CITY OF GREATER GEELONG

MINUTES

ORDINARY MEETING OF COUNCIL

Tuesday, 17 November 2015

Held at the
Council Conference and Reception Centre
City Hall, Little Malop Street, Geelong
commencing at 7.00p.m.

COUNCIL:

Cr. D. Lyons *Mayor*	(G21 Geelong Regional Alliance, Finance, Governance, Regional Cities)
Cr. T. Ansett *(Windermere)*	(Heritage, Rural Communities)
Cr. L. Ellis *(Coryule)*	(Coastal Communities, Infrastructure, Parks and Gardens, Climate Change)
Cr. J. Farrell *(Beangala)*	(Community Safety, Youth, Women in Community Life, Finance)
Cr. K. Fisher *(Corio)*	(Community Development, Tourism)
Cr. B. Harwood *(Kardinia)*	(Enterprise Geelong, Primary Industries)
Cr. M. Heagney *(Brownbill)*	(Central Geelong, Planning)
Cr. J. Irvine *(Austin)*	(Sport and Recreation)
Cr. E. Kontelj *(Cowie)*	(Aboriginal Affairs, Multicultural Affairs, Finance)
Cr. R. Macdonald *(Cheetham)*	(Major Projects, Knowledge Economy & Education, Veteran Affairs)
Cr. P. Murrihy *(Kildare)*	
Cr. R. Nelson *(Deakin)*	(Major Events)
Cr. A. Richards *(Buckley)*	(Environment & Sustainability, Transport, Arts & Culture, Climate Change)

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MINUTES OF THE ORDINARY MEETING OF THE GREATER GEELONG CITY COUNCIL HELD AT THE COUNCIL CONFERENCE AND RECEPTION CENTRE CITY HALL, LITTLE MALOP STREET, GEELONG TUESDAY, 17 NOVEMBER 2015 COMMENCING AT 7.00P.M.

PRESENT: Crs D Lyons (Mayor), T Ansett, L Ellis, J Farrell, B Harwood, M Heagney, J Irvine, E Kontelj, R Macdonald, P Murrihy, R Nelson, A Richards

Also present: K Spiller (Chief Executive Officer), D Frost (General Manager Strategy & Performance), P Bettess (General Manager Planning and Tourism), W Tieppo (General Manager City Services), L Quinn (Acting General Manager Community Services), P Jane (Acting General Manager Projects, Recreation and Central Geelong), T McDonald (Acting Governance Co ordinator), A Paterson (EO – Mayor), J Merlo (Senior Media Officer)

OPENING: The Mayor declared the meeting open at 7.00pm

ACKNOWLEDGEMENTS:

Council acknowledges Wadawurrung Traditional Owners of this land and all Aboriginal and Torres Strait Islander People who are part of the Greater Geelong community today.

ONE MINUTE'S SILENCE:

One minute's silence was observed on behalf of Council and the community of Geelong to pay their respect to the fallen of Paris this week. Mayor Lyons has also written a personal letter to the Mayor of Paris expressing the sincere condolences of the people of Greater Geelong.

APOLOGIES: Cr Fisher

CONFIRMATION OF MINUTES:

Cr Ansett moved, Cr Ellis seconded -

That the Minutes of the Ordinary Meeting held on 20 October 2015 and the Special Confidential Meeting held on 10 November 2015 be confirmed and signed.

Carried.

DECLARATIONS OF CONFLICTS OF INTEREST: Nil.

QUESTION TIME:

Question Time is an opportunity for questions to be addressed to Council and while the minutes record the general content, they do not purport to be a transcript of what was said by individuals. Likewise Councillor or Officer verbal responses are in summary form only. Views expressed may not be the views of Council.

Council's practice is to provide a separate document on its website setting out questions and responses including any more detailed written responses which may be provided subsequent to the meeting.

Joy Porter asked what is Council prepared to do to assist the Portarlington community to retain its local swimming pool and secure its future?

Paul Jane responded that Council doesn't have any intention to take over the facility as it requires considerable investment to bring it up to a safe standard for public use. In an effort to address this issue consultation with the community to discuss access to existing Council owned facilities could provide alternative options.

Cr Heagney suggested the group submit to the Community Budget Submissions Program which closes on 20 November.

Cr Farrell added it should be noted that submissions are generally on Council owned facilities.

Roger Smith, Operations Director, Echidna Walkabout Pty Ltd asked will Council permanently protect the wider You Yangs region from mining and urban development that will destroy the proven wildlife tourism potential of the area by considering a new planning initiative that could be called the "You Yangs Protection Zone" taking in the catchments of Hovells Creek and the Little River?

Peter Bettess responded that the matter would require State Government approval which is a lengthy process, but Council could certainly help and review the current overlays and zones in the area.

John Pettit asked the following:

1) The Planning Department in February 2009 issued a Planning Permit no 1153/2008/4 to allow mining to proceed and infringe substantially into the Victorian Registered Aboriginal site *"You Yangs Wooloomanata 7722-0006".* The result of issuing this permit was a decimation of the site and the loss of thousands of Aboriginal artefacts. Contrary to the permit and the CHMP the owner has allowed the site to remain an un-rehabilitated mess for the past four years.

   How can Council assure us that the same mistakes and outcomes will not happen again in future proposals?

2) Having granted the permit with strict conditions to mine in this Aboriginal Registered site what supervision was carried out by the planning department or other responsible authorities to assure the safeguards to the Aboriginal Heritage required in the Permit and the Work Plan were actually adhered to?

Peter Bettess responded that provisions were carried out through Aboriginal Affairs Victoria and the provision was provided under terms of the Cultural Heritage Management Plan. Council's Planning Permit does not have a role in that.

Lionel McWilliam asked how is Council going to control the proposed increase to 500% in the amount of trucks using Sandy Creek Road?

Peter Bettess responded that the traffic issues using Sandy Creek Road is one of the things considered as part of the planning permit.

Sarah Schonfelder invited the Mayor and Councillors to "Thank You" Day at Guf on 27 November 2015, commencing at 2pm.

Cr Heagney responded she will be attending.

Ian Hughes (President of the Geelong East Men's Shed) asked if Council is aware of the significant asset they have with Men's Sheds in general and their contributions to the local community and if Council will consider supporting their submission for funding?

Cr Irvine acknowledged the significant work provided by the Men's Shed and indicated he would do everything he could to support the funding application.

PETITIONS:

Cr Ellis presented a petition from residents of Portarlington expressing their concern regarding the closure of the Portarlington Pool at 84-110 Smythe Street, Portarlington.

1. TRANSPORT INFRASTRUCTURE IN WAURN PONDS

Portfolio: **Transport - Cr Richards**
Source **City Services, Engineering Services**
General Manager: **William Tieppo**
Index Reference **Geelong Transport Strategies, Transport Planning**

Purpose

To identify current and future transport infrastructure needs for Waurn Ponds.

Summary

- At its meeting on 28 October 2014, Council requested a report be presented to Council on the current and future transport infrastructure needs for Waurn Ponds, including State Government and Council Roads.
- An assessment of the current and projected traffic volumes in Waurn Ponds has been undertaken based on projected future growth.
- This report identifies the present and future transport infrastructure needs for the Waurn Ponds area.

Cr Richards moved, Cr Harwood seconded -

That:

1) **Council note the proposed transport infrastructure works for Waurn Ponds and that these proposed works be used as the basis for further consultation with residents and consideration in future budget prioritisation;**

2) **a consultation and communication plan be developed to ensure Waurn Ponds residents are informed and properly consulted in regard to transport infrastructure issues.**

Carried.

Background

Waurn Ponds is experiencing and will continue to experience a large increase in vehicle traffic movements due to a number of recent changes. These changes included:

a) Construction of the new Waurn Ponds Train Station;

b) Completion of Rossack Drive, connecting to Waurn Ponds train station;

c) Continued housing growth in Waurn Ponds, Armstrong Creek and the Surf Coast Shire;

d) Traffic signals at the intersection of Ghazeepore Road and Baanip Boulevard;

e) Opening of Baanip Boulevard with shared pathways (between Anglesea Road to Surf Coast Highway);

Further investigation is required for the following roads to determine how they will cater for current and future traffic demands:

Main, Collector and local roads serving the Waurn Ponds area, such as Geelong Ring Road, Anglesea Road, Waurn Ponds Drive, Cochranes Road, Ghazeepore Road, Rossack Drive, Monterey Drive, Bodega Street and Sugargum Drive

Discussion

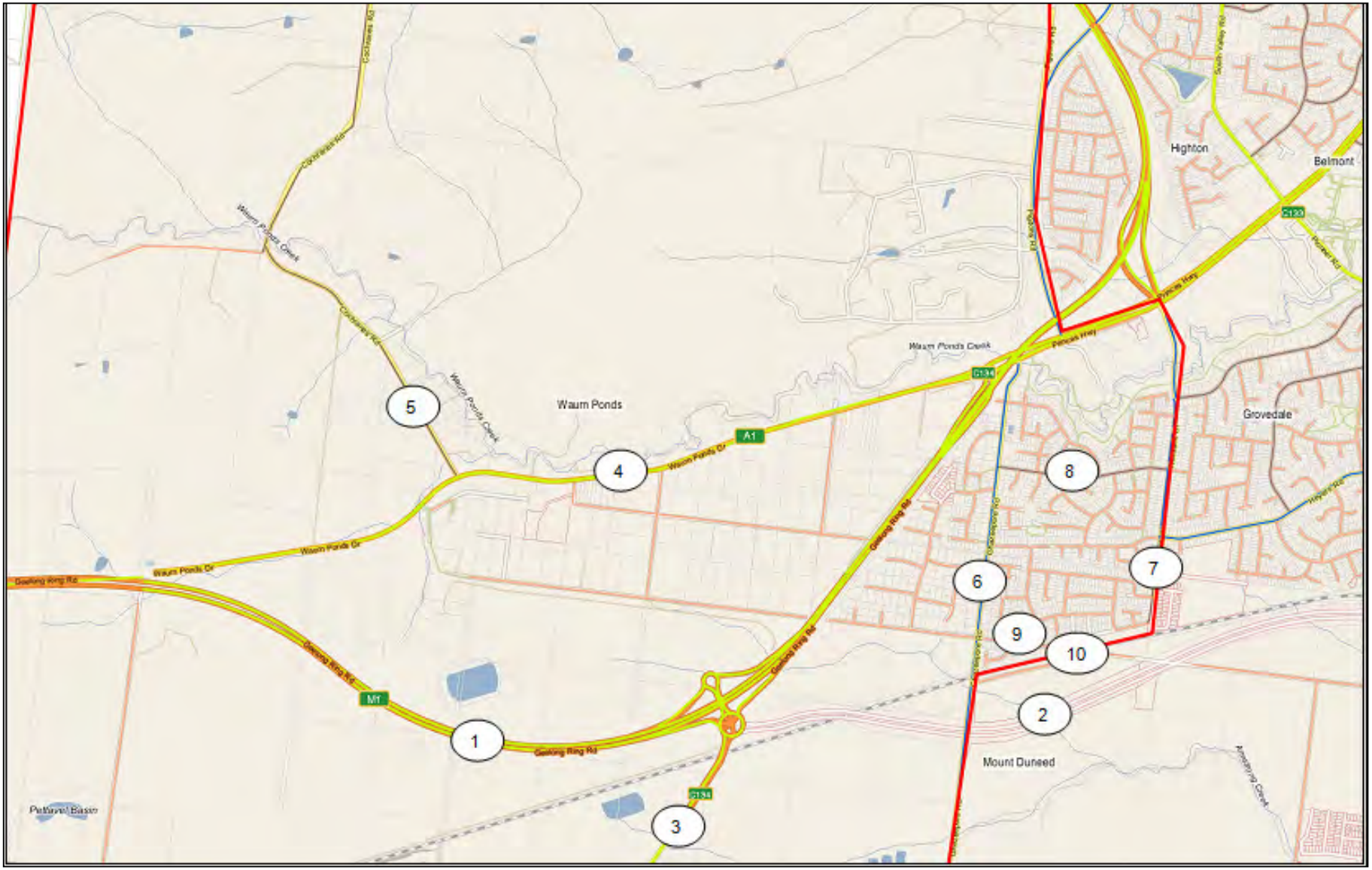
To identify current and future transport infrastructure needs for Waurn Ponds, it was necessary to analyse all the roads and intersections within Waurn Ponds with a focus on traffic movement, numbers and capacity of the road network to accommodate the external traffic and local transport needs. Transport in this respect includes all modes from pedestrian, cyclists, public transport and all forms of vehicular movements including freight.

Within Waurn Ponds there are a number of key roads and public transport infrastructure, which provide connectivity to and from this suburb as shown in **Table 1 and Figure 1** below.

No.	Road / Location	Direction	Responsibility
1	Geelong Ring Road (M1) (Primary Arterial)	East – West	VicRoads
2	Baanip Boulevard (Primary Arterial)	East – West	VicRoads
3	Anglesea Road (C134) (Secondary Arterial)	East – West	VicRoads
4	Waurn Ponds Drive (CAT 4 - Main Distributor - Urban)	East – West	Council
5	Cochranes Road (Cat 3 – Collector Road Rural)	North – South	Council
6	Ghazeepore Road (CAT 4 - Main Distributor - Urban)	North – South	Council
7	Rossack Drive (CAT 4 - Main Distributor - Urban)	North - South	Council
8	Monterey Drive (Cat 3 – Secondary Distributor)	East – West	Council
9	Sugargum Drive / Bodega Street	East – West	Council
10	Waurn Ponds Train Station		PTV

Table 1: Key roads / transport infrastructure within Waurn Ponds

Figure 1: Key roads / transport infrastructure within Waurn Ponds (Source: CoGG PLACES Weave)



The following locations are highlighted as the key distributors / traffic generators within the area and have been further assessed to identify the future transport infrastructure needs for Waurn Ponds.

1. **Rossack Drive (CAT 4 – Main Distributor –Urban)**

   Rossack Drive is constructed as a dual carriageway.

Current Traffic Volumes	5,000 vehicles per day
Future Traffic Volumes	10,000 vehicles per day
Issues & possible solutions	Higher through traffic from newly constructed Waurn Ponds Train Station
	Future public transport service connection via Rossack Drive to Waurn Ponds Train Station

2. **Ghazeepore Road (CAT 4 – Main Distributor –Urban)**

   Ghazeepore Road is constructed as a single carriageway.

Current Traffic Volumes	4,000 vehicles per day
Future Traffic Volumes	10,000 vehicles per day
Issues & possible solutions	Higher through traffic from newly constructed Waurn Ponds Train Station
	Increase in public transport service connections to Waurn Ponds Train Station
	Inconsistent carriageway cross section.
	Principal Bicycle Network (PBN) identified.
	Improve existing intersection treatments with splitter islands, new line marking and signs

3. **Monterey Drive (CAT 3 – Secondary Distributor)**

   Monterey Drive is constructed as a single carriageway.

Current Traffic Volumes	2,500 vehicles per day
Future Traffic Volumes	5,000 vehicles per day
Issues & possible solutions	Through traffic between Ghazeepore Road and Rossack Drive
	Increase in public transport service connections
	Improve existing intersection treatments with splitter islands, new line marking and signs

4. Sugargum Drive / Bodega Street (CAT 2 – Local Access – Urban)

Sugargum Drive is constructed as a single carriageway.

Current Traffic Volumes	600 vehicles per day
Future Traffic Volumes	2,000 vehicles per day
Issues & possible solutions	High traffic volumes between Ghazeepore Road and Rossack Drive via Waurn Ponds Train Station
	Increase in public transport service connections
	Improve existing intersection treatments with splitter islands, new line marking and signs
	Provision of safe pedestrian and cycle accessibility to Waurn Ponds Train Station

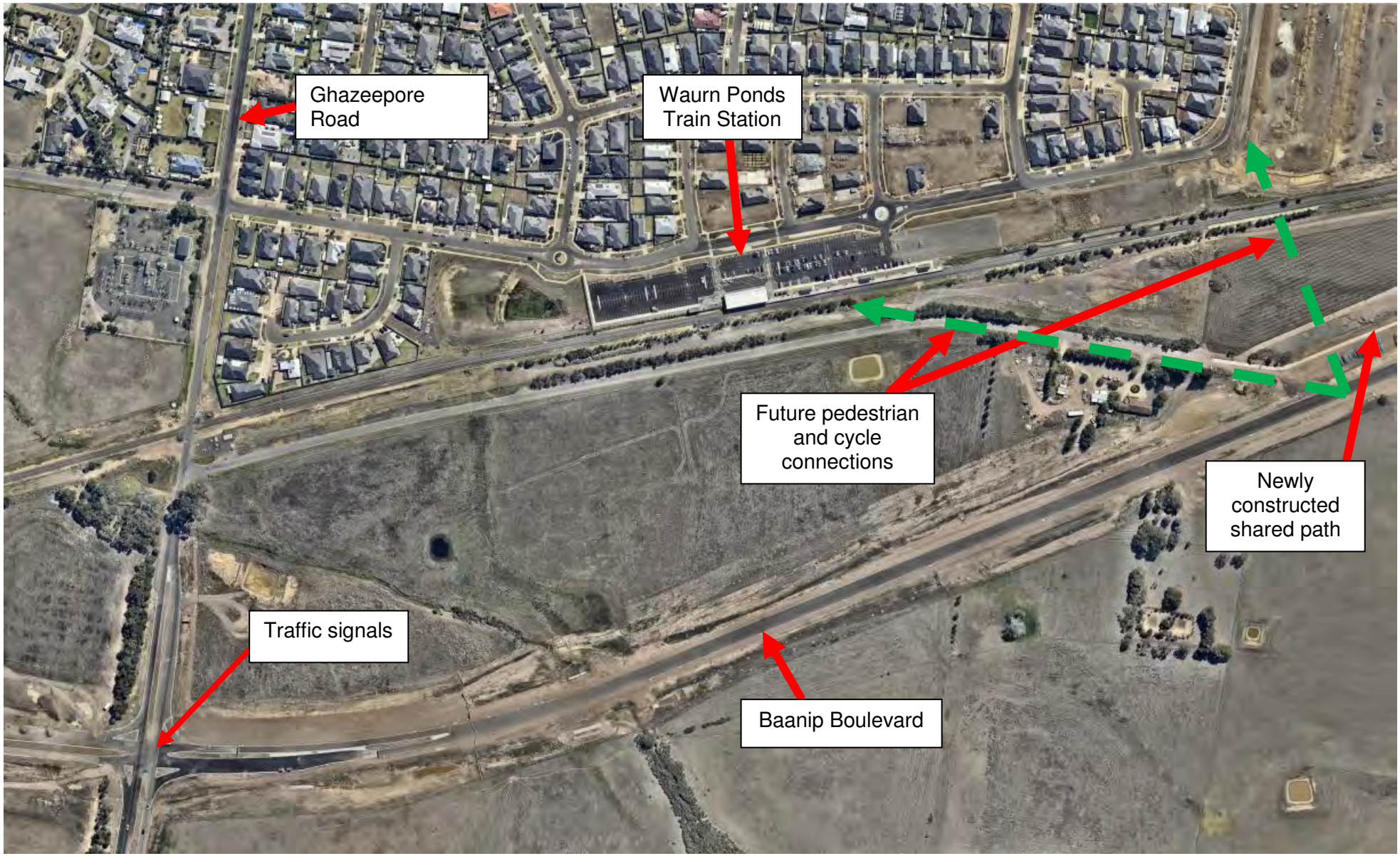
5. Newly opened Waurn Ponds Train Station (October 2014)

Current On site parking provision	292 sealed and line marked parking bays and another informal 100-150 parking bays on gravel surface
Issues & possible solutions	Expand the gravel car park (seal and line mark) to cater to the high demand for on-site parking
	Parking overflow will impact residential streets
	Increase in public transport service connections
	Improve existing intersection treatments with splitter islands, new line marking and signs
	Provision of safe pedestrian and cycle accessibility to Waurn Ponds Train Station
	Need for secure bicycle storage cages
	Multiple pedestrian and bicycle access connections to the train station from the south side across the railway line. Connections could be from Rossack Drive to Muir Road / Baanip Boulevard Shared Pathway
	Future demand for parking on the south side from Baanip Boulevard and safe pedestrian access

Figure 2: Waurn Ponds Train Station and car park (Source: Near Map)



6. Baanip Boulevard - Figure 3: Baanip Boulevard (Source: Near Map)



Current Traffic Volumes	400 - 1000 vehicles per day
Future Traffic Volumes	14,000 - 20,000 vehicles per day
Issues & possible solutions	Parking overflow near train station will create safety issues
	Future public transport service connections via Baanip Boulevard and Armstrong Creek
	Required Safe Multiple pedestrian and bicycle access connections to the train station from the south side across the railway line. Connections could be from Rossack Drive to Muir Road / Baanip Boulevard Shared Pathway Pedestrian and cycle access to the train Station and Rossack Drive (as shown in figure 3, (green lines) from the existing shared pathway in Baanip Boulevard
	Future demand for parking on the north side from Baanip Boulevard and safe pedestrian access
	Future increase in traffic volumes accessing the train station from Armstrong Creek (The growth area will take in the order of 25 years to fully develop, and will realise a population in the order of 55,000 people to be accommodated in 22,000 households.)

In summary, the key issues identified from each of the key traffic generators include:

1. Increase in through traffic volumes in local residential streets;
2. Increase in on-road parking in the vicinity of the train station
3. Safety of intersections;
4. Suitable locations of bus stops;
5. Missing infrastructure e.g. footpaths; and
6. Poor traffic flow.

To address these key issues the proposed solutions in summary include:

1. Provide traffic calming works on local roads as required to improve safety;
2. Review and complete footpaths connections and continuance;
3. Review and install traffic and parking signs;
4. Review and improve existing line marking;
5. Review Principle Bicycle Network (PBN) and provide infrastructure;

Further detail specific to each road is included in Attachment 1.

Environmental Implications

Development of the infrastructure proposed will enhance the natural and built environment through the consistent improvement of the infrastructure base.

Financial Implications

This report identifies traffic infrastructure requirements for Waurn Ponds. The bulk of the major funding to implement the required infrastructure will need to be allocated within future Council budgets with the opportunity to seek supporting funds from VicRoads, PTV and developers.

Council projects will be carried out to maximise community safety and help improve road accessibility. The costs are indicative, and further detailed estimates will be prepared when each project is considered for construction. The estimated costs for the identified projects will be over $800,000 as shown in the attached table.

Policy/Legal/Statutory Implications

This report provides direction for the ongoing improvement to transport infrastructure within Waurn Ponds. It will also demonstrate that the City is taking a responsible position on road network management issues.

Alignment to City Plan

This report is aligned with the strategic direction of City Plan. Having an integrated approach to transport infrastructure planning is a way forward to influence the land use development planning and to provide sustainable transport infrastructure systems. Transport directly affects the community, economy and the environment and to have an efficient transport system is important for the prosperity of local economies and to improve quality of life within the region. This report will identify transport infrastructure improvements to meet community needs and Council objectives.

Officer Direct or Indirect Interest

No Council officer involved in the preparation of this report has a direct or indirect conflict of interest.

Risk Assessment

The Development of this report will improve Council's position in terms of the level of understanding of Transport network infrastructure improvement needs and accessibility issues.

Social Considerations

Appropriate transport planning means that social impacts are properly considered during the development and management of the transport issues. This report aims to enhance accessibility, connectivity and mobility of walking, cycling and public transport and improve amenity and reduce road trauma. Appropriate planning of road accessibility and connectivity within the Waurn Ponds will contribute significantly to improving the health and wellbeing of local residents.

Improved safety for 'active' travel modes such as walking and cycling and provision of more equitable access for people of all ages and abilities has many documented social benefits, increasing opportunities for social interaction and participation.

Human Rights Charter

The findings of this report do not impact negatively on any basic rights, freedoms and responsibilities as set out in the Charter.

Consultation and Communication

There were two public submissions in 2014 in regards to the new Waurn Ponds station and surrounding transport infrastructure. The City carried out two surveys, one Geelong wide 'electronic survey' and a second survey of residents who live within a radius of approximately 500 metres from the new Waurn Ponds Train Station. Both surveys were conducted between 20 June and 18 August 2014

Some of the road related issues raised included cycling infrastructure needs, growth in Armstrong Creek development areas and infrastructure requirements, connectivity between key activity centres, pedestrian connectivity, road safety improvement, lack of capacity on trains to Melbourne, station upgrades, and congestion and community mobility options.

Appendix A

Table 2: Key Roads - existing treatments and future traffic infrastructure needs

Item	Main Road	Intersecting Road	Existing Treatment	Future works Required	Responsible Organisation /s	Indicative Costs $
1	Waurn Ponds Drive (CAT 4-Main Distributor – Urban)	Marendaz Road (CAT2 – Local Road- Rural)	Functions similar to a T-intersection on a straight, left slip lane in Waurn Ponds Drive	No		
2		Luggs Road (CAT2 – Local Road- Rural)	Functions similar to a T-intersection on a straight, left slip lane in Waurn Ponds Drive	No		
3		Lemins Road (CAT2 – Local Road- Rural)	Functions similar to a T-intersection on a straight	No		
4		Cochranes Road (CAT3 – Collector Road- Rural)	Functions similar to a T-intersection on a curve	Left slip lane in Waurn Ponds Drive to be investigated	Vic Roads/ CoGG	90,000
5		Mcpherson Road (CAT1 – Fire Access)	Functions similar to a T-intersection on a straight	No		
6	Cochranes Road(CAT3 – Collector Road- Rural)	Luggs Road (CAT2 – Local Road- Rural)	Functions similar to a T-intersection on a straight	No		
7		Kingsbury Lane (CAT2 – Local Road- Rural)	Functions similar to a T-intersection on a curve	No		
8	Ghazeepore Road (CAT 4-Main Distributor - Urban)	Princes Hwy	Left in – Left Out	No		
9		Burgundy Dr / Eden Crt (CAT 2-Local Access - Urban)	Cross intersection	Install ‘Stop’ and ‘Give way’ signs at this intersection	CoGG	2,000
10		Bourbon Way (CAT 2-Local Access -Urban)	T- intersection	Install ‘Stop’ and ‘Give way’ signs at this intersection	CoGG	2,000
11		Monterey Drive (CAT 3-Secondary Distributor)	T- intersection	Install ‘Stop’ and ‘Give way’ signs at this intersection	CoGG	2,000
12		Grange Park Drive (CAT 2-Local Access - Urban)	T- intersection	Install ‘Stop’ and ‘Give way’ signs at this intersection	CoGG	2,000
13		Delgany Mews (CAT 2-Local Access -Urban)	T- intersection	Install ‘Stop’ and ‘Give way’ signs at this intersection	CoGG	2,000
14		Oakwood Crescent (CAT 2-Local Access - Urban)	T- intersection	Install ‘Stop’ and ‘Give way’ signs at this intersection	CoGG	2,000
15		Acacia Lane (CAT 2-Local Access -Urban)	T- intersection	Install ‘Stop’ and ‘Give way’ signs at this intersection	CoGG	2,000
16		Brentwood Way	T- intersection	Install ‘Stop’ and ‘Give way’	CoGG	2,000

		(CAT 2-Local Access -Urban)		signs at this intersection		
Item	**Main Road**	**Intersecting Road**	**Existing Treatment**	**Future works Required**	**Responsible Organisation /s**	**Indicative Costs $**
17	Ghazeepore Road (CAT 4-Main Distributor - Urban)	Sugargum Drive / Hams Road (CAT 2-Local Access -Urban)	Cross Intersection	Traffic signals or a roundabout will be needed with pedestrian refuges	CoGG	400,000
18		Full length		Cross section improvements through pavement widening (project to be scoped).	CoGG	Need to cost these works.
19		Baanip Boulevard(Primary Arterial – VicRoads)	Traffic Signals	No		
20		Between Princes Hwy and Railway Line		Install traffic calming works along Ghazeepore Road, Complete the gaps in the footpath network, On-street parking restrictions at selected locations, Review bus stop locations	CoGG	140,000
21		Between Railway Line & Mt Duneed Road		Provide edge lines, 80 km/h speed limits signs, Construction and sealing of shoulders Footpath between Railway line and Baanip Blvd	CoGG	75,000
22		Between Princes Hwy and Railway Line		Install Bicycle lanes as per 'Principle Bicycle Network'	CoGG	10,000
23	Rossack Drive (CAT 4-Main Distributor – Urban)	Princes Hwy	Traffic Signals	No		
24		Meadowvale Drive	Roundabout	No		
25		Monterey Drive & Pit Street	Roundabout	No		
26		Willesden Drive & Heyers Road	Roundabout	No		
27		Bodega Street	Road works have commenced to duplicate Rossack drive	Roundabout	Developer contribution	Need to cost these works
28		Between Heyers Road & Mt Duneed Road		Road duplicated to match existing cross section	Developer contribution	
29	Sugargum Drive (CAT 2-Local Access – Urban)	Between Ghazeepore Road & Rossack Drive		Install speed limit signs (possible 50 km/h or 40 km/h), All parking bays signed and marked, Pedestrian crossing signed and marked	CoGG	25,000
30	Bodega Street (CAT 2-Local Access – Urban)			Footpath on the south side	Developer contribution	Need to cost these works
31	Grange Park Drive (CAT 2-Local Access – Urban)	(due to the Hams Road Development)		Traffic calming treatments will be installed	CoGG	50,000
32	Hams Road (CAT 2-Local Access – Urban)			Developer to complete 10m wide road width On-road bike lanes, Indented parking,		Need to costs these works

				Footpaths		
33	Waurn Ponds Train Station			'Directional and Way Finding ' signs required	PTV	Need to costs these works
Item	**Main Road**	**Intersecting Road**	**Existing Treatment**	**Future works Required**	**Responsible Organisation /s**	**Indicative Costs $**
34	Monterey Drive	Between Ghazeepore Road & Rossack Drive		Splitter Islands at each end	CoGG	25,000
35	Shared path connections			From Baanip Boulevard to Rossack Drive and to the Waurn Ponds Train Station	PTV / VicRoads / CoGG	Need to cost these works
						831,000+

2. ARMSTRONG CREEK TOWN CENTRE - IMPLEMENTATION PACKAGE

Portfolio: **Planning - Cr Heagney**
Source: **Planning and Tourism - Urban Growth**
General Manager: **Peter Bettess**
Index Reference: **Armstrong Creek Town Centre**

Purpose

The purpose of this report is to recommend Council adopt the Armstrong Creek Town Centre implementation package inclusive of Armstrong Creek Town Centre Visual Branding Policy, Guide to Preparing a Sustainability Management Plan and Armstrong Creek Town Centre Guidelines for 3D Digital Modelling *(Appendices previously provided with Briefing Papers).*

Summary

- The Armstrong Creek Town Centre (ACTC) Precinct Structure Plan was approved on 23 October 2014 enabling the development of this important retail, commercial and civic heart of the Armstrong Creek growth area. The Precinct includes land bounded by Surf Coast Highway, Boundary Road, Burvilles Road and Barwarre Road **(Appendix 1)**.
- The Armstrong Creek Town Centre Precinct Structure Plan (ACTCPSP) includes three unique elements that facilitate the delivery of the Precinct's vision; namely an application requirement to prepare a Sustainability Management Plan and submit electronic 3D drawing files, and a requirement to align to a common 'Brand Mark' for the Precinct.
- To support implementation of these three elements, three documents have been prepared to assist the development and consulting industry as well as internal staff implement the ACTCPSP.
    - The *"ACTC - Guide to Preparing a Sustainability Management Plan (SMP)"* **(Appendix 2)** illustrates why a SMP is required, what it should contain (including templates) and how its implemented via the Planning Permit process.
    - The "*ACTC - Guidelines for 3D Digital Modelling*" **(Appendix 3)** provides a short guide for the development and consulting industry to enable a 3D drawing of a proposed development to be submitted with applications and enable detailed assessment of the proposal.
    - The "*ACTC Visual Branding Policy (including ACTC Visual Branding Guide)*" **(Appendix 4 and 5)** establishes a consistent identity for the ACTC as the new commercial and civic heart of the Armstrong Creek Urban Growth Area (ACUGA). The ACTCPSP requires the implementation of the ACTC Visual Branding Policy to deliver the vision for the Precinct.
- It is not the purpose of the ACTC Visual Branding Policy to provide explicit controls regarding signage, buildings and works or other components of the development already controlled through the Greater Geelong Planning Scheme.
- The *ACTC - Guide to Preparing a Sustainability Management Plan (SMP) and ACTC – Visual Branding Guide* were both developed following consultation with landowners and relevant stakeholders relating to their vision and aspirations for the ACTC.

- The ACTC Brand Mark does not belong to Council. Developers within the ACTC will hold ownership and implementation of the Brand Mark together with the ACTC Visual Branding Guide.

Cr Heagney moved, Cr Richards seconded -

That Council adopt the Armstrong Creek Town Centre (ACTC) Implementation package:

a) ACTC - Guide to Preparing a Sustainability Management Plan;

b) ACTC - Guidelines for 3D Digital Modelling, and

c) ACTC - Visual Branding Policy (including Visual Branding Guide)

to guide development of the ACTC.

Carried.

Background

The Armstrong Creek Town Centre Precinct Structure Plan (ACTC PSP) was approved on 23 October 2014 and sets the vision for the Town Centre as being:

"The Armstrong Creek Town Centre will be the civic, commercial and social heart of the Armstrong Creek Urban Growth Area. It will be a sustainable, pedestrianised and vibrant transit oriented place which encourages people to shop, live, work and play. The Town Centre will be an attractive place, creating a destination for Armstrong Creek residents and visitors".

The Urban Growth Zone Schedule 5 (ACTC) includes two unique requirements to facilitate the delivery the above vision, specifically relating to sustainability and built form / development assessment. These two application requirements are:

Sustainability Management Plan

Multi-unit residential development, comprising 10 or more dwellings, and any non-residential development comprising more than 500 square metres of gross floor area and any service station must be accompanied by a Sustainability Management Plan (SMP) providing strategies to minimise resource use and waste having regard to Part 1 of Appendix 5 of the Armstrong Creek Town Centre Precinct Structure Plan.

