflects relevant policies.

Appendix A

Review of Key Documents

Strategic Context

Introduction

AECOM has reviewed a number of key reports and strategies as requested by SGSC to ensure that this Parking Strategy aligns with the outcomes and direction other policy tools and guidance used by Council. The key documents that have been identified as relevant to this Parking Strategy are:

- SGSC Paths and Trails Strategy (2010);
- Korumburra and Leongatha Traffic Study (2008);
- Leongatha Structure Plan (2008); and
- Leongatha Business and Commercial Land Assessment Report (2004).

SGSC Paths and Trails Strategy (2010)

The South Gippsland Shire Council Paths and Trails Strategy (Andrew Nixon Land Use Management, 2010) was undertaken to review the bicycle and walking facilities in the Shire and identify the work required to provide an improved network of bicycle, walking and horse riding facilities within the municipality.

The key overall objective of the strategy is to identify possible ways of increasing the use of cycling and walking as an alternative to travel by motorised traffic.

The strategy notes that there are a number of deficiencies in the connectivity of pedestrian footpaths in certain locations in Leongatha. There is also limited cycling infrastructure in the township.

The strategy makes 15 of recommendations for Leongatha. This includes:

- Proposed on-road cycling routes on key roads in Leongatha including McCartin Street, Bair Street, Bruce Street and Young Street.
- Installation of bicycle stands.
- Improved signage.
- Upgrade of pedestrian paths.

The recommendations and actions put forward in the traffic study have been considered in the development of policies and action in this Parking Strategy.

Korumburra and Leongatha Traffic Study (2008)

The Korumburra and Leongatha Traffic Study (O'Brien Traffic, 2008) was undertaken on behalf of Council to:

- Identify a preferred highway bypass route for each town centre;
- Assess the adequacy of existing car parking in each town centre; and
- Identify improvements to traffic management and streetscape in each town centre.

Preferred highway bypass

The traffic study examined a number of by-pass options for Leongatha CBD including routes that bypass Bair Street and McCartin Street. The traffic study identified Option 1 which is a bypass of Bair Street via Hughes Street and Long Street as the preferred option (see Appendix A for map of bypass route) for the following reasons:

- The required land already largely exists and the roads are already public road zones – category 1.
- It does not rely on the railway land, which seems a logical area to extend the town centre.
- It was the option preferred by both businesses and operators who participated in the study.
- It is the option that best suits the interim heavy vehicle link via Turner Street.

- It addresses the two major intersection issues of the town (Roughead Street/Hughes Street/Long Street and Long Street/Ogilvy Street/Bair Street – both dual T-intersections) and reducing traffic pressure on Anderson Street.

This Parking Strategy has been developed on the basis that the Option 1 will be the preferred bypass route.

Adequacy of existing car parking

The traffic study has identified that the overall provision of parking in Leongatha town centre is 2.9 spaces per 100m^2 of commercial development. The report concludes that this level of parking provision is considered to be lower than desirable.

The traffic study notes that there will be requirement for an additional:

- 13,000m^2 of retail floor space of which 65% or 8,450m2 will be required in the town centre by 2020.
- 5,200m^2 of commercial floor space will be required in the town centre by 2020.

The report estimates that there will need to be a further 272 to 290 public car spaces in the town centre to accommodate the growth in retail and commercial uses. The traffic study noted that much of the retail parking might be provided on individual sites however there is a strong likelihood of a need for a significant amount of public parking.

The traffic study made the following key recommendations to address parking issues in Leongatha town centre:

- Put in place a mechanism to formalise existing and future pedestrian through site links to the main streets that generally coincide with existing/proposed pedestrian facilities;
- Consider encouraging development that also has a frontage onto the rear car parks – in addition to an active frontage to the main road;
- Increase the level of enforcement of the parking restrictions in the main streets and supermarket car parks;
- Encourage the use of more remote parking areas by staff;
- Install large parking directional signage at key locations and reduce signage clutter where practicable;
- Consider not linemarking the parallel car bays in the main streets.
- Reduce the roadways in the town centre to a single lane in each direction with angle parking and street trees on both sides. This can be done if the traffic volumes are reduced due to the construction of the highway bypass.
- Encourage staff to park on the railway land close to the footbridge, allowing shoppers to park closer to the shopping areas.
- Consideration given to not line marking parallel parking bays, particularly in the main street.
- Provision of caravan and trailer parking areas.
- Investigate rationalising the layout of the existing supermarket car parks.
- Give consideration to a special charge or similar scheme to fund future public car parking.

The recommendations and actions put forward in the traffic study have been considered in the development of policies and action in this Parking Strategy.

Traffic management and streetscape

The traffic study identified that:

- There is a fragmented nature of pedestrian movement across the main roads in Leongatha town centre with pedestrians crossing at a multitude of locations remote from the sole existing pedestrian operated signals.
- The fragmented pedestrian movement is virtually an inevitable consequence of elongated strip shopping centres of this type because there are few, if any identifiable pedestrian desire lines.

The traffic study proposes that the best solution to deal with this issue is to:

- Get volumes and speeds down (by way of a highway bypass and narrowing the carriageway of the existing main roads in the town centre;

- Make the street attractive so that it attracts pedestrians and thereby makes the street look busy – which in turn will result in greater motorist respect;
- Provide formal pedestrian facilities at intervals (desirably coinciding with through site links to rear car parking);
- Where practicable try to corral pedestrians to the formal crossing points.

Leongatha Structure Plan (2008)

The Leongatha Structure Plan (2008) provides the strategic framework for the future physical development of Leongatha over the next 20 years. The key guidance of the Structure Plan used to inform this Parking Strategy includes:

- The need to ensure easy and safe vehicular access to and through Leongatha catering for the needs of all. This includes:
  - Provision of pedestrian crossing facilities within the Town Centre.
  - The pursuance of a highway bypass of the Town Centre.
- The need to establish Leongatha as a 'walkable community' with key activities being accessible from all residential areas by non-motorised transport. The strategies mentioned to help create this 'walkable community' feel include:
  - The identification of cycling and pedestrian network breakdown areas where connectivity is lacking;
  - Providing safe and secure cycle facilities in these regions and storage options at key destinations; and
  - Requirement that all new residential subdivisions are to be connected to the pedestrian and cycling network.
- The town centre is the preferred location of all retail and commercial activities in the future.
- Industrial development is to be encouraged within the existing industrial precinct.
- The need to ensure that there will be appropriate amounts of public and recreational spaces.

1.1 Leongatha Business and Commercial Land Assessment Report (2004)

The Leongatha Business and Commercial Land Assessment report (Essential Economics, June 2004) was prepared on behalf of Council to:

- Assess the existing availability of undeveloped land in Business zones in Leongatha; and
- Advise on the extent and location of new Business-zoned land to meet forecast requirements to 2020.

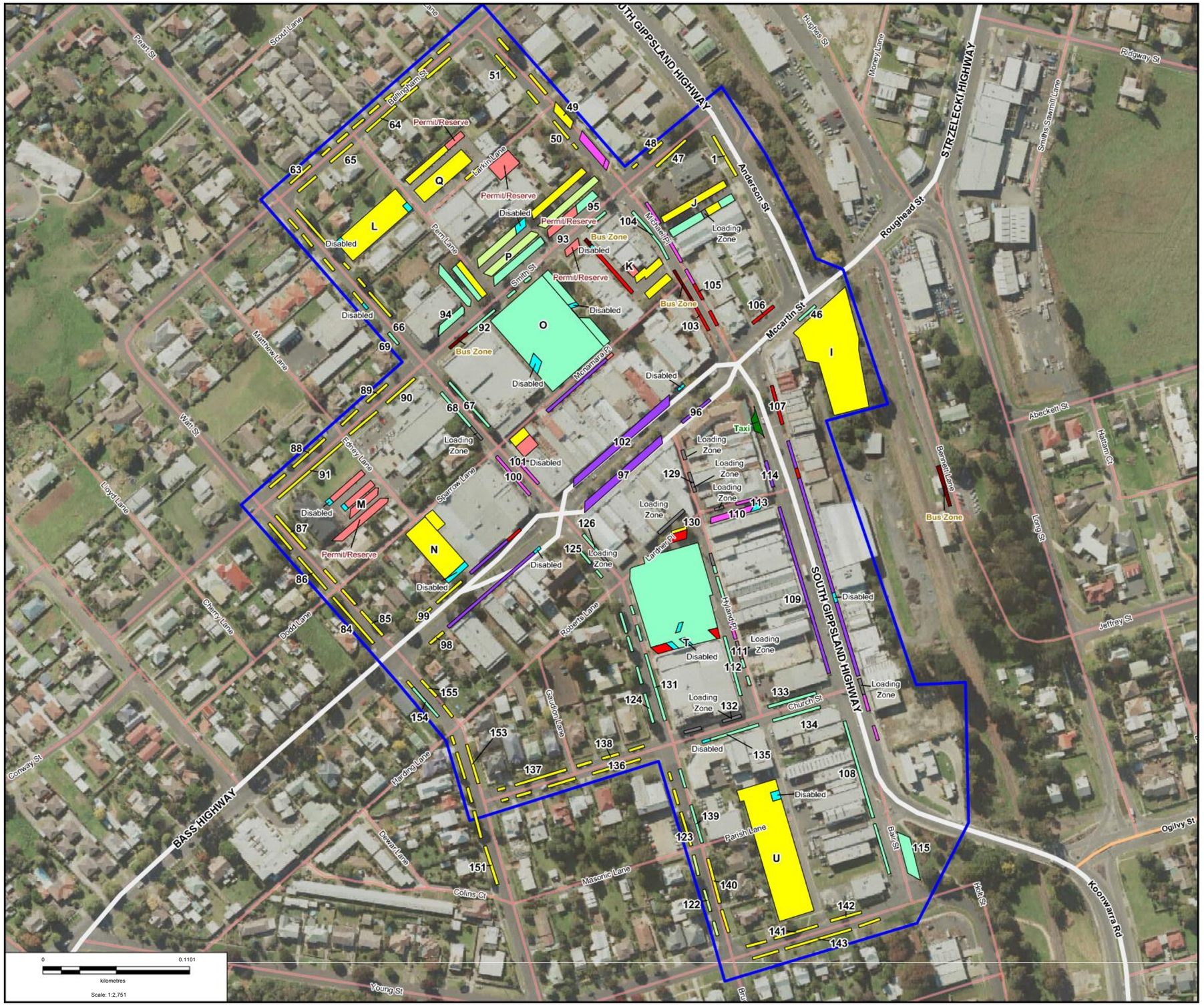
The report notes that:

- Leongatha will require an estimated additional 13,000m^2 in retail floorspace by 2020.
- 35% of the retail land use requirement would be provided in Business 4 Zone with the balance provided in Business 1 Zone.
- The forecast growth in retail activity to 2020 would be accompanied by an increase in office floorspace of approximately 5,200m^2.
- 100% of the office land use requirement would be provided in Business Zone 1.

It is noted that Business Zone 4 in Leongatha is located outside of the study area for this Parking Strategy. On this basis, the analysis of future parking requirements in this strategy has been based on the estimated land use requirements for Business 1 Zone.

Appendix B

Parking Restrictions – Core Parking Area



Legend

Parking Restrictions

- 1/4P
- 1/2P
- 1P
- 2P
- 4P
- Unrestricted

Special Zones

- Disabled
- Reserve / Permit
- Loading Zones
- Bus Zones
- Taxi
- Core Parking Area Boundary

Roads Legend

- Highway
- Main Roads
- Local Roads

Projection: GDA 94
Coordinate System MGA Zone 55

Disclaimer:
This map is a representation of the information currently held by the South Gippsland Shire Council. While every effort has been made to ensure the accuracy of the product. Council accepts no responsibility for any errors or omissions.
Any errors or omissions should reported to the GIS Officer, South Gippsland Shire Council.

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Map: 1301-01 Rev B Date: 4/02/2013

Leongatha Township
AECOM Car Parking Study
As at November 2012

Distribution of parking spaces within Core Parking Area

(*excluding spaces on private land)

15 Minutes Parking

Area ID	Street	Section	Side of Road	Restriction description	Spaces
99	McCartin St	Peart St - Watt St	N	1/4P	2
103	Michael Pl	McNamara Pl - Bass Hwy	W	1/4P 9am-5:30pm Mon-Fri, 9am-12noon Sat	4
105	Michael Pl	Bass Hwy - Smith St	E	1/4P 9am-5:30pm Mon-Fri, 9am-12noon Sat	4
106	Bass Hwy	South Gippsland Hwy - Michael Pl	N	1/4P 9:30am-5pm Mon-Fri	3
107	Bair St	Bass Hwy - bridge	E	1/4P	2
107	Bair St	Bass Hwy - bridge	E	1/4P 9am-5:30pm Mon-Fri, 9am-12noon Sat	3
107	Bair St	Bass Hwy - bridge	E	1/4P 9am-5:30pm Mon-Fri, 9am-12noon Sat; 1/4P 5:30pm-9pm Mon-Sat	3
K	Off Street	Behind Leongatha RSL		15min Pick up and Drop off Only	6
T	Off Street	IGA Car Park		1/4P 9:30am-5:30pm Mon-Fri, 9am-12:15pm Sat	4
				total	31

30 Minutes Parking

Area ID	Street	Section	Side of Road	Restriction description	Spaces
49	Michael Pl	Smith St - Bellingham St	E	1/2P	9
100	Peart St	Sparrow Lane - Bass Hwy	W	1/2P 8am-4:30pm Mon-Fri, 9am-12noon Sat	6
101	Peart St	Bass Hwy - McNamara Pl	E	1/2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	3
105	Michael Pl	Bass Hwy - Smith St	E	1/2P	9
107	Bair St	Bass Hwy - bridge	E	1/2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	4
110	Lyon St	Hyland Pl - Bair Hwy	S	1/2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	9
111	Hyland Pl	Lyon Lane -Church St	E	1/2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	4
113	Lyon St	Hyland Pl - Bair Hwy	N	1/2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	4
				total	48

1 Hour Parking

Area ID	Street	Section	Side of Road	Restriction description	Spaces
66	Peart St	Bellingham St - Smith St	E	1P	2
96	McCartin St	Bair St - Collers Lane	S	1P 9am-5:30pm Mon-Fri, 9am-12noon Sat	4
97	McCartin St	Collers Lane - Bruce St	S	1P 9am-5:30pm Mon-Fri, 9am-12noon Sat	20
98	McCartin St	Bruce St - Ritchie St	S	1P 9am-5:30pm Mon-Fri, 9am-12noon Sat	13
99	McCartin St	Peart St - Watt St	N	1P 9am-5:30pm Mon-Fri, 9am-12noon Sat	6
102	Bass Hwy	Michael Pl - Peart St	N	1P 9am-5:30pm Mon-Fri, 9am-12noon Sat	26
107	Bair St	Bass Hwy - bridge	E	1P 9am-5:30pm Mon-Fri, 9am-12noon Sat	25
109	Bair St	Church St - Lyon St	W	1P 9am-5:30pm Mon-Fri, 9am-12noon Sat	21
114	Bair St	Lyon St - Bass Hwy	W	1P 9am-5:30pm Mon-Fri, 9am-12noon Sat	3
O	Off Street	Safeway Car Park (South of Smith St)		1P	8
				total	128

2 Hour Parking

Area ID	Street	Section	Side of Road	Restriction description	Spaces
46	Bass Hwy	Lane way - Bair St	S	2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	3
67	Peart St	McNamara Pl - Smith St	E	2P	7
68	Peart St	Smith St - Sparrow Lane	W	2P	5
69	Peart St	Bellingham St - Smith St	W	2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	2
92	Smith St	Peart St - Safeway Car Park Entrance	S	2P	4
93	Smith St	Safeway Car Park Entrance - Michael Pl	S	2P	5
94	Smith St	Peart St - Pern Lane	N	2P	7
95	Smith St	Pern Lane - Michael Pl	N	2P	5
95	Smith St	Pern Lane - Michael Pl	N	2P 9am-5pm Mon-Fri, 9am-1pm Sat	15
104	Michael Pl	Smith St - McNamara Pl	W	2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	7
108	Bair St	Church St - Young St	W	2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	17
111	Hyland Pl	Lyon Lane -Church St	E	2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	6
112	Hyland Pl	Lyon Lane -Church St	W	2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	7
115	Bair St	South Gippsland Hwy - Holt St	E	2P 8am-6pm Mon-Fri, 8am-12noon Sat	11
124	Bruce St	Church St - Roberts Lane	W	2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	12
125	Bruce St	Roberts Lane - Bass Hwy	W	2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	3
126	Bruce St	Lardner Pl - Bass Hwy	E	2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	3
131	Bruce St	Church St - Lardner Pl	E	2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	12
133	Church St	Bair St - Hyland Pl	N	2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	6
134	Church St	Hyland Pl - Bair Hwy	S	2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	6

135	Church St	Bruce St - Hyland Pl	S	2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	6
139	Bruce St	Parish Lane - Church St	E	2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	7
154	Watt St	Bass Hwy - Harding Lane	W	2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	5
J	Off Street	Parking Area next to Autobarn		2P 9am-5pm Mon-Fri, 9am-12noon Sat	12
O	Off Street	Safeway Car Park (South of Smith St)		2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	111
O	Off Street	Safeway Car Park (South of Smith St)		2P 9am-5:30pm Mon-Fri, 9am-1pm Sat	14
P	Off Street	North of Smith St		2P	10
P	Off Street	North of Smith St		2P 9am-5pm Mon-Fri, 9am-1pm Sat	9
T	Off Street	IGA Car Park		2P 9am-5:30pm Mon-Fri, 9am-12noon Sat	133
				total	450