The SMP must be prepared to the satisfaction of the Responsible Authority by a suitably qualified expert. The SMP should:

- *identify relevant sustainability targets or performance standards;*
- *document the means by which the appropriate target or performance will be achieved;*
- *demonstrate how proposed design elements integrate and respond to precinct level sustainability strategies, opportunities and development context;*
- *identify the different areas of responsibility and provide a schedule for implementation, ongoing management, maintenance and monitoring; and,*
- *demonstrate that the design elements, technologies and operational practices that comprise the SMP can be maintained over time.*

CAD drawings

Applications for new development, or extensions of existing development, greater than 50 square metres in Precincts 1, 2, 3 or 4 must provide 3D CAD (MGA Zone 55) drawings of the proposed development to the satisfaction of the Responsible Authority.

Applications for development in Precinct 5, other than for residential purposes, must provide 3D CAD (MGA Zone 55) drawings of the proposed development to the satisfaction of the Responsible Authority.

The provided 3D CAD model must satisfy the requirements of Council's acceptable 3D model formats document.

The requirement for a SMP as part of the ACTC application process is seen to facilitate early consideration of sustainability initiatives and to also ensure these initiatives are embedded in the ultimate design.

3D CAD (Computer Aided Design) files, are a useful tool in the assessment of development applications, particularly relating to issues such as interaction with the public realm, over shadowing and integration with other approved and / or proposed developments.

In addition to the above two requirements, the ACTCPSP (Section 4.5.3 - Use and Development Implementation and 4.6.3 - Built Form Implementation) requires:

Advertising signs will be controlled through the specific provisions of the Urban Growth Zone Schedule 5 (UGZ5) and will need to be in accordance with any Armstrong Creek Town Centre Visual Branding Policy as prepared by the Council

This provision requires Council to prepare an ACTC Visual Branding Policy to guide the delivery of a consistent visual branding response across the Precinct.

Discussion

The purpose of the ACTC Implementation Package, inclusive of:

- ACTC - Guide to Preparing a Sustainability Management Plan (SMP),
- ACTC - Guidelines for 3D Digital Modelling, and
- ACTC - Visual Branding Policy (including Visual Branding Guide),

is to provide the development industry, consultants and key internal staff with clear guidance on the implementation of three unique elements of the ACTC Precinct Structure Plan (ACTCPSP).

Sustainability Management Plans

During the development of the ACTC PSP sustainability was a major theme for the Precinct, as is the case for the whole Armstrong Creek growth area. However, the ACTC provides a unique opportunities to deliver best practice sustainability initiatives for major retail, commercial, civic and high density housing developments.

Moreland Energy Foundation prepared a report titled *Armstrong Creek Town Centre, Sustainable Urban Development Framework, Moreland Energy Foundation, August 2012.* The report provided a clear framework for how best practice environmental sustainable design could be embedded in the ACTC PSP, including the development of a separate section within the PSP relating to sustainability **Appendix 6** sets out the

general structure and checklist matrix for the ACTC PSP Planning and Design Guidelines.

Following the approval of the ACTC PSP, Council engaged AECOM Consultants to prepare a guide that distilled the requirement of the ACTC PSP into an easy to use document, including SMP templates for both residential and non-residential developments.

A draft Guide was circulated to all landowners / developers within the Precinct for feedback and was adjusted (where appropriate) to response to specific concerns and questions.

The outcome of the project was the *ACTC - Guide to Preparing a Sustainability Management Plan* **(Appendix 2)**, which includes:

- Part 1 – Guide to Preparing a Sustainability Management Plan;
- Part 2 – Reference Matrix; and
- Appendix – SMP Templates (Residential and Non-Residential).

3D Digital Modelling

The ACTC will include some of the most significant scale and diverse developments across the Armstrong Creek urban growth area. This includes major supermarket, discount department stores, shops and restaurants, office and commercial uses, major public facilities such as a regional library, aquatic centre, arts and cultural facilities and town green, a bus interchange, rail trail (future rail corridor) and medium / high density housing.

To facilitate the processing of these development applications, the Urban Growth Zone - Schedule 5 (ACTC) includes a requirement for applicants to submit a 3D CAD drawing file of their proposed development.

These 3D files enable Council to quickly assess the impact of the proposal on previously approved developments, as well as determine any potential issues with future developments within the Precinct.

To assist this process Council has completed two key projects to assist the development / consulting industry with the preparation of these 3D files. These are:

- ACTC 3D Model (full '*SketchUp*' model with indicative development response), **Appendix 7** provides sample model extracts, and
- ACTC - Guidelines for 3D Digital Modelling **(Appendix 3).**

The 3D model was prepared by a local Deakin University student (completing his Masters of Architecture) in partnership with the City's Urban Growth unit. The output is exceptional and highlights the local talent available within the Geelong region.

The model is illustrative only and aims to provide a potential development response to the ACTC, and allow applicants 3D files to be inserted and tested within a potential development setting.

To assist with the creation of these files, Council has prepared a short guide to preparing these files and what critical requirements are need for Council to utilise these files during the application process.

The creation of these 3D files is not onerous; noting the intention of these 3D drawings is not to be a detailed rendered drawing but a simple representation of the proposed development. It should also be noted that there are several free and low cost options for 3D software packages to allow quick and cost effective development of these files.

ACTC Visual Branding Policy

The ACTC is the commercial and civic heart of the Armstrong Creek growth area and will be developed as an iconic location for people to shop, recreate and access higher order services. Integral to establishing community ownership of the ACTC is the creation of a sense of place that is not dominated by any ownership pattern or commercial activity. Branding is a means of unifying the various uses across the ACTC with a common symbology that resonates with the community, tenants and general users of the ACTC.

The ACTCPSP requires the preparation and implementation of the ACTC Visual Branding Policy to deliver the vision for ACTC Precinct.

In late 2014 Council engaged Grindstone Creative to develop a Brand Mark and style guide for the ACTC, while Council prepared a Visual Branding Policy to assist with it's implementation. The ACTC Brand Mark was developed following consultation with all landowners and relevant stakeholders relating to their vision and aspirations for the Town Centre, and is reflective of the local environment of Armstrong Creek and the sustainability principles unpinning the vision of the ACTC.

The Brand Mark or logo references four key identifying aspects of the ACTC. These include the natural environment and sustainability; a pedestrianised, interconnected community; a community hub; and the letter 'a'. The implementation of the Brand Mark may take various different forms including signage, marketing material, public / private art and other innovative components of place making.

The purpose of the ACTC Visual Branding Policy **(Appendix 4)** is to:

- Establish a consistent identity for the ACTC as the new commercial and civic heart of the Armstrong Creek Urban Growth Area (ACUGA); and
- Provide clear guidance in the use and implementation of the Brand Mark across the Precinct.

The ACTC Visual Branding Guide, which informs the ACTC Visual Branding Policy, applies to all planning permit applications that seek approval for signage within the ACTC.

The Brand Mark does not belong to Council and will be implemented by developers within the ACTC via the planning permit process.

It is not the purpose of the ACTC Visual Branding Policy to provide explicit controls regarding signage, buildings and works or other components of the development already controlled through the Greater Geelong Planning Scheme.

Environmental Implications

The ACTC - Guide to Preparing a Sustainability Management Plan provides an important tool for the development and consulting industry, as well as internal staff in preparation, assessment and implementation of sustainability initiatives within the ACTC.

The ACTC Visual Branding Policy has no environmental implications; however the ACTC Brand Mark does reference the Armstrong Creek local indigenous environment.

Financial Implications

There are no financial implications to Council with accepting the recommendation in this report.

No impact to budget.

Policy/Legal/Statutory Implications

Should Council resolve to adopt the ACTC Visual Branding Policy, it will become part of Council's suite of policies.

The requirement for the ACTC Visual Branding Policy is incorporated in the Greater Geelong Planning Scheme through the ACTC Precinct Structure Plan.

Alignment to City Plan

The Armstrong Creek Urban Growth Area is one of Council's priority projects. The implementation of the ACTC Visual Branding Policy aligns with "Growing the Economy".

Officer Direct or Indirect Interest

No officers involved in this report have any direct or indirect interest in accordance with s80(c) of the Local Government Act 1989 (Vic).

Risk Assessment

There are no notable risks associated with accepting the recommendation in this report.

Social Considerations

There are no significant social considerations as a result of the implementation of the ACTC Implementation package.

Human Rights Charter

This report has no direct impact on human rights.

Consultation and Communication

The ACTC - Guide to Preparing a Sustainability Management Plan and the ACTC Brand Mark were developed following consultation with landowners and relevant stakeholders. This consultation included online surveys, one on one meetings and review of key documentation.



Legend

- ACTCPSP BOUNDARY
- ARTERIAL ROAD
- CONNECTOR ROAD
- MAIN STREET
- PRIMARY STREET
- ACCESS STREET (indicative only)
- AT GRADE CAR PARK
- KEY PEDESTRIAN LINK
- PEDESTRIAN CROSSING (Treatment to be determined)
- SIGNALISED INTERSECTION
- CAR PARK ACCESS
- PROMINENT / LANDMARK BUILT FORM
- LOADING AREAS
- FRONTAGES TO ADDRESS PUBLIC REALM
- PRIMARY RETAIL
- PRIMARY RETAIL ANCHOR
- GROUND FLOOR RETAIL
- MIXED USE
- LOCAL MIXED USE CENTRES
- EMPLOYMENT / COMMERCIAL
- MIXED USE / COMMERCIAL
- TOWN SQUARE
- MEDIUM / HIGHER DENSITY RESIDENTIAL
- COMMUNITY FACILITIES
- EMERGENCY SERVICES
- TRANSIT CORRIDOR
- COMMUNITY COMPLEX
- CHILD CARE - PRIVATE
- LIBRARY
- HEALTH AND WELL BEING COMPLEX
- INTEGRATED CIVIC AND CULTURE COMPLEX / AQUATIC CENTRE AND INDOOR STADIUM
- NEIGHBOURHOOD HOUSE
- FINER GRAIN PUBLIC SPACE
- FEATURE NODAL OPEN SPACE
- OPEN SPACE (Various types)
- HIGH STREET (Pedestrian street)
- DRAINAGE RESERVE
- GREENWAY
- INTERIM BUS INTERCHANGE
- ULTIMATE INTEGRATED TRANSIT HUB
- PREFERRED SERVICE STATION LOCATIONS

GUIDE TO PREPARING A SUSTAINABILITY MANAGEMENT PLAN ARMSTRONG CREEK TOWN CENTRE

PART 1

ARMSTRONG CREEK TOWN CENTRE

CITY OF GREATER GEELONG



Our Vision for Armstrong Creek Town Centre

The Armstrong Creek Town Centre will be developed into a world-class, integrated, environmentally sustainable community.

The City of Greater Geelong (CoGG) has developed an innovative planning framework for the new Armstrong Creek Town Centre. Amendment C267, which implements the Precinct Structure Plan (PSP) and associated Design Guidelines, has introduced new requirements and guidelines to drive better sustainability outcomes for the precinct.

Our approach is to work with developers and the community to assist them to implement the sustainability requirements and guidelines for Armstrong Creek Town Centre.

Our objective is to encourage sustainable design and development to minimise energy and resource use. Through improving the design of homes and buildings we can save water, decrease energy use, minimise waste and create healthier and more productive places, as well as minimising ongoing cost.

This Guide is designed to support both developers and the CoGG in coming to a common understanding of the requirements of the PSP, and assist the preparation and implementation a Sustainability Management Plans.

Whether you have already begun work using another ESD Tool such as Green Star, or not yet explored how the sustainability of your project may be improved, we are keen to work with you in partnership to complete a Sustainability Management Plan.

Why a Sustainability Management Plan?

A Sustainability Management Plan (SMP) is now a requirement for all significant development applications within the Armstrong Creek Town Centre. A SMP documents how the proposed development will respond to the objectives and guidelines detailed in the in the Armstrong Creek Town Centre Precinct Structure Plan.

The objectives and guidelines are based around the five principles shown to the right. Integrating sustainability into development will protect the community against energy and water cost increases, make it more resilient to future climate change impacts, and give greater control over resource needs. It will also help to make the Town Centre vibrant, comfortable and people oriented.

To drive this change, the City of Greater Geelong has created this practical guide for both developers and the community. Each guideline is numbered to reference the Precinct Structure Plan (and this number should be used in your Sustainability Management Plan – as shown in the sample templates).

Does it apply to my development?

The threshold or trigger relevant to the proposed development is detailed in the Greater Geelong Planning Scheme, Urban Growth Zone Schedule 5.

Multi-unit residential development comprising 10 or more dwellings, non-residential development comprising more than 500 square metres of gross floor area and any service stations must be accompanied by a Sustainability Management Plan.

A Sustainability Management Plan details what the relevant sustainability targets or performance measures are and how they will be achieved, in the context of precinct level objectives.



Zero Carbon



Zero Waste



Sustainable Transport



Sustainable Products & Materials



Sustainable Water



Why this is important

Sustainability Management Plans are increasingly required across Victoria to improve the sustainability of our built environment.

Sustainability is an inherent part of good design. Far from 'extra' or 'nice to have', sustainability can be a fundamental driver behind developing profitable and liveable buildings. Here's why.

1. **It's a differentiator.** Sustainability can be a really important part of delivering a product that stands out. For both commercial and residential buildings, customers are increasingly looking for low operating costs, high comfort and amenity, and the confidence that a building is designed to meet the needs of the future.
2. **It makes economic sense.** Smart approaches to sustainability integration can minimise upfront cost, increase revenues and reduce operating costs over the building's life.
3. **It's the future.** Armstrong Creek and City of Greater Geelong can lead the way with a design, development and construction industry that can deliver great buildings at great prices. Being ahead of the curve instead of behind it can open up more market opportunities, establish competitive advantage and result in long-term value for individual businesses and the whole region.

Purpose of this Guide

This guide will assist developers understand how to implement sustainability initiatives in their proposed developments, how to present this information in the correct form and how their applications will be assessed.

The guide will also assist CoGG planners to work with the Precinct Structure Plan and associated new requirements so that a consistent and clear system for reviewing and assessing applications is applied.

City of Greater Geelong Schedule 5 to the Urban Growth Zone
Armstrong Creek Town Centre Precinct Structure Plan

SUPPORTING DOCUMENTS		
	PART 1 Guide to preparing a Sustainability Management Plan for Armstrong Creek Town Centre	Review at the start of the project to understand the process and the guidelines/opportunities including sustainability requirements and case studies
	PART 2 Reference Matrix	Review during the design to align with the Precinct Structure Plan requirements
	APPENDICES Sample templates	Use these when preparing a planning/ development application



How to realise the sustainability benefits

This guide is designed to help developers capture the benefits of sustainability in their projects. The process outlined below provides a summary of the key steps along the way. These steps, when combined with more detailed guidance provided on each key sustainability theme, will ensure all projects in the Armstrong Creek Town Centre benefit from more sustainable approaches to development.

Effective engagement between all stakeholders, particularly the developer and CoGG, will be required from the pre-application stage and throughout the project to ensure understanding of the guidelines and application requirements. A high level of engagement will be critical for achieving the best sustainability outcomes for the Armstrong Creek Town Centre precinct.

Our approach in the Armstrong Creek Town Centre is one of collaboration, and we aim to assist all stakeholders in the process of integrating sustainability into their development, delivering a better product often without impacts on costs and timelines.

Note: The implementation of sustainability on a project is not limited to these guidelines. Developers are encouraged to pursue sustainability innovations beyond those provided by the Armstrong Creek Town Centre Precinct Structure Plan.

INFORM YOUR TEAM

Make sure your consultant team is aware of and understands the policy from the start.

Meet with Council early on to make sure expectations are clear about performance and documentation.

Ensure roles and responsibilities for sustainability within your consultant team are clear.

EMBED IN EARLY DESIGN

Consider sustainability outcomes as the development concept is created and evolves - explore a range of options along the way and evaluate each for its strategic, economic and environmental value to the project. Options should be responsive to the type and scale of the development.

Don't wait until the end to 'add' the sustainability. It will cost more and be less effective at that stage.

TEST ALTERNATIVES

Use tools to evaluate alternative master plans, building designs and infrastructure servicing approaches throughout the design process (e.g. NatHERS, IES, STEPS, SDS and Green Star).

As well as technical modelling, evaluate the business case for alternatives.

DOCUMENT YOUR INITIATIVES

Document your initiatives in the Sustainable Management Plan to articulate the proposed benefits of your chosen approach.

Ensure that evidence and analysis is provided and reasons are documented where design approaches or technologies have been deemed unsuitable to the type, nature or scale of the development.



Applying the Principles of Sustainability at Armstrong Creek Town Centre

The following pages outline what the Armstrong Creek Town Centre objectives and guidelines mean and how they can be implemented to generate great outcomes for both developers and the community. We have summarised some of the practical initiatives that can significantly improve the sustainability of different development types, and an indication of the costs and benefits, for each of the five principles of sustainability,

Every project is different. It is important that each site and proposed development is evaluated to find the best opportunities to deliver on the five principles of sustainability.

Each guideline is assigned a number that relates back to the reference system of the Precinct Structure Plan. These numbers should be referenced in the Sustainability Management Plan to facilitate cross-checking between a development's sustainability approach and the Precinct Structure Plan.

Further guidance on how to respond to all the guidelines is provided in Sustainability Guide Part 2 – Reference Matrix. Sample templates for preparing your Sustainability Management Plan are also available.



Zero Carbon (S1-01)

Vision

A Zero Carbon Armstrong Creek town centre means low energy bills, new local industry, comfortable homes and clean air. Achieving zero carbon emissions can't happen immediately, but big improvements can be made with little changes.

Practical steps to reduce emissions include reducing energy demands for heating, cooling, ventilation, lighting and small power, and generating energy from low carbon or renewable sources on or near site. Taking advantage of these opportunities provides value to all involved.



Zero Carbon means lower running costs and clean air...

Benefits

THE DEVELOPER	COMMUNITY / RESIDENTS / COMMERCIAL TENANT	ENVIRONMENT
- Smoother approvals process by ensuring that the application addresses the objectives and guidelines of the Precinct Structure Plan - Product differentiation, aiding increased rates of sale and increased sales values - A development that meets best practice standards and community expectations.	- Low running costs for residents - Potential health benefits - Future proofed building assets.	- Reduced emissions - Potentially increased planting / biodiversity – linked to reducing Urban Heat Island.

Guidelines

All development in Armstrong Creek Town Centre should:

S1-01.G1 Achieve a base target of National Construction Code (NCC) plus one star for residential development

S1-01.G2 Achieve a minimum of ½ star increase on average NABERS rating for new commercial developments, or equivalent, at the time of application

S1-01.G3 Include energy efficient street and public space lighting

S1-01.G4 Encourage low carbon on-site energy generation

S1-01.G5 Reduce urban heat island effects of car parks and buildings through design, landscaping, materials and colours

S1-01.G6 Ensure staging of development and infrastructure provision considers onsite energy generation capacity, and associated energy distribution networks, to allow for staged expansion where necessary

S1-01.G7 Ensure development does not restrict solar access to energy systems of adjoining buildings or sites



Case Study - Cape Paterson

Cape Paterson Ecovillage, currently being developed in South Gippsland, Victoria, will be one of Australia's leading examples of low carbon development. All homes built will achieve a minimum 7.5 star energy efficiency rating and have a 2.5 kW solar PV system.

Specific steps taken to reduce energy demands included careful subdivision design to optimise lot orientation, careful building orientation to maximise passive solar performance and use of eaves and shading devices

Modelling by an expert advisory group indicates that if the energy and water cost savings of these homes is used to pay off the mortgage faster, owners could reduce a 25 year mortgage by up to 5.5 years.

Image: South Gippsland Sentinel Times

What do the 'zero carbon' guidelines mean in practice?

	RESIDENTIAL	COMMERCIAL
THERMAL PERFORMANCE Reduce home running costs by up to $300 p.a. with no additional upfront cost	- considering building orientation - window size and placement - increased insulation in walls, roof and floor - improved glazing specification or adding fixed shading devices).	- careful siting and orientation - efficient base building – careful consideration of construction approach and insulation, thermal mass, glazing ratios and glazing type
ENERGY EFFICIENCY An energy efficient shop fit- out may cost slightly more upfront, however is likely to pay for itself within the first 2-3 years of operation.	While thermal efficiency is important, up to 60% of household energy use is related to appliances, lighting and other active systems such as water pumps. To reduce energy usage and the operational costs associated with these aspects of the home, developers should consider: - energy efficient lighting - variable speed drive pumps - efficient appliances (where provided)	- efficient heating, ventilation and air conditioning (HVAC) systems - energy efficient lighting and appliances
RENEWABLE ENERGY Solar PV can be installed for around $2-2.50 per watt. The payback years for this can be as little as 5-6 years.	Renewable energy is an important opportunity to decarbonise energy and save money. Developers should install solar PV and solar hot water panels wherever possible. Where there is a genuine reason for a system not being installed upfront, space should be safeguarded and any structural requirements should be considered upfront to allow future installation.	Commercial buildings with large roof areas represent a great opportunity for solar PV. This could be for exclusive use on-site or to feed back into the grid. A feasibility study including the energy profile of the building and the costs and benefits of different system designs would determine the most logical approach.

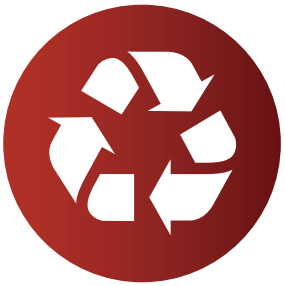
The table above summarises some of the practical initiatives that can significantly improve the sustainability of different development types, and an indication of the costs and benefits. Further guidance on how to respond to all the guidelines is provided in Sustainability Guide Part 2 – Reference Matrix.

Zero Waste (S1-02)

Vision

A Zero Waste Armstrong Creek town centre would mean reduced contribution to landfill waste, less transportation of waste out of the region and increased re-use and recycling of materials by businesses and residents. Creating a waste ecosystem that generates Zero Waste can't happen immediately, but big improvements can be made with little changes.

Practical steps to reduce waste include effective waste separation, re-use of waste generated during construction and recycling of organic waste.



Zero Waste means less landfill and raw material demand...

Benefits

THE DEVELOPER	COMMUNITY / RESIDENTS / COMMERCIAL TENANT	ENVIRONMENT
- Smoother approvals process by ensuring that the application addresses the objectives and guidelines of the Precinct Structure Plan - A development that meets best practice standards and community expectations - Lower waste disposal costs during construction and operation.	- Increased engagement and reduced costs through use of re-used and recycled materials - Opportunities to reuse organic waste for compost - Improved amenity through fewer truck movements - Increased manufacturing activity in re-use or recycling	- Reduced emissions from decomposing waste at landfills - Reduced land contamination at landfills - Reduced emissions from transportation of waste to landfills - Decreased demand for raw materials.

Guidelines

All development in Armstrong Creek Town Centre should:

S1-02.G1 Provide separated waste streams in public places, retail, commercial and residential developments

S1-02.G2 Ensure construction maximises re-use and recycling of construction materials



Case Study – Burbank Zero Waste Home

Residential housing construction contributes a significant proportion of Victoria's waste sent to landfill. Much of this waste results from inefficient practices on building sites, such as discarding of off-cut materials and over-delivery of materials by suppliers.

Burbank Homes and RMIT's Centre for Design addressed this by designing and constructing the first 'Zero Waste' home in Victoria. During the construction of the house, located in Melton South, the quantity of waste sent to landfill was reduced by 99% compared with current standard practices. This was achieved through reduction of material use, control of material dimensions during manufacture to reduce off-cuts and recycling of waste generated by the site.

What do the 'zero waste' guidelines mean in practice?

	RESIDENTIAL	COMMERCIAL
DEMOLITION AND CONSTRUCTION Material waste contributes on average 10% of a project's total cost of construction	- Produce a Waste Management Plan for the development site - Reduce the quantity of materials required through careful design - Optimise the manufacture of building materials to reduce off-cuts - Avoid oversupply of building materials - Recycle and re-use building materials either on-site or in the wider community - Engage a waste contractor with contractual commitments to diverting a high proportion (>80%) of their waste away from landfill	- Produce a Waste Management Plan for the development site - Utilise prefabricated or modular construction - Recycle and re-use waste on-site - Engage a waste contractor with contractual commitments to diverting a high proportion (>80%) of their waste away from landfill
RECYCLING Up to 40% of waste can be diverted from landfill by composting food and garden waste	- Produce a precinct Waste Management Plan - Waste management infrastructure for residents - Advanced organic waste treatment system for apartment buildings	- Produce a precinct Waste Management Plan - Waste management infrastructure for businesses and public spaces - Advanced organic waste treatment system - On-site resource recovery

The table above summarises some of the practical initiatives that can significantly improve the sustainability of different development types, and an indication of the costs and benefits. Further guidance on how to respond to all the guidelines is provided in Sustainability Guide Part 2 – Reference Matrix.

Sustainable Transport (S1-03)

Vision

Sustainable transport for the Armstrong Creek town centre would mean less reliance on emissions-intensive private vehicles. This would lead to better air quality, less congestion and a healthier population.



Sustainable transport means less congestion and a healthier population

Benefits

THE DEVELOPER	COMMUNITY / RESIDENTS / COMMERCIAL TENANT	ENVIRONMENT
- Smoother approvals process by ensuring that the application addresses the objectives and guidelines of the Precinct Structure Plan - A development that meets best practice standards and community expectations - Potential reduction in costs through reduced car parking provision	- Reduced congestion - Reduced travel times - Better physical health due to higher physical activity - Future-proofed transport network - Improved access to amenities	- Reduced transport-related emissions - Improved air quality - Reduced demand for new road infrastructure

Guidelines

All development in Armstrong Creek Town Centre should:

- Ensure the provision of movement and access networks are designed and planned based on the following priority: Pedestrian and mobility restricted; cycling; public transport; then private cars
- Ensure easy, direct and safe pedestrian access between complementary uses including the co-location of car parking where possible to reduce internalised vehicle trips
- Provide access all abilities pedestrian networks
- Provide centrally located and easily accessed bicycle storage with good connections to major destinations
- Prioritise bus movements over private vehicle movements
- Prioritise location of disabled, car-share and electric vehicle charging spaces
- Provide safe, well lit access after-hours to entry points to major destinations
- Provide well located 'rest stops', shelter and seating for pedestrians to encourage walking trips
- Limit the provision of car parking within the Ultimate Integrated Transport Hub
- Consider staged provision of car parking to limit excessive car parking development
- Consider the provision of electric vehicle (EV) shared infrastructure within large car parking areas
- Support real-time public transport information within large developments
- Encourage centrally located and easily accessed end-of-trip facilities with good connections to major destinations
- Encourage usage of car parking technologies to maximise efficiency of car parking



Case Study – Car Share

Car share companies are now operating across Australia. Car sharing is now a mainstream transport option for urban Australians, providing a cheap, green and easy alternative to car ownership. Hundreds of car share vehicles are now being operated across Melbourne.

Every 'Car Share' vehicle is estimated to take as many as 15 cars off the road in Australia and can also change travel behaviours and connect neighbourhood residents.

Developers can implement car share schemes in higher density and mixed-use areas to reduce car parking requirements and private vehicle use by local residents and businesses.

What do the 'sustainable transport' guidelines mean in practice?

	RESIDENTIAL	COMMERCIAL
TRANSPORT PLANNING Effective transport planning reduces ongoing economic costs due to congestion with little capital cost	- Link any internal movement and access routes to the broader network, prioritising active transport - Demonstrate use of principles such as Crime Prevention Through Environmental Design (CPTED) or Safety By Design - Reduce car parking rates where appropriate alternatives, such as active transport, public transport and car sharing, are supported	- Link any internal movement and access routes to the broader network, prioritising active transport - Demonstrate consideration of safety through design of entries and lighting specifications - Demonstrate use of principles such as CPTED or Safety By Design
ACTIVE TRANSPORT Connecting amenities with active transport routes increases the sense of community and improves public health	- High quality pedestrian crossings and signage - Provide internal and external bicycle storage for residents and visitors - Provide any publically accessible areas or internal movement routes with appropriate shelter and seating	- Provide end of trip facilities including showers, lockers and secure bike storage for workers - Prioritise access for active transport users, rather than providing this as an afterthought or via a 'back door' - Provide internal and external bicycle storage for visitors and workers in convenient and safe locations
LOW-EMISSIONS TRANSPORT Effective public transport infrastructure can enable higher density development	- Ensure lane design, intersection design and signal sequencing prioritises bus movements - Incorporate real time public transport information into in-home display, web portal or foyer display - Work with an electric vehicle charging provider to install charging points	- Reduce overall car parking numbers through centralised parking provision matching space needs to a balanced profile of different user groups - Ensure lane design, intersection design and signal sequencing prioritises bus movements - Incorporate real time public transport information at key building exits

The table above summarises some of the practical initiatives that can significantly improve the sustainability of different development types, and an indication of the costs and benefits. Further guidance on how to respond to all the guidelines is provided in Sustainability Guide Part 2 – Reference Matrix.

Sustainable Products and Materials (S1-04)



Vision

Use of sustainable products and materials will reduce Armstrong Creek town centre's environmental impact embodied in its construction. Residents and business will also be encouraged to consume goods sustainably, ranging from household products to food.

Practical steps to make products and materials more sustainable include sustainable sourcing and encouragement of local food sources.

Sustainable products and materials mean less embodied energy and material waste...

Benefits

THE DEVELOPER	COMMUNITY / RESIDENTS / COMMERCIAL TENANT	ENVIRONMENT
- Smoother approvals process by ensuring that the application addresses the objectives and guidelines of the Precinct Structure Plan - A development that meets best practice standards and community expectations - More efficient construction processes and reduced long-term maintenance - Long-term sustainability of material supplies	- Local jobs and industry growth - Increased resilience of infrastructure and products with lower ongoing maintenance - Long-term sustainability of materials supplies - Enhanced sense of community and local identity - Healthy, local food	- Reduced embodied emissions in the development - Reduced waste - Reduced transportation - Ongoing sustainable consumption through green leases and community engagement.

Guidelines

All development in Armstrong Creek Town Centre should:

S1-04.G1 Utilise construction materials and products that incorporate low-embodied energy, are robust and weather resilient, and are low maintenance to maximise their life-cycle

S1-04.G2 Incorporate materials re-use, and those from sustainable resources with low embodied energy e.g. Forest Stewardship Council certified timbers, fly-ash component in concrete

S1-04.G3 Encourage development that aligns with 'Design for Sustainability' principles including green procurement

S1-04.G4 Encourage alternative construction techniques that reduce waste and disposal

S1-04.G5 Encourage provision for on-site waste treatment



Image: Surf Coast Shire / Irwinconsult

Case Study – Surf Coast Shire Civic Building

The Surf Coast Shire Civic Building in Torquay, Victoria, utilised materials with a reduced environmental impact in their manufacture to minimise the building's embodied energy.

Recycled cementitious materials were used in the concrete mix to reduce the quantity of Portland cement used in the building's structure by more than a third. In addition, the majority of steel used in the building had a post-consumer recycled content of greater than 50%.

These initiatives utilised recovered recycled materials in order to reduce the project's raw materials consumption and environmental impact due to its construction. The Civic Building achieved a certified 5 Star Green Star Office v3 Design rating.

What do the 'sustainable products and materials' guidelines mean in practice?

	RESIDENTIAL	COMMERCIAL
CONSTRUCTION AND MATERIALS By reducing total materials, for example through exposed finishes, capital costs can be reduced while reducing embodied energy	- Demonstrate process for material selection evaluating various sustainability considerations - Demonstrate that the project has considered sustainability principles across its full life cycle and evaluated and incorporated design and material opportunities to improve outcomes at all project stages - Demonstrate use of tools and resources such as Life Cycle Assessment, Green Star and Ecospecifier in decision making - Use of prefabricated or modular construction approaches	- Instruct designers to consider use of standard material lengths and to dematerialise where possible - Demonstrate process for material selection evaluating various sustainability considerations - Demonstrate that the project has considered sustainability principles across its full life cycle and evaluated and incorporated design and material opportunities to improve outcomes at all project stages - Demonstrate use of tools and resources such as Life Cycle Assessment, Green Star and Ecospecifier in decision making
SUSTAINABLE CONSUMPTION Food consumption contributes 28% of Victoria's ecological footprint, which can be reduced through on-site food production to minimise transport and packaging	- Developing a Building Users Guide, which covers all aspects of sustainable building operation and sustainable living and has a focus on sustainable consumption. This includes shopping locally, use of shared resources (e.g. tool library) and maximising reuse and 'upcycling' - Implement and encourage on-site food growing or installed community gardens	- Green Leases, which provide an agreement between the lessor and lessee regarding how the tenancy will maximise the sustainability of its operations, can provide a tool to encourage sustainable consumption principles to be built into the operations of businesses in the activity centre - Businesses that focus on sourcing local produce, products and services could also use sustainable consumption principles to market the benefits to the Armstrong Creek community

The table above summarises some of the practical initiatives that can significantly improve the sustainability of different development types, and an indication of the costs and benefits. Further guidance on how to respond to all the guidelines is provided in Sustainability Guide Part 2 – Reference Matrix.

Sustainable Water (S1-05)

Vision

Sustainable Water for Armstrong Creek town centre would mean management of limited water sources to ensure that water demands for the area are met without compromising future water supplies.

Strategies for achieving sustainable water use include reduced water consumption of the development, maximised water efficiency of appliances and equipment, infrastructure for captured rainwater and recycled water, and water sensitive urban design.



Sustainable Water means preserving this resource for the future

Benefits

THE DEVELOPER	COMMUNITY / RESIDENTS / COMMERCIAL TENANT	ENVIRONMENT
- Smoother approvals process by ensuring that the application addresses the objectives and guidelines of the Precinct Structure Plan - A development that meets best practice standards and community expectations	- Future-proofed development that is resilient to both droughts and major storm events - Lower costs associated with water consumption - Careful water use supports urban greenery to improve amenity and reduce urban heat	- Long-term sustainability of potable water supplies - Reduced environmental damage from stormwater run-off during major storms - Potential biodiversity benefits through native, drought-resistant plants

Guidelines

All development in Armstrong Creek Town Centre should:

S1-05.G1 Minimise the percentage of non-permeable surfaces for mixed-use and commercial development, particularly where large areas of at-grade car parking are required

S1-05.G2 Demonstrate an integrated stormwater management approach inclusive of WSUD treatments and/or other stormwater capture initiatives

S1-05.G3 Minimise construction impacts on waterways

S1-05.G4 Source 100% of water for landscape irrigation from on-site rainwater collection or recycled water

S1-05.G5 Encourage WSUD initiatives within landscaped environments

S1-05.G6 Consider the use of underground tanks for water capture and storage to minimise the encumbrances on ground level land

S1-05.G7 Consider the use of rain-gardens and bio-retention systems, particularly within large areas of at-grade car parking

S1-05.G8 Provide visual demonstration of water conservation and re-use

S1-05.G9 Communicate innovative approaches to stormwater management in public areas

S1-05.G10 Provide drought tolerant/water-saving landscape plantings



Image credit: Urban Edge Landscape Architects

Case Study – Caroline Springs

The Urban Wetland is a series of artificial pools that were constructed as part of the Caroline Springs development in Victoria. The pools form part of a stormwater retention and treatment system that collects stormwater run-off from the Caroline Springs area and provides filtration before it flows into natural water bodies.

Wetland areas provide a natural filter to remove pollutants and nutrients from the stormwater. After filtration, the stormwater flows into Lake Caroline.

As well as removing pollutants from stormwater, the Urban Wetland retention pools also relieve stress on central stormwater infrastructure that could overflow during large storm events.

What do the 'sustainable water' guidelines mean in practice?

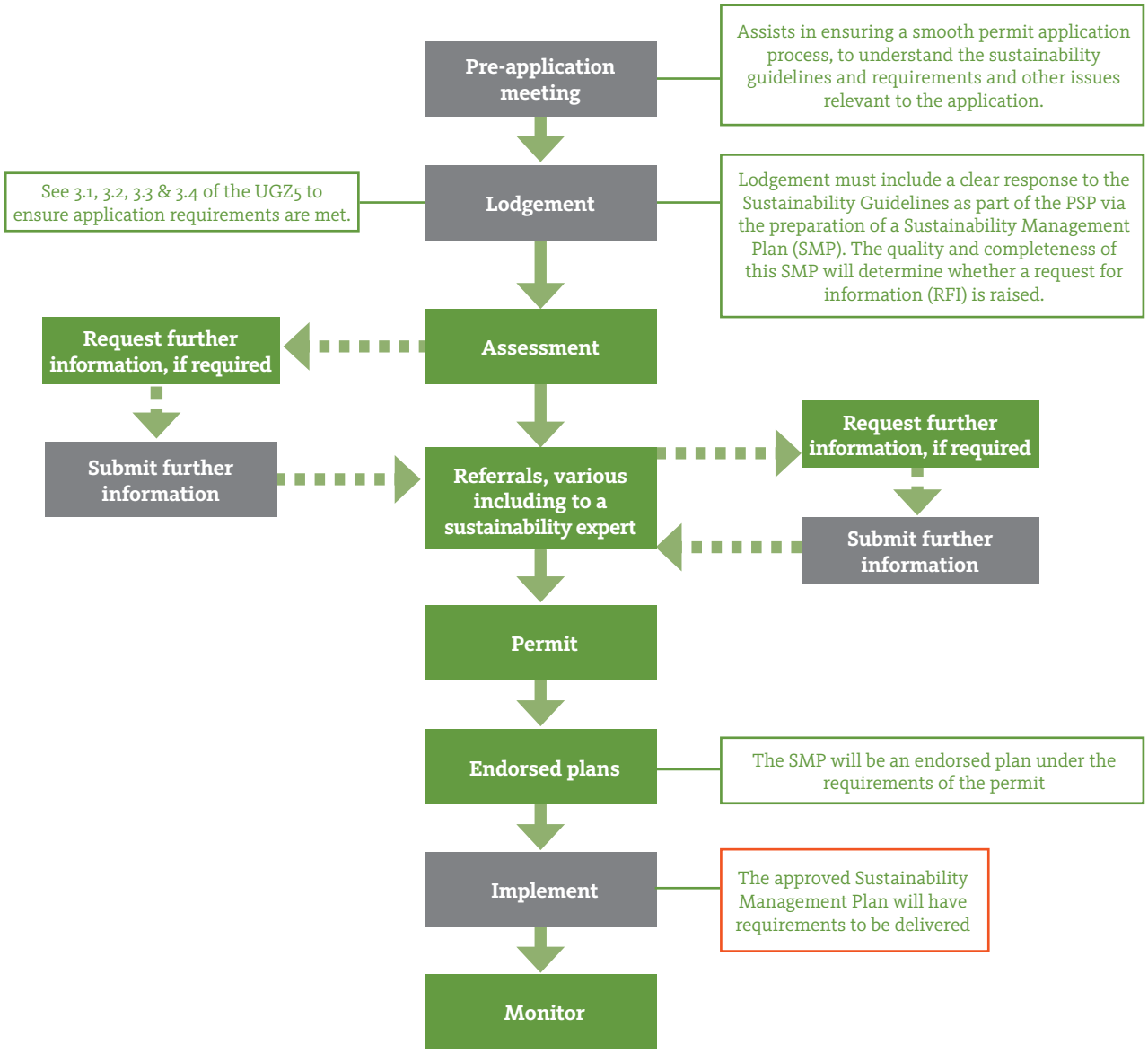
	RESIDENTIAL	COMMERCIAL
WATER EFFICIENCY Reduced running costs with no additional upfront costs	- Specify drought-tolerant landscape design and plant species - Where appliances such as dishwashers and washing machines are supplied (or offered) maximise water and energy efficiency. - Ensure all fittings and fixtures achieve the highest WELS rating possible	- Maximise water efficiency of HVAC system - Specify drought-tolerant landscape design and plant species - Maximise water efficiency of commercial kitchens - Ensure all fittings and fixtures achieve the highest WELS rating possible
RAINWATER AND RECYCLED WATER Recycled grey water can contribute up to 50 L per day for toilet flushing in a typical home	- Connect to the Third Pipe network for recycled water - New public spaces created as part of residential development could include a designed water feature showcasing the town centre's recycled water supply, while incorporating a functional irrigation element	- Connect to the Third Pipe network for recycled water - New public spaces created as part of commercial development could include a designed water feature showcasing the town centre's recycled water supply, potentially incorporating a functional irrigation element
WATER SENSITIVE URBAN DESIGN Effective management of stormwater reduces flood risk during storms	- Use tools such as STORM, MUSIC, Urban Developer tools, or Green Star - Utilise permeable pavements and other systems to maximise permeability.	- Minimise the percentage of non-permeable surfaces for mixed-use and commercial development, particularly where large areas of at-grade car parking are required - Consider the use of rain-gardens, and bio-retention systems, particularly within large areas of at-grade car parking - Use tools such as STORM, MUSIC, Urban Developer tools, or Green Star

The table above summarises some of the practical initiatives that can significantly improve the sustainability of different development types, and an indication of the costs and benefits. Further guidance on how to respond to all the guidelines is provided in Sustainability Guide Part 2 – Reference Matrix.

Sustainability Assessment Process for Applications

This assessment process has been developed to assist the CoGG Statutory Planning department with permit applications in the Armstrong Creek Town Centre. This process ensures that the assessment of responses to the sustainability guidelines is efficient and consistent. The flow chart below maps out the standard permit assessment process for Armstrong Creek Town Centre developments against the sustainability objectives of the Precinct Structure Plan.

Orange stages represent actions for CoGG, while grey boxes represent actions for the developer.



Resources and Support

City of Greater Geelong can provide support and resources to developers to assist with the implementation of sustainability and development of a Sustainability Management Plan.

The following tools and framework are available for developers.

TOOL	SUITABLE PROJECT TYPES	FURTHER INFORMATION
FirstRate thermal performance assessment	Residential buildings	www.fr5.com.au
NABERS Energy performance	Commercial buildings	www.nabers.gov.au
STEPS sustainability assessment	Small residential buildings	www.sustainablesteps.com.au
SDS sustainability assessment	Small non-residential buildings	www.sustainablesteps.com.au
Green Star Design and As Built	All building types	www.gbca.org.au
Green Star Communities	Mixed-use precincts	www.gbca.org.au
STORM stormwater assessment	Small sites, less than 1 hectare	storm.melbournewater.com.au
MUSIC stormwater assessment	Large sites, greater than 1 hectare	www.ewater.com.au/products/music

Glossary of terms

Co-generation The production of power and heating from the one energy source (e.g. gas) which harnesses the byproduct (waste heat) of the energy generation process for recirculation, i.e. for space heating

Embodied Energy Embodied energy is the energy consumed by all of the processes associated with the production of a building, from the mining and processing of natural resources to manufacturing, transport and product delivery. Embodied energy does not include the operation and disposal of the building material. This would be considered in a life cycle approach. Embodied energy is the 'upstream' or 'front-end' component of the life cycle impact of a home

ESD Ecological Sustainable Development

GHG Greenhouse Gas

GHG Coefficient This value determines how many GHGs are released by a certain power grid, fuel, etc

GTP Green Travel Plan – details the sustainable travel options for a development and seeks to develop a strategic approach to changing travel behaviour

IEQ Indoor Environment Quality – encompasses all aspects of the indoor setting including air quality, ventilation, thermal comfort, lighting and noise

Renewable Energy Renewable energy is power generated by means

RECs Renewable Energy Certificates; managed by the Office of the Renewable Energy Regulator www.orer.gov.au

SHW Solar Hot Water

Solar Electricity Generating electricity direct from the sun using Photovoltaic

Solar Thermal Generating heat from the sun. The heat can be either used direct for space heating or to generate steam, and produce electricity or heat water.

Sustainability Ecologically sustainable development

Tri-generation The production of power, heating and cooling from the one energy source (e.g. gas) which harnesses the byproduct (waste heat/cooling) of the energy generation process maximising resource use

WELS Water Efficiency Labelling and Standards www.waterrating.gov.au

WSUD Water Sensitive Urban Design - A sustainable water management approach that aims to provide water-quality treatment, flood management to reduce the pollution carried to our waterways and more sustainable urban landscapes.[1]

1 http://www.sustainability.mav.asn.au/content/upload/files/publications/MAV_Planning_for_Sustainable_Buildings_Guide.pdf

ARMSTRONG CREEK TOWN CENTRE

GUIDE TO PREPARING A SUSTAINABILITY MANAGEMENT PLAN

PART 2 REFERENCE MATRIX

ARMSTRONG CREEK
TOWN CENTRE

CITY OF GREATER
GEELONG

Zero Carbon

OBJECTIVES (PRECINCT WIDE-AMBITION)	GUIDELINES	EXAMPLE INITIATIVES TO MEET GUIDELINES (RESIDENTIAL)	EXAMPLE INITIATIVES TO MEET GUIDELINES (COMMERCIAL)	SUGGESTED TOOLS
S1-01.O1 To source 30% of energy from either on-site, nearby renewable or low-carbon sources. To encourage solar electricity and hot water use in all buildings.	**S1-01.G4** Encourage low-carbon on-site energy generation.	**On-site generation:** › Roof mounted or building integrated solar PV. › Roof mounted or building integrated solar PV. › Roof mounted or building integrated solar hot water. › Geo-thermal heating and cooling. Offer apartments/townhouses with an option to purchase a PV system (bulk purchase) or to invest in a nearby community PV array (e.g. on roof of supermarket). If on-site generation not to be provided provide justification (e.g. cost analysis) and consider 'future proofing' strategy to allow future installation. **Example evidence:** › Analysis and commitment (if applicable) in SMP. › Plans showing renewable/low carbon systems. › Provide calculations showing proportion of predicted energy requirements provided by on-site low-carbon sources.	**On-site generation:** › Roof mounted or building integrated solar PV. Opportunity for large scale array on major tenancies, with potential income stream through leasing roof space. › Roof mounted or building integrated solar hot water. › Geo-thermal heating and cooling. Potential for this to be integrated under car park. › Co-generation/tri-generation. Explore opportunities for energy resource sharing (e.g. heat from co-generation plant being used in adjacent office building or swimming pool). If on-site generation not to be provided provide justification (e.g. cost analysis) and consider 'future proofing' strategy to allow future installation. **Example evidence:** › Analysis and commitment (if applicable) in SMP. › Plans showing renewable/low carbon systems. › Provide calculations showing proportion of predicted energy requirements provided by on-site low-carbon sources.	› FirstRate5 › NABERS › STEPS › SDS › Green Star › IES virtual environment
	S1-01.G6 Ensure staging of development and infrastructure provision considers onsite energy generation capacity, and associated energy distribution networks, to allow for staged expansion where necessary.	In early concept development consider opportunities to match electricity, heating and cooling consumption profile with adjacent uses. If opportunity (current or future) exists then incorporate or future proof design. **Example evidence:** › Analysis and commitment (if applicable) in SMP. › Plans showing possible or committed opportunities.	In early concept development consider opportunities to match electricity, heating and cooling consumption profile with adjacent uses. If opportunity (current or future) exists then incorporate or future proof design. **Example evidence:** Analysis and commitment in SMP. Plans showing possible or committed opportunities.	
	S1-01.G7 Ensure development does not restrict solar access to energy systems of adjoining buildings or sites.	Where possible, every effort should be made to maximise the potential use of solar panel on all buildings. **Example evidence:** Provide shadow diagrams showing impact of overshadowing on solar energy systems of adjacent sites.	Where possible, every effort should be made to maximise the potential use of solar panel on all buildings. **Example evidence:** Provide shadow diagrams showing impact of overshadowing on solar energy systems of adjacent sites.	
S1-01.O2 To provide a street network design maximising energy efficient building and infrastructure siting.		Respond to the street network design to optimise lot orientation and building orientation.	Respond to the street network design to optimise lot orientation and building orientation.	

Zero Carbon

OBJECTIVES (PRECINCT WIDE-AMBITION)	GUIDELINES	EXAMPLE INITIATIVES TO MEET GUIDELINES (RESIDENTIAL)	EXAMPLE INITIATIVES TO MEET GUIDELINES (COMMERCIAL)	SUGGESTED TOOLS
S1-01.O3 To encourage energy efficient buildings through improved thermal performance, green roofs and walls and building management systems.	**S1-01.G1** Achieve a base target of National Construction Code (NCC) plus one star for residential development. **S1-01.G2** Achieve a minimum of ½ star increase on average NABERS rating for new commercial developments, or equivalent, at the time of application.	Provide a sample rating of a range of representative dwellings to demonstrate that the development achieves an average 7 star rating and a minimum of 6 stars for all units. **Example evidence:** › FirstRate sample assessments. › Discussion of thermal performance measures and commitment to achieving a stated average rating in SMP.	Complete a projected NABERS rating using projected consumption figures for the development, and demonstrate ½ star increase against average NABERS rating for comparable buildings in the same climate zone. **Example evidence:** › NABERS predicted rating assessment and analysis to justify benchmark average (or CoGG can provide this). › Discussion of thermal performance measures and commitment to achieving a stated rating in SMP.	› FirstRate5 › NABERS › STEPS › SDS › Green Star › IES virtual environment
S1-01.O4 To encourage car parking and landscape design that reduces the urban heat island effect.	**S1-01.G5** Reduce urban heat island effects of car parks and buildings through design, landscaping, materials and colours.	Demonstrate use of green walls, green roofs, light coloured materials and finishes. Use mature shade trees or other fast growing greenery, and shade sails or other lightweight shade devices in car parks. Use light coloured pavements in car parks. **Example evidence:** › Plans and elevations showing green roofs and walls. › Landscape plans and planting schedules. › Material schedules.	Demonstrate use of green walls, green roofs, light coloured materials and finishes. Use mature shade trees or other fast growing greenery, and shade sails or other lightweight shade devices in car parks. Use light coloured pavements in car parks. **Example evidence:** Landscape plans and planting schedules. Material schedules.	
S1-01.O5 To implement best practice energy efficient lighting within the public realm.	**S1-01.G3** Include energy efficient street and public space lighting.	Provide analysis of specified street or public space lighting showing it represents best practice in energy efficiency (e.g. LED technology). **Example evidence:** Analysis, including expected energy consumption or rated energy efficiency of different lighting technologies. Statement of commitment and to the chosen technology, including rationale for selection, shown in SMP.	Provide analysis of specified street or public space lighting showing it represents best practice in energy efficiency (e.g. LED technology). **Example evidence:** › Analysis, including expected energy consumption or rated energy efficiency of different lighting technologies. Statement of commitment and to the chosen technology, including rationale for selection, shown in SMP.	

Zero Waste

OBJECTIVES (PRECINCT WIDE-AMBITION)	GUIDELINES	EXAMPLE INITIATIVES TO MEET GUIDELINES (RESIDENTIAL)	EXAMPLE INITIATIVES TO MEET GUIDELINES (COMMERCIAL)	SUGGESTED TOOLS
S1-02.O1 Recovery of 75% of waste (recycled, reclaimed or composted).	**S1-01.G1** Provide separated waste streams in public places, retail, commercial and residential developments.	Commit to installation of separated waste bins in kitchen cabinetry. For apartment buildings consider advanced organic waste treatment system. **Example evidence:** › Analysis and commitment in SMP.	Commit to waste contracts that achieve target rates. Advanced organic waste treatment system, particularly for large waste generators. **Example evidence:** › Analysis and commitment in SMP.	› STEPS › SDS › Green Star › Sustainability Victoria Waste Minimisation Plan Checklist
S1-02.O2 Reduce waste to landfill by 26% by 2030.		As above.	As above.	
S1-02.O3 Reduce the amount of waste generated in construction and demolition.	**S1-01.G2** Ensure construction maximises re-use and recycling of construction materials.	Commit to waste practices and contracts that maximise reuse and recycling – 70% was standard practice in 2008-2009, 80% (by weight) is becoming increasingly common in Victoria today. Burbank have just delivered a pilot home that diverted 99% of waste from landfill[2]. **Example evidence:** › Analysis and commitment in SMP. › Draft waste management contract. › Waste Management Plan.	Commit to waste practices and contracts that maximise reuse and recycling – 70% was standard practice in 2008-2009, 80% (by weight) is becoming increasingly common in Victoria today[1]. **Example evidence:** › Analysis and commitment in SMP. › Draft waste management contract. › Waste Management Plan.	

1 Queensland Department of Environment and Resource Management 2011, Construction And Demolition Waste Status Report.
2 http://www.burbank.com.au/victoria/newsdetails.aspx?idnews=165

Sustainable Transport

OBJECTIVES (PRECINCT WIDE-AMBITION)	GUIDELINES	EXAMPLE INITIATIVES TO MEET GUIDELINES (RESIDENTIAL)	EXAMPLE INITIATIVES TO MEET GUIDELINES (COMMERCIAL)	SUGGESTED TOOLS
S1-03.O1 To prioritise active transport (walking and cycling) as a means of accessing services and facilities within the Armstrong Creek Town Centre.	**S1-03.G1** Ensure the provision of movement and access networks are designed and planned based on the following priority: › pedestrian and mobility restricted; › cycling; › public transport user; and › private cars.	Link any internal movement and access routes to the broader network, prioritising active transport. This could include design and placement of pedestrian crossings and signage. Provide an overview of the project's approach to movement and access and its alignment with the PSP objectives. This could take the form of a green travel plan. **Example evidence:** › Plans and engineering drawings. › Discussion in SMP. › Discussion in Traffic/Movement and Access reports.	Link any internal movement and access routes to the broader network, prioritising active transport. Provide an overview of the project's approach to movement and access and its alignment with the PSP objectives. This could take the form of a green travel plan. **Example evidence:** › Plans. › Discussion in SMP. › Discussion in Traffic/Movement and Access reports.	› STEPS › SDS › Green Star › www.activehealthycommunities.com.au/ › Crime Prevention Through Environmental Design and Safety By Design Manual
S1-03.O2 To provide facilities that support active transportation (walking and cycling) including end of trip facilities, secure convenient storage, mode interconnections and safe and conducive environments.	**S1-03.G2** Ensure easy, direct and safe pedestrian access between complementary uses including the co-location of car parking where possible to reduce internalised vehicle trips.	Link any internal movement and access routes to the broader network, prioritisiing active transport. **Example evidence:** › Plans. › Discussion in SMP. › Discussion in Traffic/Movement and Access reports.	Link any internal movement and access routes to the broader network, prioritisiing active transport. Consider opportunities to reduce overall car parking numbers through centralised parking provision matching space needs to a balanced profile of different user groups (e.g. shoppers, workers, visitors). **Example evidence:** › Plans. › Discussion in SMP. › Discussion in Traffic/Movement and Access reports.	
	S1-03.G4 Provide centrally located and easily accessed bicycle storage with good connections to major destinations such as retail anchors, Interim Bus Interchange, and the Ultimate Integrated Transit Hub.	Provide internal and external bicycle storage for residents, workers (mixed use development) and visitors. **Example evidence:** › Plans. › Discussion in SMP. › Discussion in Traffic/Movement and Access reports.	Provide internal and external bicycle storage for visitors and workers in convenient and safe locations. **Example evidence:** › Plans. › Discussion in SMP. › Discussion in Traffic/Movement and Access reports.	
	S1-03.G13 Encourager centrally located and easily accessed end-of-trip facilities with good connections to major destinations such as retail anchors and the Ultimate Integrated Transit Hub.	Provide end of trip facilities including showers, lockers and secure bike storage for workers (in mixed use developments). Provide secure storage for visitors. **Example evidence:** › Plans. › Discussion in SMP. › Discussion in Traffic/Movement and Access reports.	Provide end of trip facilities including showers, lockers and secure bike storage for workers **Example evidence:** › Plans. › Discussion in SMP. › Discussion in Traffic/Movement and Access reports.	

Sustainable Transport

OBJECTIVES (PRECINCT WIDE-AMBITION)	GUIDELINES	EXAMPLE INITIATIVES TO MEET GUIDELINES (RESIDENTIAL)	EXAMPLE INITIATIVES TO MEET GUIDELINES (COMMERCIAL)	SUGGESTED TOOLS
	S1-03.G7 Provide safe, well lit access after-hours to entry points to major destinations, such as the ACTC Library, Town Square and major retail tenancies.	Demonstrate use of principles such as Crime Prevention Through Environmental Design (CPTED) or Safety By Design. **Example evidence:** › Plans. › Discussion in urban design response.	Demonstrate consideration of safety through design of entries and lighting specifications. Demonstrate use of principles such as Crime Prevention Through Environmental Design (CPTED) or Safety By Design. **Example evidence:** Plans. Discussion in urban design response.	› STEPS › SDS › Green Star › www.activehealthycommunities.com.au/ › Crime Prevention Through Environmental Design and Safety By Design Manual
	S1-03.G8 Provide well located 'rest stops', shelter and seating for pedestrians to encourage walking trips.	Provide any publically accessible areas or internal movement routes with appropriate shelter and seating. **Example evidence:** Plans.	Provide any publically accessible areas or internal movement routes with appropriate shelter and seating. **Example evidence:** Plans.	
	S1-03.G3 Provision of access all abilities pedestrian networks.	Demonstrate response to Australian Standard AS 1428 – Design for Access and Mobility. **Example evidence:** Plans. Discussion in urban design response.	Australian Standard AS 1428 – Design for Access and Mobility. **Example evidence:** Plans. Discussion in urban design response.	
S1-03.O3 To minimise car-based travel by providing mixed use neighbourhoods with recreation facilities, community infrastructure and employment opportunities.	**S1-03.G5** Prioritise bus movements over private vehicle movements.	Where involved in delivery of street network ensure lane design, intersection design and signal sequencing prioritises bus movements. **Example evidence:** › Plans. › Traffic/Movement and Access report.	Where involved in delivery of street network ensure lane design, intersection design and signal sequencing prioritises bus movements. **Example evidence:** › Plans. › Traffic/Movement and Access report.	
S1-03.O4 To encourage sustainable transport behaviour through early provision of an integrated public transport network with a high level of frequency and convenience.	**S1-03.G12** Support real-time public transport information within large developments.	Incorporate real time public transport information into in-home display, web portal or foyer display. **Example evidence:** Discussion and commitment in SMP.	Incorporate real time public transport at key building exits and other information displays. **Example evidence:** Discussion and commitment in SMP.	
	S1-03.G6 Prioritise location of disabled, car-share and electric vehicle charging spaces.	Provide car parking plan demonstrating prioritisation according to this requirement. Work with an electric vehicle charging provider to install charging points. **Example evidence:** › Plans. › Traffic/Movement and Access/Car Parking report. › In principle agreement with charging infrastructure provider.	Provide car parking plan demonstrating prioritisation according to this requirement. Work with an electric vehicle charging provider to install charging points. **Example evidence:** › Plans. › Traffic/Movement and Access/Car Parking report. › In principle agreement with charging infrastructure provider.	

Sustainable Transport

OBJECTIVES (PRECINCT WIDE-AMBITION)	GUIDELINES	EXAMPLE INITIATIVES TO MEET GUIDELINES (RESIDENTIAL)	EXAMPLE INITIATIVES TO MEET GUIDELINES (COMMERCIAL)	SUGGESTED TOOLS
S1-03.O5 To encourage transition to low-emission vehicles through priority access and provision of charging infrastructure.	**S1-03.G11** Consider the provision of electric vehicle (EV) shared infrastructure within large car parking areas.	Work with an electric vehicle charging provider to install charging points. **Example evidence:** › Plans. › Traffic/Movement and Access/Car Parking report. › In principle agreement with charging infrastructure provider.	Work with an electric vehicle charging provider to install charging points. In larger car parks this could be connected to on-site PV installation for renewable EV charging. Electric car share vehicles could be incorporated. **Example evidence:** › Plans. › Traffic/Movement and Access/Car Parking report. › In principle agreement with charging infrastructure provider.	› STEPS › SDS › Green Star › www.activehealthycommunities.com.au/ › Crime Prevention Through Environmental Design and Safety By Design Manual
	Co-location of car parking where possible.	Consider opportunities to reduce overall car parking numbers through centralised parking provision matching space needs to a balanced profile of different user groups (e.g. shoppers, workers, visitors). **Example evidence:** Plans. Traffic/Movement and Access/Car Parking report.	Consider opportunities to reduce overall car parking numbers through centralised parking provision matching space needs to a balanced profile of different user groups (e.g. shoppers, workers, visitors). **Example evidence:** Plans. Traffic/Movement and Access/Car Parking report.	
S1-03.O6 To encourage flexible approaches to car parking provision.	**S1-03.G9** Limit the provision of car parking within the Ultimate Integrated Transit Hub.	N/A	Provide analysis to justify chosen car parking rates.	
	S1-03.G10 Consider staged provision of car parking to limit excessive car parking development.	Demonstrate consideration of staged provision of car parking to allow 'user pays' approach to reduce per dwelling cost and overall car park numbers. An independent car parking provider could be appointed to manage all off-street parking within the AC, with performance indicators that incentivise efficient car parking management. **Example evidence:** › Plans. › Traffic/Movement and Access/Car Parking report.	Demonstrate consideration of staged provision of car parking to allow 'user pays' approach to reduce per dwelling cost and overall car park numbers. An independent car parking provider could be appointed to manage all off-street parking within the AC, with performance indicators that incentivise efficient car parking management. **Example evidence:** › Plans. › Traffic/Movement and Access/Car Parking report.	
	S1-03.G14 Encourage usage of car parking technologies to maximise efficiency of car parking.	N/A	Real time space availability sensors. **Example evidence:** › **Traffic/Movement and Access/Car Parking report.**	

Sustainable Products and Materials

OBJECTIVES (PRECINCT WIDE-AMBITION)	GUIDELINES	EXAMPLE INITIATIVES TO MEET GUIDELINES (RESIDENTIAL)	EXAMPLE INITIATIVES TO MEET GUIDELINES (COMMERCIAL)	SUGGESTED TOOLS
S1-04.O1 To encourage the use of construction products and materials that are sustainably sourced and have low embodied energy.	**S1-04.G1** Utilise construction materials and products that incorporate low-embodied energy, are robust and weather resilient, and are low maintenance to maximise their life-cycle.	Demonstrate process for material selection evaluating various sustainability considerations. Demonstrate use of tools and resources such as Life Cycle Assessment, Green Star and Ecospecifier in decision making. **Example evidence:** › SMP to include material selection protocol or reference to external guide (e.g. Green Star Mat credits). › Analysis using Life Cycle Assessment.	Demonstrate process for material selection evaluating various sustainability considerations. Demonstrate use of tools and resources such as Life Cycle Assessment, Green Star and Ecospecifier in decision making. **Example evidence:** SMP to include material selection protocol or reference to external guide (e.g. Green Star Mat credits). Analysis using Life Cycle Assessment.	› Life Cycle Assessment (e.g. eTool) › Ecospecifier › Green Star › www.livingprinciples.org/ › Green Lease Handbook www.gbca.org.au
	S1-04.G3 Encourage development that aligns with 'Design for Sustainability' principles including green procurement.	Demonstrate that the project has considered sustainability principles across its full life cycle and evaluated and incorporated design and material opportunities to improve outcomes at all project stages. Design for Sustainability is one of many frameworks that could be used for this. Evidence could also include Life Cycle Assessment and rating tools such as Green Star. **Example evidence:** › SMP to include material selection protocol or reference to external guide (e.g. Green Star Mat credits). › Analysis using Life Cycle Assessment.	Demonstrate that the project has considered sustainability principles across its full life cycle and evaluated and incorporated design and material opportunities to improve outcomes at all project stages. Design for Sustainability is one of many frameworks that could be used for this. Evidence could also include Life Cycle Assessment and rating tools such as Green Star. **Example evidence:** › SMP to include material selection protocol or reference to external guide (e.g. Green Star Mat credits). › Analysis using Life Cycle Assessment.	
	S1-04.G2 Incorporate materials re-use, and those from sustainable resources with low embodied energy e.g. Forest Stewardship Council certified timbers, fly-ash component in concrete.	Demonstrate process for material selection evaluating various sustainability considerations. Demonstrate use of tools and resources such as Life Cycle Assessment, Green Star and Ecospecifier in decision making. **Example evidence:** › SMP to include material selection protocol or reference to external guide (e.g. Green Star Mat credits). › Analysis using Life Cycle Assessment.	Demonstrate process for material selection evaluating various sustainability considerations. Demonstrate use of tools and resources such as Life Cycle Assessment, Green Star and Ecospecifier in decision making. **Example evidence:** › SMP to include material selection protocol or reference to external guide (e.g. Green Star Mat credits). › Analysis using Life Cycle Assessment.	
S1-04.O2 To provide awareness of sustainable consumption practices.	**S1-04.G4** Encourage alternative construction techniques that reduce waste and disposal. **S1-04.G5** Encourage provision for on-site waste treatment.	Use of prefabricated or modular construction approaches. **Example evidence:** › Discussion in SMP and detail on approach taken (if applicable).	Use of prefabricated or modular construction approaches. **Example evidence:** › Discussion in SMP and detail on approach taken (if applicable).	
		Developing a Building Users Guide, which covers all aspects of sustainable building operation and sustainable living, could include a focus on sustainable consumption. This includes shopping locally, use of shared resources (e.g. tool library) and maximising reuse and 'upcycling'.	Green Leases, which provide an agreement between the lessor and lessee regarding how the tenancy will maximise the sustainability of its operations, can provide a tool to encourage sustainable consumption principles to be built into the operations of businesses in the activity centre. Businesses that focus on sourcing local produce, products and services could also use sustainable consumption principles to market the benefits to the Armstrong Creek community.	

Sustainable Water

OBJECTIVES (PRECINCT WIDE-AMBITION)	GUIDELINES	EXAMPLE INITIATIVES TO MEET GUIDELINES (RESIDENTIAL)	EXAMPLE INITIATIVES TO MEET GUIDELINES (COMMERCIAL)	SUGGESTED TOOLS
S1-05.O1 To target an average potable water usage of less than 110 litres per person per day.	**S1-05.G10** Provide drought tolerant/water-saving landscape plantings.	Demonstrate through planting schedule.	Demonstrate through planting schedule.	STORM MUSIC STEPS SDS Green Star www.epa.vic.gov.au/your-environment/water/reusing-and-recycling-water
S1-05.O2 To minimise the use of potable water where recycled or reuse options are 'fit for purpose'.	**S1-05.R1** Connect to the Third Pipe recycled water network.	Show connection to Third Pipe network on plans and provide evidence that health and safety issues have been considered and will be managed appropriately. **Example evidence:** › Plans › Discuss in SMP.	Show connection to Third Pipe network on plans and provide evidence that health and safety issues have been considered and will be managed appropriately. **Example evidence:** › Plans › Discuss in SMP.	
	S1-05.G6 Consider the use of underground tanks for water capture and storage to minimise the encumbrances on ground level land.	Demonstrate consideration of underground or other innovative rainwater storage approaches. **Example evidence:** › Plans › Discuss in SMP.	Demonstrate consideration of underground or other innovative rainwater storage approaches. Example evidence: Plans Discuss in SMP.	
	S1-05.G4 To source 100% of water for landscape irrigation from on-site rainwater collection or recycled water.	Provide a water balance showing how requirement can be met, where practical (noting seasonal demands and storage capacity). **Example evidence:** Water balance or report from appropriate tool.	Provide a water balance showing how requirement can be met, where practical (noting seasonal demands and storage capacity). **Example evidence:** Water balance or report from appropriate tool.	
	S1-05.G8 Provide visual demonstration of water conservation and re-use where appropriate.	Utilise landscaping an stormwater management elements to provide visual cues regarding water efficiency. **Example evidence:** Plans Discuss in SMP and design reports.	Utilise landscaping an stormwater management elements to provide visual cues regarding water efficiency. **Example evidence:** Plans Discuss in SMP and design reports.	
S1-05.O3 To provide integrated solutions to water management that recognise opportunities for on-site water collection and reuse including rainwater tanks, green roofs, utilisation of recycled water reticulation and stormwater management.	**S1-05.G2** Demonstrate an integrated stormwater management approach inclusive of WSUD treatments and/or other stormwater capture initiatives.	Provide evidence of a structured approach to incorporating WSUD urban design principles and treatments into design. Including use of STORM, MUSIC or Urban Developer tools, showing treatments on plans, use of Green Star credits. **Example evidence:** Plans Discuss in SMP. Outputs from appropriate tool.	Provide evidence of a structured approach to incorporating WSUD urban design principles and treatments into design. Including use of STORM or MUSIC tools, showing treatments on plans, use of Green Star credits. **Example evidence:** Plans Discuss in SMP. Outputs from appropriate tool.	