4 Hour Parking

Area ID	Street	Section	Side of Road	Restriction description	Spaces
122	Bruce St	Young St - Masonic Lane	W	4P 9am-5:30pm Mon-Fri, 9am-12noon Sat	8
P	Off Street	North of Smith St		4P	43
				total	51

Disabled Parking

Area ID	Street	Section	Side of Road	Restriction description	Spaces
49	Michael Pl	Smith St - Bellingham St	E	P Disabled	1
69	Peart St	Bellingham St - Smith St	W	Disabled Only	1
98	McCartin St	Bruce St - Ritchie St	S	P Disabled	1
101	Peart St	Bass Hwy - McNamara Pl	E	P Disabled	1
102	Bass Hwy	Michael Pl - Peart St	N	1P Disabled Only	1
107	Bair St	Bass Hwy - bridge	E	Disabled 9am-5:30pm Mon-Fri, 9am-12noon Sat	1
110	Lyon St	Hyland Pl - Bair Hwy	S	2P Disabled	1
135	Church St	Bruce St - Hyland Pl	S	2P Disabled	1
K	Off Street	Behind Leongatha RSL		Disabled	1
L	Off Street	Carinos Parking, West of Pern Lane		P Disabled	2
M	Off Street	Daker Centre		Disabled	2
N	Off Street	P Parking Area		Disabled	2
O	Off Street	Safeway Car Park (South of Smith St)		2P Disabled	2
O	Off Street	Safeway Car Park (South of Smith St)		Disabled Only	1
P	Off Street	North of Smith St		P Disabled	2
T	Off Street	IGA Car Park		P Disabled	3
U	Off Street	Canty Lane Car Park		Disabled	2
				total	25

Loading Zone

Area ID	Street	Section	Side of Road	Restriction description	Spaces
68	Peart St	Smith St - Sparrow Lane	W	Loading Zone 15min	2
107	Bair St	Bass Hwy - bridge	E	Loading Zone	1
111	Hyland Pl	Lyon Lane -Church St	E	Loading Zone	4
113	Lyon St	Hyland Pl - Bair Hwy	N	Loading Zone 9am-5:30pm Mon-Fri, 9am-12noon Sat	1
126	Bruce St	Lardner Pl - Bass Hwy	E	Loading Zone	1
127	Lardner Pl	Bruce St - Hyland Pl	N	Loading Zone	6
129	Collers Lane	Lyon St - Bass Hwy	E	Loading Zone	1
129	Collers Lane	Lyon St - Bass Hwy	E	Loading Zone 15min	1
129	Collers Lane	Lyon St - Bass Hwy	E	Loading Zone 30min	1
132	Church St	Hyland Pl - Bruce St	N	Loading Zone	6
				total	24

Bus Zone

Area ID	Street	Section	Side of Road	Restriction description	Spaces
92	Smith St	Peart St - Safeway Car Park Entrance	S	Bus Zone	1
103	Mitchael Pl	McNamara Pl - Bass Hwy	W	Bus Zone	2
K	Off Street	Behind Leongatha RSL		Bus Drop Off Only	1
				total	4

Taxi Zone

Area ID	Street	Section	Side of Road	Restriction description	Spaces
114	Bair St	Lyon St - Bass Hwy	W	Taxi Zone	3
				total	3

Permit / Reserve Zone

Area ID	Street	Section	Side of Road	Restriction description	Spaces
93	Smith St	Safeway Car Park Entrance - Mitchael Pl	S	Permit Zone 8am-6pm Mon-Fri (South Gippsland Council Vehicles Only)	4
95	Smith St	Pern Lane - Mitchael Pl	N	Permit Zone 8am-6pm Mon-Fri (South Gippsland Council Vehicles Only)	10
K	Off Street	Behind Leongatha RSL		Reserved	4
O	Off Street	Safeway Car Park (South of Smith St)		Permit Zone (Community Bus and Rear Local Wheel Chair Accessable Taxi Only)	1
Q	Off Street	East of Pern Lane		Permit Zone 8am-6pm Mon-Fri (South Gippsland Council Vehicles Only)	6
Q	Off Street	East of Pern Lane		Stadium Cinema Complex Staff Parking Only	10
				total	35

Unrestricted

Area ID	Street	Section	Side of Road	Restriction description	Spaces
1	South Gippsland Hwy	Smith St - Bass Hwy	W	Unrestricted	4
47	Smith St	Mitchael Pl - South Gippsland Hwy	S	Unrestricted	6
48	Smith St	Mitchael Pl - South Gippsland Hwy	N	Unrestricted	3
49	Mitchael Pl	Smith St - Bellingham St	E	Unrestricted	6
49	Mitchael Pl	Smith St - Bellingham St	E	Unrestricted	4
50	Mitchael Pl	Smith St - Larkin Lane	W	Unrestricted	4
51	Mitchael Pl	Larkin Lane - Bellingham St	W	Unrestricted	5
63	Bellingham St	Stockyard Lane - Peart St	N	Unrestricted	18
64	Bellingham St	Mitchael Pl - Pern Lane	S	Unrestricted	11
65	Bellingham St	Pern Lane - Peart St	S	Unrestricted	6
66	Peart St	Bellingham St - Smith St	E	Unrestricted	12
69	Peart St	Bellingham St - Smith St	W	Unrestricted	9
84	Watt St	Dood Lane - Bass Hwy	W	Unrestricted	7
85	Watt St	Bass Hwy - Sparrow Lane	E	Unrestricted	6
86	Watt St	Smith St - Dood Lane	W	Unrestricted	9
87	Watt St	Sparrow Lane - Smith St	E	Unrestricted	8
88	Smith St	Matthew Lane - Watt St	N	Unrestricted	8
89	Smith St	Peart St - Matthew Lane	N	Unrestricted	8
90	Smith St	Edney Lane - Peart St	S	Unrestricted	1
91	Smith St	Watt St - Edney Lane	S	Unrestricted	10
98	Bass Hwy	Bruce St - Ritchie St	S	P	2
99	Bass Hwy	Peart St - Watt St	N	P	7
101	Peart St (Off Street) on laneway	Next to Commonwealth Bank		Commonwealth Bank Car Park and public unrestricted spaces (to be reviewed)	11
123	Bruce St	Masonic Lane - Church St	W	Unrestricted	7
130	Lardner Pl	Bruce St - Hyland Pl	S	Unrestricted	2
136	Church St	Ritchie St - Bruce St	S	Unrestricted	13
137	Church St	Ritchie St - Gawdion Lane	N	P Pararrel	7
138	Church St	Gawdion Lane - Bruce St	N	P Pararrel	6
140	Bruce St	Young St - Parish Lane	E	P	9
141	Young St	Hyland Pl - Bruce St	N	Unrestricted	4
142	Young St	Bair St - Hyland Pl	N	Unrestricted	9
143	Young St	Bruce St - Holt St	S	Unrestricted	15
151	Ritchie St	Harding Lane - Dewar Lane	W	Unrestricted	15
153	Ritchie St	Roberts Lane -Church St	E	Unrestricted	7
154	Watt St	Bass Hwy - Harding Lane	W	Unrestricted	1
155	Watt St	Bass Hwy - Harding Lane	E	Unrestricted	5
I	Off Street	Parking Area		Parking Permited in Marked only	51
J	Off Street	Parking Area next to Autobarn		P all day parking	18
J	Off Street	Parking Area next to Autobarn (in front of garage door)		Unrestricted	4
K	Off Street	Behind Leongatha RSL		Unrestricted	16
L	Off Street	West of Pern Lane		Unrestricted	40
M	Off Street	Daker Centre		Permit Zone (Tagged Senior Vehicled Only on Friday)	41
N	Off Street	P Parking Area		Unrestricted	34
N	Off Street	Garden Electronic		Unrestricted	6
P	Off Street	North of Smith St		P	9
P	Off Street	North of Smith St		P	16

Q	Off Street	East of Pern Lane		Unrestricted	53
U	Off Street	West of Hyland Pl		Unrestricted	108
				Total:	661

Appendix C

Parking Surplus Calculations

Calculation of current surplus of parking in core parking area of CBD

	Parking Spaces
Existing (excluding disabled, taxi, loading zone, permit parking)	1,369
85% Efficient Supply	1,164
Existing Demand	1,008
Existing Supply Below 85% Supply	**156**

Calculation of surplus of parking with Committed Permits in place

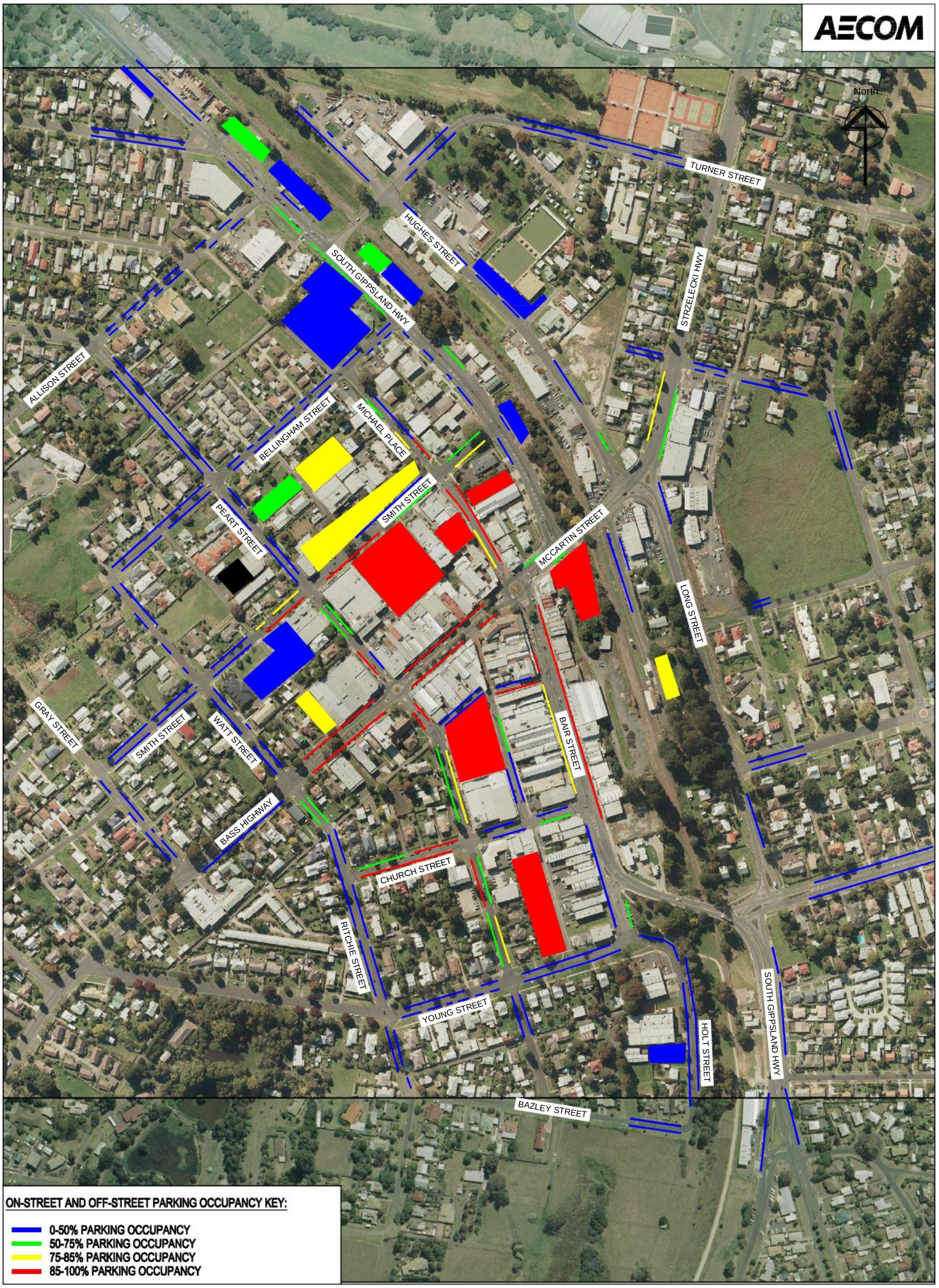
	Parking Spaces
Existing (excluding disabled, taxi, loading zone, permit parking)	1,369
85% Efficient Supply	1,164
Existing Demand	1,008
Committed Permits	28
Total + Committed	1,036
Existing Supply Below 85% Supply	**128**

Calculation of surplus of parking with heavy vehicle alternate route place

	Parking Spaces
Existing (excluding disabled, taxi, loading zone, permit parking) + proposed on-street parking on Bair Street	1,409
85% Efficient Supply	1,198
Existing Demand	1,008
Committed Permits	28
Total + Committed	1,036
Existing Supply Below 85% Supply	**162**

Appendix D

Distribution of Peak Parking Demand in Leongatha CBD



Scale: NTS

P:\60248747\6. Draft Docs\6.1 Reports\CAD

DATE: April 2012

DRAWING NUMBER: 60248747_007

LEONGATHA PARKING STRATEGY

ON-STREET AND OFF-STREET CAR PARKING OCCUPANCY OF SURVEYED PEAK PERIOD (12:00am)

Appendix E

SKM – Future Heavy Vehicle Alternative Route Options Drawings

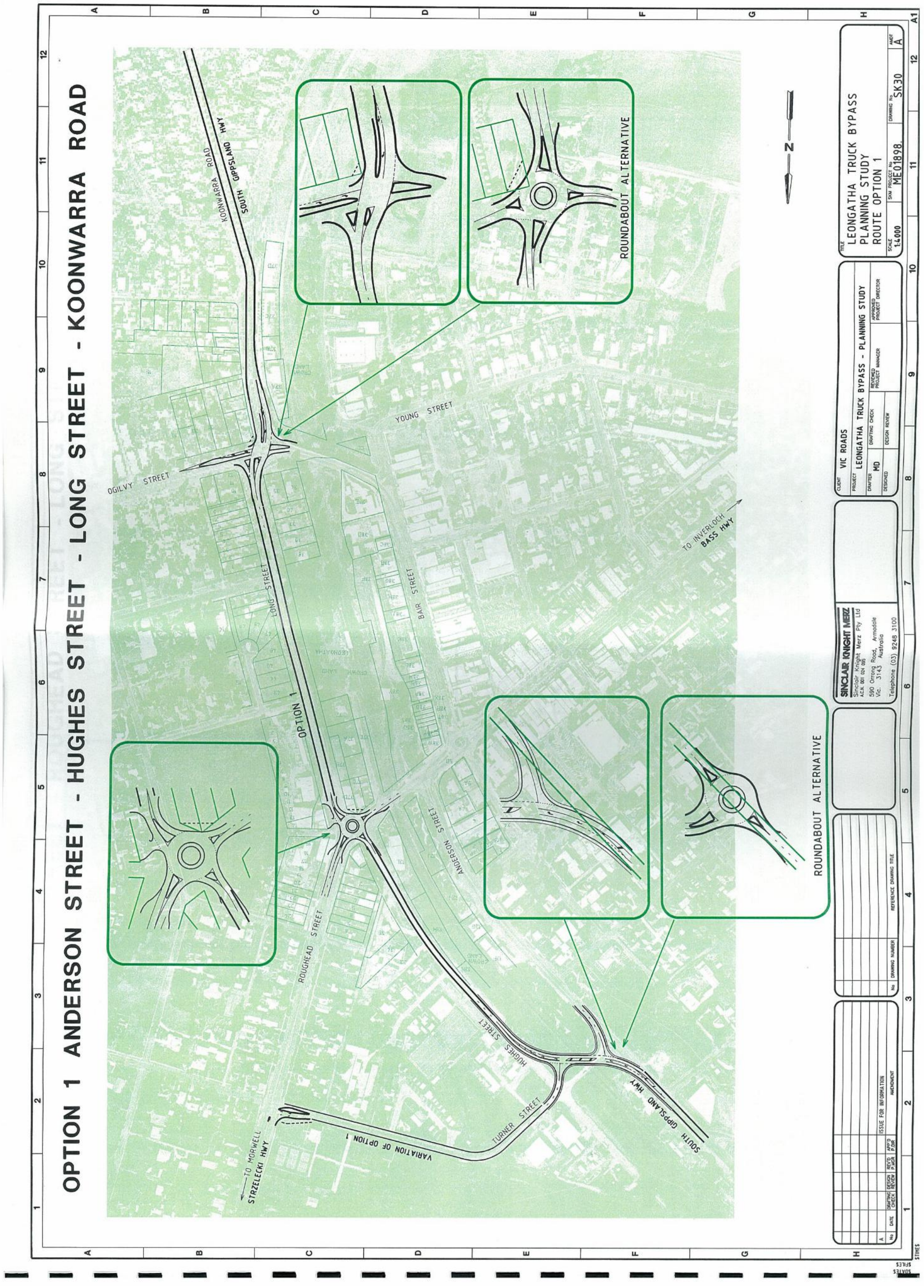
LEONGATHA COMMERCIAL AREA TRUCK BYPASS STUDY

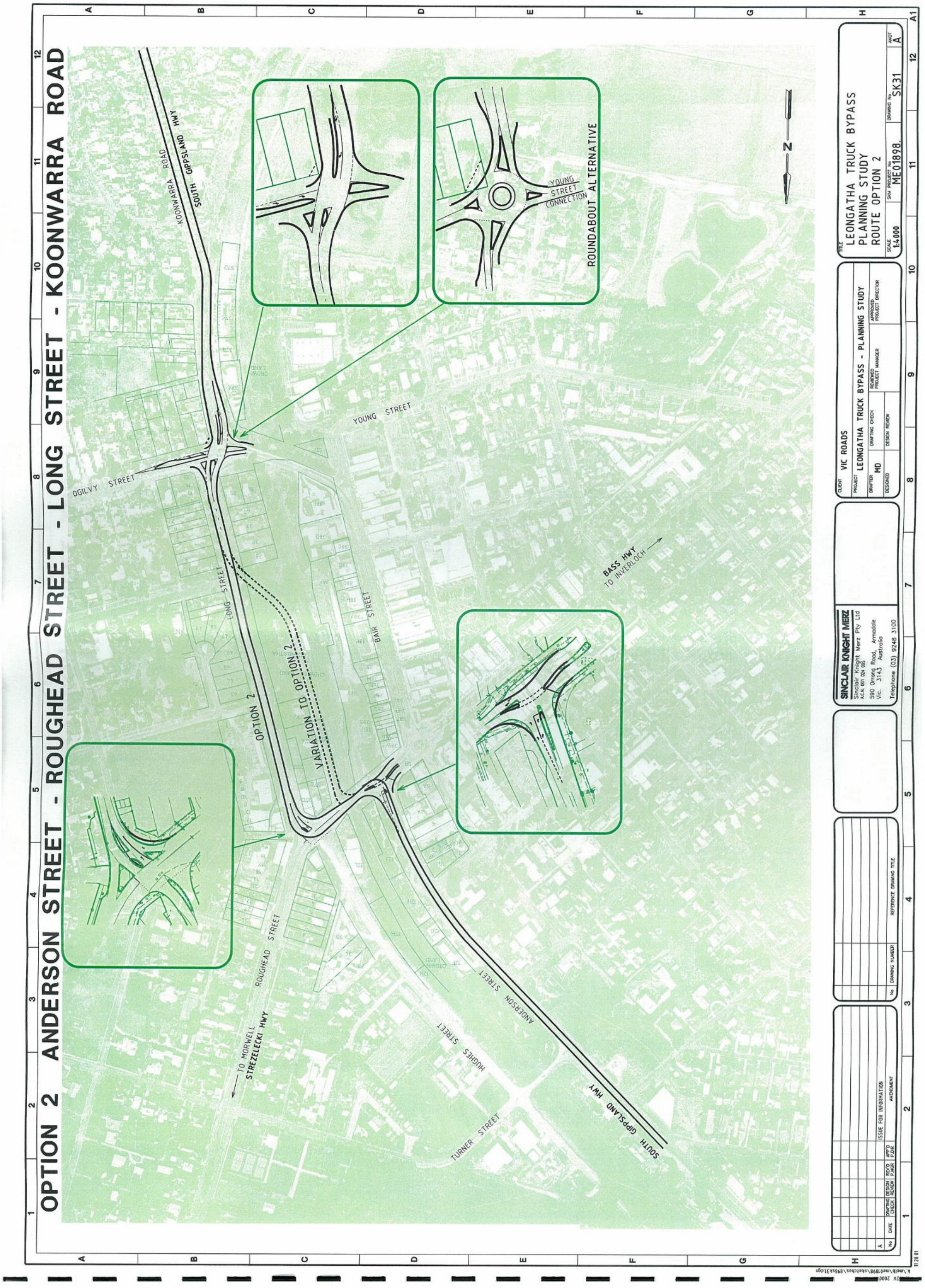


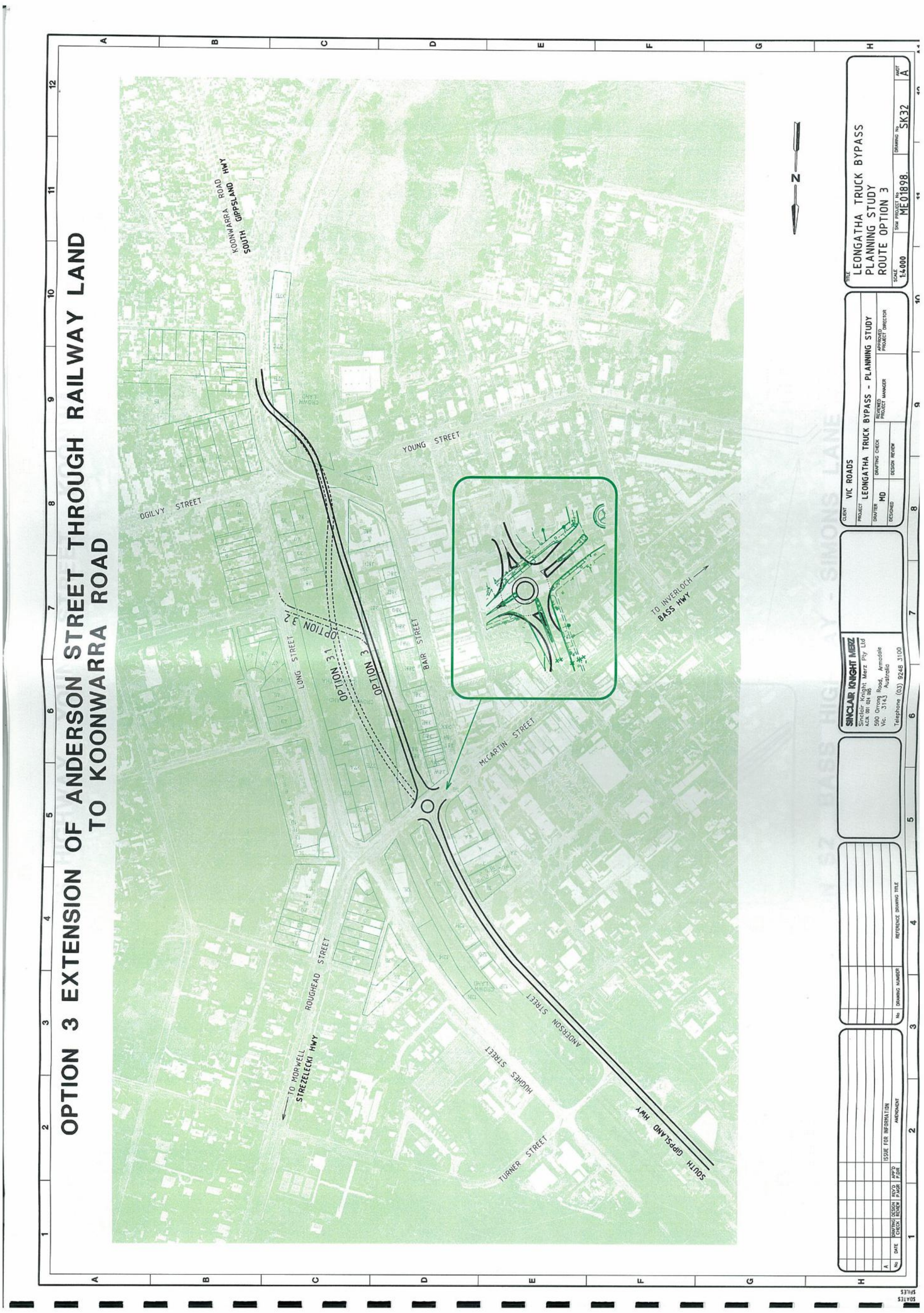
TRUCK BYPASS OPTIONS CONSIDERED

vicroads

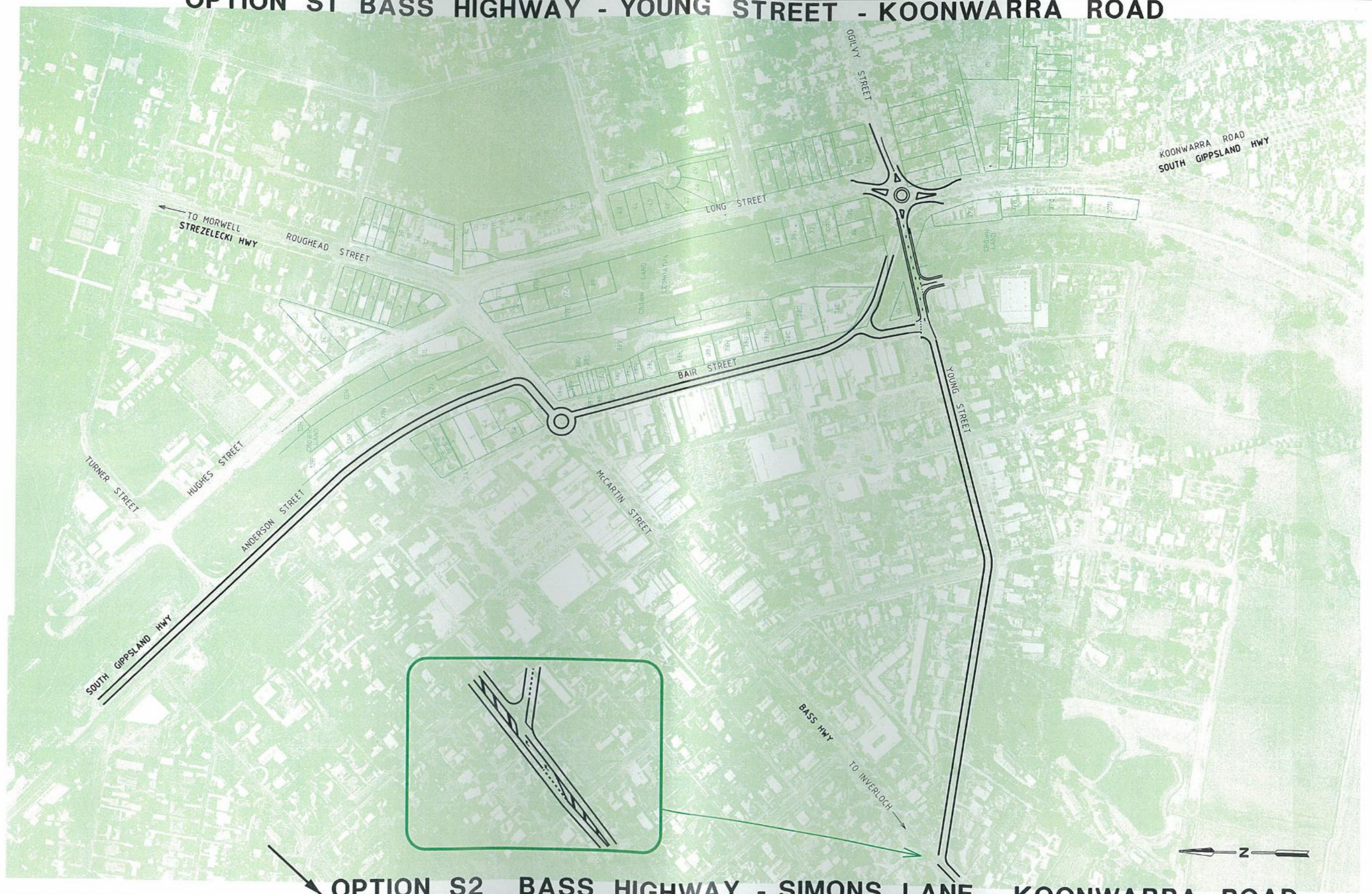
SINCLAIR KNIGHT MERZ


OPTION 1 ANDERSON STREET - HUGHES STREET - LONG STREET - KOONWARRA ROAD
KOONWARRA ROAD
SOUTH GIPPSLAND HWY
ROUNDABOUT ALTERNATIVE
OGILVY STREET
YOUNG STREET
LONG STREET
BAIR STREET
OPTION 1
ANDERSON STREET
ROUGHEAD STREET
TO INVERLOCH
BASS HWY
ROUNDABOUT ALTERNATIVE
TO MORWELL
STRZELECKI HWY
VARIATION OF OPTION 1
TURNER STREET
HUGHES STREET
SOUTH GIPPSLAND HWY
N
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PLANNING STUDY
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VIC ROADS
LEONGATHA TRUCK BYPASS - PLANNING STUDY
DRAFTER MD
DESIGNED
DRAFTING CHECK
DESIGN REVIEW
REVISED PROJECT MANAGER
APPROVED PROJECT DIRECTOR
SINCLAIR KNIGHT MERZ
Sinclair Knight Merz Pty Ltd
ACN 001 024 095
590 Orrong Road, Armadale
Vic. 3143 Australia
Telephone (03) 9248 3100
REFERENCE DRAWING TITLE
No DATE AMENDMENT
ISSUE FOR INFORMATION
DRAWING NUMBER


OPTION 2 ANDERSON STREET - ROUGHEAD STREET - LONG STREET - KOONWARRA ROAD
KOONWARRA ROAD
SOUTH GIPPSLAND HWY
YOUNG STREET CONNECTION
ROUNDABOUT ALTERNATIVE
N
OGILVY STREET
YOUNG STREET
LONG STREET
OPTION 2
VARIATION TO OPTION 2
BAIR STREET
BASS HWY TO INVERLOCH
ROUGHEAD STREET
TO MORWELL STREZELECKI HWY
HUGHES STREET
ANDERSON STREET
TURNER STREET
SOUTH GIPPSLAND HWY
TITLE LEONGATHA TRUCK BYPASS PLANNING STUDY ROUTE OPTION 2
SCALE 1:4000
SKM PROJECT No ME01898
DRAWING No SK31
AMDT A
CLIENT VIC ROADS
PROJECT LEONGATHA TRUCK BYPASS - PLANNING STUDY
DRAFTER MD
DRAFTING CHECK
REVIEWED PROJECT MANAGER
APPROVED PROJECT DIRECTOR
DESIGNED
DESIGN REVIEW
SINCLAIR KNIGHT MERZ
Sinclair Knight Merz Pty Ltd
ACN 001 024 095
590 Orrong Road, Armadale
Vic. 3143 Australia
Telephone (03) 9248 3100
REFERENCE DRAWING TITLE
No DATE DRAFTING CHECK DESIGN REVIEW REVD PMGR APPD PDIR ISSUE FOR INFORMATION AMENDMENT
No DRAWING NUMBER
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OPTION 3 EXTENSION OF ANDERSON STREET THROUGH RAILWAY LAND TO KOONWARRA ROAD
KOONWARRA ROAD
SOUTH GIPPSLAND HWY
OGILVY STREET
YOUNG STREET
LONG STREET
OPTION 3.2
OPTION 3.1
OPTION 3
BAIR STREET
McCARTIN STREET
TO INVERLOCH
BASS HWY
ROUGHEAD STREET
TO MORWELL
STRZELECKI HWY
HUGHES STREET
ANDERSON STREET
TURNER STREET
SOUTH GIPPSLAND HWY
N
LEONGATHA TRUCK BYPASS
PLANNING STUDY
ROUTE OPTION 3
SCALE 1:4000
SKM PROJECT No ME01898
DRAWING No SK32
AMDT A
SINCLAIR KNIGHT MERZ
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CLIENT VIC ROADS
PROJECT LEONGATHA TRUCK BYPASS - PLANNING STUDY
DRAFTER MD
DRAFTING CHECK
DESIGNED
DESIGN REVIEW
REVIEWED PROJECT MANAGER
APPROVED PROJECT DIRECTOR
No DATE DRAFTING CHECK DESIGN REVIEW REV'D P.MGR APP'D P.DIR AMENDMENT
A ISSUE FOR INFORMATION
No DRAWING NUMBER REFERENCE DRAWING TITLE

OPTION S1 BASS HIGHWAY - YOUNG STREET - KOONWARRA ROAD



OPTION S2 BASS HIGHWAY - SIMONS LANE - KOONWARRA ROAD

No	DATE	DRAFTING CHECK	DESIGN REVIEW	REV'D P.MGR	APP'D P.DIR	AMENDMENT
A						ISSUE FOR INFORMATION

No	DRAWING NUMBER	REFERENCE DRAWING TITLE

SINCLAIR KNIGHT MERZ
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CLIENT: VIC ROADS
PROJECT: LEONGATHA TRUCK BYPASS - PLANNING STUDY
DRAFTER: MD | DRAFTING CHECK | REVIEWED PROJECT MANAGER | APPROVED PROJECT DIRECTOR
DESIGNED | DESIGN REVIEW

TITLE: LEONGATHA TRUCK BYPASS
PLANNING STUDY
ROUTE OPTION S1

SCALE 1:4000 | SKM PROJECT No ME01898. | DRAWING No SK33 | AMDT A

Appendix F

Parking Inventory Rating Description

The below table sets out the parameters developed and applied by AECOM to rate each car park as either poor, average or good in the car park inventory.

	Poor	Average	Good
Access and Egress	Turning manoeuvres into and out of car park difficult. Right or left turn into or out of the car park is prohibited or restricted.	Right or left turn into or out of the car park is prohibited or restricted.	Easy manoeuvres into and out of car park. All turning movements allowed.
Directional Signage	No (or hidden) advance signage or car park entry signage.	Either advance signage or signage at car park entry provided or Signage only provided at one entrance to car park.	Signage provided in advance to car park and at each entrance to car park.
Connectivity for Pedestrians	No pedestrian facilities provided that result in unsafe pedestrian conditions. Connections to desirable locations are indirect.	Limited or inadequate pedestrian facilities (i.e. path widths less than 1.8m) but generally safe pedestrian conditions.	Adequate provision of pedestrian facilities. Connections to desirable locations direct. Good permeability from car park.
Safety / Security	Car park has no lighting or passive surveillance from overlooking building.	Car park located to rear of main activity centre with lighting.	Car park located in main activity centre with overlooking buildings and lighting.
General Usage	Vehicles park in unauthorised areas (i.e. specified no stopping zones). Vehicles not parked correctly in bays due to layout and dimensions of parking bays.	Vehicles not parked correctly in bays due to layout and dimensions of parking bays.	Vehicles park correctly in bays. Bays of sufficient dimensions to cater for vehicles.