Sustainable Water

OBJECTIVES (PRECINCT WIDE-AMBITION)	GUIDELINES	EXAMPLE INITIATIVES TO MEET GUIDELINES (RESIDENTIAL)	EXAMPLE INITIATIVES TO MEET GUIDELINES (COMMERCIAL)	SUGGESTED TOOLS
	S1-05.G9 Communicate innovative approaches to stormwater management in public areas (e.g. through interpretive signage).	New public spaces created as part of residential development could include a designed water feature showcasing the town centre's recycled water supply, potentially incorporating a functional irrigation element. Other WSUD and stormwater management initiatives should be considered in terms of design and visibility for opportunities to showcase them as part of education and engagement. **Example evidence:** Plans Discuss in SMP and design reports.	New public spaces created as part of commercial development could include a designed water feature showcasing the town centre's recycled water supply, potentially incorporating a functional irrigation element. Other WSUD and stormwater management initiatives should be considered in terms of design and visibility for opportunities to showcase them as part of education and engagement. **Example evidence:** Plans Discuss in SMP.	› STORM › MUSIC › STEPS › SDS › Green Star › WELS www.waterrating.gov.au
S1-05.O4 To encourage visual demonstrations of water conservation and reuse through water sensitive urban design (WSUD), rainwater harvesting and other treatments.	**S1-05.G5** Encourage water sensitive urban design initiatives within landscaped environments.	As per above.	As per above.	
S1-05.O5 To promote reductions in water consumption for individual buildings through building design and water-efficient landscaping.		Where appliances such as dishwashers and washing machines are supplied (or offered) maximise water and energy efficiency. Ensure all fittings and fixtures achieve the highest WELS rating possible.	Where appliances such as dishwashers and washing machines are supplied (or offered) maximise water and energy efficiency. Ensure all fittings and fixtures achieve the highest WELS rating possible.	
S1-05.O6 To mitigate the impact of development on waterways and downstream environments	**S1-05.G3** Minimise construction impacts on waterways	**Example evidence:** Provide principles of environmental protection that will be incorporated into Construction Management Plan.	**Example evidence:** › Provide principles of environmental protection that will be incorporated into Construction Management Plan.	
	S1-05.G7 Consider the use of rain-gardens, and bio-retention systems, particularly within large areas of at-grade car parking.	N/A	Provide analysis showing how car parking design will retain a higher than average proportion of water through treatment measures, reducing impact on stormwater system. **Example evidence:** › Discuss in SMP and/or Car Parking Plan. › Provide evidence of modelling.	
S1-05.O7 To provide a stormwater management strategy that restricts flows to predevelopment levels.		Example evidence: › Provide principles of environmental protection that will be incorporated into Construction Management Plan.		
S1-05.O8 To encourage the use of permeable surfaces that assist natural stormwater seepage.	**S1-05.G1** Minimise the percentage of non-permeable surfaces for mixed-use and commercial development, particularly where large areas of at-grade car parking are required.	Utilise permeable pavements and other systems to maximise permeability. **Example evidence:** Provide analysis showing balance of permeable and non-permeable surfaces. Show materials on plan.	Utilise permeable pavements and other systems to maximise permeability. **Example evidence:** Provide analysis showing balance of permeable and non-permeable surfaces. Show materials on plan.	

Armstrong Creek Town Centre Sustainability Management Plan TEMPLATE

Residential Development

1.0 Purpose of this document

Click here to enter text This Sustainability Management Plan provides an overview of the sustainable design elements that will be implemented in the development at 123 Armstrong Road, Armstrong Creek. The Sustainability Management Plan covers the following key sustainability principles addressed by the Armstrong Creek Town Centre Precinct Structure Plan:

- Zero Carbon
- Zero Waste
- Sustainable Transport
- Sustainable Products and Materials
- Sustainable Water

The Armstrong Creek Town Centre Precinct Structure Plan defines a number of *objectives* and *guidelines* that new developments must address. The objectives are aspirations that apply to the wider Armstrong Creek growth area, and developments are expected to contribute to achieving these objectives. The guidelines are project-specific recommendations to be considered by all new developments.

This Sustainability Management Plan summarises how this development addresses the objectives and guidelines under each of the above sustainability principles. The document also outlines additional innovations that go beyond the guidelines of the Armstrong Creek Town Centre Precinct Structure Plan. An implementation schedule is also included to provide an indication of how the sustainability strategy outlined in this document will be incorporated into 123 Armstrong Road.

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2.0 Project overview

2.1 Project description and key attributes

Click here to enter text. The proposed development at 123 Armstrong Road will deliver 20 three-level town houses and associated infrastructure. The development also includes a small retail shop which will serve as a 'milk bar'-style convenience store for the residents.

The project aims to deliver a high quality product that combines affordability, liveability and sustainability in line with the overall ambitions of Armstrong Creek Town Centre.

Site address: Click here to enter text. 123 Armstrong Road, Armstrong Creek

Total site area: Click here to enter text. 5,000 m^2

Gross floor area: Click here to enter text. 3,600 m^2 (3,500 m^2 residential, 100 m^2 retail)

2.2 Overview of sustainability integration approach

Click here to enter text. The 123 Armstrong Road development has been designed to contribute to the wider Armstrong Creek Growth Area's sustainability aspirations. In general, the sustainability initiatives have been integrated into the development using the following prioritisation:

1) Minimise the demand for resources by the occupants of the development. This includes high quality building design to minimise ongoing energy and water demand, material use and waste generation, and reducing the need for vehicle travel;
2) Incorporate resource-efficient technology, renewable energy generation and recycling. This includes energy-efficient street lighting, rooftop solar PV and on-site waste and water recycling; then

3) Provide ongoing education for residents of the development on its sustainability attributes and actively encourage sustainable behaviour.

The approach to sustainability has been guided by the Armstrong Creek Town Centre Precinct Structure Plan, including the sustainability objectives and guidelines contained within this document.

The STEPS framework was utilised to inform environmentally sustainable design (ESD) of the townhouses. In addition, a self-assessment using the Green Star Design and As Built tool was performed to ensure sustainability is integrated into the development as a whole.

The following sections provide details on the implementation of sustainability in 123 Armstrong Road.

Each section focuses on a sustainability principle included in the Armstrong Creek Town Centre Precinct Structure Plan. The tables in each section outline how the development will contribute to each of Armstrong Creek Town Centre's precinct-wide objectives and how the project meets the specific sustainability guidelines.

3.0 Zero Carbon (S1-01)

Click here to enter text. A Zero Carbon Armstrong Creek Town Centre means low energy bills, new local industry, comfortable homes and clean air. Achieving zero carbon emissions can't happen immediately, but big improvements can be made with little changes.

A range of high level objectives for the whole Armstrong Creek Town Centre are contained in the Precinct Structure Plan. The approach taken to the design of 123 Armstrong Road has identified a range of opportunities to contribute to the precinct's ability to achieve these overarching targets.

The key strategies related to these objectives are outlined below.

Zero Carbon Objectives
S1-01.O1: To source 30% of energy from either on-site, nearby renewable or low-carbon sources
S1-01.O2: To provide a street network design maximising energy efficient building and infrastructure siting
S1-01.O3: To encourage energy efficient buildings through improved thermal performance, green roofs and walls and building management systems
S1-01.O4: To encourage car parking and landscape design that reduces the urban heat island effect
S1-01.O5: To implement best practice energy efficient lighting within the public realm
S1-01.O6: To encourage solar electricity and hot water use in all buildings

Click here to enter text. Specific guidelines regarding energy consumption and carbon emissions are contained in the Precinct Structure Plan. The design response of 123 Armstrong Creek has taken into account all applicable guidelines.

The integration strategy and evidence of this strategy for each guideline is summarised below.

Zero Carbon Guidelines	Strategy to meet this guideline	Evidence/documentation
S1-01.G1: Achieve a base target of National Construction Code (NCC) plus one star for residential development	- Click here to enter text. Minimising glazing to western façade. - Use of shading devices to west. - Thermally broken aluminium window frames. - Deep northern balconies to shade harsh summer sun while allowing winter sun to project into the floor plan. -	- Click here to enter text. Construction drawings (list) - FirstRate assessment -
S1-01.G2: Achieve a minimum of ½ star increase on average NABERS rating for new commercial developments, or equivalent, at the time of application	Not applicable for residential developments	
S1-01.G3: Include energy efficient street and public space lighting	- Click here to enter text. LED lighting will be installed for all street and public space lighting - All luminaires will include a photoelectric cell to automatically switch the light on and off as required -	- Click here to enter text. Construction drawings (list)
S1-01.G4: Encourage low carbon	- Click here to enter text. Each	- Click here to enter text.

Zero Carbon Guidelines	Strategy to meet this guideline	Evidence/documentation
on-site energy generation	townhouse will be fitted with a 1.5 kW PV system. - Each townhouse will be fitted with an electric boosted solar hot water system -	Construction drawings (list)
S1-01.G5: Reduce urban heat island effects of car parks and buildings through design, landscaping, materials and colours	- Click here to enter text. Light colours will be selected for all roofs and hardscape to reflect sunlight - Landscape and lawns will be installed throughout public spaces, including a small central parkland for use by residents - Trees will be planted along roads and public paths to provide shading -	- Click here to enter text. Landscape drawings (list)
S1-01.G6: Ensure staging of development and infrastructure provision considers onsite energy generation capacity, and associated energy distribution networks, to allow for staged expansion where necessary	- Click here to enter text. The electricity distribution on the site contains additional capacity to accommodate further on-site generation by additional or more efficient PV cells	- Click here to enter text. Utilities drawings (list)
S1-01.G7: Ensure development does not restrict solar access to energy systems of adjoining buildings or sites	- Click here to enter text. The development has been arranged to minimise overshadowing of surrounding sites	- Click here to enter text. Masterplan drawings (list)

Click here to enter text. The table below lists a number of sustainability actions that will be implemented on the 123 Armstrong Creek development that go beyond the guidelines listed in the Armstrong Creek Town Centre Precinct Structure Plan.

Each of the actions is aligned with one of the Zero Carbon overarching objectives.

Initiative	Alignment with objective	Evidence/documentation
S1-01.In1: Click here to enter text. Energy-efficient heating, air conditioning and lighting will be installed within each townhouse, including LED lighting	S1-01.O4: Click here to enter text. In addition to passive design (see S1-01.G1), energy-efficient building systems contribute to an efficient home	- Click here to enter text. Construction drawings (list)

4.0 Zero Waste (S1-02)

Click here to enter text. A Zero Waste Armstrong Creek Town Centre would mean reduced contribution to landfill waste, less transportation of waste out of the region and increased re-use and recycling of materials by businesses and residents.

A range of high level objectives for the whole Armstrong Creek Town Centre are contained in the Precinct Structure Plan. The approach taken to the design of 123 Armstrong Road has identified a range of opportunities to contribute to the precinct's ability to achieve these overarching targets.

The key strategies related to these objectives are outlined below.

Zero Waste Objectives
S1-02.O1: Recovery of 75% of waste (recycled, reclaimed or composted)
S1-02.O2: Reduce waste to landfill by 26% by 2030
S1-02.O3: Reduce the amount of waste generated in construction and demolition

Specific guidelines regarding waste management and processing are contained in the Precinct Structure Plan. The design response of 123 Armstrong Creek has taken into account all applicable guidelines.

The integration strategy and evidence of this strategy for each guideline is summarised below.

Zero Waste Guidelines	Strategy to meet this guideline	Evidence/documentation
S1-02.G1: Provide separated waste streams in public places, retail, commercial and residential developments	- Click here to enter text. - Separate bins will be installed for landfill and recyclable waste in all public spaces - A compost bin for organic waste will be provided to each townhouse -	- Click here to enter text. - Construction drawings (list)
S1-02.G2: Ensure construction maximises re-use and recycling of construction materials	- Click here to enter text. - Building material supplies will be carefully selected and manufactured to avoid over-supply - Elements of the townhouses will be pre-fabricated off-site - At least 80% of waste generated by the site will be recycled or re-used on-site - A construction and demolition Waste Management Plan has been produced to govern waste practices on the site -	- Click here to enter text. - Construction Waste Management Plan

5.0 Sustainable Transport (S1-03)

Click here to enter text. Sustainable Transport for the Armstrong Creek Town Centre would mean less reliance on emissions-intensive private vehicles. This would lead to better air quality, less congestion and a healthier population.

A range of high level objectives for the whole Armstrong Creek Town Centre are contained in the Precinct Structure Plan. The approach taken to the design of 123 Armstrong Road has identified a range of opportunities to contribute to the precinct's ability to achieve these overarching targets.

The key strategies related to these objectives are outlined below.

Sustainable Transport Objectives
S1-03.O1: To prioritise active transport (walking and cycling) as a means of accessing services and facilities within the Armstrong Creek Town Centre
S1-03.O2: To provide facilities that support active transportation (walking and cycling) including end of trip facilities, secure convenient storage, mode interconnections and safe and conducive environments
S1-03.O3: To minimise car-based travel by providing mixed use neighbourhoods with recreation facilities, community infrastructure and employment opportunities
S1-03.O4: To encourage sustainable transport behaviour through early provision of an integrated public transport network with a high level of frequency and convenience
S1-03.O5: To encourage transition to low-emission vehicles through priority access and provision of charging infrastructure
S1-03.O6: To encourage flexible approaches to car parking provision

Click here to enter text. Specific guidelines regarding sustainable transport are contained in the Precinct Structure Plan. The design response of 123 Armstrong Creek has taken into account all applicable guidelines.

The integration strategy and evidence of this strategy for each guideline is summarised below.

Sustainable Transport Guidelines	Strategy to meet this guideline	Evidence/documentation
S1-03.G1: Ensure the provision of movement and access networks are designed and planned based on the following priority: - pedestrian and mobility restricted; - cycling; - public transport user; and - private cars	- Click here to enter text. Pedestrian footpaths will be well-signed, well-lit, and provides accessibility to all areas of the development - Safe pedestrian crossings will be provided within the development, and the pedestrian crossing on Armstrong Road at the development's entrance will be upgraded - Wide bicycle paths will be provided on the roads within the development - A new bus stop will be constructed at the entrance of the development, which will be easily accessible by both pedestrians and cyclists -	- Click here to enter text. Masterplan drawings - Landscape drawings (list) -
S1-03.G2: Ensure easy, direct and safe pedestrian access between complementary uses	- Click here to enter text. Pedestrian footpaths will be well-signed, well-lit, and	- Click here to enter text. Landscape drawings (list)

Sustainable Transport Guidelines	Strategy to meet this guideline	Evidence/documentation
including the co-location of car parking where possible to reduce internalised vehicle trips	- provides accessibility to all areas of the development - The central park, bus stop and convenience store are easily accessible by pedestrians -	
S1-03.G3: Provision of access all abilities pedestrian networks	- Click here to enter text. All footpaths will be graded appropriately to allow access	- Click here to enter text. Landscape drawings (list)
S1-03.G4: Provide centrally located and easily accessed bicycle storage with good connections to major destinations such as retail anchors, Interim Bus Interchange, and the Ultimate Integrated Transit Hub	- Click here to enter text. Secure bicycle hoops will be installed at the central park, bus stop and convenience store - All bicycle hoops will meet minimum security standards, and the bus stop hoops will be sheltered from the elements -	- Click here to enter text. Landscape drawings (list)
S1-03.G5: Prioritise bus movements over private vehicle movements	Click here to enter text. Not included in the project as there is no bus traffic within the development	
S1-03.G6: Prioritise location of disabled, car-share and electric vehicle charging spaces	- Click here to enter text. Two car share spaces will be located near the convenience store to encourage use by residents for short trips - An electric vehicle charging point will be installed in each townhouse -	- Click here to enter text. Landscape drawings (list)
S1-03.G7: Provide safe, well lit access after-hours to entry points to major destinations, such as the Armstrong Creek Town Centre Library, Town Square and major retail tenancies	Not applicable as it is a residential development	
S1-03.G8: Provide well located 'rest stops', shelter and seating for pedestrians to encourage walking trips	- Click here to enter text. The central park will include a sheltered rest stop for pedestrians - The newly constructed bus stop will provide a sheltered rest stop for pedestrians walking along Armstrong Road -	- Click here to enter text. Landscape drawings (list)
S1-03.G9: Limit the provision of car parking within the Ultimate Integrated Transit Hub	Not applicable as it is a residential development	
S1-03.G10: Consider staged	Click here to enter text. Each	- Click here to enter text.

Sustainable Transport Guidelines	Strategy to meet this guideline	Evidence/documentation
provision of car parking to limit excessive car parking development	townhouse will be provided with only one on-site parking space. The remainder of the parking provision will be met by on-street parking.	Construction drawings (list)
S1-03.G11: Consider the provision of electric vehicle (EV) shared infrastructure within large car parking areas	Click here to enter text. Not applicable as the development does not include large car parking areas	
S1-03.G12: Support real-time public transport information within large developments	Click here to enter text. Not included in the project as the size of the development does not allow for this initiative to be viable. The population of the development is too small for this initiative to have significant benefit	
S1-03.G13: Encourage centrally located and easily accessed end-of-trip facilities with good connections to major destinations such as retail anchors and the Ultimate Integrated Transit Hub	End-of-trip facilities are not required as it is a residential development	
S1-03.G14: Encourage usage of car parking technologies to maximise efficiency of car parking	Not applicable as it is a residential development	

Error! Reference source not found. lists a number of sustainability actions that will be implemented on the 123 Armstrong Creek development that go beyond the guidelines listed in the Armstrong Creek Town Centre Precinct Structure Plan. Each of the actions is aligned with one of the Sustainable Transport overarching objectives.

Initiative	Alignment with objective	Evidence/documentation
S1-03.In1: Click here to enter text. The developer will advocate for increased bus frequency along Armstrong Road to better connect residents with major centres such as Geelong and the Armstrong Creek Town Centre. This will be justified by higher demand as a result of the development	SI03.O4: Click here to enter text. Although the developer is unable to directly implement additional bus routes, public transport access for residents will be improved through advocacy for increased bus frequency	- Click here to enter text. Advocacy plan and business case to the regional bus operator

6.0 Sustainable Products and Materials (S1-04)

Click here to enter text. Use of sustainable products and materials will reduce Armstrong Creek Town Centre's environmental impact embodied in its construction. Residents and business will also be encouraged to consume goods sustainably, ranging from household products to food.

A range of high level objectives for the whole Armstrong Creek Town Centre are contained in the Precinct Structure Plan. The approach taken to the design of 123 Armstrong Road has identified a range of opportunities to contribute to the precinct's ability to achieve these overarching targets.

The key strategies related to these objectives are outlined below.

Sustainable Products and Materials Objectives
S1-04.O1: To encourage the use of construction products and materials that are sustainably sourced and have low embodied energy
S1-04.O2: To provide awareness of sustainable consumption practices

Click here to enter text. Specific guidelines regarding sustainable materials and consumption are contained in the Precinct Structure Plan. The design response of 123 Armstrong Creek has taken into account all applicable guidelines.

The integration strategy and evidence of this strategy for each guideline is summarised below.

Sustainable Products and Materials Guidelines	Strategy to meet this guideline	Evidence/documentation
S1-04.G1: Utilise construction materials and products that incorporate low-embodied energy, are robust and weather resilient, and are low maintenance to maximise their life-cycle	- Click here to enter text. A construction materials sourcing plan has been produced to outline the criteria for materials selection	- Click here to enter text. Construction materials sourcing plan
S1-04.G2: Incorporate materials re-use, and those from sustainable resources with low embodied energy e.g. Forest Stewardship Council certified timbers, fly-ash component in concrete	- Click here to enter text. All timber will either be re-used or will be Chain of Custody certified by a scheme recognised by Forest Stewardship Council International or Programme for the Endorsement of Forest Certification. This certification for new timber ensures that it is sourced legally and sustainably - Warm mix asphalt will be used for at least 40% of all asphalt applications to reduce the energy consumption of asphalt production -	- Click here to enter text. Construction materials sourcing plan
S1-04.G3: Encourage development that aligns with 'Design for Sustainability' principles including green procurement	- Click here to enter text. A construction materials sourcing plan has been produced to outline the criteria for materials selection	- Click here to enter text. Construction materials sourcing plan
S1-04.G4: Encourage alternative construction techniques that	- Click here to enter text. Building material supplies	- Click here to enter text. Construction Waste

Sustainable Products and Materials Guidelines	Strategy to meet this guideline	Evidence/documentation
reduce waste and disposal	will be carefully selected and manufactured to avoid over-supply - Elements of the townhouses will be pre-fabricated off-site -	Management Plan
S1-04.G5: Encourage provision for on-site waste treatment	Click here to enter text. Not implemented due to the small scale of the site and limited space to incorporate on-site treatment	

7.0 Sustainable Water (S1-05)

Click here to enter text. Sustainable Water for Armstrong Creek town centre would mean management of limited water sources to ensure that water demands for the area are met without compromising future water supplies.

A range of high level objectives for the whole Armstrong Creek Town Centre are contained in the Precinct Structure Plan. The approach taken to the design of 123 Armstrong Road has identified a range of opportunities to contribute to the precinct's ability to achieve these overarching targets.

The key strategies related to these objectives are outlined below.

Sustainable Water Objectives
S1-05.O1: To target an average potable water usage of less than 110 litres per person per day
S1-05.O2: To minimise the use of potable water where recycled or reuse options are 'fit for purpose'
S1-05.O3: To provide integrated solutions to water management that recognise opportunities for on-site water collection and reuse including rainwater tanks, green roofs, utilisation of recycled water reticulation and stormwater management
S1-05.O4: To encourage visual demonstrations of water conservation and reuse through water sensitive urban design (WSUD), rainwater harvesting and other treatments
S1-05.O5: To promote reductions in water consumption for individual buildings through building design and water-efficient landscaping
S1-05.O6: To mitigate the impact of development on waterways and downstream environments
S1-05.O7: To provide a stormwater management strategy that restricts flows to predevelopment levels
S1-05.O8: To encourage the use of permeable surfaces that assist natural stormwater seepage

Click here to enter text. Specific guidelines regarding water efficiency are contained in the Precinct Structure Plan. The design response of 123 Armstrong Creek has taken into account all applicable guidelines.

The integration strategy and evidence of this strategy for each guideline is summarised below.

Sustainable Water Requirement	Strategy to meet this requirement	Evidence/documentation
S1-05.R1: Connect to the Third Pipe recycled water network	- Click here to enter text. The development will connect to the Third Pipe recycled water network for toilet flushing	- Click here to enter text. Utilities drawings (list)
Sustainable Water Guidelines	**Strategy to meet this guideline**	**Evidence/documentation**
S1-05.G1: Minimise the percentage of non-permeable surfaces for mixed-use and commercial development, particularly where large areas of at-grade car parking are required	Not applicable as it is a residential development	
S1-05.G2: Demonstrate an integrated stormwater management approach inclusive of WSUD treatments and/or other stormwater capture initiatives	- Click here to enter text. A Water-Sensitive Urban Design (WSUD) Plan has been produced - Stormwater will be managed by capturing in the underground water tank and filtration before using for irrigation or discharging to central infrastructure -	- Click here to enter text. Construction drawings (list) - Landscape drawings (list) - WSUD Plan - STORM assessment -

Sustainable Water Requirement	Strategy to meet this requirement	Evidence/documentation
S1-05.G3: Minimise construction impacts on waterways	- Click here to enter text. Emissions of pollutants and water from the site during construction will be minimised	- Click here to enter text. Construction Environmental Management Plan
S1-05.G4: To source 100% of water for landscape irrigation from on-site rainwater collection or recycled water	- Click here to enter text. All landscape irrigation for both public and private areas will source water from the central water tank	- Click here to enter text. Construction drawings (list)
S1-05.G5: Encourage water sensitive urban design initiatives within landscaped environments	Click here to enter text. WSUD is served primarily by the underground water tank. No additional WSUD initiatives have been implemented in the landscape areas (such as wetlands) due to limited space on the site	
S1-05.G6: Consider the use of underground tanks for water capture and storage to minimise the encumbrances on ground level land	- Click here to enter text. A central underground tank will be installed under the central park to capture rainwater and stormwater from across the entire development	- Click here to enter text. Construction drawings (list)
S1-05.G7: Consider the use of rain-gardens, and bio-retention systems, particularly within large areas of at-grade car parking	Click here to enter text. Not applicable as it is a residential development. Roads only comprise a small portion of the site's area	
S1-05.G8: Provide visual demonstration of water conservation and re-use where appropriate	- Click here to enter text. A feature sign will be erected in the central park to inform residents of the benefits of the water tank - Any exposed pipework serving irrigation in private properties (e.g. hose taps) will include a label stating that the water is provided by recycled rainwater and stormwater -	- Click here to enter text. Landscape drawings (list)
S1-05.G9: Communicate innovative approaches to stormwater management in public areas (e.g. through interpretive signage)	- Click here to enter text. A feature sign will be erected in the central park to inform residents of the benefits of the water tank	- Click here to enter text. Landscape drawings (list)
S1-05.G10: Provide drought tolerant/water-saving landscape plantings	- Click here to enter text. Native, drought resistant plants will be selected across the development - High quality mulch and soil will be utilised to provide further drought resistance -	- Click here to enter text. Landscape drawings (list)

8.0 Implementation

Click here to enter text. The initiatives in this report will be integrated into the design, construction and operation of the 123 Armstrong Road development.

The table below summarises the implementation schedule that will be utilised to ensure that the sustainability guidelines outlined in the Armstrong Creek Town Centre Precinct Structure Plan are addressed by the development. The evidence or documentation that will be presented to demonstrate completion of each task is also outlined in the table below.

Project phase	Task	Responsibility	Guideline(s)	Evidence/documentation
Click here to enter text. Detailed Design	Click here to enter text. FirstRate assessment for each townhouse	Click here to enter text. ESD consultant, Architect	Click here to enter text. S1-01.G1	Click here to enter text. FirstRate assessment Construction drawings (list)
Click here to enter text. Detailed Design	Click here to enter text. Specification of building fabric performance, including glazing and insulation	Click here to enter text. ESD consultant, Architect	Click here to enter text. S1-01.G1	Click here to enter text. Construction drawings (list)
Click here to enter text. Detailed Design	Click here to enter text. Specification of energy-efficient systems, including air conditioning and lighting	Click here to enter text. Building services, Architect	Click here to enter text. S1-01.G3 S1-01.In1	Click here to enter text. Construction drawings (list)
Click here to enter text. Detailed Design	Click here to enter text. Specification of water-efficient systems, such as toilets	Click here to enter text. Building services, Architect	Click here to enter text. S1-05.R1	Click here to enter text. Construction drawings (list)
Click here to enter text. Detailed Design	Click here to enter text. Specification of renewable energy generation systems	Click here to enter text. Building services, Architect	Click here to enter text. S1-01.G4	Click here to enter text. Construction drawings (list)
Click here to enter text. Detailed Design	Click here to enter text. Final sizing of rainwater/stormwater tank	Click here to enter text. Civil engineer, ESD consultant	Click here to enter text. S1-05.G4 & 6	Click here to enter text. Utilities drawings (list) Construction drawings (list)
Click here to enter text. Detailed Design	Click here to enter text. Complete STEPS rating	Click here to enter text. Civil engineer, ESD consultant	Click here to enter text. All guidelines	Click here to enter text. STEPS rating
Click here to enter text. Detailed Design	Click here to enter text. Complete Green Star Design and As Built self-rating	Click here to enter text. ESD consultant	Click here to enter text. All guidelines	Click here to enter text. Green Star self-assessment
Click here to enter text. Construction	Click here to enter text. Install community infrastructure, such as landscaping, pedestrian paths, bicycle racks and car share	Click here to enter text. Builder	Click here to enter text. S1-02.G1 S1-03.G1-7 S1-03.G11	Click here to enter text. Landscape drawings (list)
Click here to enter text. Construction	Click here to enter text. Select materials from sustainable sources or with recycled content, such as timber, PVC and asphalt	Click here to enter text. Builder	Click here to enter text. S1-02.G2 S1-04.G1-3	Click here to enter text. Construction materials sourcing plan

Project phase	Task	Responsibility	Guideline(s)	Evidence/documentation
Click here to enter text. Construction	Click here to enter text. Minimise environmental impacts during construction, such as discharge of pollutants to stormwater systems	Click here to enter text. Builder	Click here to enter text. S1-04.G4	Click here to enter text. Construction Environmental Management Plan
Click here to enter text. Construction	Click here to enter text. Minimise waste generation during construction	Click here to enter text. Builder	Click here to enter text. S1-02.G2	Click here to enter text. Construction Waste Management Plan
Click here to enter text. Commissioning	Click here to enter text. Ensure all sustainability features documented in this Sustainability Management Plan have been delivered as documented and are correctly commissioned.	Click here to enter text ESD consultant.	Click here to enter text. All guidelines	Click here to enter text. Letter to Council
Click here to enter text. Commissioning	Click here to enter text. Ensure that all systems are performing in accordance with the design intent, including the water tank and street lighting controls	Click here to enter text. Builder	Click here to enter text. S1-01.G3 S1-01.G4	Click here to enter text. Commissioning Report Utilities drawings (list)
Click here to enter text. Operation	Click here to enter text. Produce Building Users' Guides and other materials, including signage, to educate residents on the sustainable attributes of the development	Click here to enter text. Builder, Developer, Owners' Corporation (or equivalent community group)	Click here to enter text. S1-05.G8 S1-05.G9	Click here to enter text. Letter to Council
Click here to enter text. Operation	Click here to enter text. Implement programs to encourage ongoing sustainable behaviour	Click here to enter text. Builder, Developer, Owners' Corporation (or equivalent community group)	Click here to enter text. S1-02.G1 S1-05.G8 S1-05.G9	Click here to enter text. Letter to Council

9.0 Supporting documents

Click here to enter text. This appendix contains the following documents to support the 123 Armstrong Road development application.

- ☐ FirstRate assessment: Thermal performance for residential buildings
- ☐ NABERS Commitment: Energy performance for commercial buildings
- ☐ STEPS assessment: Holistic environmental performance for small residential buildings
- ☐ SDS assessment: Holistic environmental performance for small non-residential buildings
- ☐ Green Star Design and As Built self-assessment: Holistic environmental performance for all building types
- ☐ STORM assessment: Stormwater management performance for small sites (less than 1 hectare)
- ☐ MUSIC assessment: Stormwater management performance for large sites (greater than 1 hectare)
- ☐ Other supporting documents (e.g. marked-up landscape drawings)

Armstrong Creek Town Centre Sustainability Management Plan TEMPLATE

Commercial Development

1.0 Purpose of this document

Click here to enter text This Sustainability Management Plan provides an overview of the sustainable design elements that will be implemented in the development at 45 Creek Street, Armstrong Creek. The Plan covers the following key sustainability principles addressed by the Armstrong Creek Town Centre Precinct Structure Plan:

- Zero Carbon
- Zero Waste
- Sustainable Transport
- Sustainable Products and Materials
- Sustainable Water

The Armstrong Creek Town Centre Precinct Structure Plan defines a number of objectives and guidelines that new developments must address. The objectives are aspirations that apply to the wider Armstrong Creek growth area, and developments are expected to contribute to achieving these objectives. The guidelines are project-specific recommendations to be considered by all new developments.

This Sustainability Management Plan summarises how this development addresses the objectives and guidelines under each of the above sustainability principles. The document also outlines additional innovations that go beyond the guidelines of the ACTC PSP. An implementation schedule is also included to provide an indication of how the sustainability strategy outlined in this document will be incorporated into 45 Creek Street.

2.0 Project overview

2.1 Project description and key attributes

Click here to enter text. The proposed development at 45 Creek Street will comprise a five-storey commercial office building with three ground-floor retail tenancies. The retail tenancies will be reserved for two food outlets and a convenience store. The development will also include a public courtyard at the building entrance that building users and the general public can utilise, maximising the level of engagement between the office workers, retail stores and Creek Street. The project aims to deliver a high quality product that combines productivity and sustainability in line with the overall ambitions of Armstrong Creek Town Centre.

Site address: Click here to enter text 45 Creek Street, Armstrong Creek

Total site area: Click here to enter text. 1000 m^2

Gross floor area: Click here to enter text. 2,800 m^2 (2,500 m^2 office, 300 m^2 retail)

2.2 Overview of sustainability integration approach

Click here to enter text. The 45 Creek Street development has been designed to contribute to the wider Armstrong Creek Growth Area's sustainability aspirations. In general, the sustainability initiatives have been integrated into the development using the following prioritisation:

1) Minimise the demand for resources by the occupants of the development. This includes high quality building design to minimise ongoing energy and water demand, material use and waste generation, and reducing the need for vehicle travel;

2) Incorporate resource-efficient technology, renewable energy generation and recycling. This includes energy-efficient lighting, rooftop solar PV and on-site waste and water recycling; then
3) Provide ongoing education for residents of the development on its sustainability attributes and actively encourage sustainable behaviour.

The approach to sustainability has been guided by the Armstrong Creek Town Centre Precinct Structure Plan, including the sustainability objectives and guidelines contained within this document.

The SDS (Sustainable Design Scorecard) framework and a self-assessment using the Green Star Design and As Built tool were utilised to inform environmentally sustainable design (ESD) of the development.

The following sections provide details on the implementation of sustainability in 45 Creek Street. Each section focuses on a sustainability principle included in the ACTC PSP. The tables in each section outline how the development will contribute to each of ACTC's precinct-wide objectives and how the project meets the specific sustainability guidelines.

3.0 Zero Carbon (S1-01)

Click here to enter text. A Zero Carbon Armstrong Creek Town Centre means low energy bills, new local industry and clean air. Achieving zero carbon emissions can't happen immediately, but big improvements can be made with little changes. The approach taken to the design of 45 Creek Street has identified a range of opportunities to contribute to the precinct's ability to achieve these overarching targets.

The key strategies related to these objectives are outlined below.

Zero Carbon Objectives
S1-01.O1: To source 30% of energy from either on-site, nearby renewable or low-carbon sources
S1-01.O2: To provide a street network design maximising energy efficient building and infrastructure siting
S1-01.O3: To encourage energy efficient buildings through improved thermal performance, green roofs and walls and building management systems
S1-01.O4: To encourage car parking and landscape design that reduces the urban heat island effect
S1-01.O5: To implement best practice energy efficient lighting within the public realm
S1-01.O6: To encourage solar electricity and hot water use in all buildings

Click here to enter text. Specific guidelines regarding energy consumption and carbon emissions are contained in the Precinct Structure Plan. The design response of 45 Creek Street has taken into account all applicable guidelines.

The integration strategy and evidence of this strategy for each guideline is summarised in below.