52.06 CAR PARKING

Historic
31/07/2018
VC148

Purpose

To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework.

To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.

To support sustainable transport alternatives to the motor car.

To promote the efficient use of car parking spaces through the consolidation of car parking facilities.

To ensure that car parking does not adversely affect the amenity of the locality.

To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.

52.06-1 Scope

Historic
25/02/2025
VC257

Clause 52.06 applies to:

- a new use; or
- an increase in the floor area or site area of an existing use; or
- an increase to an existing use by the measure specified in Column C of Table 1 in Clause 52.06-5 for that use.

Clause 52.06 does not apply to:

- the extension of one dwelling on a lot in the Neighbourhood Residential Zone, General Residential Zone, Residential Growth Zone, Housing Choice and Transport Zone, Mixed Use Zone or Township Zone; or
- the construction and use of one dwelling on a lot in the Neighbourhood Residential Zone, General Residential Zone, Residential Growth Zone, Housing Choice and Transport Zone, Mixed Use Zone or Township Zone unless the zone or a schedule to the zone specifies that a permit is required to construct or extend one dwelling on a lot; or
- the construction and use of a small second dwelling.

52.06-2 Provision of car parking spaces

Historic
19/04/2013
VC95

Before:

- a new use commences; or
- the floor area or site area of an existing use is increased; or
- an existing use is increased by the measure specified in Column C of Table 1 in Clause 52.06-5 for that use,

the number of car parking spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay must be provided to the satisfaction of the responsible authority in one or more of the following ways:

- on the land; or
- in accordance with a permit issued under Clause 52.06-3; or
- in accordance with a financial contribution requirement specified in a schedule to the Parking Overlay.

If a schedule to the Parking Overlay specifies a maximum parking provision, the maximum provision must not be exceeded except in accordance with a permit issued under Clause 52.06-3.

52.06-3 Permit requirement

Historic
28/02/2025
VC274

A permit is required to:

- Reduce (including reduce to zero) the number of car parking spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay.
- Provide some or all of the car parking spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay on another site.
- Provide more than the maximum parking provision specified in a schedule to the Parking Overlay.

A permit is not required if a schedule to the Parking Overlay specifies that a permit is not required under this clause.

A permit is not required to reduce the number of car parking spaces required for a new use of land if the following requirements are met:

- The number of car parking spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay for the new use is less than or equal to the number of car parking spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay for the existing use of the land.
- The number of car parking spaces currently provided in connection with the existing use is not reduced after the new use commences.

A permit is not required to reduce the required number of car parking spaces for a new use of an existing building if the following requirements are met:

- The building is in the Commercial 1 Zone, Commercial 2 Zone, Commercial 3 Zone, Activity Centre Zone or Precinct Zone.
- The gross floor area of the building is not increased.
- The reduction does not exceed 10 car parking spaces.
- The building is not in a Parking Overlay with a schedule that allows a financial contribution to be paid in lieu of the provision of the required car parking spaces for the use.

VicSmart applications

Subject to Clause 71.06, an application under this clause to reduce the required number of car parking spaces by no more than 10 car parking spaces is a class of VicSmart application and must be assessed against Clause 59.10.

52.06-4 Exemption from notice and review

Historic
31/07/2018
VC148

An application under Clause 52.06-3 is exempt from the notice requirements of section 52(1)(a), (b) and (d), the decision requirements of section 64(1), (2) and (3) and the review rights of section 82(1) of the Act if:

- the application is only for a permit under Clause 52.06-3; or
- the application is also for a permit under another provision of the planning scheme and in respect of all other permissions sought, the application is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act.

52.06-5 Number of car parking spaces required under Table 1

Historic
24/01/2020
VC160

Table 1 of this clause sets out the car parking requirement that applies to a use listed in the Table.

A car parking requirement in Table 1 may be calculated as either:

- a number of car parking spaces; or
- a percentage of the total site area that must be set aside for car parking.

A car parking requirement in Table 1 is calculated by multiplying the figure in Column A or Column B (whichever applies) by the measure (for example square metres, number of patrons or number of bedrooms) in Column C.

Column A applies unless Column B applies.

Column B applies if:

- any part of the land is identified as being within the Principal Public Transport Network Area as shown on the *Principal Public Transport Network Area Maps* (State Government of Victoria, August 2018); or
- a schedule to the Parking Overlay or another provision of the planning scheme specifies that Column B applies.

Where an existing use is increased by the measure specified in Column C of Table 1 for that use, the car parking requirement only applies to the increase, provided the existing number of car parking spaces currently being provided in connection with the existing use is not reduced.

If in calculating the number of car parking spaces the result is not a whole number, the required number of car parking spaces is to be rounded down to the nearest whole number.

Where the car parking requirement specified in Table 1 is calculated as a percentage of the total site area, the area to be provided for car parking includes an accessway that directly abuts any car parking spaces, but does not include any accessway or portion of an accessway that does not directly abut any car parking spaces.

The car parking requirement specified in Table 1 includes disabled car parking spaces. The proportion of spaces to be allocated as disabled spaces must be in accordance with Australian Standard AS2890.6-2009 (disabled) and the Building Code of Australia.

The car parking requirement specified for a use listed in Table 1 does not apply if:

- a car parking requirement for the use is specified under another provision of the planning scheme; or
- a schedule to the Parking Overlay specifies the number of car parking spaces required for the use.

Table 1: Car parking requirement

Use	Rate Column A	Rate Column B	Car Parking Measure Column C
Amusement parlour	4	3.5	To each 100 sq m of net floor area
Art & craft centre	4	3.5	To each 100 sq m of net floor area
Bar	0.4		To each patron permitted
		3.5	Space to each 100 sq m of leasable floor area
Betting agency	4	3.5	To each 100 sq m of leasable floor area
Bowling green	6	6	To each rink plus 50 per cent of the relevant requirement of any ancillary use
Child care centre	0.22	0.22	To each child
Cinema based entertainment facility	0.3	0.3	To each patron permitted
Convenience restaurant	0.3		To each patron permitted
		3.5	To each 100 sq m of leasable floor area
Convenience shop if the leasable floor area exceeds 80 sq m	10		To each premises
		3.5	To each 100 sq m of leasable floor area

Use	Rate Column A	Rate Column B	Car Parking Measure Column C
Display home centre	5		To each dwelling for five or fewer contiguous dwellings, plus
	2		To each additional contiguous dwelling
		3.5	To each 100 sq m of floor area
Dwelling	1	1	To each one or two bedroom dwelling, plus
	2	2	To each three or more bedroom dwelling (with studies or studios that are separate rooms counted as a bedrooms) plus
	1	0	For visitors to every 5 dwellings for developments of 5 or more dwellings
Education centre other than listed in this table	0.4	0.3	To each student that is part of the maximum number of students on the site at any time
Food and drink premises other than listed in this table	4	3.5	To each 100 sq m of leasable floor area
Freezing and cool storage,	1.5	1	To each 100 sq m of net floor area
Fuel depot	10	10	Per cent of site area
Funeral Parlour	0.3	0.3	To each patron permitted
Gambling premises other than listed in this table	0.4		To each patron permitted
		3.5	To each 100 sq m of leasable floor area
Golf course	4	4	To each hole plus 50 per cent of the relevant requirement of any ancillary uses.
Home based business	1	0	To each employee not a resident of the dwelling
Hotel	0.4		To each patron permitted
		3.5	To each 100 sq m of leasable floor area
Industry other than listed in this table	2.9	1	To each 100 sq m of net floor area
Landscape gardening supplies	10	10	Per cent of site area
Mail centre	3.5	3	To each 100 sq m of net floor area
Manufacturing sales	4	3.5	To each 100 sq m of leasable floor area

Use	Rate Column A	Rate Column B	Car Parking Measure Column C
Market	8	3.5	To each 100 sq m of site area
Materials recycling	10	10	Per cent of site area
Medical centre	5		To the first person providing health services plus
	3		To every other person providing health services
		3.5	To each 100 sq m of leasable floor area
Milk depot	10	10	Per cent of site area
Motel	1	1	To each unit, and one to each manager dwelling, plus 50 per cent of the relevant requirement of any ancillary use
Motor repairs	3	3	To each 100 sq m of net floor area plus
	1	1	for each vehicle being serviced, repaired or fitted with accessories, including vehicles waiting to be serviced, repaired, fitted with accessories or collected by owners
Office other than listed in this table	3.5	3	To each 100 sq m of net floor area
Place of assembly other than listed in this table	0.3	0.3	To each patron permitted
Postal agency	4	3.5	To each 100 sq m of leasable floor area
Primary produce sales	4	3.5	To each 100 sq m of leasable floor area
Primary school	1	1	To each employee that is part of the maximum number of employees on the site at any time
Research and development centre	3.5	3	To each 100 sq m of net floor area
Residential aged care facility	0.3	0.3	To each lodging room
Residential village	1	1	To each one or two bedroom dwelling plus
	2	2	To each three or more bedroom dwelling (with studies or studios that are separate rooms counted as a bedrooms) plus
	1	0	For visitors to every five dwellings for developments of five or more dwellings
Retirement village	1	1	To each one or two bedroom dwelling plus

SOUTH GIPPSLAND PLANNING SCHEME

Use	Rate Column A	Rate Column B	Car Parking Measure Column C
	2	2	To each three or more bedroom dwelling (with studies or studios that are separate rooms counted as a bedrooms) plus
	1	0	For visitors to every five dwellings for developments of five or more dwellings
Restaurant	0.4		To each patron permitted
		3.5	To each 100 sq m of leasable floor area
Restricted retail premises	3	2.5	To each 100 sq m of leasable floor area
Rooming house	1	1	To each four bedrooms
Saleyard	10	10	Per cent of site area
Secondary school	1.2	1.2	To each employee that is part of the maximum number of employees on the site at any time
Shop other than listed in this table	4	3.5	To each 100 sq m of leasable floor area
Squash court – other than in conjunction with a dwelling	3	3	To each court plus 50 per cent of the relevant requirement of any ancillary use
Store other than listed in this table	10	10	Per cent of site area
Supermarket	5	5	To each 100 sq m of leasable floor area
Swimming pool – other than in conjunction with a dwelling	5.6	5.6	To each 100 sq m of the site
Tennis court – other than in conjunction with a dwelling	4	4	To each court plus 50% of the requirement of any ancillary use
Trade supplies	10	10	Per cent of site area
Veterinary centre	5		To the first person providing animal health services plus
	3		To every other person providing animal health services
		3.5	To each 100 sq m of leasable floor area
Warehouse other than listed in this table	2	2	To each premises plus
	1.5	1	To each 100 sq m of net floor area
Winery	0.4		To each patron permitted

Use	Rate Column A	Rate Column B	Car Parking Measure Column C
		3.5	To each 100 sq m of leasable floor area

52.06-6
Historic
16/01/2018
VC142

Number of car parking spaces required for other uses

Where a use of land is not specified in Table 1 or where a car parking requirement is not specified for the use in another provision of the planning scheme or in a schedule to the Parking Overlay, before a new use commences or the floor area or site area of an existing use is increased, car parking spaces must be provided to the satisfaction of the responsible authority. This does not apply to the use of land for a temporary portable land sales office located on the land for sale.

52.06-7
Historic
25/05/2017
VC133

Application requirements and decision guidelines for permit applications

For applications to reduce the car parking requirement

An application to reduce (including reduce to zero) the number of car parking spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay must be accompanied by a Car Parking Demand Assessment.

The Car Parking Demand Assessment must assess the car parking demand likely to be generated by the proposed:

- new use; or
- increase in the floor areas or site area of the existing use; or
- increase to the existing use by the measure specified in Column C of Table 1 in Clause 52.06-5 for that use.

The Car Parking Demand Assessment must address the following matters, to the satisfaction of the responsible authority:

- The likelihood of multi-purpose trips within the locality which are likely to be combined with a trip to the land in connection with the proposed use.
- The variation of car parking demand likely to be generated by the proposed use over time.
- The short-stay and long-stay car parking demand likely to be generated by the proposed use.
- The availability of public transport in the locality of the land.
- The convenience of pedestrian and cyclist access to the land.
- The provision of bicycle parking and end of trip facilities for cyclists in the locality of the land.
- The anticipated car ownership rates of likely or proposed visitors to or occupants (residents or employees) of the land.
- Any empirical assessment or case study.

Before granting a permit to reduce the number of spaces, the responsible authority must consider the following, as appropriate:

- The Car Parking Demand Assessment.
- Any relevant local planning policy or incorporated plan.
- The availability of alternative car parking in the locality of the land, including:
  - Efficiencies gained from the consolidation of shared car parking spaces.
  - Public car parks intended to serve the land.
  - On street parking in non residential zones.
  - Streets in residential zones specifically managed for non-residential parking.

- On street parking in residential zones in the locality of the land that is intended to be for residential use.
- The practicality of providing car parking on the site, particularly for lots of less than 300 square metres.
- Any adverse economic impact a shortfall of parking may have on the economic viability of any nearby activity centre.
- The future growth and development of any nearby activity centre.
- Any car parking deficiency associated with the existing use of the land.
- Any credit that should be allowed for car parking spaces provided on common land or by a Special Charge Scheme or cash-in-lieu payment.
- Local traffic management in the locality of the land.
- The impact of fewer car parking spaces on local amenity, including pedestrian amenity and the amenity of nearby residential areas.
- The need to create safe, functional and attractive parking areas.
- Access to or provision of alternative transport modes to and from the land.
- The equity of reducing the car parking requirement having regard to any historic contributions by existing businesses.
- The character of the surrounding area and whether reducing the car parking provision would result in a quality/positive urban design outcome.
- Any other matter specified in a schedule to the Parking Overlay.
- Any other relevant consideration.

For applications to allow some or all of the required car parking spaces to be provided on another site

Before granting a permit to allow some or all of the car parking spaces required under Clause 52.06-5 or in a schedule to the Parking Overlay to be provided on another site, the responsible authority must consider the following, as appropriate:

- The proximity of the car parking on the alternate site to the subject site.
- The likelihood of the long term provision and availability of the car parking spaces.
- Whether the location of the car parking spaces is consistent with any relevant local policy or incorporated plan.
- Any other matter specified in a schedule to the Parking Overlay.

For applications to provide more than the maximum parking provision specified in a schedule to the Parking Overlay

An application to provide more than the maximum parking provision specified in a schedule to the Parking Overlay must be accompanied by a Car Parking Demand Assessment.

The Car Parking Demand Assessment must assess the car parking demand likely to be generated by the proposed use or increase to the existing use.

The Car Parking Demand Assessment must address the following matters, to the satisfaction of the responsible authority:

- The likelihood of multi-purpose trips within the locality which are likely to be combined with a trip to the land in connection with the proposed use.
- The variation of car parking demand likely to be generated by the proposed use over time.
- The short-stay and long-stay car parking demand likely to be generated by the proposed use.
- The availability of public transport in the locality of the land.
- The convenience of pedestrian and cyclist access to the land.

- The provision of bicycle parking and end of trip facilities for cyclists in the locality of the land.
- The anticipated car ownership rates of likely or proposed visitors to or occupants (residents or employees) of the land.
- Any empirical assessment or case study.

52.06-8 Requirement for a car parking plan

Historic
25/05/2017
VC133

Plans must be prepared to the satisfaction of the responsible authority before any of the following occurs:

- a new use commences; or
- the floor area or site area of an existing use is increased; or
- an existing use is increased by the measure specified in Column C of Table 1 in Clause 52.06-5 for that use.

The plans must show, as appropriate:

- All car parking spaces that are proposed to be provided (whether on the land or on other land).
- Access lanes, driveways and associated works.
- Allocation of car parking spaces to different uses or tenancies, if applicable.
- Any landscaping and water sensitive urban design treatments.
- Finished levels, if required by the responsible authority.
- Any other matter specified in a schedule to the Parking Overlay.

Plans must be provided to the responsible authority under Clause 52.06-8 wherever Clause 52.06 applies, whether or not a permit application is being made under Clause 52.06-3 or any other provision of the planning scheme.

Where an application is being made for a permit under Clause 52.06-3 or another provision of the planning scheme, the information required under Clause 52.06-8 may be included in other plans submitted with the application.

Clause 52.06-8 does not apply where no car parking spaces are proposed to be provided.

52.06-9 Design standards for car parking

Historic
03/02/2022
VC199

Plans prepared in accordance with Clause 52.06-8 must meet the design standards of Clause 52.06-9, unless the responsible authority agrees otherwise.

Design standards 1, 3, 6 and 7 do not apply to an application to construct one dwelling on a lot.

Design standard 1 – Accessways

Accessways must:

- Be at least 3 metres wide.
- Have an internal radius of at least 4 metres at changes of direction or intersection or be at least 4.2 metres wide.
- Allow vehicles parked in the last space of a dead-end accessway in public car parks to exit in a forward direction with one manoeuvre.
- Provide at least 2.1 metres headroom beneath overhead obstructions, calculated for a vehicle with a wheel base of 2.8 metres.
- If the accessway serves four or more car spaces or connects to a road in a Transport Zone 2 or Transport Zone 3, the accessway must be designed so that cars can exit the site in a forward direction.
- Provide a passing area at the entrance at least 6.1 metres wide and 7 metres long if the accessway serves ten or more car parking spaces and is either more than 50 metres long or connects to a road in a Transport Zone 2 or Transport Zone 3.

- Have a corner splay or area at least 50 per cent clear of visual obstructions extending at least 2 metres along the frontage road from the edge of an exit lane and 2.5 metres along the exit lane from the frontage, to provide a clear view of pedestrians on the footpath of the frontage road. The area clear of visual obstructions may include an adjacent entry or exit lane where more than one lane is provided, or adjacent landscaped areas, provided the landscaping in those areas is less than 900mm in height.

If an accessway to four or more car parking spaces is from land in a Transport Zone 2 or Transport Zone 3, the access to the car spaces must be at least 6 metres from the road carriageway.

If entry to the car space is from a road, the width of the accessway may include the road.

Design standard 2 – Car parking spaces

Car parking spaces and accessways must have the minimum dimensions as outlined in Table 2.

Table 2: Minimum dimensions of car parking spaces and accessways

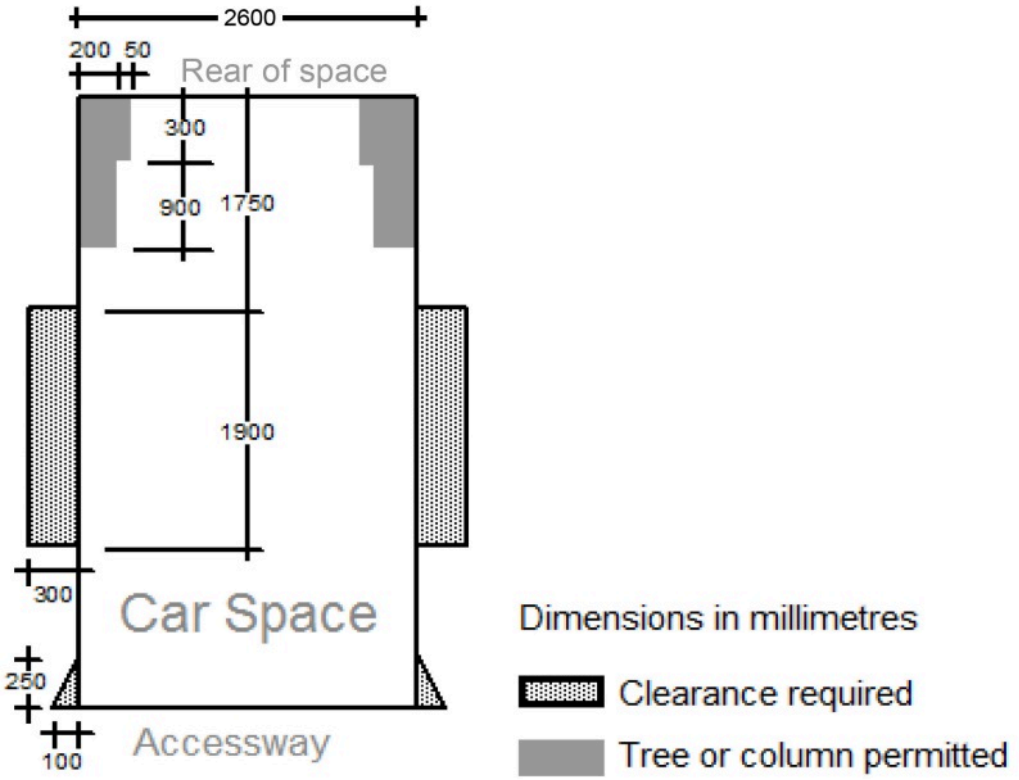
Angle of car parking spaces to access way	Accessway width	Car space width	Car space length
Parallel	3.6 m	2.3 m	6.7 m
45º	3.5 m	2.6 m	4.9 m
60º	4.9 m	2.6 m	4.9 m
90º	6.4 m	2.6 m	4.9 m
	5.8 m	2.8 m	4.9 m
	5.2 m	3.0 m	4.9 m
	4.8 m	3.2 m	4.9 m

Note Some dimensions in Table 2 vary from those shown in the Australian Standard AS2890.1-2004 (off street). The dimensions shown in Table 2 allocate more space to aisle widths and less to marked spaces to provide improved operation and access. The dimensions in Table 2 are to be used in preference to the Australian Standard AS2890.1-2004 (off street) except for disabled spaces which must achieve Australian Standard AS2890.6-2009 (disabled).

A wall, fence, column, tree, tree guard or any other structure that abuts a car space must not encroach into the area marked 'clearance required' on Diagram 1, other than:

- A column, tree or tree guard, which may project into a space if it is within the area marked 'tree or column permitted' on Diagram 1.
- A structure, which may project into the space if it is at least 2.1 metres above the space.

Diagram 1 Clearance to car parking spaces



Car spaces in garages or carports must be at least 6 metres long and 3.5 metres wide for a single space and 5.5 metres wide for a double space measured inside the garage or carport.

Where parking spaces are provided in tandem (one space behind the other) an additional 500 mm in length must be provided between each space.

Where two or more car parking spaces are provided for a dwelling, at least one space must be under cover.

Disabled car parking spaces must be designed in accordance with Australian Standard AS2890.6-2009 (disabled) and the Building Code of Australia. Disabled car parking spaces may encroach into an accessway width specified in Table 2 by 500mm.

Design standard 3: Gradients

Accessway grades must not be steeper than 1:10 (10 per cent) within 5 metres of the frontage to ensure safety for pedestrians and vehicles. The design must have regard to the wheelbase of the vehicle being designed for; pedestrian and vehicular traffic volumes; the nature of the car park; and the slope and configuration of the vehicle crossover at the site frontage. This does not apply to accessways serving three dwellings or less.

Ramps (except within 5 metres of the frontage) must have the maximum grades as outlined in Table 3 and be designed for vehicles travelling in a forward direction.

Table 3: Ramp gradients

Type of car park	Length of ramp	Maximum grade
Public car parks	20 metres or less	1:5 (20%)
	longer than 20 metres	1:6 (16.7%)
Private or residential car parks	20 metres or less	1:4 (25%)

Type of car park	Length of ramp	Maximum grade
	longer than 20 metres	1:5 (20%)

Where the difference in grade between two sections of ramp or floor is greater that 1:8 (12.5 per cent) for a summit grade change, or greater than 1:6.7 (15 per cent) for a sag grade change, the ramp must include a transition section of at least 2 metres to prevent vehicles scraping or bottoming.

Plans must include an assessment of grade changes of greater than 1:5.6 (18 per cent) or less than 3 metres apart for clearances, to the satisfaction of the responsible authority.

Design standard 4: Mechanical parking

Mechanical parking may be used to meet the car parking requirement provided:

- At least 25 per cent of the mechanical car parking spaces can accommodate a vehicle height of at least 1.8 metres.
- Car parking spaces that require the operation of the system are not allocated to visitors unless used in a valet parking situation.
- The design and operation is to the satisfaction of the responsible authority.

Design standard 5: Urban design

Ground level car parking, garage doors and accessways must not visually dominate public space.

Car parking within buildings (including visible portions of partly submerged basements) must be screened or obscured where possible, including through the use of occupied tenancies, landscaping, architectural treatments and artworks.

Design of car parks must take into account their use as entry points to the site.

Design of new internal streets in developments must maximise on street parking opportunities.

Design standard 6: Safety

Car parking must be well lit and clearly signed.

The design of car parks must maximise natural surveillance and pedestrian visibility from adjacent buildings.

Pedestrian access to car parking areas from the street must be convenient.

Pedestrian routes through car parking areas and building entries and other destination points must be clearly marked and separated from traffic in high activity parking areas.

Design standard 7: Landscaping

The layout of car parking areas must provide for water sensitive urban design treatment and landscaping.

Landscaping and trees must be planted to provide shade and shelter, soften the appearance of ground level car parking and aid in the clear identification of pedestrian paths.

Ground level car parking spaces must include trees planted with flush grilles. Spacing of trees must be determined having regard to the expected size of the selected species at maturity.

52.06-10
Historic
25/05/2017
VC133

Decision guidelines

Before deciding that a plan prepared under Clause 52.06-8 is satisfactory the responsible authority must consider, as appropriate:

- The role and function of nearby roads and the ease and safety with which vehicles gain access to the site.
- The ease and safety with which vehicles access and circulate within the parking area.
- The provision for pedestrian movement within and around the parking area.
- The provision of parking facilities for cyclists and disabled people.

- The protection and enhancement of the streetscape.
- The provisions of landscaping for screening and shade.
- The measures proposed to enhance the security of people using the parking area particularly at night.
- The amenity of the locality and any increased noise or disturbance to dwellings and the amenity of pedestrians.
- The workability and allocation of spaces of any mechanical parking arrangement.
- The design and construction standards proposed for paving, drainage, line marking, signage, lighting and other relevant matters.
- The type and size of vehicle likely to use the parking area.
- Whether the layout of car parking spaces and access lanes is consistent with the specific standards or an appropriate variation.
- The need for the required car parking spaces to adjoin the premises used by the occupier/s, if the land is used by more than one occupier.
- Whether the layout of car spaces and accessways are consistent with Australian Standards AS2890.1-2004 (off street) and AS2890.6-2009 (disabled).
- The relevant standards of Clauses 56.06-2, 56.06-4, 56.06-5, 56.06-7 and 56.06-8 for residential developments with accessways longer than 60 metres or serving 16 or more dwellings.
- Any other matter specified in a schedule to the Parking Overlay.

52.06-11 Construction of car parking

Historic
25/05/2017
VC133

Where a plan is required under Clause 52.06-8, the car parking spaces, access lanes, driveways and associated works and landscaping shown on the plan must be:

- constructed and available for use in accordance with the plan approved by the responsible authority; and
- formed to such levels and drained so that they can be used in accordance with the plan; and
- treated with an all-weather seal or some other durable surface; and
- line-marked or provided with some other adequate means of showing the car parking spaces,

before any of the following occurs:

- the new use commences; or
- the floor area or site area of the existing use is increased; or
- the existing use is increased by the measure specified in Column C of Table 1 in Clause 52.06-5 for that use.

5.3. DOMESTIC ANIMAL MANAGEMENT PLAN - ANNUAL IMPLEMENTATION

Directorate:	Empowering Communities
Department:	Community Health and Safety

Council Plan
Theme - Developing a Sustainable Future

The Domestic Animal Management Plan (DAMP) will ensure domestic animals are managed effectively protecting the environment and the health and safety of the community.

EXECUTIVE SUMMARY

The purpose of this report is to highlight Council's progress and achievements of the Year One actions in the *Domestic Animal Management Plan 2026-2029* (DAMP) (refer to **Attachment [5.5.1]**).

The *Domestic Animals Act 1994* (Act) requires Council to prepare a DAMP every four years, with progress submitted to the Minister for Agriculture annually in December.

RECOMMENDATION

That Council:

1. **Notes the annual progress of the Domestic Animal Management Plan 2026-2029 (Attachment [5.4.1]); and**
2. **Provides the Domestic Animal Management Plan 2026-2029 progress report 2026 (Attachment [5.4.1] to the Minister for Agriculture.**

REPORT

In accordance with section 68A of the *Domestic Animals Act 1994 (the Act)*, Council is required to prepare a Domestic Animal Management Plan (DAMP) every four years.

The DAMP 2026-2029 (**Attachment [5.4.2]**) was adopted at the 10 December 2025 Council Meeting and outlines the services, programs and policies established to address the administration of the Act. It also ensures responsible pet ownership with consideration to the wider environment and municipality.

The DAMP includes seven priority areas and identifies 44 action items to be completed during its life cycle. The progress of these actions is reported annually, with a copy required to be sent to the Minister for Agriculture at the end of each calendar year.

The *Domestic Animal Management Plan 2026-2029 – Annual Progress Report 2026* (refer to **Attachment [5.4.1])** details the actions that have been undertaken. The progress of the 33 Year One actions are:

- Eight actions are complete,
- 24 actions are on track, and
- One action remains at monitor.

CONSULTATION / COMMUNITY ENGAGEMENT

There was an extensive consultation period during the development of the *Domestic Animal Management Plan 2026-2029*. Specific actions included in the document that require further community consultation will be presented to Council before progressing.

RESOURCES / FINANCIAL VIABILITY

The implementation of actions included in the DAMP are accommodated from within the Community Safety team operational budget.

RISKS

If Council does not endorse the *Domestic Animal Management Plan 2026-2029 – Annual Progress Report 2026* it will not meet its legislative obligations, including the report being forwarded to the Minister for Agriculture.

STAFF DISCLOSURE

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

ATTACHMENTS

Attachments are available on Council's website at the following LINK.

1. Domestic Animal Management Plan - Annual Progress Report 2026 [**5.3.1** - 6 pages]
2. Domestic Animal Management Plan 2026-2029 - December 2025 [**5.3.2** - 24 pages]

REFERENCE DOCUMENTS

Council's Good Governance Framework

Pillar 4. Structure, Systems & Policies

Council Policy / Strategy / Plans

Documents are available on Council's website at the following LINK.

Domestic Animal Management Plan

Legislative Provisions

Domestic Animals Act 1994

Regional, State and National Plan and Policies

Nil

Domestic Animal Management Plan 2026-2029
Annual Progress Report 2026

Council Plan Objective – Healthy and Engaged Communities
Council Plan Objective - Protecting and Enhancing our Environment

Initiative Status - Not Started, On Track, Monitor, Delays/Off Track & Completed

Action Plan Reporting on Activities

				Year 1 2026	
PRIORITY	**ACTION NO.**	**ACTION**	**When**	**Progress Update - 1st year**	**Status**
Training of Authorised Officers	1.1	Develop and maintain individual Personal Development Plans for each officer, including mandatory training in areas such as: * domestic animal and livestock handling. * animal behaviour, bite prevention and restricted breed assessment. * situational awareness and complex conversations.	Annually	Mandatory training is provided for all new starters, and ongoing refreshers are conducted periodically to maintain skills and ensure safety of staff. This includes training offered by external providers as well as internally.	On Track
Training of Authorised Officers	1.1	Provide additional training opportunities in areas such as: * investigations and prosecutions. * mental health first aid. * further education and training. * microchipping implantation accreditation.	Annually	Additional training needs are identified through the Personal Development Plan process for all staff. Any new training opportunities identified are considered for all relevant staff. This includes training offered by external providers as well as internally.	On Track
Training of Authorised Officers	1.2	Facilitate opportunities for officers to network with other municipalities, industry providers and government agencies.	Annually	Networking opportunities are offered to all staff when available. This includes internally within Council, with neighbouring Councils and with partner agencies.	On Track

				Year 1 2026	
PRIORITY	ACTION NO.	ACTION	When	Progress Update - 1st year	Status
Training of Authorised Officers	1.3	Ensure officers hold the appropriate authorisations and delegations to perform their duties.	Annually	Regular reviews of delegations and authorisations are undertaken with Council's Governance team. Additional authorisations, such as under the Prevention of Cruelty to Animals Act 1986 are also provided.	On Track
Training of Authorised Officers	1.4	Continually identify and implement further training opportunities to support the development of multi-skilled and highly qualified officers.	Annually	Through networking and professional relationships with other Councils, State Departments and Authorities and other relevant sector organisations we can identify and connect into other training opportunities to keep officers skilled and engaged.	On Track
Registration and Identification	2.2	Continually update Council's website with relevant information and link to partner agencies and authorities.	Annually	Council's information is kept up to date and relevant, however links to external agencies will be reviewed as part of the organisational website review/rebuild.	On Track
Registration and Identification	2.3	Provide new owners who purchase animals through Council's animal shelter with an information pack.	Annually	Adoption packs have been created and are provided to all new owners. Branded folders contain all relevant paperwork and food, toys and treats are also provided.	Completed
Registration and Identification	2.4	Have a presence at markets throughout the year to promote responsible pet ownership.	Annually	Branded banners have been made, and we will look to attend markets or other engagement opportunities across the Shire in the second half of the year.	On Track
Registration and Identification	2.7	Offer discounted microchipping opportunities at markets and other events.	Annually	Will be offered in connection with above, dependant on Officer availability.	On Track
Registration and Identification	2.9	Continue to follow up un-renewed animal registrations, through education and compliance activities.	Annually	Door knocking program to follow up unpaid animal registration renewals and subsequent enforcement action underway.	On Track