Zero Carbon Guidelines	Strategy to meet this guideline	Evidence/documentation
S1-01.G1: Achieve a base target of National Construction Code (NCC) plus one star for residential development	Not applicable for non-residential developments	
S1-01.G2: Achieve a minimum of ½ star increase on average NABERS rating for new commercial developments, or equivalent, at the time of application	- Click here to enter text. Committed to achieving a 4.5 Star NABERS Energy rating for Base Building systems - Minimising glazing to all facades while still allowing an appropriate level of natural light. - Use of shading devices on the north, east and west. - Double glazing for all windows. - Energy efficient T5 fluorescent luminaires will be selected - Energy efficient heating, ventilation and air conditioning (HVAC) systems will be selected	Click here to enter text. Construction drawings (list) NABERS Commitment Agreement
S1-01.G3: Include energy efficient street and public space lighting	- Click here to enter text. LED lighting will be installed for lighting in the public courtyard - All luminaires will include a photoelectric cell to	Click here to enter text. Construction drawings (list)

Zero Carbon Guidelines	Strategy to meet this guideline	Evidence/documentation
	automatically switch the light on and off as required	
S1-01.G4: Encourage low carbon on-site energy generation	Click here to enter text. A 4kW solar PV system will be installed on the roof of the building	Click here to enter text. Construction drawings (list)
S1-01.G5: Reduce urban heat island effects of car parks and buildings through design, landscaping, materials and colours	Click here to enter text. - Light colours will be selected for the roof and hardscape area to reflect sunlight - Landscaping and trees will be planted in the public courtyard to decrease urban heat effects and provide shading	Click here to enter text. Landscape drawings (list)
S1-01.G6: Ensure staging of development and infrastructure provision considers onsite energy generation capacity, and associated energy distribution networks, to allow for staged expansion where necessary	- Click here to enter text. A capped-off connection has been included for any future district cogeneration or trigeneration systems that may be installed - The plant design includes provisions and space to include a heat exchanger and heating/chilled water infrastructure to allow for connection to any future district systems	Click here to enter text. Utilities drawings (list)
S1-01.G7: Ensure development does not restrict solar access to energy systems of adjoining buildings or sites	Click here to enter text. The development has been arranged to minimise overshadowing of surrounding sites	Click here to enter text. Masterplan drawings (list)

This project includes a number of sustainability actions that go beyond the guidelines listed in the Armstrong Creek Town Centre Precinct Structure Plan. Each of the actions is aligned with one of the Zero Carbon overarching objectives.

Initiative	Alignment with objective	Evidence/documentation
Click here to enter text **S1-01.In1:** An advanced Building Management System (BMS) will be installed to actively monitor and manage energy consumption in the building.	Click here to enter text. S1-01.O4: An effective BMS and ongoing monitoring and tuning will allow the building to operate optimally, in line with the way in which it was designed	Click here to enter text. Construction drawings (list)

4.0 Zero Waste (S1-02)

Click here to enter text. A Zero Waste Armstrong Creek Town Centre would mean reduced contribution to landfill waste, less transportation of waste out of the region and increased re-use and recycling of materials by businesses and residents. The approach taken to the design of 45 Creek Street has identified a range of opportunities to contribute to the precinct's ability to achieve these overarching targets.

The key strategies related to these objectives are outlined below.

Zero Waste Objectives
S1-02.O1: Recovery of 75% of waste (recycled, reclaimed or composted)
S1-02.O2: Reduce waste to landfill by 26% by 2030
S1-02.O3: Reduce the amount of waste generated in construction and demolition

Click here to enter text Specific guidelines regarding energy consumption and carbon emissions are contained in the Precinct Structure Plan. The design response of 45 Creek Street has taken into account all applicable guidelines..

The integration strategy and evidence of this strategy for each guideline is summarised in below.

Zero Waste Guidelines	Strategy to meet this guideline	Evidence/documentation
S1-02.G1: Provide separated waste streams in public places, retail, commercial and residential developments	Click here to enter text. Separate waste storage space will be provided in the basement waste room for recyclable and organic waste. This ensures that sufficient space is allocated to recyclable waste in order to encourage waste separation.	Click here to enter text. Construction drawings (list)
S1-02.G2: Ensure construction maximises re-use and recycling of construction materials	- Click here to enter text. Building material supplies will be carefully selected and manufactured to avoid over-supply - Some pre-cast concrete façade elements will be pre-fabricated off-site - At least 80% of waste generated by the site will be recycled or re-used on-site - A construction and demolition Waste Management Plan has been produced to govern waste practices on the site	Click here to enter text. Construction Waste Management Plan

This project includes a number of sustainability actions that go beyond the guidelines listed in the Armstrong Creek Town Centre Precinct Structure Plan. Each of the actions is aligned with one of the Zero Waste overarching objectives.

Initiative	Alignment with objective	Evidence/documentation
Click here to enter text. **S1-02.In1:** All food and beverage retail tenants will be required, through their lease	Click here to enter text S102.O2: This measure will reduce the quantity of waste going to landfill.	Click here to enter text. Lease agreement

Initiative	Alignment with objective	Evidence/documentation
agreement, to divert organic waste from landfill		

5.0 Sustainable Transport (S1-03)

Click here to enter text. Sustainable Transport for the Armstrong Creek town centre would mean less reliance on emissions-intensive private vehicles. This would lead to better air quality, less congestion and a healthier population.

A range of high level objectives for the whole Armstrong Creek Town Centre are contained in the Precinct Structure Plan. The approach taken to the design of 45 Creek Street has identified a range of opportunities to contribute to the precinct's ability to achieve these overarching targets.

The key strategies related to these objectives are outlined in below.

Sustainable Transport Objectives
S1-03.O1: To prioritise active transport (walking and cycling) as a means of accessing services and facilities within the Armstrong Creek Town Centre
S1-03.O2: To provide facilities that support active transportation (walking and cycling) including end of trip facilities, secure convenient storage, mode interconnections and safe and conducive environments
S1-03.O3: To minimise car-based travel by providing mixed use neighbourhoods with recreation facilities, community infrastructure and employment opportunities
S1-03.O4: To encourage sustainable transport behaviour through early provision of an integrated public transport network with a high level of frequency and convenience
S1-03.O5: To encourage transition to low-emission vehicles through priority access and provision of charging infrastructure
S1-03.O6: To encourage flexible approaches to car parking provision

Click here to enter text. Specific guidelines regarding sustainable transport are contained in the Precinct Structure Plan. The design response of 45 Creek Street has taken into account all applicable guidelines.

The integration strategy and evidence of this strategy for each guideline is summarised below.

Sustainable Transport Guidelines	Strategy to meet this guideline	Evidence/documentation
S1-03.G1: Ensure the provision of movement and access networks are designed and planned based on the following priority: - pedestrian and mobility restricted; - cycling; - public transport user; and - private cars	Click here to enter text. Not applicable as this is a single building development. Refer to guidelines S1-03.G3, S1-03.G4, S1-03.G10, S1-03.G11, and S1-03.G15 for specific strategies to encourage active and public transport	
S1-03.G2: Ensure easy, direct and safe pedestrian access between complementary uses including the co-location of car parking where possible to reduce internalised vehicle trips	Click here to enter text. Not applicable as this is a single building development.	
S1-03.G3: Provision of access all abilities pedestrian networks	Click here to enter text. All footpaths will be graded appropriately to allow access	Click here to enter text. Landscape drawings (list)
S1-03.G4: Provide centrally located and easily accessed bicycle storage with good connections to major destinations such as retail anchors,	- Click here to enter text. Secure storage is provided for ten bicycles in the basement bicycle locker, accessible by	Click here to enter text Construction drawings (list) Landscape drawings (list)

Sustainable Transport Guidelines	Strategy to meet this guideline	Evidence/documentation
Interim Bus Interchange, and the Ultimate Integrated Transit Hub	staff only - Two bicycle hoops for visitors are located in the public courtyard - All bicycle parking will meet minimum security standards, and the visitor hoops will be sheltered from the elements -	
S1-03.G5: Prioritise bus movements over private vehicle movements	Click here to enter text. Not applicable as this is a single building development.	
S1-03.G6: Prioritise location of disabled, car-share and electric vehicle charging spaces	- Click here to enter text. One parking space in the car park will be reserved for car share cars - One parking space will be reserved for electric vehicles and includes an electric charging point	Click here to enter text. Landscape drawings (list)
S1-03.G7: Provide safe, well lit access after-hours to entry points to major destinations, such as the ACTC Library, Town Square and major retail tenancies	Click here to enter text Not applicable as this is a single building development.	
S1-03.G8: Provide well located 'rest stops', shelter and seating for pedestrians to encourage walking trips	Click here to enter text. The public square will include a sheltered rest stop for pedestrians walking along Creek Street	Click here to enter text. Landscape drawings (list)
S1-03.G9: Limit the provision of car parking within the Ultimate Integrated Transit Hub	Click here to enter text. Not applicable as this is not located in the Ultimate Integrated Transit Hub	
S1-03.G10: Consider staged provision of car parking to limit excessive car parking development	Click here to enter text. Not applicable as this is a single building development.	
S1-03.G11: Consider the provision of electric vehicle (EV) shared infrastructure within large car parking areas	Click here to enter text. Not applicable as the development does not include large car parking areas	
S1-03.G12: Support real-time public transport information within large developments	- Click here to enter text The building foyer will include a public transformation information stand with up-to-date bus timetables for Creek Street and the surrounding area - Real-time information is not included in the project due to the scale of the project.	Click here to enter text. Construction drawings (list)
S1-03.G13: Encourage centrally located and easily accessed end-of-trip facilities with good connections to major destinations such as retail anchors and the Ultimate Integrated Transit Hub	Click here to enter text. End-of-trip facilities are provided in the basement level. Two showers (one female and one male) and ten lockers are provided	Click here to enter text. Construction drawings (list)

Sustainable Transport Guidelines	Strategy to meet this guideline	Evidence/documentation
S1-03.G14: Encourage usage of car parking technologies to maximise efficiency of car parking	Click here to enter text. Not included due to the scale of the project	

This project includes a number of sustainability actions that go beyond the guidelines listed in the Armstrong Creek Town Centre Precinct Structure Plan. Each of the actions is aligned with one of the Sustainable Transport overarching objectives.

Initiative	Alignment with objective	Evidence/documentation
Click here to enter text. **S1-03.In1:** The developer will advocate for increased bus frequency along Creek Street to better connect workers with major centres such as Geelong and the Armstrong Creek Town Centre. This will be justified by higher demand as a result of the development	Click here to enter text. SI03.O4: Although the developer is unable to directly implement additional bus routes, public transport access for building users will be improved through advocacy for increased bus frequency	Click here to enter text Advocacy plan and business case to the regional bus operator.

6.0 Sustainable Products and Materials (S1-04)

Click here to enter text. Use of sustainable products and materials will reduce Armstrong Creek town centre's environmental impact embodied in its construction. Residents and business will also be encouraged to consume goods sustainably, ranging from household products to food. A range of high level objectives for the whole Armstrong Creek Town Centre are contained in the Precinct Structure Plan. The approach taken to the design of 45 Creek Street has identified a range of opportunities to contribute to the precinct's ability to achieve these overarching targets.

The key strategies related to these objectives are outlined below.

Sustainable Products and Materials Objectives
S1-04.O1: To encourage the use of construction products and materials that are sustainably sourced and have low embodied energy
S1-04.O2: To provide awareness of sustainable consumption practices

Click here to enter text. Specific guidelines regarding sustainable transport are contained in the Precinct Structure Plan. The design response of 45 Creek Street has taken into account all applicable guidelines.

The integration strategy and evidence of this strategy for each guideline is summarised below.

Sustainable Products and Materials Guidelines	Strategy to meet this guideline	Evidence/documentation
S1-04.G1: Utilise construction materials and products that incorporate low-embodied energy, are robust and weather resilient, and are low maintenance to maximise their life-cycle	Click here to enter text. A construction materials sourcing plan has been produced to outline the criteria for materials selection	Click here to enter text. Construction materials sourcing plan
S1-04.G2: Incorporate materials re-use, and those from sustainable resources with low embodied energy e.g. Forest Stewardship Council certified timbers, fly-ash component in concrete	- Click here to enter text All timber will either be re-used or will be Chain of Custody certified by a scheme recognised by Forest Stewardship Council International or Programme for the Endorsement of Forest Certification. - All steel will be sourced from responsible steel manufacturers with a valid ISO14001-certified Environmental Management System in place. -	Click here to enter text. Construction materials sourcing plan
S1-04.G3: Encourage development that aligns with 'Design for Sustainability' principles including green procurement	- Click here to enter text. A construction materials sourcing plan has been produced to outline the criteria for materials selection	Click here to enter text. Construction materials sourcing plan
S1-04.G4: Encourage alternative construction techniques that reduce waste and disposal	- Click here to enter text. Some pre-cast concrete elements will be pre-fabricated off-site	Click here to enter text. Construction waste management plan
S1-04.G5: Encourage provision for	Click here to enter text. Not	

Sustainable Products and Materials Guidelines	Strategy to meet this guideline	Evidence/documentation
on-site waste treatment	implemented due to the small scale of the site and limited space to incorporate on-site treatment	

7.0 Sustainable Water (S1-05)

Click here to enter text. Sustainable Water for Armstrong Creek Town Centre would mean management of limited water sources to ensure that water demands for the area are met without compromising future water supplies. A range of high level objectives for the whole Armstrong Creek Town Centre are contained in the Precinct Structure Plan. The approach taken to the design of 45 Creek Street has identified a range of opportunities to contribute to the precinct's ability to achieve these overarching targets.

The key strategies related to these objectives are outlined below.

Sustainable Water Objectives
S1-05.O1: To target an average potable water usage of less than 110 litres per person per day
S1-05.O2: To minimise the use of potable water where recycled or reuse options are 'fit for purpose'
S1-05.O3: To provide integrated solutions to water management that recognise opportunities for on-site water collection and reuse including rainwater tanks, green roofs, utilisation of recycled water reticulation and stormwater management
S1-05.O4: To encourage visual demonstrations of water conservation and reuse through water sensitive urban design (WSUD), rainwater harvesting and other treatments
S1-05.O5: To promote reductions in water consumption for individual buildings through building design and water-efficient landscaping
S1-05.O6: To mitigate the impact of development on waterways and downstream environments
S1-05.O7: To provide a stormwater management strategy that restricts flows to predevelopment levels
S1-05.O8: To encourage the use of permeable surfaces that assist natural stormwater seepage

Click here to enter text. Specific guidelines regarding water efficiency are contained in the Precinct Structure Plan. The design response of 45 Creek Street has taken into account all applicable guidelines.

The integration strategy and evidence of this strategy for each guideline is summarised below.

Sustainable Water Requirement	Strategy to meet this requirement	Evidence/documentation
S1-05.R1: Connect to the Third Pipe recycled water network	- Click here to enter text. The development will connect to the Third Pipe recycled water network for toilet flushing	Click here to enter text. Utilities drawings (list)
Sustainable Water Guidelines	**Strategy to meet this guideline**	**Evidence/documentation**
S1-05.G1: Minimise the percentage of non-permeable surfaces for mixed-use and commercial development, particularly where large areas of at-grade car parking are required	- Click here to enter text. Landscaping will be installed to reduce the non-permeable area of the courtyard	Click here to enter text. Landscape plan (list)
S1-05.G2: Demonstrate an integrated stormwater management approach inclusive of WSUD treatments and/or other stormwater capture initiatives	- Click here to enter text. A Water-Sensitive Urban Design (WSUD) Plan has been produced - Stormwater will be managed by capturing in the water tank and filtration before using for irrigation or discharging to central nfrastructure -	Click here to enter text. Construction drawings (list) Landscape drawings (list) WSUD Plan STORM assessment
S1-05.G3: Minimise construction	- Click here to enter text.	Click here to enter text Construction

Sustainable Water Requirement	Strategy to meet this requirement	Evidence/documentation
impacts on waterways	Emissions of pollutants and water from the site during construction will be minimised	Environmental Management Plan.
S1-05.G4: To source 100% of water for landscape irrigation from on-site rainwater collection or recycled water	- Click here to enter text. All landscape irrigation in the courtyard will be sourced from the rainwater and stormwater tank	Click here to enter text Construction drawings (list).
S1-05.G5: Encourage water sensitive urban design initiatives within landscaped environments	Click here to enter text. WSUD is served primarily by the water tank. No additional WSUD initiatives (such as wetlands) have been implemented due to limited space on the site	
S1-05.G6: Consider the use of underground tanks for water capture and storage to minimise the encumbrances on ground level land	- Click here to enter text. A water tank will be installed to capture rainwater from the roof and stormwater from the public courtyard	Click here to enter text Construction drawings (list).
S1-05.G7: Consider the use of rain-gardens, and bio-retention systems, particularly within large areas of at-grade car parking	Click here to enter text. Not included due to the small area of the site	
S1-05.G8: Provide visual demonstration of water conservation and re-use where appropriate	- Click here to enter text. A feature sign will be erected in the courtyard to inform workers and the public of the benefits of the water tank	Click here to enter text Landscape drawings (list).
S1-05.G9: Communicate innovative approaches to stormwater management in public areas (e.g. through interpretive signage)	- Click here to enter text. A feature sign will be erected in the courtyard to inform workers and the public of the benefits of the water tank	Click here to enter text Landscape drawings (list).
S1-05.G10: Provide drought tolerant/water-saving landscape plantings	- Click here to enter text. Native, drought resistant plants will be selected in the public courtyard - High quality mulch and soil will be utilised to provide further drought resistance -	Click here to enter text Landscape drawings (list).

8.0 Implementation

Click here to enter text. The sustainability initiatives in this report will be integrated into the design, construction and operation of the 45 Creek Street development.

The table below summarises the implementation schedule that will be utilised to ensure that the sustainability guidelines outlined in the Armstrong Creek Town Centre Precinct Structure Plan are addressed by the development.

The evidence or documentation that will be presented to demonstrate completion of each task is outlined in the table.

Project phase	Task	Responsibility	Guideline(s)	Evidence/documentation
Click here to enter text Detailed Design.	Click here to enter text. NABERS modelling	Click here to enter text ESD consultant, Architect.	Click here to enter text. S1-01.G1	Click here to enter text. NABERS modelling report Construction drawings (list)
Click here to enter text Detailed Design.	Click here to enter text. Specification of building fabric performance, including glazing and insulation	Click here to enter text ESD consultant, Architect.	Click here to enter text. S1-01.G1	Click here to enter text. Construction drawings (list)
Click here to enter text Detailed Design.	Click here to enter text. Specification of energy-efficient systems, including air conditioning and lighting	Click here to enter text. Building services, Architect	Click here to enter text. S1-01.G3 S1-01.In1	Click here to enter text. Construction drawings (list)
Click here to enter text Detailed Design.	Click here to enter text. Specification of water-efficient systems, such as toilets	Click here to enter text. Building services, Architect	Click here to enter text. S1-05.R1	Click here to enter text. Construction drawings (list)
Click here to enter text Detailed Design.	Click here to enter text. Specification of renewable energy generation systems	Click here to enter text. Building services, Architect	Click here to enter text. S1-01.G4	Click here to enter text. Construction drawings (list)
Click here to enter text Detailed Design.	Click here to enter text. Final sizing of rainwater/stormwater tank	Click here to enter text Civil engineer, ESD consultant.	Click here to enter text. S1-05.G4&6	Click here to enter text. Utilities drawings (list) Construction drawings (list)
Click here to enter text Detailed Design.	Click here to enter text. Complete SDS rating	Click here to enter text Civil engineer, ESD consultant.	Click here to enter text. All guidelines	Click here to enter text. SDS rating
Click here to enter text Detailed Design.	Click here to enter text. Complete Green Star Design and As Built self-rating	Click here to enter text. ESD consultant	Click here to enter text. All guidelines	Click here to enter text. Green Star self-assessment
Click here to enter text Construction.	Click here to enter text. Install active transport infrastructure, including bicycle racks and end-of-trip facilities	Click here to enter text. Builder	Click here to enter text. S1-03.G3 S1-03.G4	Click here to enter text. Construction drawings (list) Landscape drawings (list)
Click here to enter text Construction.	Click here to enter text. Select materials from sustainable sources or with recycled content, such as timber, PVC and asphalt	Click here to enter text. Builder	Click here to enter text. S1-02.G2 S1-04.G1-3	Click here to enter text. Construction materials sourcing plan

Project phase	Task	Responsibility	Guideline(s)	Evidence/documentation
Click here to enter text. Construction.	Click here to enter text. Minimise environmental impacts during construction, such as discharge of pollutants to stormwater systems	Click here to enter text. Builder	Click here to enter text. S1-04.G4	Click here to enter text. Construction Environmental Management Plan
Click here to enter text. Construction.	Click here to enter text. Minimise waste generation during construction	Click here to enter text. Builder	Click here to enter text. S1-02.G2	Click here to enter text. Construction Waste Management Plan
Click here to enter text. Commissioning.	Click here to enter text Ensure all sustainability features documented in this SMP have been delivered as documented and are correctly commissioned..	Click here to enter text. ESD consultant	Click here to enter text. All guidelines	Click here to enter text. Letter to Council
Click here to enter text. Commissioning.	Click here to enter text. Ensure that all systems are performing in accordance with the design intent, including the water tank and street lighting controls	Click here to enter text. Builder	Click here to enter text. S1-01.G3 S1-01.G4	Click here to enter text. Commissioning Report Utilities drawings (list)
Click here to enter text. Operation	Click here to enter text. Produce Building Users' Guides and other materials, including signage, to educate building users on the sustainable attributes of the development	Click here to enter text. Builder, Developer, Owners' Corporation	Click here to enter text. S1-05.G8 S1-05.G9	Click here to enter text. Letter to Council
Click here to enter text. Operation	Click here to enter text. Implement programs to encourage ongoing sustainable behaviour	Click here to enter text. Builder, Developer, Owners' Corporation	Click here to enter text. S1-02.G1 S1-05.G5 S1-05.G9	Click here to enter text. Letter to Council

9.0 Supporting documents

This appendix contains the following documents to support this development application.

- ☐ FirstRate assessment: Thermal performance for residential buildings
- ☐ NABERS Commitment: Energy performance for commercial buildings
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- ☐ SDS assessment: Holistic environmental performance for small non-residential buildings
- ☐ Green Star Design and As Built self-assessment: Holistic environmental performance for all building types
- ☐ STORM assessment: Stormwater management performance for small sites (less than 1 hectare)
- ☐ MUSIC assessment: Stormwater management performance for large sites (greater than 1 hectare)
- ☐ Other supporting documents (e.g. marked-up landscape drawings)

ARMSTRONG CREEK
TOWN CENTRE

GUIDELINES FOR 3D DIGITAL MODELLING

THE PURPOSE OF THESE GUIDELINES IS TO PROVIDE TECHNICAL GUIDANCE FOR SUBMITTING 3D DIGITAL MODELS TO CITY OF GREATER GEELONG (COGG).

COGG AND 3D MODELLING

The City of Greater Geelong has a detailed, 3D electronic model. The 3D model provides site-specific information including site and surrounding 3D terrain and 3D Building models/footprint for a maximum 300m radius. Its applications include the visualisation of built form and of proposed developments within the surrounding Greater Geelong urban context.

CoGG shares excerpts of the model with architects and their clients in order to create an accurate 3D model by facilitating the integration of proposals back into CoGG's base model upon project completion.

TECHNICAL SPECIFICATIONS

The 3D models should be provided to COGG in the formats listed in this document. The following guidelines and settings apply to all models provided:

- Model units in metres
- Maximum texture size for a texture - 2048x2048 pixels.
- Ensure only alphanumerical (A-Z and 0-9) characters are used in texture names. Spaces, symbols and other characters are not supported.
- Split internal and external surfaces into two separate files for improved performance.
- Provide a site plan document as a PDF (helps ensure model is correctly inserted in context).

CONTACT

Digital files may be delivered by email to jcardey@geelongcity.vic.gov.au if files are smaller than 10MB. Please ensure a site address is specified.

For files larger than 10MB please use a web-based file sharing service such as DropBox.

Files on CDs or USB device can be sent to:
Jesse Cardey
Information Services Department, SIS Unit
17 Gheringhap St Geelong VIC 3220

ACCEPTED FORMATS

- SKETCHUP SKP (PREFFERRED OPTION)
- AUTODESK 3DS
- AUTODESK REVIT RVT/FBX
- COLLADA DAE
- AUTOCAD DWG/DXF
- GOOGLE EARTH KMZ

FORMAT TEXTURE SPECIFICATIONS

External textures can be used, and will be visible in the 3D software application when the correct formats and settings listed in the guidelines below are used.

These textures will provide a greater understanding of the building in context.

- Use Basic Standard Program Materials on all surfaces
- Use diffuse colours or a diffuse texture in a PNG, TGA, or JPEG format
- Alpha channels in a TGA or PNG texture can be used for transparency (windows, vegetation)

SUPPORT AND DISCLAIMER

For technical issues, contact Jesse Cardey
3D Spatial Analyst
jcardey@geelongcity.vic.gov.au or phone (03) 5272 4269.

NOTE: All models become the property of COGG who may incorporate them in the base model which in turn may be utilised by third parties.

CITY OF GREATER GEELONG

COUNCIL POLICY

Armstrong Creek Town Centre Visual Branding Policy	Document No:	
	Approval Date:	Draft
	Approved By:	
	Review Date:	31-12-2018
Responsible Officer: **General Manager Planning & Tourism**	Version No	
Authorising Officer:	**Chief Executive Officer**	

1. PURPOSE

The purpose of the Armstrong Creek Town Centre (ACTC) Visual Branding Policy is to:

- Establish a consistent identity for the ACTC as a new commercial and civic heart of the Armstrong Creek growth area.
- Provide clear guidance in the use and implementation of the ACTC Brand Mark across the Precinct.

It is not the purpose of the ACTC Visual Branding Policy to provide explicit controls regarding signage, buildings and works or other components of development already controlled through the Greater Geelong Planning Scheme.

2. SCOPE

This policy applies to the land known as the Armstrong Creek Town Centre located within the Armstrong Creek Urban Growth Area which is defined by the land bounded by Surf Coast Highway, Boundary Road, Burvilles Road and Barwarre Road Armstrong Creek.

3. REFERENCES

- Armstrong Creek Town Centre Precinct Structure Plan, March 2014
- Armstrong Creek Town Centre Visual Branding Guide, September 2015
- Greater Geelong Planning Scheme Urban Growth Zone Schedule 5 (UGZ5) – Armstrong Creek Town Centre

4. DEFINITIONS

- 'Armstrong Creek Town Centre' is defined by the land bounded by Surf Coast Highway, Boundary Road, Burvilles Road and Barwarre Road Armstrong Creek.
- 'Public Realm' is defined as any publicly owned street, pathway, right of way, town square, park, publicly accessible open spaces and any public and civic building and facilities.

5. COUNCIL POLICY

The implementation of any signage and visual branding within the Armstrong Creek Town Centre ,must be consistent with the following policy requirements;

- All signage within the ACTC needs to be in accordance with the specific provisions of the Greater Geelong Planning Scheme, together with the ACTC Planning and Design Guidelines contained with the ACTC Precinct Structure Plan

- Must be consistent with the ACTC Visual Branding Guide.

- Any signage associated with visual branding of buildings and public realm must utilise the Armstrong Creek Town Centre Brand Mark and its specifications as identified in the ACTC Visual Branding Guide.

- The Armstrong Creek Town Centre Brand Mark must be the dominate logo on any large scale built form or free standing signage.

- Visual Branding must be used at a scale and use reflective of the intent of the Priority Visual Identity Precincts.

- Where the Armstrong Creek Town Centre is the lead brand in a venture or relationship the ACTC Brand Mark must have greater prominence over other brands. This is achieved by placing the ACTC brand mark separately from other brands and making the ACTC brand mark larger in size.

- Applicants are encouraged to use innovative ways to incorporate the Armstrong Creek Town Centre Brand Mark in signage, public art and the public realm to reinforce the image and character of the Town Centre.

- Multi-tenanted buildings must submit a signage strategy with their application to avoid visual clutter and dominance of the streetscape.

- A single entry sign must be delivered at the Surfcoast Hwy / Main Street entry point to the Armstrong Creek Town Centre incorporating the ACTC Brand Mark. Refer to ACTC Visual Branding Guide figure 2.

- Any signage must not visually dominate the streetscape, or visually clutter views from the public realm or streetscape.

- The town square must not be developed with visually dominate private and / or public signage.

- Avoid elevations that are clad in a single sign / branding material where they are visible form the public realm.

- Business identification signage should be integrated with architectural built form and not protrude above or beyond building facades.
- Signs should be proportional to the size and scale of the building or premises on which they are to be erected and be sympathetic to design and view lines of adjoining buildings.
- Signage attached to buildings should not obscure architectural features, and supporting structures should not be obtrusive when viewed from public areas.

6. QUALITY RECORDS

Quality Records shall be retained for at least the period shown below.

Record	Retention/Disposal Responsibility	Retention Period	Location

7. ATTACHMENTS

- Armstrong Creek Town Centre Visual Branding Guide

VISUAL BRANDING GUIDE ARMSTRONG CREEK TOWN CENTRE

ARMSTRONG CREEK
TOWN CENTRE

CITY OF GREATER GEELONG

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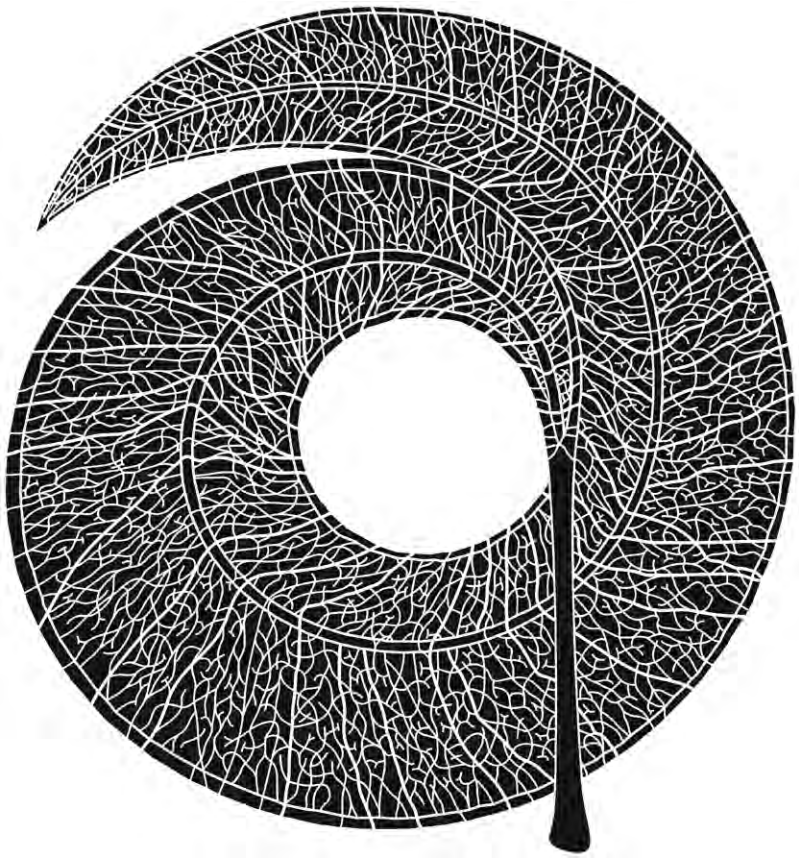
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Introduction

The Armstrong Creek Town Centre (ACTC) Visual Branding Guide has been developed to support the key pillars underpinning the ACTC. These are:

- Sense of place and community
- Sustainability
- Local employment and business
- Better transport options
- Housing choice, diversity and affordability
- Accessible, integrated and adaptable community facilities

The ACTC is the commercial and civic heart of the Armstrong Creek growth area and will be developed as an iconic location for people to shop, recreate and access higher order services. Integral to establishing community ownership of the ACTC is the creation of a sense of place that is not dominated by any ownership pattern or commercial activity. Branding is a means of unifying the various uses across the ACTC with a common symbology that resonates with the community, tenants and general users of the ACTC.

Underpinning the ACTC is a series of great places for the people that evoke a sense of civic pride, interest and enjoyment. The buildings and public spaces will provide a variety of experiences, services and facilities for locals to use and enjoy as it facilitates economic, social and cultural development.

The ACTC will provide for prosperous, unique and complementary local business. Opportunities are established for employment throughout the centre. The ACTC Precinct Structure Plan creates opportunities for a mix of commercial, retail and residential uses to establish in the short, medium and long term as the Town Centre evolves. This will create the ACTC as a destination in its own right; a place to shop, work and play. Key sites within the Town Centre will be developed to optimise a mix of uses, playing a key role in the urban structure of the centre.

The ACTC Precinct Structure Plan requires the implementation of the ACTC Visual Branding Policy to deliver the vision for the Precinct.

Environmental Sustainability is a key pillar of both the vision and implementation of the ACTC with the vision of a 'world-class, integrated, environmentally sustainable community' as a key driver of the visual identity development. The strong emphasis on sustainability is reflected in the colour palette and symbolism of the ACTC brand mark.

The Armstrong Creek Town Centre Visual Branding Policy applies to all planning permit applications that seek approval for signage within the ACTC. The ACTC is defined by the land bounded by Surf Coast Highway, Boundary Road, Burvilles Road and Barwarre Road. (refer Figure 1).