				Year 1 2026	
PRIORITY	ACTION NO.	ACTION	When	Progress Update - 1st year	Status
Registration and Identification	2.11	Seek grant funding opportunities to support discounted microchipping activities.	Annually	Continue to monitor opportunities for funding through State government and partner agencies.	On Track
Registration and Identification	2.12	Investigate options for reduced registration fees or initiatives to support community compliance.	Annually	New registration initiatives introduced this period include free initial registration for animals purchased from a recognised rehoming organisation and reduced rate registration for undesexed dogs under 12 months to support veterinary recommendations against early desexing.	Completed
Nuisance	3.3	Continually explore new ways of managing barking dog complaints, through improved reporting, recording and management techniques with dog owners.	Annually	Technology is being used for difficult and/or ongoing barking nuisance matters. Improved reporting process for barking nuisance matters.	On Track
Nuisance	3.4	Advocate for additional support for councils to manage surrendered and unclaimed cats and dogs.	Annually	Continue to monitor opportunities for funding through State government and partner agencies. Officers work with owners to provide support where possible to keep animals in their homes rather than being surrendered.	On Track
Nuisance	3.5	Seek funding opportunities to support Council's efforts in rehoming surrendered and unclaimed cats and dogs.	Annually	Continue to monitor opportunities for funding through State government and partner agencies.	On Track
Dog Attacks	4.2	Continue to follow thorough and consistent investigation and prosecution processes in relation to dog attacks.	Annually	All dog attack and rush reports responded to immediately.	On Track

				Year 1 2026	
PRIORITY	ACTION NO.	ACTION	When	Progress Update - 1st year	Status
Dog Attacks	4.3	Share the outcomes of dog attack matters through media channels to promote Council action and raise awareness.	Annually	Investigating most appropriate method of promotion to ensure sensitivity for all parties involved.	Monitor
Dog Attacks	4.4	Continually review information provided to both victims and dog owners involved in a dog attack incident, to ensure currency and relevancy.	Annually	Information is regularly reviewed and updated as required.	Completed
Dangerous, Menacing and Restricted Breed Dogs	5.2	Continue to conduct annual inspections of all properties with declared dangerous or restricted breed dogs to ensure compliance.	Annually	All properties inspected for 2026.	Completed
Dangerous, Menacing and Restricted Breed Dogs	5.3	Monitor the Victorian Declared Dog Registry to identify and new animals that have moved to South Gippsland Shire.	Annually	Victorian Declared Dog Registry and Victorian Banning Database reviewed monthly to identify any relocations, declarations or bannings Council has not been formally notified of.	On Track
Dangerous, Menacing and Restricted Breed Dogs	5.4	Continually review information provided to owners of declared dogs, to ensure currency and relevancy.	Annually	Information is regularly reviewed and updated as required.	Completed
Dangerous, Menacing and Restricted Breed Dogs	5.5	Continue to follow up reports of suspected restricted breed dogs.	Annually	All Officers trained in Canine Anatomy Identification and any reports of restricted breed dogs investigated and assessed against the criteria.	On Track
Over Population and High Euthanasia	6.2	Continually review cat trapping program to ensure it is meeting the needs of Council and the community.	Annually	Additional traps purchased to manage large colony properties where there is support from rescue organisations.	Completed
Over Population and High Euthanasia	6.3	Advocate for additional support for Council to manage feral cats.	Annually	Continue to monitor opportunities for funding through State government and partner agencies.	On Track

				Year 1 2026	
PRIORITY	ACTION NO.	ACTION	When	Progress Update - 1st year	Status
Over Population and High Euthanasia	6.4	Seek funding opportunities for Council to deliver discounted desexing of cats with partner agencies.	Annually	Continue to monitor opportunities for funding through State government and partner agencies.	On Track
Over Population and High Euthanasia	6.5	Investigate ways to help owners who are struggling to care for unwell or aggressive pets by providing access to humane euthanasia options or referrals, reducing the need for owners to surrender animals to Council.	Annually	Continue to monitor opportunities for funding through State government and partner agencies.	On Track
Domestic Animal Management Businesses	7.2	Continue to conduct annual inspections of all registered domestic animal businesses.	Annually	All properties inspected for 2026.	Completed
Domestic Animal Management Businesses	7.3	Identify and respond to reports of potential unregistered domestic animal businesses and work with the owners to achieve compliance.	Annually	Reports investigated and information provided to achieve compliance.	On Track
Registration and Identification	2.1	Develop an educational communications campaign in relation to responsible pet ownership, including the benefits of pet ownership, being active with your pet and what it means to have your dog under effective control.	Year 1	A communications campaign to cover all aspects of responsible pet ownership is being drafted to feature the benefits of pet ownership and being a good pet owner.	On Track
Registration and Identification	2.6	Develop an educational communications campaign to demonstrate the benefits of microchipping and registration.	Year 1	A communications campaign to cover all aspects of responsible pet ownership being drafted to feature the benefits of pet ownership and being a good pet owner.	On Track
Registration and Identification	2.10	Develop a campaign to increase new registrations, through education and targeted door-knocking activities.	Year 1	A communications campaign to cover all aspects of responsible pet ownership being drafted to feature the benefits of pet ownership and being a good pet owner.	On Track

				Year 1 2026	
PRIORITY	ACTION NO.	ACTION	When	Progress Update - 1st year	Status
Dog Attacks	4.5	Consider and document options for declaration of dogs involved in attack incidents.	Year 1	A matrix will be developed to ensure consistency in decision making.	On Track
Over Population and High Euthanasia	6.7	Introduce an applicable fee for the surrender of animals to Council, to assist with the veterinary and daily care costs associated with rehoming or euthanasia.	Year 1	A suggested donation of $50 per cat and $100 per dog included in 2026/27 budget.	Completed
Domestic Animal Management Businesses	7.4	Look to list all registered domestic animal businesses on Council's website.	Year 1	Once businesses complete the requirements of registration they will be listed on Council's website.	On Track

SOUTH GIPPSLAND SHIRE COUNCIL

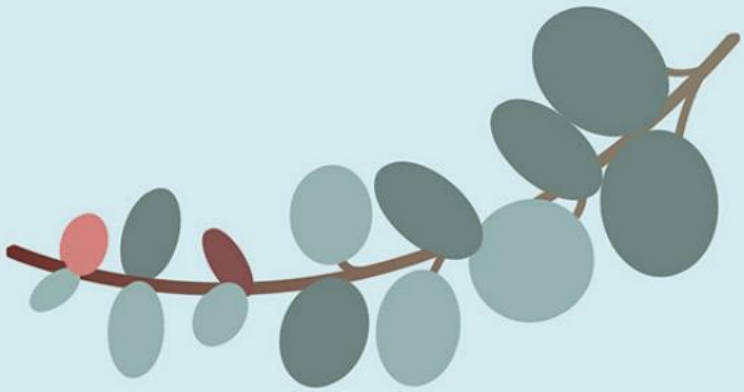
Domestic Animal Management Plan 2026 - 2029



South Gippsland Shire Council

Acknowledgment of Country

We acknowledge the Bunurong and Gunaikurnai people as the Traditional Custodians of South Gippsland and pay respect to their Elders, past, present, and future, for they hold the memories, traditions, culture, and hopes of Aboriginal and Torres Strait Islander people of Australia.



*eucalyptus, **(genus Eucalyptus)***

Purpose of this document

This Plan is a key strategic document that outlines how people, dogs, and cats can live together safely and happily.



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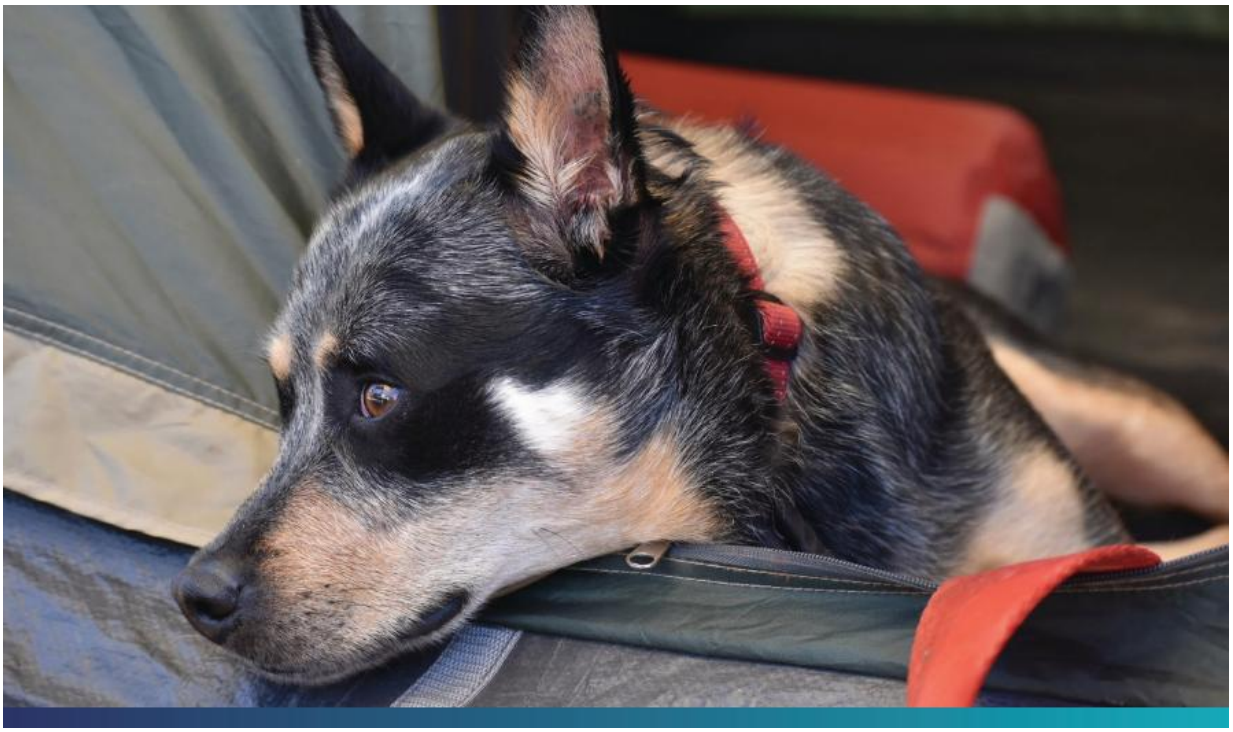
Introduction

Under the *Domestic Animals Act 1994*, all Victorian councils are required to develop a new Domestic Animal Management Plan (DAMP) every four years.

The DAMP outlines how Council promotes responsible pet ownership and manages domestic animals within the community. It sets clear actions and details the services, programs, and policies established by Council to administer the Act and address issues relating to dogs and cats.

As South Gippsland continues to grow, so too does its pet population. The DAMP reflects Council's ongoing commitment to adapting animal management practices to meet the needs of a diverse and expanding community.

Council recognises the important role pets play in health and wellbeing. The DAMP seeks to celebrate pet ownership while ensuring a balanced approach that considers the needs of both pet owners and non-pet owners, and provides appropriate services and amenities for all.



Our region

South Gippsland encompasses 3,296 square kilometres including extensive coastal areas and the spectacular Wilsons Promontory National Park. South Gippsland's population is 31,022.

South Gippsland Shire Council is located in coastal south-eastern Victoria, approximately 100 kilometres south-east of Melbourne. It is comprised of three wards: Tarwin Valley, Strzelecki and Coastal Promontory.

The original inhabitants of the South Gippsland area were the Bunurong and Gunaikurnai people.

Much of the rural area is used for forestry and agriculture; with dairy, beef, sheep, and snow pea farming being the main agricultural pursuits. Fishing, viticulture and tourism are also important industries that contribute economic diversity to the region.



Our animals

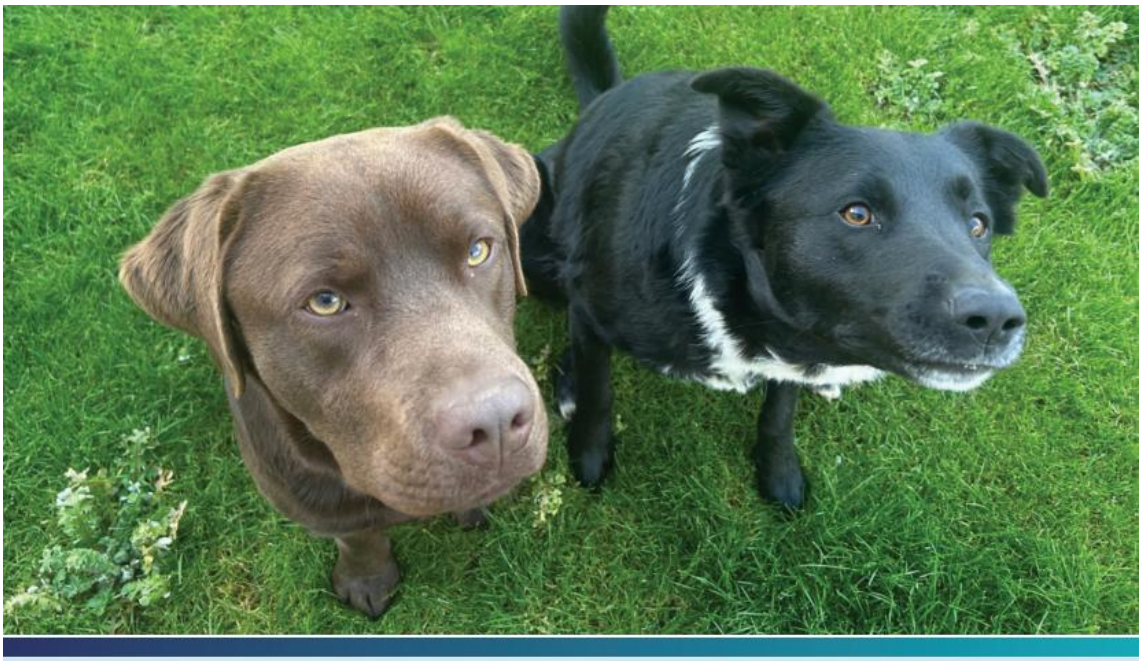
South Gippsland is home to 4,814 registered dogs, 1,199 registered cats and six Domestic Animal Businesses.

In 2024/25, Council responded to 1,446 animal-related requests concerning dogs and cats. While these figures highlight the significant level of pet ownership in the municipality, the actual numbers are expected to be considerably higher, as not all animals are currently registered.

This underlines the importance of ongoing education around registration, which not only helps Council reunite lost pets with their owners quickly but also supports effective planning for animal management services across the community.

2024 Snapshot

Registered declared dogs (dangerous, menacing or restricted breeds)	4
Dog attack or rush	66
Number of registered Domestic Animal Businesses	6
Keeping of animals/excess animal permit issued	36
Number of infringements (Animal infringements & cautions included)	73
Number of successful prosecutions	1
Cat cage requests	109
Dogs impounded	125
Dogs euthanised	7
Cats impounded	275
Cats euthanised	92
Returned to owner	118
Re-homed	28
Surrendered	91



Animal Management Services and Programs

South Gippsland Shire Council currently provides the following domestic animal management services and programs to residents:

- Ongoing maintenance of a dog and cat registration database.
- Response to customer complaints relating to animal management issues such as barking dogs, dog attacks, dogs at large and nuisance cats.
- Operation of Council's pound and animal shelter.
- Provision of an after-hours emergency service.
- Provision of dog litter bag dispensers at 15 locations throughout the Shire.
- Cat trapping program – supply of cat traps for trapping of feral and/or nuisance cats.
- Collection of stray or wandering dogs and cats, including surrendered animals.
- Provision of advice and information to residents relating to animal management issues.
- Promotion of responsible pet ownership through distribution of education material for all new animal registrations.
- Regular inspections of Domestic Animal Businesses to ensure compliance with the Act and relevant Codes of Practice.
- Regular inspections of restricted breeds, dangerous and menacing dog premises to ensure compliance with the Act and relevant Codes of Practice.
- Provision of animal management training opportunities for Community Safety officers.
- Quick responsiveness to dog attack complaints.
- Follow-up of animal registration renewals and proactive new-registration campaigns.
- Enforcement of non-compliance with Council's Local Law, the Act and relevant Codes of Practice.
- Investigation of animal welfare matters under the *Prevention of Cruelty to Animals Act 1986.*
- Prosecution of offences under the Act and other regulations including Council's *General Local Law 2024.*

Community Engagement

Council undertook extensive engagement with community during development of the *2025–29 Council Plan* and the *2024 General Local Law*.

Insights from these engagements—along with survey results from the previous *Domestic Animal Management Plan* (DAMP)—have shaped the development of the actions featured in the DAMP.

The key issues that emerged reflect what we heard in previous consultations, confirming that community priorities have remained consistent since 2022. They also align with the experiences of Council officers in their day-to-day roles.

Here is a summary of what we heard:

Key animal concerns identified:

- Dogs being walked off-lead and not under effective control
- Dog aggression
- Impact on native wildlife
- Wandering animals
- Animals not being desexed
- Irresponsible breeding
- Dog waste
- Cost of living and access to affordable veterinary care
- Barking dogs
- Dogs harassing and attacking livestock



2025-29 Council Plan Engagement (Shaping South Gippsland)

- *946 survey responses provided*
- *1241 Council Plan suggestions*

Requests related to animals were among the top 10 issues raised by community during the *Shaping South Gippsland* engagement. Residents highlighted the importance of balancing compliance and animal welfare with access to recreational spaces for pets.

Key community requests included:

- A stronger focus on animal re-homing initiatives.
- The creation of off-leash dog parks.
- Improved beach access for dogs.
- Better enforcement of signage related to dogs.
- Increased limits on the number of animals permitted.
- Strengthened local laws to address roaming cats and dogs.

2024 Local Law Engagement

- *261 people surveyed*

During the Local Law engagement, most participants (62 per cent) reported having no issues or concerns regarding animals or livestock.

Of the 34 per cent who did raise concerns and provided feedback, the majority focused on issues related to dogs—particularly the need for dedicated off-leash areas. Other commonly raised issues included limits on the number of dogs allowed and concerns about barking.