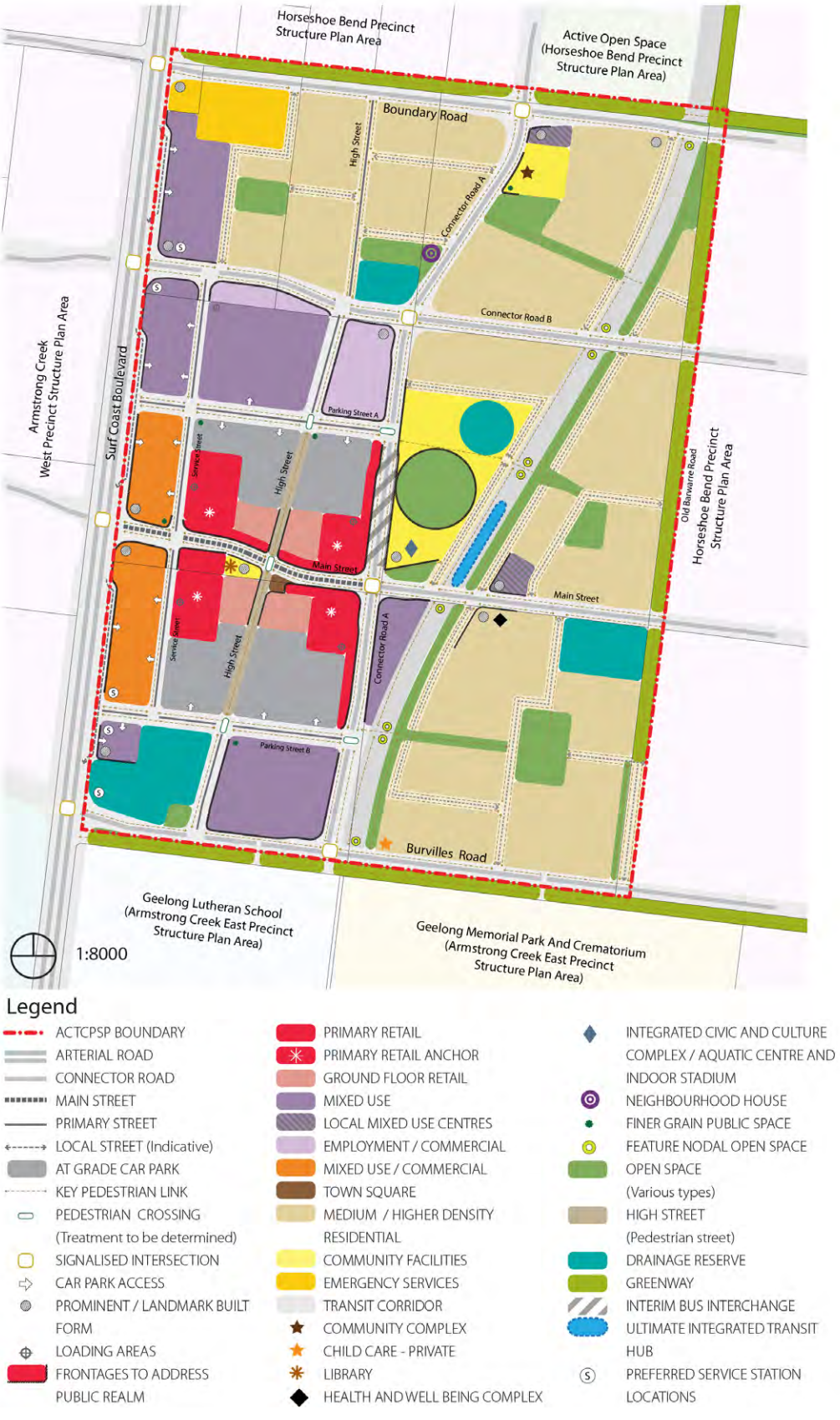


Figure 1 - Armstrong Creek Town Centre Concept plan

Purpose

The purpose of the ACTC Visual Branding Guide and subsequent Policy is to:

- Establish a consistent identity for the ACTC as a new commercial and civic heart of the Armstrong Creek Urban Growth Area (ACUGA); and.
- Provide clear guidance in the use and implementation of the Brand Mark across the Precinct.

It is not the purpose of the ACTC Visual Branding Policy to provide explicit controls regarding signage, buildings and works or other components of development already controlled through the Greater Geelong Planning Scheme.

Vision for Armstrong Creek Town Centre

The Armstrong Creek Town Centre will be the civic, commercial and social heart of the Armstrong Creek Urban Growth Area. It will be a sustainable, pedestrianised and vibrant transit oriented place which encourages people to shop, live, work and play. The Town Centre will be an attractive place, creating a destination for Armstrong Creek residents and visitors.

Brand Mark

The ACTC Brand Mark was developed following consultation with all landowners and relevant stakeholders relating to their vision and aspirations for the Town Centre, and is reflective of the local environment of Armstrong Creek and the sustainability principles unpinning the vision of the ACTC.

The brand mark or logo references four key identifying aspects of the ACTC. These include the natural environment and sustainability; a pedestrianised, interconnected community; a community hub; and the letter ‘a’.



A curled red-gum leaf is a natural expression of the local indigenous environment. It represents both the environment and the broader concept of sustainability. It provides a leaf vein texture that represents a pedestrianised and interconnected community. The texture also symbolises ‘social fabric’. The leaf shape resembles a lowercase ‘a’, which may be identified with ‘Armstrong’.

This symbolism promotes brand recognition for the ACTC.

The implementation of the Brand Mark may take various different forms including signage, marketing material, public / private art and other innovative components of place making.

Typography

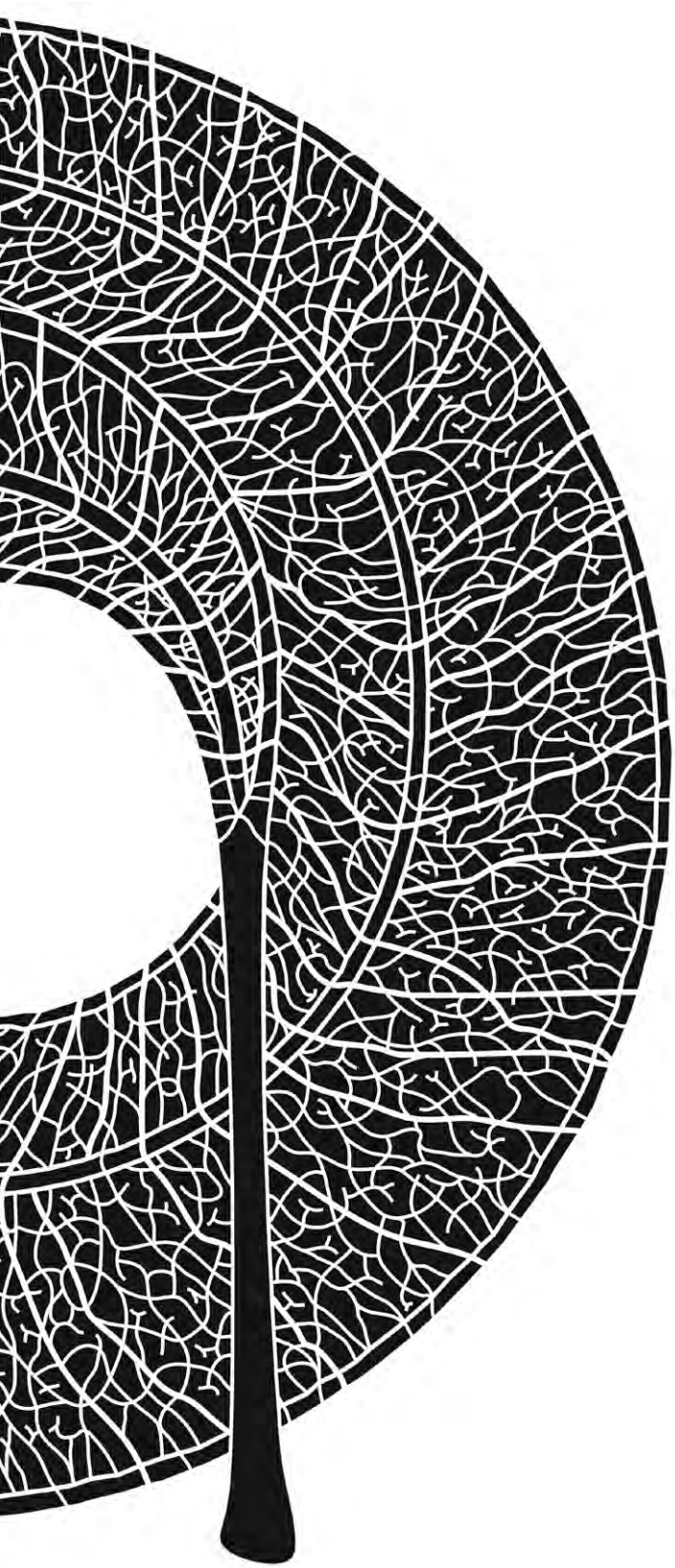
The typeface will be described in more detail in the following pages. It has been selected for its qualities as a soft and friendly, humanist sans-serif font. Represented in uppercase, this typeface is noticeable, yet approachable.

Colour palette

A palette of neutral tones represents the natural environment. Green signifies balance and harmony and is often used to depict nature and hope. A deep plum provides an earthy contrast, and a light sandy tone reminiscent of the creek bank balances both of the deeper tones.

Accessing the ACTC brand mark

Please contact the City of Greater Geelong, Communication & Marketing Unit to request access to the ACTC Brand Mark files. Telephone: 5272 5272.



Priority Visual Identity Precincts

The ACTC is approximately 96 hectares in size and will have a diverse array of land uses and ultimate built form. Based on this diversity it's important to identify the heart of the ACTC via appropriate use, scale and implementation of the ACTC Brand Mark.

To guide the use of the Brand Mark and maintain a strong community association with the location, three Priority Visual Identify Precincts' have been established to prioritise the Brand Marks use within the central Main Street / High Street commercial and civic area of the ACTC and then progressively lessen its use within the surrounding Precincts. Refer to Figure 2 Priority Visual Identify Precincts'.

The three Priority Visual Identity Precincts have been categorised as:

Primary Visual Identity Precincts 1 & 2

The Primary Visual Identity Precinct should reflect large scale signage and branding identification that reflects a strong sense of place in the heart of the Armstrong Creek Town Centre.

Secondary Visual Identity Precincts 3 & 4

The Secondary Visual Identity Precinct should reflect small scale complementary visual branding that focuses around way-finding and directional signage and should not dominate the public and private realm.

Discretionary Visual Identity Precinct 5

The Discretionary Visual identity Precinct should not include any significant use of the ACTC Brand Mark. However a limited number of discretionary sites may be appropriate for use of the Brand Mark such as Way Finding Signage.



Figure 2: Primary, Secondary and Discretionary Precincts

Armstrong Creek Town Centre Visual Branding Policy

The implementation of any signage and visual branding within the Armstrong Creek Town Centre, must be consistent with the following policy requirements;

- All signage within the ACTC is to be in accordance with the specific provisions of the Greater Geelong Planning Scheme, together with the ACTC Planning and Design Guidelines contained with the ACTC Precinct Structure Plan
- Signage must be consistent with the ACTC Style Guide included as Appendix 1 to this document.
- Any signage associated with visual branding of buildings and public realm must utilise the Armstrong Creek Town Centre Brand Mark and its specifications as identified in Appendix 1 to this document.
- The Armstrong Creek Town Centre Brand Mark must be the dominant logo on any large scale built form or free standing signage.
- The Armstrong Creek Town Centre must be the lead brand, in a venture or relationship. The ACTC Brand Mark must have greater prominence over other brands. This is achieved by placing the ACTC brand mark separately from other brands and making the ACTC brand mark larger in size.
- Visual Branding must be used at a scale and use reflective of the intent of the Priority Visual Identity Precincts.
- Developers are encouraged to use innovative ways within the Primary Visual Identity Precincts 1 & 2 to incorporate the Armstrong Creek Town Centre Brand Mark within signage, public art and the public realm to reinforce the image and character of the Town Centre.
- Multi-tenanted buildings should submit a signage guide with their application to avoid visual clutter and dominance of the streetscape.
- A single entry sign must be delivered at the Surfcoast Hwy / Main Street entry point to the Armstrong Creek Town Centre incorporating the ACTC Brand Mark. Refer to figure 3.
- Any signage must not visually dominate the streetscape, or visually clutter views from the public realm or streetscape.
- The town square must not be developed with visually dominant private and / or public signage.
- Avoid elevations that are clad in a single sign / branding material where they are visible from the public realm.
- Business identification signage must be integrated with architectural built form and not protrude above or beyond building facades.
- Signs must be proportional to the size and scale of the building or premises on which they are to be erected and be sympathetic to design and view lines of adjoining buildings.
- Signage attached to buildings should not obscure architectural features and supporting structures should not be obtrusive when viewed from public areas.



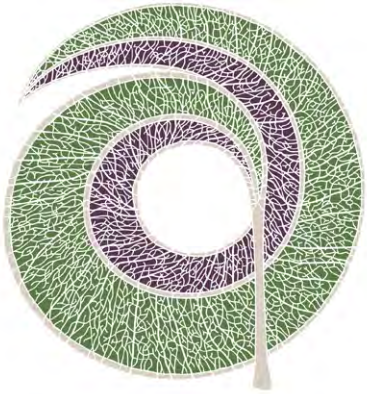
Figure 3 Example of Armstrong Creek Town Centre Entry Signage

Appendix 1

VISUAL IDENTITY
STYLE GUIDE

ARMSTRONG CREEK
TOWN CENTRE

BRAND MARK



ARMSTRONG
CREEK
TOWN CENTRE

BRAND MARK
– GREYSCALE & MONO VERSIONS

In one-colour applications such as press advertising, corporate documents, faxes or photocopying, it will be necessary to use the greyscale or mono version of the ACTC brand mark. Also where the quality of reproduction is in doubt, the mono brand mark may be used.

The mono version of the ACTC brand mark is never to be reproduced in any colours from the corporate colour palette range (refer to page 14) or any other colour. On selected solid backgrounds the brand mark is reversed out (refer to page 15).





CORPORATE COLOUR PALETTE - PRIMARY

CMYK
40 / 65 / 21 / 58

PMS
5195 CP

RGB
85 / 54 / 79

Dulux
A427 Jewel

CMYK
70 / 40 / 90 / 10

PMS
575 CP

RGB
93 / 121 / 69

Dulux
A256 Mangrove Leaf

CMYK
10 / 12 / 17 / 5

PMS
7528 CP

RGB
215 / 206 / 195

Dulux
B30 Sago

Colour provides a powerful means of visual recognition. The ACTC primary colour palette is aligned to provide creative flexibility, while establishing a consistent and recognisable corporate image across all ACTC applications.

CMYK

CMYK refers to the colour values used in four colour process printing for offset print or laser printers. When printing digitally, use these colours as a guide, supplemented with your printer's digital colour swatch. Testing in this situation is recommended to achieve the best results.

PMS

PMS (Pantone) refers to the colour system used in printing spot colours in offset printing. It is recommended to print using PMS colours for the highest of quality in colour reproduction.

RGB

RGB refers to the colour values used for online and desktop applications; websites, email signatures, Microsoft Office documents and presentations.

Dulux

Please refer to the Dulux colour swatches when working with paint. It is recommended you consult a paint specialist to ensure the best colour match and the appropriate type of paint is selected.

CORPORATE COLOUR PALETTE - SECONDARY

CMYK
14 / 19 / 21 / 39

PMS
Warm Gray 6 CP

RGB
146 / 137 / 132

Dulux
PN2E7 Excelsior

CMYK
20 / 25 / 30 / 59

PMS
404 CP

RGB
105 / 96 / 90

Dulux
P12B7 Brood

CMYK
0 / 7 / 25 / 1

PMS
7506 CP

RGB
251 / 231 / 193

Dulux
A198 Sand Diamond

A secondary colour palette has been developed to further enhance the visual language and core brand values of the ACTC visual identity. The secondary colours are to be used as complimentary colours only and must not override the primary colour palette. Examples of use are for brochures, newsletters, posters and online applications. If you are unsure about the usage of the secondary colour palette, please phone the City of Greater Geelong, Communication & Marketing Unit on 5272 5272.

CORPORATE TYPEFACE - PRIMARY

Typography plays an important role for the ACTC visual identity. The typeface selected to represent ACTC's brand personality across all marketing communications is Kievit Slab. The Kievit Slab typeface is an extremely robust and elegant typeface. Kievit Slab should be used for body copy across all external communications such as advertising, stationery, reports and brochures. The secondary typeface Espuma Pro (refer to page 15) can be used in conjunction with Kievit Slab to create dimension and definition to layouts across ACTC communications/printed material.

Kievit Slab is an extensive typeface set containing Thin, Extra Light, Light, Regular, Book, Medium, Bold, Extra Bold and Black Ultra with all weights available in italics. The fonts shown right; Light, Book and Bold are the recommended font weights for most applications.

The minimum font size for the body copy of communications/ printed material is 8pt with a maximum of 10pt.

Kievit Slab
AaBb**Cc123**

Kievet Slab Light

abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890$%&@'*(,.;:#!?)

How razorback-jumping frogs can level six piqued gymnasts! We choose to go to the Moon, and do those other things, not because they are easy, but because they are hard.

Kievet Slab Book

abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890$%&@'*(,.;:#!?)

How razorback-jumping frogs can level six piqued gymnasts! We choose to go to the Moon, and do those other things, not because they are easy, but because they are hard.

Kievet Slab Bold

abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890$%&@'*(,.;:#!?)

How razorback-jumping frogs can level six piqued gymnasts! We choose to go to the Moon, and do those other things, not because they are easy, but because they are hard.

CORPORATE TYPEFACE - SECONDARY

The font Espuma Pro has been selected as a secondary typeface to compliment the primary typeface Kievit Slab for all ACTC marketing communications.

Espuma Pro is a soft and friendly humanist sans-serif font that is recommended for headings and feature text.

Espuma Pro is an extensive typeface set containing Light, Book, Regular, Medium, Semibold, Bold and Black with all weights available in italics.

The fonts shown to the right; Light, Regular and Semibold are the recommended font weights for most applications.

Espuma Pro AaBbCc123

Espuma Pro Light

abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890$%&@'*(,.;:#!?)

How razorback-jumping frogs can level six piqued gymnasts! We choose to go to the Moon, and do those other things, not because they are easy, but because they are hard.

Espuma Pro Regular

abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890$%&@'*(,.;:#!?)

How razorback-jumping frogs can level six piqued gymnasts! We choose to go to the Moon, and do those other things, not because they are easy, but because they are hard.

Espuma Pro Semibold

abcdefghijklmnopqrstuvwxyz
ABCDEFGHIJKLMNOPQRSTUVWXYZ
1234567890$%&@'*(,.;:#!?)

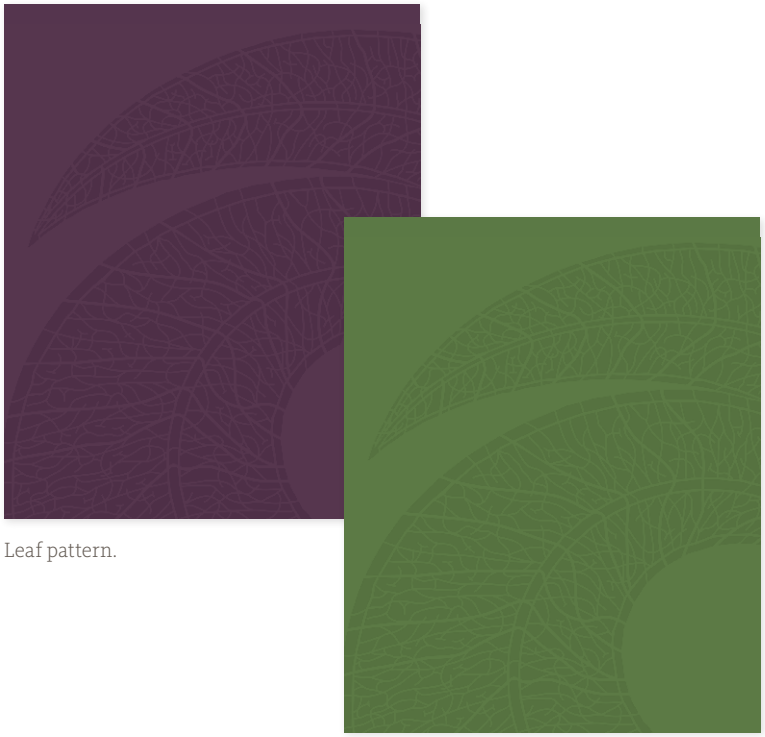
How razorback-jumping frogs can level six piqued gymnasts! We choose to go to the Moon, and do those other things, not because they are easy, but because they are hard.

BRAND DESIGN ELEMENTS

Design elements are provided as graphic tools to create a unique look and make ACTC memorable. These elements can be emphasised or played down individually to add visual interest and enhance the storytelling of the ACTC.

Leaf pattern

The leaf pattern depicted in the brand mark can be applied as a subtle design element to create interest and texture for design layouts.



Leaf pattern.

Curling shapes

Utilising the curled red-gum leaf of the brand mark, the inclusion of organic curling shapes helps to create visual interest by referencing the environment of the ACTC.

The design of this visual identity style guide showcases the application of the leaf pattern and curling shapes.

Brand design elements are not intended to be prescriptive, but to ensure that all collateral remains true to the brand.



Curling shapes.

APPLICATIONS
- CONSTRUCTION HOARDING SIGNAGE

This design allows for developer logos to appear on the hoarding in conjunction with the ACTC visual identity.



APPLICATIONS
- STREET LEVEL SIGNAGE



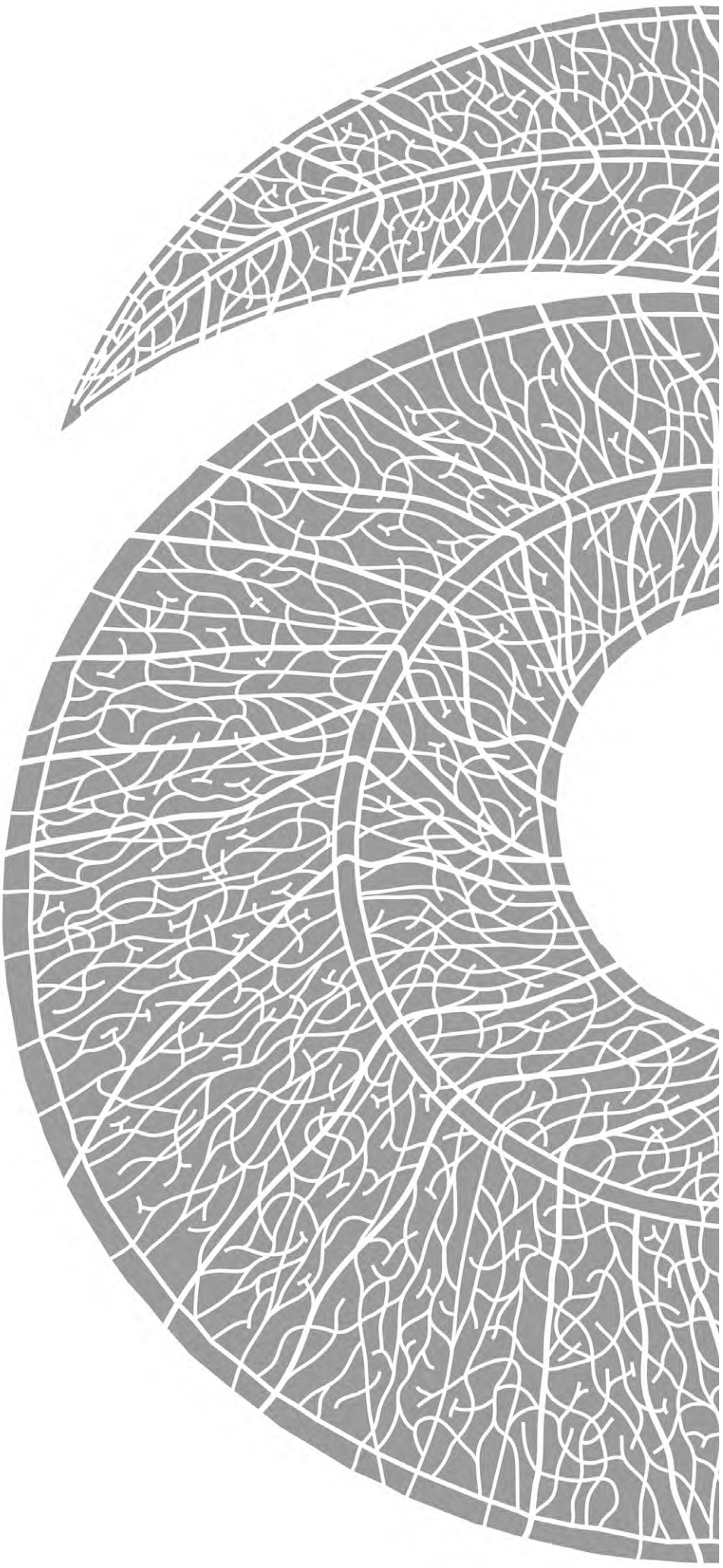


TABLE 20 ILLUSTRATED STRUCTURE OF THE PLANNING AND DESIGN GUIDELINES

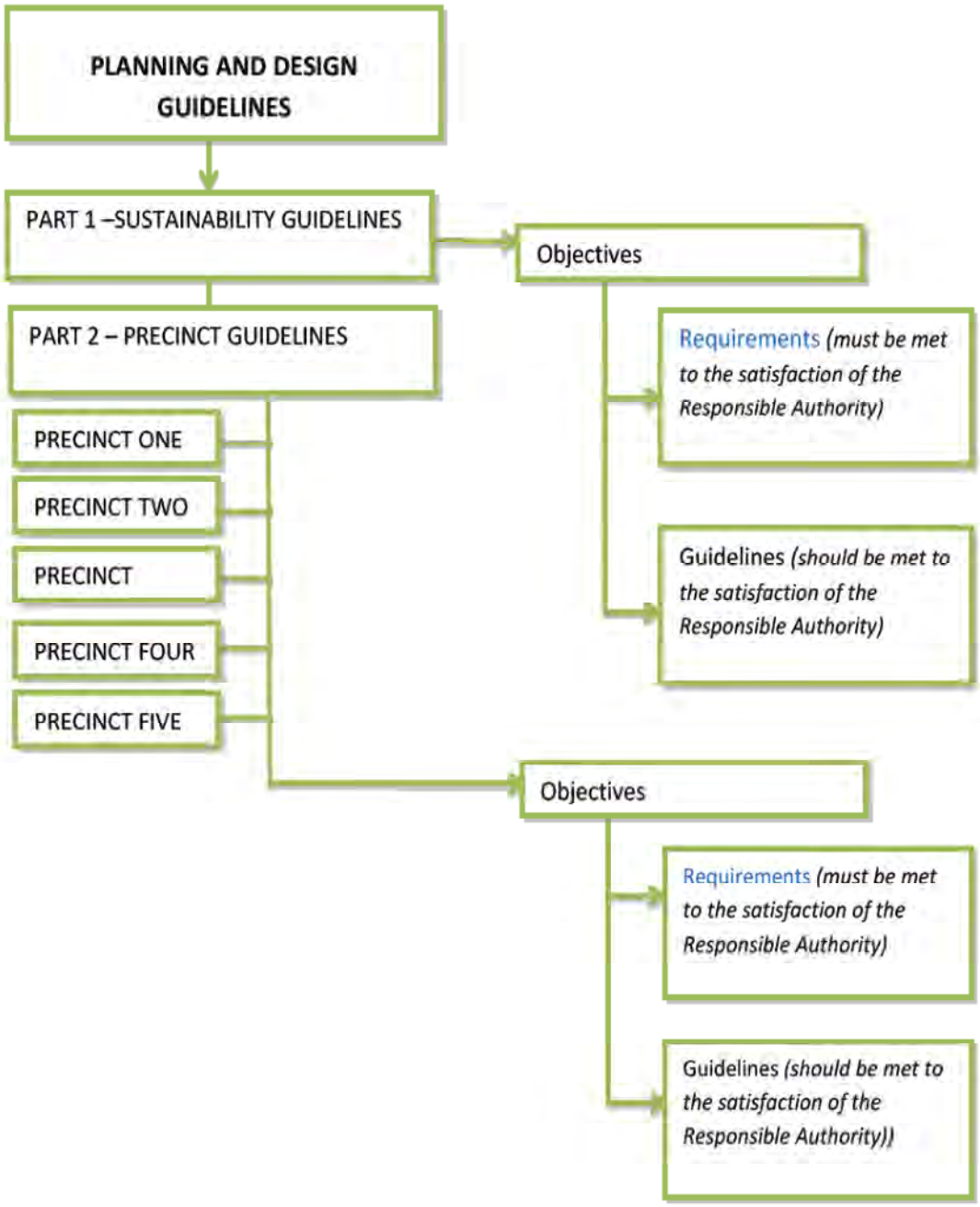
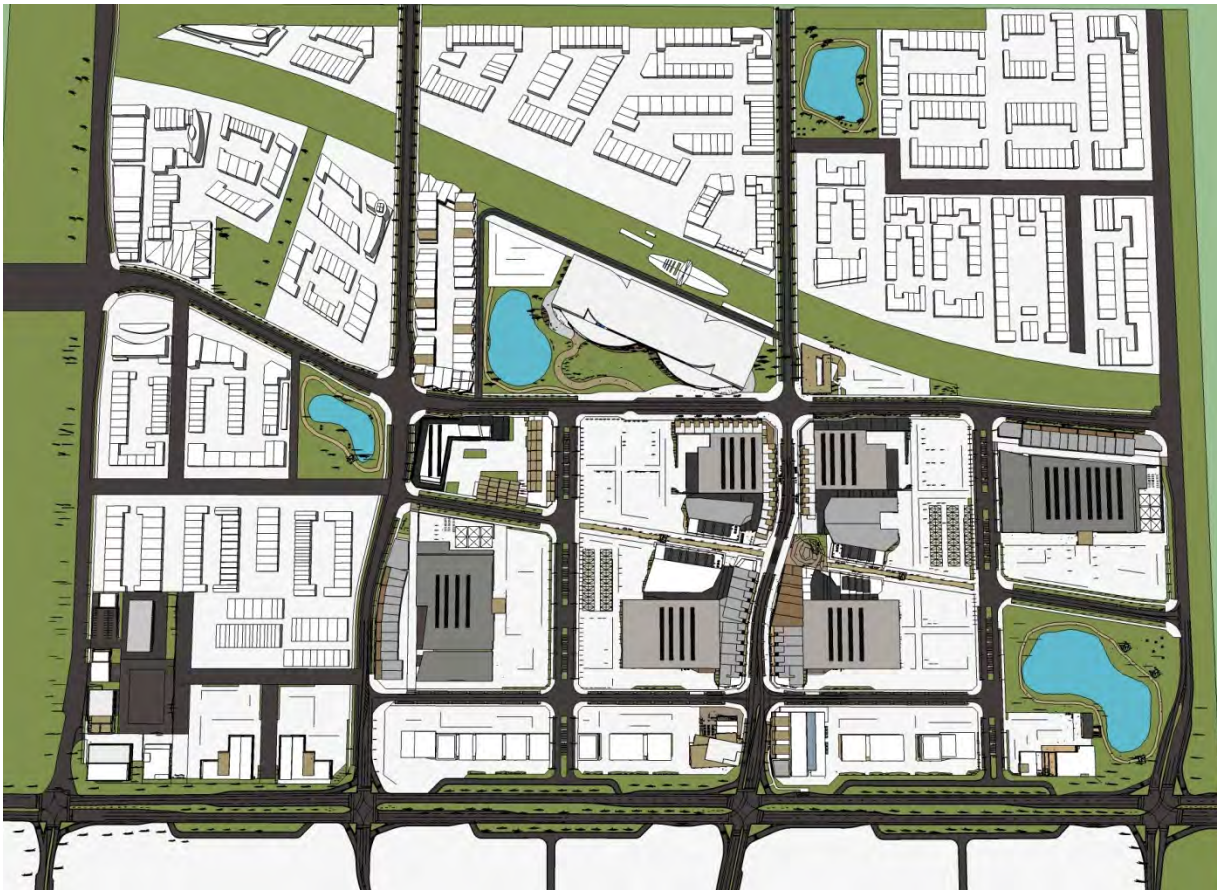


TABLE 21 PLANNING AND DESIGN GUIDELINES – MATRIX / CHECKLIST

	PRECINCT 1	PRECINCT 2	PRECINCT 3	PRECINCT 4	PRECINCT 5
Sustainability - Multi-unit residential development comprising 10 or more dwellings, subdivision and any non-residential development comprising more than 500 square metres of gross floor area and any service station must be accompanied by a Sustainability Management Plan (SMP) prepared to the satisfaction of the Responsible Authority and to be approved by the Responsible Authority. The SMP is required to detail strategies to minimise resource use and waste having regard to the *Sustainability Guidelines*.					
S1-01 – Zero Carbon					
S1-02 – Zero Waste					
S1-03 – Sustainable Transport					
S1-04 – Sustainable Products and Material					
S1-05 – Sustainable Water					
Public Realm					
	PR1-01	PR2-01	PR3-01	PR4-01	PR5-01
	PR1-02	PR2-02	PR3-02	PR4-02	PR5-02
	PR1-03		PR3-03	PR4-03	PR5-03
	PR1-04			PR4-04	PR5-04
	PR1-05			PR4-05	PR5-05
	PR1-06				PR5-06
	PR1-07				
Built Form					
	BF1-01	BF2-01	BF3-01	BF4-01	BF5-01
	BF1-02	BF2-02	BF3-02	BF4-02	BF5-02
	BF1-03		BF3-03	BF4-03	BF5-03
	BF1-04		BF3-04		
	BF1-05				
Movement and Access					
	MA1-01	MA2-01	MA3-01	MA4-01	MA5-01
	MA1-02	MA2-02	MA3-02	MA4-02	MA5-02
	MA1-03	MA2-03	MA3-03	MA4-03	
	MA1-04	MA2-04	MA3-04		
	MA1-05	MA2-05	MA3-05		
	MA1-06				





3. AMENDMENT C321 & PERMIT 1234/2014 - PROPOSED REZONING AND ACCOMMODATION/RETAIL COMPLEX, GEELONG RD PORTARLINGTON

Portfolio:	**Planning - Cr Heagney**
Source	**Planning and Tourism - Strategic Implementation**
General Manager:	**Peter Bettess**
Index Reference	**Council Reports 2015** **Amendment C321 & Permit 1234/2014**

Purpose

This report seeks Council approval to exhibit a planning scheme amendment concurrent with a permit to facilitate the development of a multi-storey accommodation and retail complex on Geelong Road, Portarlington.

Summary

- A Planning Scheme Amendment request and Planning Permit Application has been made by St Quentin Consulting on behalf of the proponent, Grabble Pty Ltd.
- The Amendment proposes to rezone 30-42 Geelong Road, Portarlington, from the Commercial 2 Zone to the Mixed Use Zone. The proponent is the owner of 30 and 32 Geelong Road.
- The Amendment will also apply the Environmental Audit Overlay to all the land being rezoned.
- The permit application (1234/2014) applies to 30 and 32 Geelong Road, and seeks to allow the development and use of the land for a multi storey accommodation and retail complex together with other permit requirements.
- The proposed building will be 4 storeys containing 55 one and two bedroom dwellings, ground floor retail premises and a basement car park. Each apartment will be made available for either short-term accommodation (through a serviced apartment model) or for long term occupancy by owners.
- This accommodation use is prohibited in the Commercial 2 Zone hence the need to rezone the land.
- The Mixed Use Zone is considered to be the appropriate zone for the proposed use while not restricting the operations of the existing commercial premises in the precinct.
- Given the existing role and function of this commercial precinct, the proposed Mixed Use Zone and development will not adversely impact on nearby residents. While the accommodation complex represents a new built form feature for Portarlington, it is of high quality, architecturally appealing and complementary to its coastal setting and prominent town entry location.
- The proposal is considered to be consistent with State and Local planning policies and directly supports the local tourism industry by providing quality short term accommodation. The Portarlington map at Clause 21.14-5 of the Greater Geelong Planning Scheme will also be changed to reflect the removal of the commercial zone.
- It is recommended that the Amendment and Permit be placed on public exhibition to allow local residents and the business community an opportunity to make submissions.

Cr Heagney moved, Cr Ellis seconded -

That Council resolves to:

1) **Support the preparation and exhibition of Amendment C321 to the Greater Geelong Planning Scheme to:**

   a) **Rezone the land at 30, 32, 34, 36-38, 40 and 42 Geelong Road, Portarlington, from the Commercial 2 Zone to the Mixed Use Zone;**

   b) **Apply the Environmental Audit Overlay to the land being rezoned; and**

   c) **Replace the Portarlington Structure Plan map at Clause 21.14-5 with a new map that removes the notation 'retain Business 4 Zone'.**

2) **Consider the application for a planning permit for a multi storey accommodation complex on the land at 30-32 Geelong Road, Portarlington, concurrently with the preparation of the Amendment in accordance with the *Planning and Environment Act*, and that draft Planning Permit 1234/2014 be prepared and exhibited with the Amendment, subject to resolution of the detail of the permit conditions; and**

3) **Request the Minister for Planning to authorise the preparation and exhibition of Amendment C321 and Planning Permit 1234/2014.**

4) **Send the authorisation request immediately following this resolution, and subject to receiving authorisation, exhibit the Amendment and Permit thereafter, including over the summer holiday season.**

Carried.

Background

On 25 September 2014 a request from St Quentin Consulting for a combined Planning Scheme Amendment and Permit Application under Section 96A of the *Planning and Environment Act* 1987 was received by Council. The request was made on behalf of the proponent, Grabble Pty Ltd, owner of the land at 30, 32 and 34 Geelong Road, Portarlington.

The application seeks to rezone the land at 30, 32, 34, 36-38, 40 and 42 Geelong Road, Portarlington, from the Commercial 2 Zone to the Mixed Use Zone. The Amendment also proposes to apply the Environmental Audit Overlay to all the land being rezoned.

The Portarlington Structure Plan map at Clause 21.14-5 of the Greater Geelong Planning Scheme will be changed as part of Amendment C321 to reflect the removal of this commercial zone. The proposed new map is shown at **Appendix 1** with the notation: "*retain Business 4 Zone*" redlined.

This commercial precinct is developed with buildings used for seafood retail, recycled clothing and furniture, automotive and marine repairs, blinds sales, as well as some vacancies. The precinct is surrounded by residential land other than to the north where the Portarlington Recreation Reserve is located. The precinct gains access from Geelong Road, the primary road into Portarlington.

An aerial map of the area is shown at **Appendix 2** and a current zoning map is shown at **Appendix 3**. The proposed rezoning and overlay maps are shown at **Appendix 4** and **5** respectively.

Concurrent with the Amendment the request seeks a planning permit (1234/2014) to construct a multi storey accommodation and retail complex on 30 and 32 Geelong Road. More specifically, the proponent seeks approval for:

> *Development and use of land for Accommodation and Retail premises, subdivision, reduction of car parking requirements, display of advertising signs, waiver requirement for loading and unloading of vehicles, waiver requirement for provision of bicycle facilities and creation of access to a road in a Road Zone, Category 1.*

The proponent has advised that the 55 apartments will be made available for either short-term accommodation (through a serviced apartment model) or for longer term occupancy by owners.

The building is of contemporary design as shown on the plans at **Appendix 6** and **7**. Access to the complex will be from Geelong Road via a ramp to the basement car park with 57 spaces. The ground floor level includes a lobby, café and retail/office space, as well as 4 apartments. A public walkway along the western edge will activate the shops and provide thru access to the Portarlington Recreation Reserve.

The first, second and third floors will consist of a combination 1 and 2 bedroom apartments and there is a proposed roof top garden. Floor plans are shown at **Appendix 8**. Materials and finishes will comprise of timber and stone cladding, cement render and performance glazing.

The application lodged in September 2014 followed a number of meetings between Council officers and the proponent's architect. Officers also advised that the preferred zone would be the Mixed use Zone and that this zone should be applied to all the properties zoned Commercial 2.

The rezoning request and permit application was supported by a planning report (St Quentin) and architectural plans (Architecton Pty Ltd). Following internal review by Council engineers, the proposed basement plan was redesigned in conjunction with the submission of a Traffic Impact Assessment by Civil and Traffic Consulting Pty Ltd.

All landowners and occupiers in the commercial precinct to which this rezoning amendment applies have been informed of the proposal.

Discussion

Strategic planning merits

The Commercial 2 Zone precinct on Geelong Road is identified in both the Portarlington Structure Plan 2007 and the Greater Geelong Planning Scheme as *'retain Business 4 Zone'*. The Structure Plan says this precinct should be retained to cater for smaller scale local service businesses related to fishing/aquaculture, local produce, tourism and wineries.

More generally, Council's strategies seek to support a mix of retail, commercial and community uses in the Portarlington Town Centre and to encourage development which respects the coastal landscape setting. For the Bellarine as a whole, policy seeks to protect rural and coastal environments from inappropriate urban encroachment and direct development to locations within existing township boundaries.

Since the preparation and adoption of the 2007 Portarlington Structure Plan, changes to State Planning Policy have resulted in the Business 4 Zone being replaced by the Commercial 2 Zone. The Commercial 2 Zone now allows a greater range of uses including shops and small scale supermarkets, but still prohibits accommodation (other than a motel and residential hotel).

Council has been presented with an innovative and attractive proposal for a multi storey accommodation and retail complex at 30-32 Geelong Road.

In order to support the proposal it is considered appropriate to transition the whole commercial precinct to the Mixed Use Zone. This zone will allow for existing uses to continue and provide for new uses such as the one proposed.

The precinct is ideally located to take advantage of views to the bay; access to the municipal reserve, foreshore and caravan parks; proximity to the Town Centre; and prominent position on Geelong Road. The proposed Mixed Use Zone and development supports the local tourism and business community by providing quality short term accommodation and retail/office opportunities which the northern Bellarine lacks.

The proposal therefore directly supports the diversification of the regions economy and builds on the competitive strength of the Bellarine as a tourist destination. This is a key objective of the G21 Regional Growth Plan.

The loss of Commercial 2 zoned land in Portarlington is offset by opportunities for businesses to establish in the Industrial 1 Zone on Tower Road or the newly expanded Commercial 2 precinct on Murradoc Road in Drysdale. The use of the Mixed Use Zone (and not the Commercial 1 Zone) will also ensure that the Portarlington Town Centre retains its role and function as the primary retail centre in the town.

Critically, the rezoning and development are located within the existing urban settlement boundary of Portarlington meaning no encroachment into the rural and coastal environment. Further still, the investment will assist in the renewal and uplift of this precinct and provide valuable short and long term job opportunities.

The Portarlington Structure Plan makes reference to supporting the local seafood industry. Seafood processing is prohibited in the proposed Mixed Use Zone however there is no seafood processing currently in operation in the precinct. Seafood processing is allowed in the surrounding Farming Zone, where businesses such as Sea Bounty P/L, Advance Mussel Supply and Jade Tiger Abalone P/L are established.

Built form and design

As noted above, there were several discussions between the proponent's architect and Council officers prior to the lodging of the application in September 2014. The design of the basement car park has been further revised post-lodgement.

The proposed building is a departure from the traditional housing and commercial stock located along Geelong Road and the town more generally. However it is considered to be of high quality and visually appealing. Council's Urban Design Unit consider the architectural massing offers articulation and interest with a mix of timber, glass, masonry and textured concrete finishes.

There are no planning overlays on the development site though the surrounding residentially zoned land is covered by the Design and Development Overlay Schedule 14. The objective of this control is to ensure that the siting, height and visual bulk of dwellings achieve a reasonable sharing of views.

The properties most affected by views would be 27, 29 and 31 Geelong Road. However all these dwellings are single storey and, while at an elevated level to the subject site, do not command views out to the bay. It is important to note that large commercial buildings such as warehouses can be constructed in the Commercial 2 Zone with little regard to impact on views.

The application includes an assessment against the requirements of Clause 55 of the Greater Geelong Planning Scheme (ResCode) and is found to be compliant. The neighbouring residential property at 28 Geelong Road will not be adversely impacted by overshadowing or overlooking.

The proposed design incorporates the following features which are supported:

- Four storeys plus a rooftop garden.
- 55 one and two bedroom dwellings made available for either short-term accommodation (through a serviced apartment model) or for longer term occupancy by owners.
- A basement car park with 57 spaces, areas for storage and waste, and access via a ramp to Geelong Portarlington Road.
- A recessed and activated ground floor level containing a lobby, café and specialty shops/office opportunities.
- A dedicated north-south path along the western edge of the building to provide convenient public pedestrian access from Geelong Road, through the site, to the Portarlington Recreation Reserve.
- Contemporary external materials such as timber and stone cladding, cement render and performance glazing.

The Traffic Impact Assessment finds that traffic generation from the new development will have minimal impact on the performance and safety of the road network. VicRoads, as the Responsible Authority for Geelong Road, does not object to the rezoning or application subject to permit conditions.

The accommodation and retail complex will require a waiver of 37 car parking spaces. The planned 57 basement spaces will satisfy residential demand and it is considered the retail and café component can be provided by the available nearby on-street parking opportunities. The assessment also recommends that bicycle storage facilities be provided within the development for residents and shop employees and customers.

The draft Planning Permit to be prepared for exhibition will include conditions relating to built form, drainage, lighting, vehicle access and car parking, loading, signage, bicycle facilities and public access.

Potentially contaminated land

In preparing an amendment the Planning Authority is required, pursuant to Ministerial Direction No. 1, to satisfy itself that the environmental conditions are or will be suitable for allowable uses. In this case, the proposed new Mixed Use Zone allows ‘sensitive uses’ such as residential accommodation and child care uses.

Review of the zoning history of the precinct shows that it was first zoned Service Business, before changing to the Business 4 Zone and now the Commercial 2 Zone. These zones provide for appropriate manufacturing and industries. Past and present uses include panel beating, metal works, fencing supplies, auto marine services, printing, mussel washing and a plant nursery.

The adjoining land at 44-46 Geelong Road, which was rezoned from the Business 4 Zone to the Residential 1 Zone in 2002, also applied an Environmental Audit Overlay. The land was previously used as a hardware store. A Statement of Environmental Audit was prepared prior to development of the site for dwellings.

It is considered appropriate to apply the EAO to all the properties being rezoned.

Environmental Implications

The land proposed to be redeveloped at 30-32 Geelong Road contains existing buildings and paved areas and has no environmental values.

However the municipal and conservation reserves located to the north of the development site are environmentally diverse and contain native aquatic vegetation and a large frog population. Conditions have been drafted for inclusion on the permit to ensure appropriate capture and treatment of stormwater runoff from the site.

Financial Implications

No impact to budget.

Policy/Legal/Statutory Implications

Zone provisions

The Mixed Use Zone is considered to be the most appropriate Victorian Planning Provision zone for the site and proposed development. The existing Commercial 2 Zone prohibits the use of the land for Accommodation as sought in this proposal.

The purpose of the Mixed Use Zone includes:

- *To provide for a range of residential, commercial, industrial and other uses which complement the mixed-use function of the locality.*
- *To provide for housing at higher densities.*
- *To encourage development that responds to the existing or preferred neighbourhood character of the area.*

The Mixed Use Zone supports the proposed development and other businesses located in the precinct. The zone specifically provides for higher density housing. While the proposed 4 level multi purpose building is a departure from the traditional one and two storey dwellings typical along Geelong Road, the built form represents a dynamic and appealing new feature in a precinct that is commercial in nature.

The Mixed Use Zone is also preferred as it will not undermine the primary retail hierarchy role of the Portarlington Town Centre. Any proposed new shop greater than 150 square metres will trigger the need for a 'use' planning permit.

State Planning Policy Framework

At a state level, the key relevant policies are Clauses 11.07 and 17.03. Clause 11.07 contains policies about economic growth in the Geelong region and recognises that the region must build on its competitive strengths including tourism. Strategies support infill housing and employment diversity. Clause 17.03-1 encourages the development of a range of well designed and sited tourist facilities.

The proposal will support these policies. The accommodation and retail complex will deliver a significant economic boost to Portarlington during the construction period and then directly support the local tourism industry, as well as offering opportunities for small businesses to establish and greater housing diversity.

Local Planning Policy Framework

Council's Municipal Strategic Statement contains policy directions in relation to economic development and employment (Clause 21.07).

Clause 21.07 notes that tourism is a key part of the Geelong region's economy and identifies it as a strategic economic growth sector. Clause 21.07-6 specifically directs that major accommodation facilities establish in urban areas.

Clause 21.14 relates to the Bellarine Peninsula, noting that the area is highly valued for its tourism function and lifestyle appeal.

Objectives include to; provide for sustainable commercial, retail and tourist development in designated locations to service the wider Bellarine community; and to preserve the individual character, identity and role of the townships.

The proposal is considered to be consistent with theses policies and will provide for a diversity of business, employment and housing opportunities.

Portarlington Structure Plan 2007

The Portarlington Structure Plan was prepared in 2006 and adopted by Council in 2007. The Plan is a reference document under Clause 21.14 of the Greater Geelong Planning Scheme. The Structure Plan states that the existing Business 4 zoned land on Geelong Road should be retained to cater for local service uses related to fishing/ aquaculture, local produce and wineries.

A discussion about tourism and holiday accommodation is at Section 5.3, and at Section 5.5, the land at 42 Geelong Road is recognised as the location of a mussel processing business. The processor is no longer operational and has been replaced by a seafood retail business. Rezoning the precinct supports the existing businesses and improves tourist accommodation options consistent with Portarlington's policy framework.

Alignment to City Plan

The Amendment supports the 'Growing our Economy' strategic direction of City Plan by providing additional local jobs, tourist accommodation, alternative forms of housing and small business opportunities on the northern Bellarine.

Officer Direct or Indirect Interest

No Council officer involved in the report has any direct or indirect interest, in accordance with Section 80(c) of the Local Government Act.

Risk Assessment

There are no notable risks associated with implementing the recommendation contained in this report.

Social Considerations

The proposed rezoning and development is located in an established commercial area within a wider residential and municipal reserve context. The use of the proposed building for accommodation and retail purposes is compatible with surrounding uses and will generate employment opportunities. The development will also provide for thru public access from Geelong Road to the recreation reserve.

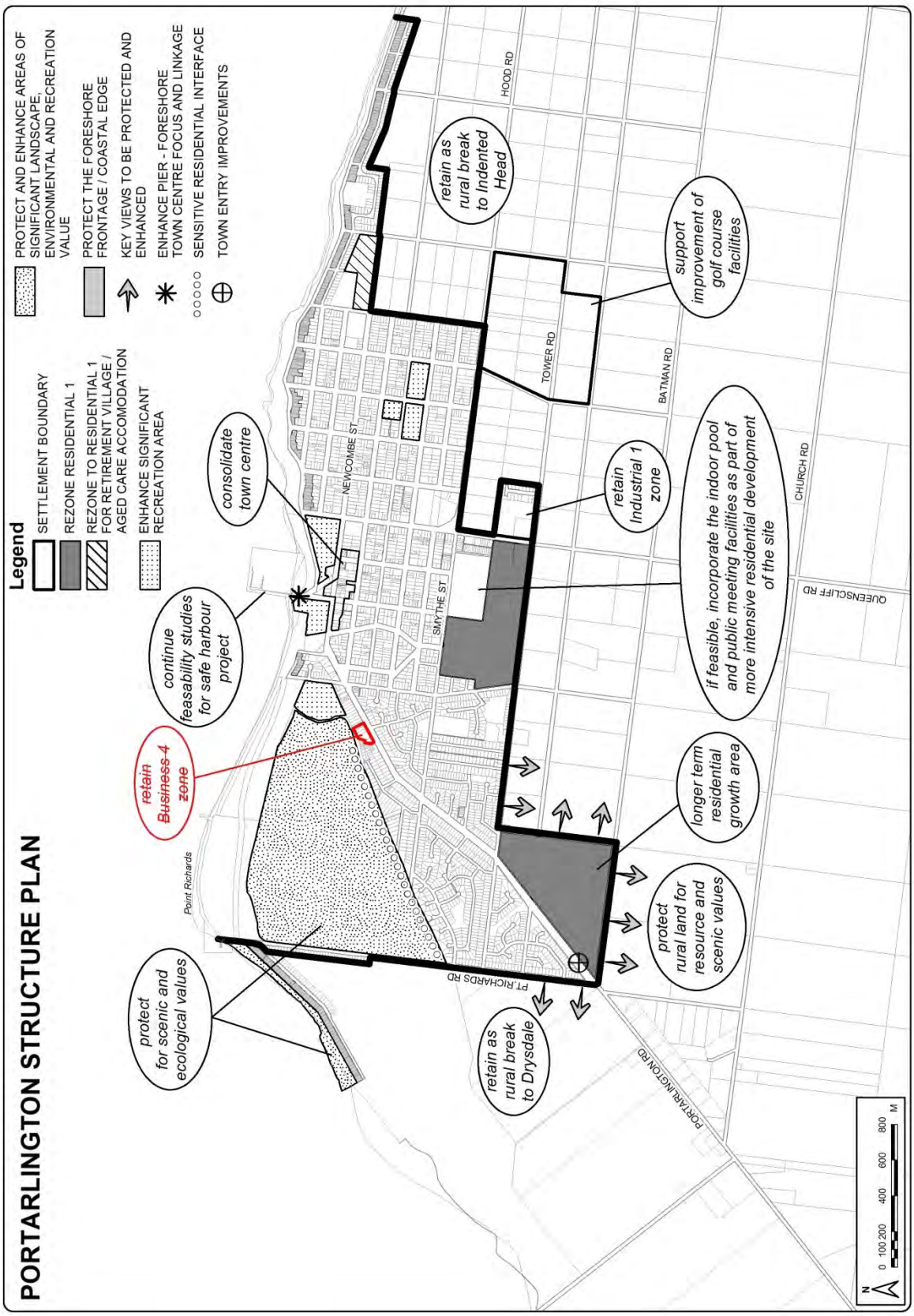
Human Rights Charter

The Amendment will not impact on any basic rights, freedoms and responsibilities as set out in the Charter. Planning legislation ensures an open community consultation process occurs, enabling people to freely express their views and if necessary obtain a fair hearing before an Independent Panel.

Consultation and Communication

The Amendment will be exhibited in accordance with the notice provisions of the *Planning and Environment Act* 1987

Appendix 1 - Amended Clause 21.14-5



Appendix 2 - Aerial Map



Appendix 3 - Existing Zoning Map



GREATER GEELONG PLANNING SCHEME - ZONES

LEGEND

- NRZ NEIGHBOURHOOD RESIDENTIAL ZONE
- GRZ GENERAL RESIDENTIAL ZONE
- RGZ RESIDENTIAL GROWTH ZONE
- LDRZ LOW DENSITY RESIDENTIAL ZONE
- MUZ MIXED USE ZONE
- TZ TOWNSHIP ZONE
- RLZ RURAL LIVING ZONE
- FZ FARMING ZONE
- RCZ RURAL CONSERVATION ZONE
- UFZ URBAN FLOODWAY ZONE
- C1Z COMMERCIAL 1 ZONE
- C2Z COMMERCIAL 2 ZONE
- IN1Z INDUSTRIAL 1 ZONE
- IN2Z INDUSTRIAL 2 ZONE
- IN3Z INDUSTRIAL 3 ZONE
- SUZ SPECIAL USE ZONE
- PDZ PRIORITY DEVELOPMENT ZONE
- UGZ URBAN GROWTH ZONE
- CA COMMONWEALTH LAND
- CDZ COMPREHENSIVE DEVELOPMENT ZONE
- ACZ ACTIVITY CENTRE ZONE
- PZ PORT ZONE
- PUZ1 PUBLIC USE ZONE - Service & Utility
- PUZ2 PUBLIC USE ZONE - Education
- PUZ3 PUBLIC USE ZONE - Health & Community
- PUZ4 PUBLIC USE ZONE - Transport
- PUZ5 PUBLIC USE ZONE - Cemetary/Crematorium
- PUZ6 PUBLIC USE ZONE - Local Government
- PUZ7 PUBLIC USE ZONE - Other Public Use
- PPRZ PUBLIC PARK & RECREATION ZONE
- PCRZ PUBLIC CONSERVATION & RESOURCE ZONE
- RDZ1 ROAD ZONE CATEGORY 1
- RDZ2 ROAD ZONE CATEGORY 2

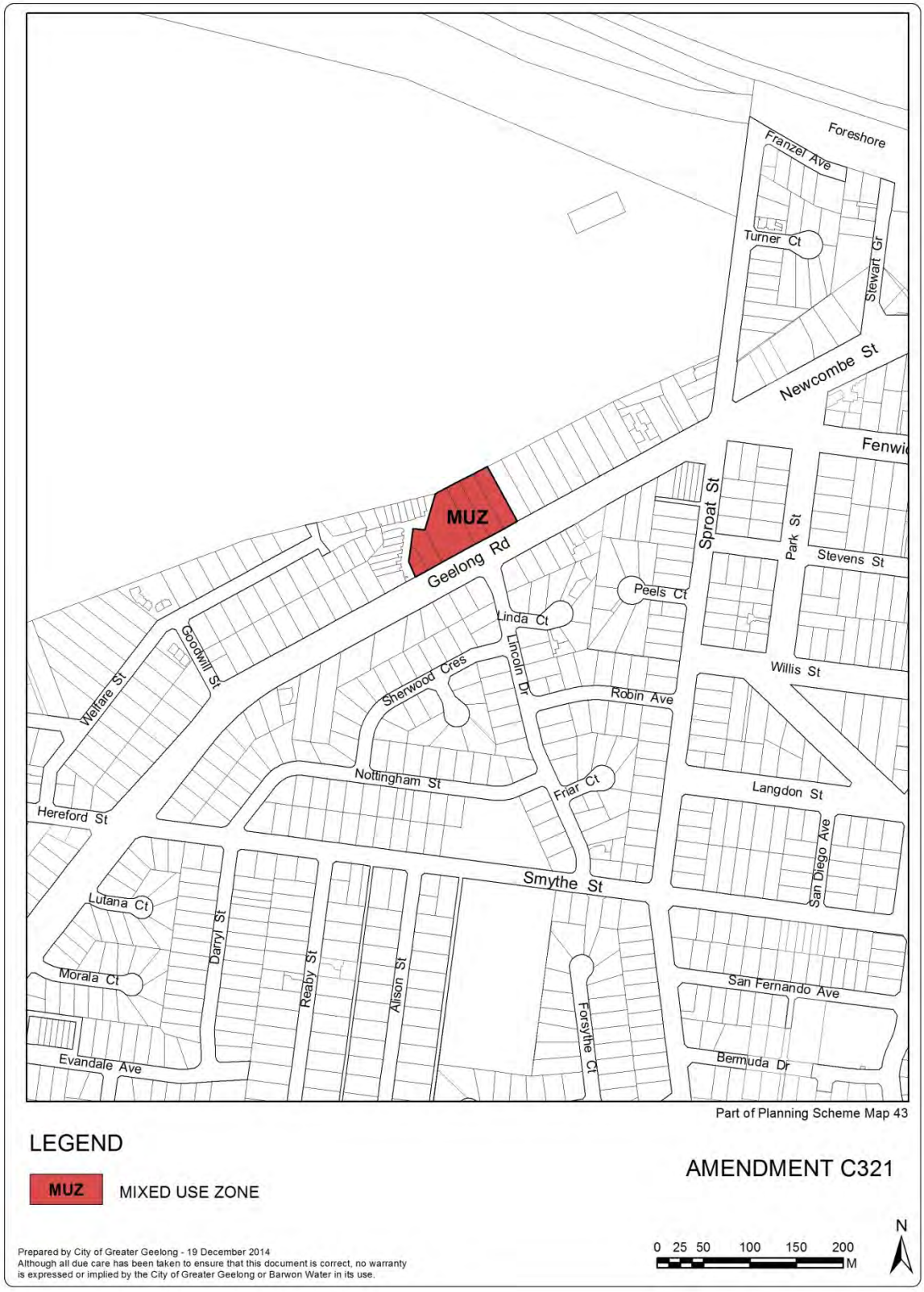
SUBJECT LAND

Prepared by City of Greater Geelong - 19 December 2014
Although all due care has been taken to ensure that this document is correct, no warranty is expressed or implied by the City of Greater Geelong or Barwon Water in its use.
This map contains all Amendments to the G.G.P.S gazetted prior to the date shown above, however, for certainty, a Planning Certificate should be obtained.
This map should be read in conjunction with additional Planning Overlay maps (if applicable).

0 25 50 100 150 200 M

N

Appendix 4 - Proposed Rezoning Map



Appendix 5 - Proposed Environmental Audit Overlay Map



Appendix 6 - Streetscape Plans



30-32 Geelong Road, Portarlington

Streetscape Views

Job No. 1308117
Scale: NTS
Dwg. No. TP8-001
Rev. C

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Revision

date	issue	as/ no	description
19.12.13	A		Issued for Review
02.04.14	B		Issued for Council Review
01.09.14	C		Issued for Town Planning Lodgement

Notes

Architectural documents are to be read in conjunction with relevant structural, fire service, mechanical, hydraulic, electrical, and other consultants drawings and specifications. Any discrepancies are to be brought to the attention of the architect before proceeding. Do not scale drawings. Use figured dimensions only. Inform Architect of any conflict between site conditions and proposed works. Verify all dimensions on site before commencement of any work or shop drawings.

Copyright of designs shown hereon is retained by Architecton Pty Ltd. Written authority is required for any reproduction.

Appendix 7 - Elevation Plans

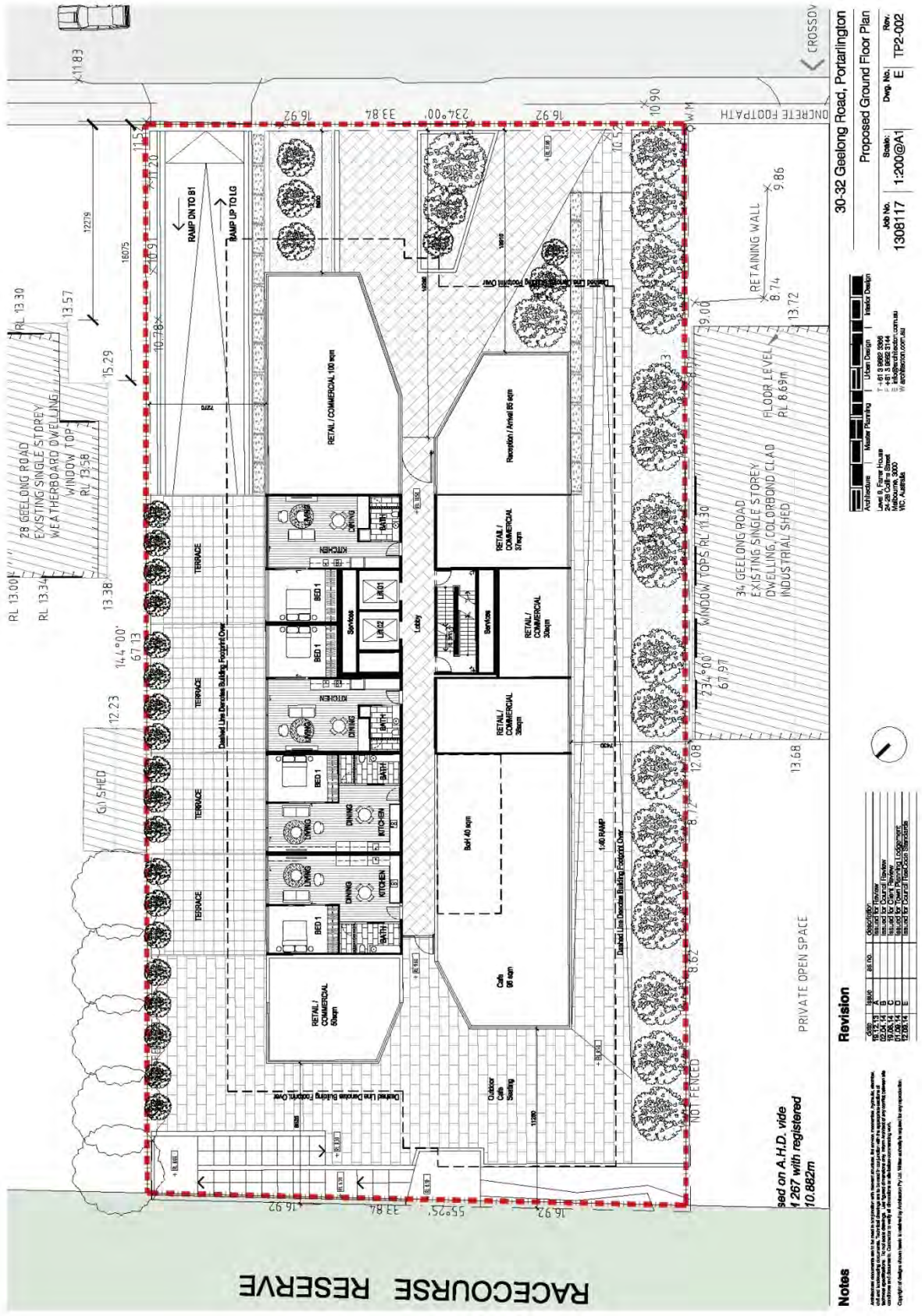


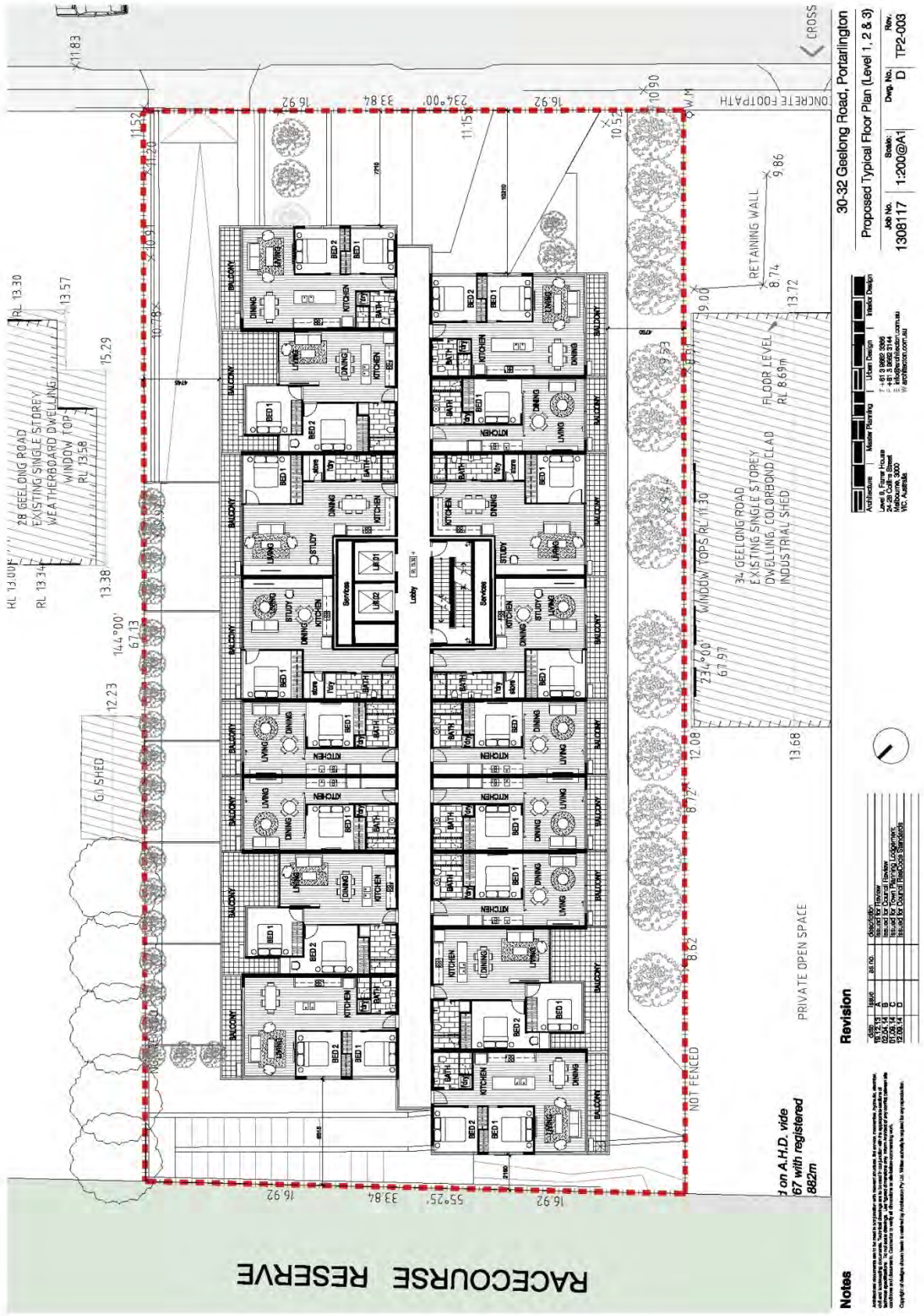
1_EAST ELEVATION



3_WEST ELEVATION

Appendix 8 - Floor Plans




30-32 Geelong Road, Portarlington
Proposed Typical Floor Plan (Level 1, 2 & 3)
Job No. 1308117
Scale: 1:200@A1
Dwg No. D
Rev. TP2-003
28 GEELONG ROAD
EXISTING SINGLE STOREY
WEATHERBOARD DWELLING
WINDOW TOPS
RL 13.58
RL 13.30
RL 13.34
34 GEELONG ROAD
EXISTING SINGLE STOREY
DWELLING COLORBOND CLAD
INDUSTRIAL SHED
FLOOR LEVEL
RL 8.69m
RETAINING WALL
WINDOW TOPS RL 11.30
G.I. SHED
NOT FENCED
PRIVATE OPEN SPACE
CONCRETE FOOTPATH
CROSS
RACECOURSE RESERVE
Revision
Notes

4. CITY PLAN 2013-2017 PROGRESS REPORT TO 30 SEPTEMBER 2015

Portfolio: **Governance - Cr Lyons (Mayor)**
Source: **Strategy & Performance – Strategy & Program Delivery**
General Manager: **Dean Frost**
Index Reference: **Corporate Strategy Planning**
Report To: **Council**

Purpose

Council at its meeting on 23 June 2015 adopted the 2015-2016 Update of City Plan 2013-2017, which outlines the Strategic Directions and Priorities planned by the Council over the four-year period, and the Annual Business Plan Actions planned for the coming 12 months.