Cats were the next most mentioned, with participants expressing concern about cats being allowed to roam freely outside the home.

Guiding Principles and Actions



Domestic Animal Management Act

Under the ***Domestic Animals Act 1994***, all Victorian councils are required to develop a new Domestic Animal Management Plan (DAMP) every four years.

The Plan must promote responsible pet ownership and animal welfare, protection for the community and environment from nuisance caused by dogs and cats, and outline methods to evaluate whether Council's animal management services are effective.

Guiding Principles:

- Detail the training provided to Authorised Officers to ensure they are capable of administering and enforcing the Act.
- Promote and encourage responsible ownership of dogs and cats (including registration and identification of pets).
- Minimise the risk of dog attacks on people and animals.
- Address issues of overpopulation and high euthanasia rates.
- Minimise nuisance caused by dogs and cats.
- Identify dangerous, menacing, and restricted breed dogs, and ensure they are kept in compliance with the Act and Regulations.



Priority 1:

Training of Authorised Officers



Council's animal management services are delivered by the Community Safety team.

This team is responsible for:
- enforcing animal-related laws
- registering pets
- managing stray and lost animals
- responding to nuisance and attack complaints
- promoting responsible pet ownership, and
- supporting re-homing and the care of impounded animals.

To carry out these duties safely and effectively, and inline with the requirements of the *Domestic Animals Act 1994*, Community Safety officers receive regular training in:
- animal handling—including managing aggressive animals
- animal welfare
- restricted breed identification
- first aid and
- communication.

The team collaborates with industry partners, government agencies, pet service providers and other key stakeholders to share knowledge, build relationships, and support community outcomes.

Ongoing professional development is a key priority, ensuring Officers remain skilled, up to date and supported in their roles.

All new Community Safety Officers are required to complete a thorough induction, which includes Council policies, processes and procedures.

Regular team training and refresher courses, and ongoing on-the-job training and coaching is provided. Personal Development Plans set the goals of each Officer and opportunities are identified based on need as well as career progression.

Actions:

Current Situation:
All new Community Safety officers complete a comprehensive induction program covering Council's policies, processes, and procedures.

Ongoing professional development is supported through regular team training sessions, refresher courses, and continuous on-the-job training and coaching. Each officer also has a Personal Development Plan, which sets individual goals and identifies opportunities based on both organisational needs and career progression.

Actions		Year 1	Year 2	Year 3	Year 4
1.1	Develop and maintain individual Personal Development Plans for each officer, including mandatory training in areas such as: - Domestic animal and livestock handling - Animal behaviour, bite prevention, and restricted breed assessment - Situational awareness and complex conversations Provide additional training opportunities in areas such as: - Investigations and prosecutions - Mental health first aid - Further education and training - Microchipping implantation accreditation				
1.2	Facilitate opportunities for officers to network with other municipalities, industry providers, and government agencies.				
1.3	Ensure officers hold the appropriate authorisations and delegations to perform their duties.				
1.4	Continually identify and implement further training opportunities to support the development of multi-skilled and highly qualified officers.				

Priority 2:

Registration and Identification

Council promotes and encourages responsible dog and cat ownership through a range of communication and education initiatives.

Recognising the community's growing preference for online services and engagement through social media, Council has introduced online pet registration via the payments portal and launched a dedicated Facebook page for the South Gippsland Pound and Animal Shelter to support pet re-homing and strengthen community connections.

Responsible pet ownership includes:
- Animals being trained and exercised.
- Microchipping, desexing, and registration of pets.
- Compliance with signage and regulations.
- Awareness of the impacts pets can have in conservation areas.

The Community Safety team prioritises communication campaigns that promote these responsibilities, while also improving access to services and education.



Cr Hersey and Pickle

Fee Incentives

To further support responsible ownership, Council has introduced several new initiatives within its registration fees and charges schedule:
- Reduced fee for dogs under 12 months, aligning with veterinary advice on delayed desexing.
- Free initial registration for animals adopted from recognised rescue or rehoming organisations.
- Pay-on-time discounts for registration renewals.

Registration fees currently set for the 2025/2026 financial year are as follows:

Category	Fee	Applicable Pension	
Full Fee	$180	Eligible pension	$90
Reduced Fee*	$60	Eligible pension	$30
Dog under 12 months	$60	Eligible pension	$30
Dog or cat purchased from recognised re-homing organisation	$0		
Dog or cat transferred from another Victorian Council	$0		
Guide Dog (seeing or hearing), Government Dog, Assistance Dog (criteria apply)	$0		
Declared dog**	$371		
State Government levy ***	$9		

* Reduced fee applies to desexed animals, animals registered with and to a current financial member of an applicable organisation, animals registered to a domestic animal business, dogs kept for farm working purposes and animals over 10 years of age.

** Declared Dangerous, Menacing or Restricted Breed. Pension discounts do not apply.

50% pro-rata applies from 11 October each year on all new proactive registrations, except declared dogs. Full fees will still apply to late renewals and unregistered impounded animals.

Applications for refund of registration fees, in full or part, will be considered within three months of registration or renewal.

***State Government levy is set by the State Government each year and will be applied to each registration.

Actions:

Current Situation:
All dogs and cats receive a lifetime registration tag upon initial registration, which is replaced at no cost if lost. Registered animals are sent a renewal notice prior to the due date each year, with follow up text messages and a supporting media campaign.

Community Safety Officers undertake door-knocking activities to follow up non-renewal of registration and work with owners to achieve compliance before escalating to enforcement action.

Impounded animals must be microchipped and registered prior to be released back to owners. Community Safety Officers provide education on the benefits of having your animal microchipped and registered, so if found they can be returned home as quickly as possible.

Actions		Year 1	Year 2	Year 3	Year 4
2.1	Develop an educational communications campaign in relation to responsible pet ownership, including the benefits of pet ownership, being active with your pet and what it means to have your dog under effective control.	🐾			
2.2	Continually update Council's website with relevant information and links to partner agencies and authorities.	🐾	🐾	🐾	🐾
2.3	Provide new owners who purchase animals through Council's animal shelter with an information pack.	🐾	🐾	🐾	🐾
2.4	Have a presence at markets throughout the year to promote responsible pet ownership.	🐾	🐾	🐾	🐾
2.5	Deliver a pet expo to celebrate responsible pet ownership, contingent on the successful development and approval of a business case.			🐾	
2.6	Develop an educational communications campaign to demonstrate the benefits of microchipping and registration.	🐾			
2.7	Offer discounted microchipping opportunities at markets and other events.	🐾	🐾	🐾	🐾
2.8	Explore options with veterinary partners and other industry partners to offer discounted microchipping opportunities.		🐾		
2.9	Continue to follow up un-renewed animal registrations, through education and compliance activities.	🐾	🐾	🐾	🐾
2.10	Develop a campaign to increase new registrations, through education and targeted door knocking activities.	🐾			
2.11	Seek grant funding opportunities to support discounted microchipping activities.	🐾	🐾	🐾	🐾
2.12	Investigate options for reduced registration fees or initiatives to support community compliance.	🐾	🐾	🐾	🐾

Priority 3:
Nuisance

Nuisance typically refers to barking dogs and wandering dogs and cats.

Under the Act, an animal nuisance exists if the keeping or behaviour of an animal causes a condition, state, or activity that constitutes:

- Damage to property owned by a person other than the keeper.
- Excessive disturbance to a person other than the keeper because of noise.
- Danger to the health of an animal or a person other than the keeper.

Council recognises that dogs will bark to some degree when alerting or during general play. However, we encourage responsible pet ownership by asking residents to manage their pets in a way that:

- Protects the health and welfare of the animal.
- Maximises the companionship benefits of pet ownership.
- Minimises potential nuisance or harm to others.



These two are the opposite of a nuisance.
They are demonstrating good kitty behaviour.

Actions:

Current Situation:
Council continues to educate and promote responsible pet ownership, including the importance of containing pets to their owner's property and the benefits of desexing to reduce wandering and prevent unwanted litters. A cat-trapping program is provided to help reduce the number of feral cats within the municipality, while dog waste bag dispensers are available at 15 locations across South Gippsland to support community amenity. In addition, all nuisance complaints are investigated, with officers working closely with pet owners to achieve resolution.

Actions		Year 1	Year 2	Year 3	Year 4
3.1	Develop an educational communication campaign in relation to barking dogs.				
3.2	Develop an educational communication campaign in relation to cats trespassing and wandering at large.				
3.3	Continually explore new ways of managing barking dog complaints, through improved reporting, recording and management techniques with dog owners.				
3.4	Advocate for additional support for councils to manage surrendered and unclaimed cats and dogs.				
3.5	Seek funding opportunities to support Council's efforts in rehoming surrendered and unclaimed cats and dogs.				
3.6	Introduce a dog on leash order across South Gippsland Shire and identify areas that would be suitable to exclude as off leash.				
3.7	Introduce a 24 hour cat containment order across South Gippsland Shire.				

Priority 4:
Dog Attacks

Council understands that dog rushes and attacks can be highly distressing and prioritises responding to all reports as a matter of urgency.

A dog rush refers to an incident involving a person, while an attack may involve people, dogs, livestock, or other small animals. All reports are thoroughly investigated, with possible outcomes ranging from infringements to prosecution or declarations, depending on the severity and circumstances.

All rushes and attacks, regardless of seriousness, should be reported to Council. This is important to ensure that community risk can be minimised.

Rushes and attacks can be reported to Council at any time, via Council's 24-hour emergency line and will be responded to by a Community Safety Officer at any time.

In 2024/25 there were 66 dog attacks/rushes reported.



The only attacking baby Willard does is to shoes!

Actions:

Current Situation:

All dog attack reports are responded to promptly and investigated thoroughly and educational resources are distributed to raise awareness of preventing attacks both in the home and in the community. Council also provides information to both victims and dog owners about the investigation process and the possible outcomes.

Actions		Year 1	Year 2	Year 3	Year 4
4.1	Develop an educational communication campaign in relation to dog attacks in both the home and the community.				
4.2	Continue to follow thorough and consistent investigation and prosecution processes in relation to dog attacks.				
4.3	Share the outcomes of dog attack matters through media channels to promote Council action and raise awareness.				
4.4	Continually review information provided to both victims and dog owners involved in a dog attack incident, to ensure currency and relevancy.				
4.5	Consider and document options for declaration of dogs involved in dog attack incidents.				

Priority 5:

Dangerous, Menacing and Restricted Breed Dog

The Act allows councils to declare dogs either menacing or dangerous following incidents of rushes or attacks.

The *Domestic Animals Act 1994* allows councils to declare a dog to be dangerous if:

- The dog has caused serious injury or death to a person or animal.
- The dog is a menacing dog and its owner has received at least two infringement notices for failing to comply with restraint requirements.
- The dog has been declared dangerous under corresponding legislation in another state or territory.
- For any other reason prescribed.

The *Domestic Animals Act 1994* also allows Council to declare a dog menacing if:

- The dog has caused a non-serious bite to a person or animal.
- The dog has rushed at or chased a person.

The declaration of a dog as menacing or dangerous is never undertaken lightly, and the process is followed to ensure safety of the community.

Officers are trained in restricted breed identification and can declare a dog to be a restricted breed if it meets the standard set.

Declared dogs are recorded on the Victorian Declared Dog Registry (VDDR) which all councils have access to ensure accurate records of declared dogs are maintained. Declarations transfer across municipalities and owners must ensure they notify Council of any change of address either with the same municipality or to a new one.

Actions:

Current Situation:
Officers conduct annual inspections of all declared dog properties and work closely with owners to promptly address any non-compliance issues. Where necessary, dogs may be seized and held until required works are completed to ensure community safety.

The Victorian Declared Dog Registry is regularly updated with information on all South Gippsland declared dogs and monitored to identify any changes.

The declaration process is applied, where required, following dog-related incidents to safeguard the community. Owners of dogs proposed for declaration are provided with clear information about their obligations to ensure compliance with requirements.

Actions		Year 1	Year 2	Year 3	Year 4
5.1	Develop an educational communication campaign in relation to declared dogs.				
5.2	Continue to conduct annual inspections of all properties with declared dangerous or restricted breed dogs to ensure compliance.				
5.3	Monitor the Victorian Declared Dog Registry to identify any new animals that have moved to South Gippsland Shire.				
5.4	Continually review information provided to owners of declared dogs, to ensure currency and relevancy.				
5.5	Continue to follow up reports of suspected restricted breed dogs.				

Priority 6:

Over population and high euthanisation

Council's Pound and Animal Shelter is a safe environment where animals found wandering can be housed. Council's priority is always to get animals home as quickly as possible, and accurate microchip and registration details assist officer's in achieving this.

The facility is audited annually against the Code of Practice and is cleaned daily, including weekends. Officers provide care 365 days a year, ensuring animals are fed a premium diet and receive daily enrichment. All necessary veterinary care is provided during their stay, supported by service agreements with local veterinary clinics.

Suitable unclaimed and surrendered animals are re-homed, either via transfer to another re-homing organisation under a84Y agreement, or directly via Council's online PetRescue profile.

Council's priority is always to achieve positive outcomes for both the community and animal welfare. In some cases, however, euthanasia may be the most appropriate option to protect animal welfare or community safety. These decisions are never made lightly, and all possible alternatives are carefully considered before an outcome is determined for each animal.

Actions:

Current Situation:
Council's animal management services include accepting surrendered animals from owners who are no longer able to care for them, providing a cat-trapping program to help manage the feral cat population across South Gippsland, and partnering with Victorian-based rehoming organisations to achieve the best outcomes for animals suitable for rehoming.

Council also maintains close relationships with local veterinary clinics to ensure prompt and professional care for all animals in its facility and is committed to operating a compliant and functional pound and animal shelter.

Actions		Year 1	Year 2	Year 3	Year 4
6.1	Develop an educational communication campaign in relation to over-population of semi-owned and feral cats across South Gippsland Shire.			🐾	
6.2	Continually review the cat trapping program to ensure it is meeting the needs of Council and the community.	🐾	🐾	🐾	🐾
6.3	Advocate for additional support for Council to manage feral cats.	🐾	🐾	🐾	🐾
6.4	Seek funding opportunities for Council to deliver discounted desexing of cats with partner agencies.	🐾	🐾	🐾	🐾
6.5	Investigate ways to help owners who are struggling to care for unwell or aggressive pets by providing access to humane euthanasia options or referrals, reducing the need for owners to surrender animals to Council.	🐾	🐾	🐾	🐾
6.6	Explore the option of introducing a mandatory cat desexing order across South Gippsland Shire.				🐾
6.7	Introduce an applicable fee for the surrender of animals to Council, to assist with the veterinary and daily care costs associated with rehoming or euthanasia.	🐾			

Priority 7:

Domestic Animal Management Businesses

Under the Act, certain animal related businesses must be registered with Council and audited against Codes of Practice to ensure animals being managed by the business are safe. Domestic Animal Businesses include:

- Breeding businesses (cats and/or dogs).
- Training facilities for dogs.
- Pet shops.
- Animal shelters.
- Dog or cat rearing premises.
- Animal pounds either run by Council or a Council contractor.
- Boarding establishments.

In 2024/25 there were six Domestic Animal Management Businesses registered in South Gippsland.



Senior boy 'Jack' has seen it all. He thinks he would be a very capable Animal business manager.

Actions:

Current Situation:
All registered domestic animal businesses are audited annually against the relevant Codes of Practice, with Officers working with business owners to rectify any identified non-compliances in a timely manner.

Officers respond to reports of suspected unregistered domestic animal businesses to achieve compliance and registration. All existing and prospective new businesses are provided with copies of the relevant Codes of Practice to ensure businesses are kept informed and operated to standard.

Actions		Year 1	Year 2	Year 3	Year 4
7.1	Develop an educational communication campaign in relation to the benefits of using a registered domestic animal business for your pet's needs.				
7.2	Continue to conduct annual inspections of all registered domestic animal businesses.				
7.3	Identify, and respond to reports of, potential unregistered domestic animal businesses and work with the owners to achieve compliance.				
7.4	Look to list all registered domestic animal businesses on Council's website.				

SOUTH GIPPSLAND SHIRE COUNCIL

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Facebook: www.facebook.com/southgippslandshirecouncil

South Gippsland
Shire Council

5.4. EXTERNAL COUNCILLOR APPOINTMENTS 2026 - 2027

Directorate:	Strategy and Partnerships
Department:	Governance and Integrity

Council Plan
Objective - Leading with Integrity

This report ensures Councillors are represented on external committees, boards and advisory committees to provide leadership, advocacy, support and active engagement with the community and to have access to relevant strategic advice and information that can inform Council.

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the Councillor appointments to external organisations that require a Council representative.

RECOMMENDATION

That Council appoints the nominated Councillors for the terms determined for the External Committees shown below:

External Committees	Councillor Representative	Term	Councillor Substitute
Municipal Association of Victoria (MAV)	One Councillor **<Cr Name>**	2026/27	One Substitute **<Cr Name>**
ONE Gippsland	One Councillor **<Cr Name>**	2026/27	One substitute **<Cr Name>**
Victorian Local Governance Association (VLGA)	One Councillor **<Cr Name>**	2026/27	One Substitute **<Cr Name>**

REPORT

Background

At the 18 November 2026 Council Meeting, Council resolved to defer the appointment of Councillors to three external organisations. This report is to consider the proposed Councillor appointment to the following three external organisations:

- Municipal Association of Victoria (MAV)

- ONE Gippsland
- Victorian Local Governance Association (VLGA)

Council may resolve to appoint Councillors as representatives to external organisations to help strengthen relationships, encourage collaboration, and support informed decision-making. While some representational positions are legislated requirements, most operate in an advisory capacity.

These appointments ensure Council's views are represented and that information, feedback and emerging issues from community groups, industry bodies and partner organisations are shared with Council. This supports alignment between external initiatives with Council's strategic priorities.

Councillors appointed, do so to provide leadership, advocacy and active engagement with the community and to have access to relevant strategic advice and information that can inform Council.

Additional committee memberships or representation requests may arise throughout the year. Any new Councillor appointments will be referred to Council for consideration and determination.

Once appointed there is an expectation and obligation that the nominated Councillor/s will attend as many scheduled meetings as practicable. Councillors may then report back to Council on their attendance and any significant updates or outcomes; through a verbal report at the Council Meeting.

A 'substitute' attendance role requires the second Councillor nominated as 'substitute' to provide back-up support should the first Councillor be unable to attend a meeting. The primary appointed Councillor is to advise the substitute Councillor in advance of the meeting if they are unable to attend.

CONSULTATION / COMMUNITY ENGAGEMENT

There was no consultation or community engagement in relation to this report.

RESOURCES / FINANCIAL VIABILITY

Funds are allocated in current and forward annual budgets for required membership fees and any subscriptions, as part of the memberships of the approved committees.

RISKS

The investment of Councillors' time and resources returns positive outcomes and opportunities for Council and the community through access to strategic information and supports Councillors in their community advocacy and leadership roles.

STAFF DISCLOSURE

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

REFERENCE DOCUMENTS

Council's Good Governance Framework
Pillar 3. Decision Making

Council Policy / Strategy / Plans
Documents are available on Council's website at the following LINK.

Governance Rules (C82)

Legislative Provisions
Local Government Act 2020

5.5. COUNCIL MEETING TIMETABLE 2027

Directorate:	Strategy and Integrity
Department:	Governance and Integrity

Council Plan
Objective - Leading with Integrity

Council's transparency and governance is demonstrated at its Council Meetings where decisions are made on behalf of the community.

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's consideration and endorsement of the 2027 Council Meeting timetable.

The *Local Government Act 2020* outlines the requirements governing Council procedures and proceedings with one of the principal methods of Council decision-making being through resolutions passed at Council Meetings. This report sets the proposed schedule of Meetings for 2027.

RECOMMENDATION

That Council sets the Council Meeting Schedule for 2027 to be held in the Council Chambers, Leongatha on the following dates and times:

1. **Wednesday 17 February 2027, 2:00pm**
2. **Wednesday 17 March 2027, 2:00pm**
3. **Wednesday 21 April 2027, 2:00pm**
4. **Wednesday 19 May 2027, 2:00pm**
5. **Wednesday 16 June 2027, 2:00pm**
6. **Wednesday 21 July 2027, 2:00pm**
7. **Wednesday 18 August 2027, 2:00pm**
8. **Wednesday 15 September 2027, 2:00pm**
9. **Wednesday 20 October 2027, 2:00pm**
10. **Wednesday 17 November 2027, 2:00pm (Mayoral Election)**
11. **Wednesday 24 November 2027, 2:00pm**

12. Wednesday 8 December 2027, 2:00pm

REPORT

The *Local Government Act 2020* (the Act), Part 3, Division 2, outlines the requirements governing Council procedures and proceedings. In accordance with the Act, the conduct of Council Meetings must be prescribed within Council's Governance Rules.

Council adopted its *Governance Rules* at the Meeting held on 10 December 2025. Clause 11 of these Rules requires Council to determine the dates and times of its Meetings. Specifically, Clause 11.1 provides that:

> *"At or before the last Meeting each calendar year, Council must fix the date, time and place of all Council meetings and any Delegated Committee Meetings for the following calendar year."*

In addition, Clause 13.1 provides that Council may, by resolution, call an additional Council Meeting if required outside of the adopted annual Meeting Schedule.

2027 Council Meeting Dates and Venues

Council's *Governance Rules* require that the date, time and place of all Council Meetings and any delegated Committee Meetings for the following calendar year be determined at or before the final Council Meeting of each calendar year.

It is proposed that the first Council Meeting for 2027 be held on Wednesday 17 February 2027, with subsequent Meetings generally scheduled for the third Wednesday of each month.

Two exceptions of this schedule are proposed:

1. In November 2027, two Council Meetings are proposed.

    a. The first on Wednesday, 17 November 2027 at 2:00PM will be convened for the election of the Mayor and Deputy Mayor, in accordance with s.26 of the *Local Government Act 2020*. This section prescribes that the Mayoral election must be held on a day determined by Council as close as reasonably practicable to the end of the current one- or two-year Mayoral term.

    b. The second on Wednesday, 24 November 2027 at 2:00pm will be held to conduct the ordinary business of Council.

2. In December 2027, the Council Meeting will be held on the second Wednesday, 8 December 2027 at 2:00pm.

Council Meetings are to commence at 2:00pm and be held in the Council Chambers, Leongatha, unless otherwise determined.

The Chief Executive Officer may, in accordance with Clause 12.1 of the *Governance Rules*, change the date, time or venue of a scheduled Meeting if

required. This may include relocating the Meeting to another town where warranted, by the nature of business or availability of the Council Chambers, Leongatha.

Notice of all Council Meetings is provided to the community via publication in the Noticeboard section of local newspapers and on Council's website.

CONSULTATION / COMMUNITY ENGAGEMENT

Consultation with Council's event coordination functions to ensure optimum conduct of Council Business.

RESOURCES / FINANCIAL VIABILITY

Nil

RISKS

The timely determination of Council Meeting dates ensures the smooth transaction of Council Business.

STAFF DISCLOSURE

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

ATTACHMENTS

Nil

REFERENCE DOCUMENTS

Council's Good Governance Framework
Pillar 3. Decision Making

Council Policy / Strategy / Plans
Documents are available on Council's website: www.southgippsland.vic.gov.au

Governance Rules (C82)

Legislative Provisions
Local Government Act 2020

5.6. SUMMARY OF STRATEGIC BRIEFINGS - 1 SEPTEMBER 2026 - 30 SEPTEMBER 2026

Directorate:	Strategy and Integrity
Department:	Governance and Integrity

Council Plan
Theme - Leading with Integrity

Council's transparency and governance is strengthened by regularly reporting on summaries of briefings held that assist Council to make informed decisions in Council Meetings on behalf of the community.

EXECUTIVE SUMMARY

The purpose of this report to Council is to provide a summary of the information presented to Councillors between 1 September 2026 and 30 September 2026.

This aligns with the principles of the *Local Government Act 2020* and supports transparency around Council decisions and actions.

RECOMMENDATION

That Council receives and notes this report, the Summary of Strategic Briefings 1 September 2026 – 30 September 2026.

REPORT

Meeting Title	Details
Wednesday 2 September 2026	
Aquatics Discussion	**Councillor Attending** John Schelling, Brad Snell, Bron Beach, Nathan Hersey, Scott Rae, John Kennedy and Steve Finlay **Apology**: Sarah Gilligan, Clare Williams **Conflict of Interest:** Nil
Expression of Interest to Present to Council • **Southerly Ten – Star of the South Project**	**Councillor Attending** John Schelling, Brad Snell, Bron Beach, Nathan Hersey, Scott Rae, John Kennedy and Steve Finlay **Apology**: Sarah Gilligan, Clare Williams **Conflict of Interest:** Nil

Expression of Interest to Present to Council • **South Gippsland Water**	**Councillor Attending** John Schelling, Brad Snell, Bron Beach, Nathan Hersey, Scott Rae, John Kennedy and Steve Finlay **Apology**: Sarah Gilligan, Clare Williams **Conflict of Interest:** Nil
Expression of Interest to Present to Council • **Fish Creek Community Group**	**Councillor Attending** John Schelling, Brad Snell, Bron Beach, Nathan Hersey, John Kennedy and Steve Finlay **Apology**: Sarah Gilligan, Clare Williams, Scott Rae **Conflict of Interest:** Nil
Expression of Interest to Present to Council • **Port Anthony Update**	**Councillor Attending** John Schelling, Brad Snell, Bron Beach, Nathan Hersey, John Kennedy and Steve Finlay **Apology**: Sarah Gilligan, Clare Williams, Scott Rae **Conflict of Interest:** Nil
Wednesday 9 September 2026	
Draft 2025/26 Financial and Performance Statement	**Councillor Attending** John Schelling, Sarah Gilligan, Brad Snell, Clare Williams, Bron Beach, Nathan Hersey, Scott Rae, John Kennedy and Steve Finlay **Apology**: Nil **Conflict of Interest:** Nil
External Presentation – Department of Transport and Planning	**Councillor Attending** John Schelling, Sarah Gilligan, Brad Snell, Clare Williams, Bron Beach, Nathan Hersey, Scott Rae, John Kennedy and Steve Finlay **Apology**: Nil **Conflict of Interest:** Nil
Planning – Monthly Briefing – September 2026	**Councillor Attending** John Schelling, Sarah Gilligan, Brad Snell, Clare Williams, Bron Beach, Nathan Hersey, Scott Rae, John Kennedy and Steve Finlay **Apology**: Nil

	Conflict of Interest: Nil
Draft Open Space Asset Management Plan	**Councillor Attending** John Schelling, Sarah Gilligan, Brad Snell, Clare Williams, Bron Beach, Nathan Hersey, Scott Rae, John Kennedy and Steve Finlay **Apology**: Nil **Conflict of Interest:** Nil
Draft Tree Management Plan	**Councillor Attending** John Schelling, Sarah Gilligan, Brad Snell, Clare Williams, Bron Beach, Nathan Hersey, Scott Rae, John Kennedy and Steve Finlay **Apology**: Nil **Conflict of Interest:** Nil
Wednesday 16 September 2026	
Service Review Principles and Framework	**Councillor Attending** John Schelling, Sarah Gilligan, Brad Snell, Bron Beach, Nathan Hersey, Scott Rae, John Kennedy and Steve Finlay **Apology**: Clare Williams **Conflict of Interest:** Nil
Sustainable Building Asset Management Strategy	**Councillor Attending** John Schelling, Sarah Gilligan, Brad Snell, Bron Beach, Nathan Hersey, Scott Rae, John Kennedy and Steve Finlay **Apology**: Clare Williams **Conflict of Interest:** Nil

STAFF DISCLOSURE

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

ATTACHMENTS

Nil

REFERENCE DOCUMENTS

Council's Good Governance Framework
Pillar 3. Decision Making

Council Policy / Strategy / Plans
Documents are available on Council's website at the following LINK.

Public Transparency Policy (C75)

Legislative Provisions
Local Government Act 2020

5.7. DOCUMENTS SEALED, CONTRACTS VARIED, AWARDED OR EXTENDED BY THE CEO - 1 SEPTEMBER 2026 - 30 SEPTEMBER 2026

Directorate:	Strategy and Integrity
Department:	Financial Strategy

Council Plan
Theme - Leading with Integrity

Council's transparency of financial decisions made and overall financial sustainability is strengthened by regularly reporting on documents sealed, contracts awarded, varied or extended under the CEO's delegation.

EXECUTIVE SUMMARY

The purpose of this report to Council is to document the following actions undertaken by the Chief Executive Officer (CEO) which occurred during the period 1 September 2026 - 30 September 2026. Council's *Procurement Policy (C32), General Local Law 2024* and *Planning and Environment Act 1987* requires the CEO to report to Council any of the following actions undertaken to the next appropriate Meeting:

- Documents sealed;
- Contracts awarded by Council after a public tender process;
- Contracts awarded after a public tender process within the CEO's delegation; and
- Contract variations approved by the CEO above contingency.

RECOMMENDATION

That Council receives and notes this report Documents Sealed, Contracts Varied, Awarded or Extended by CEO – 1 September 2026 - 30 September 2026 those being:

1. **Documents Sealed:**

    a. **Section 173 Agreement between South Gippsland Shire Council and the owner of 174 & 176 Grays Road Mardan, for a Two-Lot Re-Subdivision. Seal applied 10 September 2026;**

    b. **Section 173 Agreement between South Gippsland Shire Council and the owner of 38 Chapmans Road Bena to develop a land with a dwelling (replacement) - Use of land for Rural Worker Accommodation. Seal Applied 17 September 2026; and**

c. Section 173 Agreement between South Gippsland Shire Council and the owner of 521 & 385 Falls Road Buffalo for a two lot subdivision (Boundary Realignment) Seal applied 17 September 2026.

2. Contracts awarded by Council after a public tender process:

a. Nil

3. Contracts awarded after a public tender process within the CEO's delegation:

a. Nil

4. Contract variations approved by the CEO above contingency:

a. Nil

5. Contract Extensions approved by the CEO:

a. Nil

6. Council insurance and premiums paid under delegation are required to be reported to the next practicable Council Meeting after payment is made:

a. Council's Insurance Premiums for 2026/27 have been approved for payment for the value of $1,542,238.55 (excluding GST).

REPORT

Under the *Local Government Act 2020* (the Act), s.14 states that each Council is a body corporate with perpetual succession; and must have a common seal. Sealing a document makes it an official document of Council as a corporate body. Documents that require sealing include agreements, leases or any other contractual or legally binding document that binds Council to another party.

Use of the *General Local Law 2024*, Part 5 - Administration, clause 65 – Common Seal of Council, states that if the Chief Executive Officer (CEO) uses the Common Seal in a manner described by sub-clause (5), this means on the authority of a Council resolution, then Council must be advised of such use on a regular basis.

In accordance with the *General Local Law 2024*, Part 5 - Administration, clause 65 (6), the following are presented to Council as documents sealed during the period from 1 September 2026 - 30 September 2026.

Documents Sealed

1. Documents Sealed under General Local Law 2024:

    a. Nil.

Section 173 Agreements are prepared in accordance with s.173 of the *Planning and Environment Act 1987,* allowing Council to enter into agreements relating to the use or development of land, conditions to which the land be used or developed or any matter that relates to planning or planning schemes in Victoria. Section 174 of the *Planning and Environment Act 1987* requires that such an agreement be under seal and must bind the owner to the covenants specified in the agreement.

In accordance with the Instrument of Delegation and *Planning and Environment Act 1987*, the following are presented to Council as documents sealed during the period from 1 September 2026 - 30 September 2026.

2. Documents Sealed under Planning and Environment Act 1987:

    a. Section 173 Agreement between South Gippsland Shire Council and the owner of 174 & 176 Grays Road Mardan, for a Two-Lot Re-Subdivision. Seal applied 10 September 2026;

    b. Section 173 Agreement between South Gippsland Shire Council and the owner of 38 Chapmans Road Bena to develop a land with a dwelling (replacement) - Use of land for Rural Worker Accommodation. Seal Applied 17 September 2026; and

    c. Section 173 Agreement between South Gippsland Shire Council and the owner of 521 & 385 Falls Road Buffalo for a two lot subdivision (Boundary Realignment) Seal applied 17 September 2026.

Contracts Awarded, Varied or Extended

In accordance with Council's Procurement Policy, where contracts are awarded after public tender, they are to be reported publicly. Where contracts above the CEO's delegation are varied or extended, they are required to be reported to the next practicable Council Meeting.

3. Contracts awarded by Council after a public tender process:

    a. Nil.

4. Contracts awarded after a public tender process within the CEO's delegation:

    a. Nil.

5. Contract variations approved by the CEO above contingency:

    a. Nil.

6. Contract Extensions approved by the CEO:

    a. Nil.

7. Council insurance and premiums paid under delegation are required to be reported to the next practicable Council Meeting after payment is made:

    a. Council's Insurance Premiums for 2026/27 have been approved for payment for the value of $1,542,238.55 (excluding GST).

STAFF DISCLOSURE

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

ATTACHMENTS

Nil

REFERENCE DOCUMENTS

Council's Good Governance Framework
Pillar 3. Decision Making

Council Policy / Strategy / Plans
Documents are available on Council's website at the following *LINK*.

Governance Rules (C82)
General Local Law 2024
Procurement Policy (C32)

Legislative Provisions
Local Government Act 1989
Local Government Act 2020
Planning and Environment Act 1987

6. COUNCILLOR REPORTS

6.1. COUNCILLOR REPORTS

6.2. REQUESTS FOR LEAVE OF ABSENCE

6.3. COUNCILLOR UPDATES

7. CLOSED SESSION

The *Local Government Act 2020* (the Act), section 66 provides that if a council or delegated committee determines that a meeting is to be closed to the public to consider confidential information, the Council or delegated committee must record in the minutes of the meeting that are available for public inspection –

a) the ground or grounds for determining to close the meeting to the public by reference to the grounds specified in the definition of ***confidential information*** in section 3(1); and

b) an explanation of why the specified ground or grounds applied.

The Act defines ***confidential information in*** s.3(1)(a)-(l), and includes information that may prejudice or impact; commercial negotiations, the security of Council, land use planning, law enforcement, legal privilege, personal information, private commercial information, confidential meeting information, internal arbitration, Councillor conduct panel information and information specified under s.77 of the previous *Local Government Act 1989*.

Once confidential information has been considered and decided in a closed session of a Council Meeting, a further resolution to resume open Council is required.

8. MEETING CLOSED

NEXT MEETING

The next Council Meeting open to the public will be held on Wednesday, 9 December 2026 commencing at 2:00pm in the Council Chambers, Leongatha.