This report is the progress report to Council of the organisation's achievements against these actions.

Summary

Attachment A details the status and provides commentary against the Annual Business Plan actions. The key to the status of actions is:

On Schedule:	Green	212
Completed:	Black	3
Major Issue:	Red	4
Minor Issue:	Yellow	10
Not Started:	White	4
Total Actions		233

Cr Farrell moved, Cr Harwood seconded -

That Council receives and notes the City Plan Progress Report to 30 September, 2015.

Carried.

Background

Council at its meeting on 23 June 2015 adopted the 2015-2016 Update of City Plan 2013-2017 which outlines the Strategic Directions and Priorities planned by the Council over the four-year period, and the Annual Business Plan Actions planned for the coming 12 months.

Community Wellbeing

Healthy Together Geelong: to enhance health, wellbeing and quality of life of Greater Geelong Communities.

Growing Our Economy

Securing Geelong's economic future.

A Sustainable Built and Natural Environment

Partnering with our community to protect and enhance our natural ecosystems and to encourage sustainable design and reduced resource consumption.

How We Do Business

We will focus on developing and maintaining effective working relationships to deliver Council's strategic directions and cost effective services that meet the changing needs of the community.

Discussion

This report and attachment indicates the status of the actions in City Plan 2013-2017 for the 2015-2016 financial year as at 30 September, 2015.

The attachment provides status and comments for each of the 233 actions within the four strategic directions.

There has been significant progress in the September quarter towards achieving the actions in 2015-2016 including:

Community Wellbeing

Status Summary:

On Schedule: 106 Completed: 0 Major Issue: 3

Minor Issue: 4 Not Started: 2

- During this quarter a number of recreation and community projects were commenced or completed:
    - Plans for regional cycling pavilion at the Geelong Criterium Circuit are taking shape with flood studies completed and design to commence shortly. Construction on the pavilion is due to start towards the end of the year.
    - Design for the Anderson Road Sports Precinct, Drysdale is complete. Earthworks will be delivered in a staged approach allowing Council to facilitate early delivery of the first sporting fields and supporting infrastructure at this regional sporting precinct.
    - New coaches boxes and fences were installed at the Drysdale Recreation Reserve, refurbishment of social rooms at Newcomb Football and Netball Club and Thomson Sports Club were completed.
    - The new Drysdale Youth Centre was officially opened in August, with the centre ready to operate classes from 13 October. The centre will house classes which will include computer, cooking and art courses in addition to being a place where young people can relax and feel comfortable.
- City of Greater Geelong along with 10 local veterinarians, Geelong Animal Welfare Society, Royal Canin and Bayer offered discounts on cat-desexing and other services during the month of July. Council's Domestic Animal Management Plan requires all cats to be de-sexed at the time of registration and all existing registered cats must be de-sexed by the end of 2017.
- Healthy Together Geelong and Engineering Services (Traffic Unit) are working closely with school staff, students, parents and other community organisations to establish active travel routes for children to safely walk or ride to school.

Thirteen active travel routes have been established, of these, three have been launched, with another five to be launched by the end of October and the remaining five to be completed by the end of the year.

An active travel route is a designated route with nominated safe pick up and drop off points, where families can park their cars and let their children safely walk or ride to school.

- Council endorsed over $10.5 million in funding to help deliver a range of sporting projects throughout Greater Geelong. A combination of Council and State Government funding will go towards the development of the following seven sporting projects:
    - Drysdale Sports Precinct (Stage 1)
    - Leopold Memorial Recreation Reserve – pavilion upgrade
    - Geelong Soccer Club – pavilion upgrade
    - Barwon Heads Football Netball Club – facility upgrade
    - South Barwon Football Netball Club – oval and Lighting upgrade
    - Barwon Heads Village Park (Cricket) – improved spectator viewing area
    - Shell Road Reserve – improvements.

  These projects will provide a boost to many local sporting clubs and community members who enjoy playing and watching local sport.

- Council agreed to proceed with Expression of Interest (EOI) applications for funding for a number of early childhood infrastructure projects identified in the Municipal Children's Services Infrastructure Plan for Geelong. Major infrastructure projects identified include; Hendy Street Children and Family Centre, Drysdale Family Services Hub, Central Lara Family Hub, Purnell Road Family Services Hub and Jetty Road Early Years. The EOI process seeks information and data to assess the rationale and value of each project as well as scope, cost and timing.

- The City's Learn to Swim programs are again achieving outstanding results. In term three of 2015 the programs attracted 5,586 enrolments across the four indoor leisure centres (Leisurelink, Waterworld, Splashdown and Bellarine Aquatic and Sports Centre).

  The introduction of the new Learn to Swim product - Webstars Swim School also occurred across the centres during the term. This gives parents the option to enrol their children in the program all year rather than term based swimming lessons. During the first term of the program approximately 3,670 participants have signed up to the new program.

Growing Our Economy

Status Summary:

On Schedule: 46 Completed: 0 Major Issue: 0

Minor Issue: 4 Not Started: 0

- A number of events were held or announced during this quarter including:
    - Enterprise Geelong has successfully facilitated its fifth Small Business Festival for the business community. The festival has continued to grow with 2,640 participants attending the events throughout the entire month of August. The Small Business Festival hosted 45 seminars, events and networking opportunities. Most events were free or at low cost and held after normal business hours to make it easier for business owners to attend.

- It was announced during this quarter that 'The Cadel Evans Great Ocean Road Race' will continue in the Geelong region for the next two years. The event is now one of the City's premier events along with the Australian International Airshow and Festival of Sails.
- The first ever GovHack event held at Deakin University Waterfront campus in July was deemed a very successful event with 60 participants, and seven apps/websites receiving awards.

  GovHack is an event where data provided by government and other agencies are turned into useful apps that people can use in their everyday life.
- It was also announced that Geelong will host the 2017 Viper World Championships. This will be the first time the championship will be staged in Australia. The prestigious yacht race will set sail on the water of Corio Bay from 7–15 January 2017 and will bring with it a significant number of visitors to the region.

- City in a Park is a vision set to become a new reality for Geelong residents. A series of projects will be rolled out around the city dramatically improving the liveability and usability of the Geelong CBD. The key projects for City in a Park are the introduction of a roundabout at the intersection of Mercer and Brougham Streets, expansion of Johnstone Park, Gheringhap Street realignment and Triangle Park, Little Malop street car park redevelopment and Market Square bus interchange.

- Council endorsed three sites for the 2015-2016 stage of its five year Town Centre Tree Lighting project. These being Ryrie Street, Geelong (between Yarra and Gheringhap Street), Murradoc Road, St Leonards and Hitchcock Avenue, Barwon Heads. The selection of these sites followed a successful first year of the lighting program. Ryrie Street site contains a substantial centre planting of 160 Port Jackson Figs planted in 2002 which will provide a perfect canvas for the installation of bud lights; St Leonards is a smaller site in the program however it will deliver a significant impact on the local community. A solar solution will enable 16 trees to be lit. The installation of bud lighting in Barwon Heads is intended to support earlier work carried out by the Barwon Heads trader group, bud lights will be installed to 40 trees.

- Draft plans for Little Malop Street pedestrian and cycling bridge were endorsed by the Central Geelong Task Force during the quarter; feedback was sought and the concepts were refined accordingly. A new dedicated bike path and separate pedestrian path will link Central Geelong and Geelong West between Latrobe Terrace and Fenwick Street. In addition, significant tree planting and delivery of new pocket parks on either side of the rail line will transform the space into a high amenity gathering space for students and workers in the area, as well as improving the level of shade along this important pedestrian route

- M~M2014 (Mountain to Mouth) and Geelong After Dark were awarded a prestigious Community Development National Award at the Australian Regional Development Conference (ARCD) Innovation Awards. Council's Arts and Culture department in conjunction with its event partners received the Innovation Award for work on M~M2014; Geelong's Extreme Arts Walk and pop up night arts event Geelong After Dark.

- New roads were opened and more than 60 hectares of council land has now been sold, under contract or negotiation for the Geelong Ring Road Employment Precinct (GREP). GREP is a vital piece of the puzzle to Geelong's economic growth and development as a smart, 21st century city.

The City of Greater Geelong has invested heavily in providing infrastructure and services for the 500 hectare site of prime industrial Corio land.

Sustainable Built and Natural Environment

Status Summary:

On Schedule: 28 Completed: 1 Major Issue: 1

Minor Issue: 2 Not Started: 1

- The City of Greater Geelong has made a submission to the State Government's inquiry into unconventional gas in Victoria. The submission was based on feedback received from Council's 2014 public submission into Coal Seam Gas Extraction. Council received a total of 449 submissions, with 447 expressing opposition to onshore gas extraction and hydraulic fracking. The main issues outlined in Council's submission were the effects of fracking on land, air and water quality as well as highlighting concerns around the health of residents, noise pollution and a potential decrease in property values.
- City of Greater Geelong hosted a tree planting day in July as part of the Greenway project, where over 3,600 trees were planted. The Greenway will encompass the 'Ted Wilson Trail' a shared walking and cycling path alongside the Geelong Ring Road. The Greenway has the potential for planting of 80,000 indigenous trees.
- Over the past 10 months almost 23,000 tonnes of material was collected through the kerbside recycling system. Paper and cardboard products account for 61 per cent of the material collected with glass containers at 20 per cent being the next major contributor. In July alone, recycling efforts throughout the municipality have;
    - saved almost 6,000 cubic metre of landfill space
    - saved enough energy to power just under 2,000 households for a year
    - saved 5,500 barrels of oil
    - saved 36,000 kl's of water, equivalent to 14 Olympic swimming pools.

  Council kicked off a new recycling and disposal awareness campaign called "Where Does It Go?" identifying items that cannot be recycled through kerbside recycling bins. The campaign will include a series of press and radio advertisements focussing on the correct recycling channels for clothing, footwear, plastic bags and polystyrene items. Currently many of these items are being placed in the household recycling bin.
- The Future Proofing Geelong Impact Statement 2011-2014 and the Low Carbon Growth Plan for Geelong 2015 Update identifies actions to achieve a potential carbon emissions reduction of 22 per cent by 2020 and notes that further reduction of nearly 25 per cent are achievable, through energy efficiency measures. Council through the Future Proofing Geelong program supports and encourages new and emerging low carbon industries and sectors to Geelong. The Impact Statement demonstrates that by engaging with commercial building owners and tenants, emissions have reduced by 6,500 tonnes every year leading to $1.62 million in cost savings.
- Council's Mosquito Management program commenced this quarter. Two aerial treatments and ground applications targeting early mosquito larvae infestation areas have been completed. The products used only target specific aspects of mosquito biology and are safe for humans, other animals and the general environment. The program will continue throughout the warmer summer months and could extend past the usual program end date of March.

- The second edition of The Sustainability Directory was launched this quarter. The directory has doubled in size with over 500 eco-businesses, community organisations and environmental service providers listed.

  This edition highlights the breadth of environmentally aware businesses and organisations in the Geelong region. In this version, the geographic range was expanded to include surrounding shires and includes more categories to better align the directory with the 10 'One plant living principles' adopted by Geelong Sustainability in 2014.

How We Do Business

Status Summary:

On Schedule: 32 Completed: 2 Major Issue: 0

Minor Issue: 0 Not Started: 1

- 2014-2015 was the first year for mandatory reporting of the Local Government Performance Reporting Indicators (LGPRI). The reporting system was developed by Local Government Victoria to ensure that all Victorian Councils are measuring and reporting in a consistent way. Results for all indicators for year end were submitted to Local Government Victoria with the results being published on the "Know Your Council" website in November.

- The City of Greater Geelong is currently replacing the existing phone system which has been in place for 16 years. The new system Microsoft Skype for Business will bring a host of productivity tools including the ability to integrate with Council ipads and iphones enabling staff to have access to Council information systems from any location. The rollout of this system will commence in October 2015 and be completed by March 2016.

- The City of Greater Geelong adopted a trial of a new alternative meeting schedule for Council meetings. The new format is as follows: -

  - Week one: Council briefing
  - Week two: Strategic workshop/external presentations
  - Week three: Council meeting
  - Week four: Strategic workshop/external presentations.

- Social media continues to be a key communication channel for Council to inform and engage with the community. The City of Greater Geelong and Geelong Mayor's Facebook and Twitter accounts are monitored seven days a week. Between the two pages, Facebook currently has 56,402 likes and Twitter 104,266 followers.

- A number of corporate training programs have been undertaken by Council staff during this quarter including Engage in Council, Stepping up to Leadership, Manage Conflict through Negotiation, Dataworks (document management system), OHS Training, MS Word and Corporate Induction.

- Entries for the City of Greater Geelong 2016 Calendar photo competition closed on 24 September, 2015. 13 photos will be selected and published in the 2016 calendar.

Environmental Implications

There are several actions under the Sustainable Built and Natural Environment Strategic Direction within City Plan that aim to enhance and protect natural areas and ecosystem health, support our community to live sustainably, advocate for and promote sustainable design and development, and minimise our environmental footprint.

Financial Implications

Council's Annual Budget provides the Resource Plan to support the initiatives identified within the adopted Annual Business Plan.

Policy/Legal/Statutory Implications

Council's external auditors will undertake a Performance Audit of the planned Key Strategic Activities and prepare a report as part of the 'sign off' of the Annual Accounts.

Alignment to City Plan

This report is the quarterly progress report of the organisation's achievements against the adopted City Plan 2013-2017, 2015-2016 actions.

Officer Direct or Indirect Interest

There is no conflict of interest to be disclosed

Risk Assessment

The risks arising from the actions are managed within the framework of the Council's adopted Policies, Procedures and Risk Management strategies

Social Considerations

Several of the actions identified within City Plan are aimed at improving the quality of life for the residents in the City of Greater Geelong. This is particularly the case for actions within the Community Wellbeing Strategic Direction.

Human Rights Charter

This report provides an update on the implementation of City Plan 2013-2017 and will be made available on Council's website and on request at Council's Customer Service Centres as part of the Council meeting minutes. There are no known positive or negative effects.

Consultation and Communication

A comprehensive report on the 2015-2016 City Plan actions will be published in the City of Greater Geelong Annual Report by 30 September, 2016, which will be submitted to the Minister for Local Government and available to the public in hard copy and on the Council's website (www.geelongaustralia.com.au).

City Plan Council Report for 2015/16

For Quarter Ending: Sep 2015

Description	Completion Date	Status	Comments
Strategic Direction: Community Wellbeing			
Outcome: Healthy Lifestyles			
Coordination of the City of Greater Geelong Municipal Public Health and Wellbeing Plan implementation		OnS	The Municipal Public Health and Wellbeing Plan is currently overseen by the Community Wellbeing Arena. An annual review was completed at the end of the June reporting cycle and will be presented to Council.
Corio-Norlane Best Start project		OnS	2015-2016 action plan with two new indicators, approved by Department of Education and Training is currently underway. Focus is on increasing universal access rates to kindergartens and Maternal and Child Health. Still working on improving literacy standards in children prior to entering school. Brokerage round completed - two successful candicates - Smith Family (Lets Count project) and the Catholic Schools - St Thomas and St Francis Xavier (Playlinks) - both projects support literacy.
Implementation of the Physical Activity Strategy		OnS	Council's Physical Activity Strategy is overseen by the Physical Activity Strategy Implementation Group that comprises of representatives from Council's Engineering Services, Sport and Recreation and Healthy Together Geelong. A dedicated Active Travel Officer for the City of Greater Geelong is pending approval.
Learn to Swim program		OnS	The four indoor leisure centres attracted 5,586 enrolments for their Learn to Swim program in term 3. This was a 4.5 per cent increase from the previous year. Webstars Swim School was launched at the centres in September which is Council's direct debit program. It is proving very popular with over 55 per cent of enrolments converting to direct debit.
Municipal Early Years Plan 2013-17 - implementation and evaluation		OnS	Internal survey of Council departments of the annual Municipal Early Years Plan (MEYP) activities has been completed. Evaluation survey of external organisations about to be distributed. Forum with local organisations scheduled for October 2015.
Promote breastfeeding through additional consultations and referrals to other agencies.		Min	Data not available due to current migration of data from Maternal and Child Health System to a new system.
Promote kindergarten enrolments through public media releases.		OnS	Media release promoting kindergarten enrolments in Council centres distributed in July 2015. Ongoing marketing and promotion activities. Review of local kindergarten enrolments in conjunction with Department of Education and Training and Geelong Kindergarten Association.
Provide Maternal Child Health nurses with professional development opportunities on lactation.		OnS	One newsletter and information regarding two professional development sessions provided to staff.
Recreation and Leisure Strategy development		OnS	Project brief completed. Contractor appointed.
Stronger Families / Family Coaching program		OnS	Number of clients who have received a service year to date equals six. Total number of service hours from 1 July 2015 to 25 September 2015 equals 290.
Healthy Together Geelong			
Healthy Together Geelong - Early Years		OnS	Progress on the Achievement program is steady and positive.
Healthy Together Geelong - Healthy Living Programs		OnS	The Active Cities program is progressing well with over 2,000 people enrolled. The catchment for residents was widened to include Drumcondra, West Geelong and Newtown. Many participants have been signed up and some have received two coaching calls to date.
Healthy Together Geelong - Workplaces		OnS	The Workplaces Achievement program is progressing well with a reach to over 30,000 workers in the municipality.

City Plan Council Report for 2015/16

For Quarter Ending: Sep 2015

Description	Completion Date	Status	Comments
Outcome: Healthy Environments			
Annual update and Implementation of Municipal Emergency Management Plan		OnS	2015 review is underway.
Annual update and Implementation of Municipal Fire Prevention Plan implementation		OnS	Annual update completed and Country Fire Authority Audit Certificate received.
Civic Centre Car Park safety rail installation		NS	Not undertaken at this stage - no funding available.
Conduct mosquito management activities to maximise public amenity and minimse public health outcomes		OnS	Mosquito program commenced for the season with two aerial treatments completed and ground applications. Early trapping and monitoring has shown very low adult numbers.
Eastern Beach heritage fence replacement		OnS	Project has commenced and is expected to be completed by the end of October.
Facilitate neighbourhood amenity by responding to and investigating nuisance notifications and requests		OnS	758 reported notifiable nuisance complaints and requests received to date. 118 remain under investigation, 85 per cent resolution rate.
Fairnie Park decking replacement		OnS	Preliminary drawings completed - tender before Christmas.
Fisherman's Basin marine assets renewal		OnS	Works underway (lights, poles and light fittings and column strenthening).
Implement activities and facilitate partnerships to promote responsible pet ownership and community safety		OnS	In partnership with 10 local veterinary clinics within the region, a discounted cat desexing program was held during July 2015 which resulted in over 300 cats being desexed and registered. Further activities and programs are being developed and scoped for future promotions.
implement measures and actions to ensure food safety to the community		OnS	Food safety program is underway with a program of monitoring and addressing non-compliance issues in line with procedures and State Government Leglislation.
Local law signage updates		OnS	Underway as required. Off leash signage installed. Alcohol in public signage locations scoped.
Parks and reserves maintenance		OnS	Maintenance programs underway. Sports ground renovations due to commence. Spring grass slashing program currently underway.
Renewal work on Council owned buildings		OnS	Annual renewal program has been set, and initial work orders released.
Three year review of Community Emergency Risk Assessment (CERA)		OnS	Status report currently being prepared.
Waterfront Playground pyramid net replacement		OnS	Parts ordered, works scheduled for completion by the end of October.
Bike paths and facilities			
Bicycle infastructure program		OnS	Grant funding received for off-road path connection at North Geelong.
Greater Geelong Cycle Strategy implementation		OnS	Currently investigating opportunities to leverage further funds to maximise Councils investment into cycling. Investigations align to priorities noted in the Cycling Strategy.
Footpaths			
Footpath renewal program		OnS	Program ahead of schedule. 22 per cent complete versus 15 per cent projected.
Playgrounds			
Playground development program		OnS	Assessing design submissions. Works to be awarded in early October.
Rec Facilities			
North Geelong Football and Netball Club - social and change room upgrade		OnS	Meetings being held with the club to develop design.
Rec Reserves			
Shell Road Reserve Master Plan implementation		OnS	Construction is nearing lock-up stage and car park works are being prepared for asphalt. Project is meeting milestones and on track to be ready for the winter 2016 home and away season.

City Plan Council Report for 2015/16

For Quarter Ending: Sep 2015

Description	Completion Date	Status	Comments
Recreation Facility Upgrades			
Anakie Reserve facilities upgrade - design		OnS	Design brief currently being prepared and expected to be finalised by mid October.
Barwon Valley Activity Centre LED light installation		OnS	Electrical contractor appointed, works have a 10 week lead time as all GE light fittings have to be sourced from the USA.
Breakwater Tennis Court construction		OnS	Club signed off on plans. Works out for tender, closes mid October.
Eastern Beach Dive Tower safety dredging		OnS	Works have commencenced and are due to be completed by the end of October.
Estuary Estate Reserve toilet facility construction		OnS	Awaiting final confirmation from Recreation and Open Space regarding delivery and full scope of relocation of portable buildings for the reserve. Portables to be located at the reserve car park and detailed design process will proceed.
Geelong Amateur Football Netball Club and Newtown Chilwell Cricket Club change room upgrade		OnS	Design near completion for approval from Service Manager.
Geelong Little Athletics Club (Landy Field) - new electronic timing display screen		Maj	Project put on hold pending scope review.
Geelong Soccer Club social and change room upgrade		OnS	Project planning underway.
Grovedale Tennis Club facilities upgrade		Min	Documentation is being finalised prior to tender.
Highton Reserve kitchen renovation		OnS	Club run project. Works commenced.
Indoor stadium feasibility and business plan - Brearley Reserve, Marshall		OnS	Brief being developed.
Landy Field storage facility		OnS	Construction is progressing well with concrete slab poured. Precast wall panels and steel structure have been fabricated and are ready for installation in October. Building works are on track for completion by late December.
Leopold Football and Netball Club clubroom upgrade		Maj	Council's Sport and Recreation department to confirm timing and requirements around the State Government election commitment.
Mountain bike track for beginners development		OnS	Design and construction tenders are currently being evaluated.
Norlane Bowling Club worn surface replacement		OnS	Initial meeting with club undertaken to confirm carpet requirements. Quotes for supply and installation to be undertaken late September.
North Geelong Warriors Football Club facilities upgrade		OnS	Waiting for club to send through plans and cost estimate prior to money being disbursed.
Northern Skate Park design and engagement		OnS	Consultation with skate park users and Youth Services are underway to help develop design brief for architect.
St Albans Breakwater Cricket Club equipment upgrade		OnS	Money disbursed to club, awaiting their acquittal form.
Waurn Ponds half court basketball construction		OnS	Concrete pad poured early September. Tower and backboard installed. Plexipave surfacing to be undertaken in warmer weather.
Recreation Reserves Upgrades			
Bakers Oval lighting upgrade		OnS	Project progressing.
Capital renewal of civil assets in parks across the municipality		OnS	Program ahead of schedule. 38 per cent complete versus 20 per cent projected.
Hendy Street Reserve (Flinders Peak) sports field and change room redevelopment		Maj	Discussions between the City of Greater Geelong and the Department of Education and Training regarding land and assets is ongoing and has the potential to effect scope. Project is on hold until scope is confirmed.
Hume Reserve pitch one lighting installation		OnS	Service location and feature survey complete.
Jetty Road, Clifton Springs playground upgrade		OnS	Currently revising concept design.
Lara Recreation Reserve infrastructure upgrades		OnS	KLMSA Modular Buildings have commenced building construction offsite. Early works for service connections are nearing completion on site.
Leopold Memorial Recreation Reserve - ball protection net		OnS	Project details currently being worked through.
Manifold Heights Cricket Club oval renovation		OnS	Electrical engineer's design and surveying works currently being prepared in readiness for

Description	Completion Date	Status	Comments
			tender/quote.
Portarlington Recreation Reserve drainage upgrade		OnS	Construction of the drainage upgrade is scheduled to be completed in December.
Portarlington Tennis Club lighting installation		OnS	Tender documentation for the design and installation of the court lighting is currently being prepared. A Project Control Group meeting is required to seek direction in relation to the power supply.
Stead Park safety fence replacement		OnS	Contractor awarded works. Construction to commence late October, early November.
Windsor Park oval and lighting upgrade		OnS	Finalising site investigation and scope of works.
Winter Reserve netball court drainage works		OnS	Meetings with Council's Parks maintenance staff were conducted to confirm extent of existing drainage problems. Construction plans to be modified accordingly. Site works to commence once ground conditions have firmed up.
Swim Sport and Leisure Centre Upgrades			
Bellarine Aquatic and Sports Centre gymnasium expansion		OnS	Specification completed and quotation process conducted. Builder has been selected. Works are due to start mid November and finish late December. Finish with floor coverings and gymnasium equipment in January 2016. Opening is to occur in February 2016.
Concrete core replacement program		OnS	Will be included in the aquatic improvement project for the Splashdown leisure centre. Works are due to start February 2016 and will be completed June 2016.
Geelong Arena cyclical and programmed maintenance		OnS	Utilising facilities report to maintain and monitor. Co-ordinating works with Council's Property department to ensure progress.
Gymnasium Equipment Replacement Program		OnS	Majority of equipment has been ordered for a December delivery date with the remainder to be ordered early 2016 for an April delivery.
Leisurelink Aquatic and Recreation Centre aquatic area air handling upgrade		OnS	Two stage project. First stage to seal the aquatic area and then upgade the air handling system. First stage to be completed by December 2015.
Leisurelink Aquatic and Recreation Centre 50m pool liner planning and inspection works		OnS	First part of the project completed with inspection hatches cut into the concourse slab. Need to organise engineers reports to update past information on condition now that better access has been provided. Specification and tender required for replacement of liner. This is budgeted to be completed next year but there are concerns that the liner may break down before then.
Leisurelink Aquatic and Recreation Centre boiler upgrade		OnS	Procurement process complete, boiler ordered and is in transit from Spain.
Leisurelink Aquatic and Recreation Centre ultra violet light sanitiser system upgrade		OnS	Ultra Voilet system is currently being managed and maintained.
Splashdown aquatic play park construction		OnS	Project is in the final stages of planning and is anticipated to go to tender late October. Works are scheduled for the second school term 2016 and the aquatic area will be closed at that time. Project scheduled for completion first week in July 2016.
Toilet / Amenities			
Breamlea Holiday Park amenity blocks disabled facilities retrofit		OnS	This project is being scoped and construction is scheduled to commence in Autumn 2016.
Toilet blocks and amenities			
Cunningham Pier public toilet upgrade		OnS	Works have commenced. Site set-up complete and demolition now being undertaken. Works to be finalised in December 2015.
Hughes Street, Bell Park public toilet construction		OnS	Currently preparing final draft detailed designs for proposed toilet at Hughes Street car park. Once confirmed, another letter will be sent out to shop owners and local residents requesting feedback on location in car park and design.
Toilet block renewal and replacement program		OnS	Community consultation on the Geelong West toilets has closed, and a decision on location(s) is imminent.

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For Quarter Ending: Sep 2015

Description	Completion Date	Status	Comments
			Planning for Kingston Park toilet is progressing. Hughes Street toilet to be managed by Capital Projects.
Outcome: Connected, creative and strong communities			
Children's Week activity program		OnS	Children's Week - 24 October to 1 November 2015. The City's Children's Week program planning is well under way. This year we celebrate 10 years of Children's Week events in Geelong. 23 local organisations were recipients to a Children's Week grant to support them to run a local activity in Children's Week. The Children's Week launch is planned for Friday 23 October at the Carousel with fun activities planned with the Mayor. The Play in the Park event is planned for Tuesday 27 October at the Geelong Botanic Gardens. The Children's Week calender has been distributed community wide with 50 registered activities listed.
Councillor Community Grants Program		OnS	Program name is now 'Community Grants Program'. First round of five are currently being assessed.
Early childhood education services capacity assessment		OnS	Capacity assessment options for Council kindergartens and potential spatial expansion priorities identified. Planning for program modelling commenced and discussions held with Department of Education and Training and Geelong Kindergarten Association regarding local issues and requirements. Flexible implementation options announced by Department of Education and Training for 2016.
Geelong Regional Library contribution		OnS	Contributions are on track for the year.
Geelong Seniors Festival		OnS	The registration and advertising of events was completed on time. The A3 sized programs were delivered to households early September. In addition to the usual program of over 100 fabulous events, Council has produced a 'Faces of a Generation' display with a series of 10 images of older adults installed throughout the City in strategic locations. A seniors 'Longest Lunch' will also be held on 29 October at Simonds Stadium.
Link Learning Program 0-12 years - Eastern suburbs		OnS	Linking Learning program is progressing as planned with consultation with families and transition to school activities underway.
Newtown West heritage review		OnS	Brief prepared. Currently seeking quotes from consultants. Project to commence November 2015.
Northern ARC feasibility study and business case		OnS	Currently in negotiations with the Department of Health and Barwon Health to determine location of the medical centre on the site.
Ocean Grove principal pedestrian network implementation strategy and design		OnS	GIS modelling completed. Draft network completed. Stage one community consultation to occur between November 2015 and February 2016.
School Holiday Program		OnS	School Holiday Program operated over September period. Participation rates: Norlane – 73.5 per cent Leopold – 97 per cent Boorai – 88 per cent Newtown – 100 per cent Belmont – 100 per cent.
Supported playgroups and parent groups initiative		OnS	The supported playgroup and parent groups initiative is currently going through considerable change as a result of funding and operation direction changes by Department of Education and Training, and will no longer exist as of 31 December 2015. A new delivery model: Supported playgroup with small talk is awaiting for approval with the aim of starting in January 2016.
Waurn Ponds Library signage implementation		NS	Project scope to be developed. Expected to commence early 2016.

City Plan Council Report for 2015/16

For Quarter Ending: Sep 2015

Description	Completion Date	Status	Comments
Whittington community building and engagement		OnS	Place based community development throughout the 3219 postcode. Includes place making activities such as: - Completion of the Grinter community garden shelter; - Construction of gated chicanes, to slow the movement of monkey bikes, at Galaxy and Armstrong courts; - Flamefest planning undertaken for the 27 November, including carnival activities for the whole community, followed by a youth led outdoor cinema on the oval at the Whittington Link; - Digital Inclusion pop ups 'East Forum' network meetings for 3219 postcode and East Geelong.
Women in Community Life project implementation		OnS	All current members of the Women in Community Life Advisory Committee are nearing completion of a two year term, in November 2015. Members can re-elect or opt to leave the committee, new members will be sought if such vacancies are apparent. The mission for the committee of equality, inclusion and respect for women in Geelong remains strong.
Armstrong Creek			
Armstrong Creek Neighbourhood Health and Community Centre construction		OnS	Final budget to be confirmed. Building to be incorporated onto Neighbourhood Activity Centre site adjacent to school site. Project Control Group to be scheduled shortly to confirm scope and building inclusions.
Armstrong Creek West - Neighbourhood Activity Centre detailed design		OnS	The project is being led by the Community Services division who have commenced preliminary discussions with the Department of Education on a broader masterplan of the Community complex and education precinct.
Arts, Culture and Heritage			
Community arts sponsorship		OnS	Assessment period completed including Committee endorsement of recommendations.
Festival and Community Arts program		OnS	Assessment period completed including Committee endorsement of recommendations.
Children's Services upgrades			
Children services facility upgrades		OnS	Two projects to complete when scope is finalised, works to take place over Christmas school holidays.
Fyans Park Kindergarten extension		OnS	Construction works in progress. Stage one completion anticipated November 2015. Stage two completion anticipated March 2016.
Community Facility upgrades			
Bellarine Living and Learning Centre upgrade		OnS	Tender documentation nearing completion.
Ceres Temperance Hall remedial and renewal works		OnS	Kitchen being installed and vinyl being laid.
Community halls upgrades		OnS	Construction works complete. Finalising handover.
Disability access program		OnS	Projects progressing.
Early years sites playground renewal and upgrade program		OnS	Shade shelter upgrades at Kirralee Preschool and Ruthven playgroup are underway with playground assessments being conducted to determine playground sites to be upgraded.
Geelong West Town Hall kitchen redevelopment		OnS	Provision of design services has been awarded and the project is currently at detail design stage.
Senior Citizen Centres kitchen upgrades		OnS	Still in planning stage, initial site meeting complete.
Community Hubs			
Drysdale Integrated Children and Family Centre detailed design		OnS	Council report pending to determine scope. Priority services need to be determined for staged delivery.
Hendy Street Children's Hub construction		Min	Assessing tenders for design. Minor issue with scout hall site acquisition unclear. A meeting with the Scouts Association will be arranged shortly.

Description	Completion Date	Status	Comments
Highton Integrated Children's Centre		Min	Site plan forwarded to Family Services for consultation with Department of Education and Training on land lease/purchase. Project Control Group meeting scheduled to formulate approach to potential leasing arrangements.
Leopold Community Hub - Stage 2 library construction		OnS	Café feasibility study final report being reviewed. Funding application submitted. Design Expressions of Interest process commenced.
Neighbourhood Houses			
Grovedale Neighbourhood House		OnS	Grovedale Neighbourhood House is thriving as part of the refurbished Grovedale Community Hub. The welcoming environment and great facilities at the Neighbourhood House sees continued growth in its use - day, night and weekends - for lifelong learning, social and recreational activities.
Neighbourhood Houses support		OnS	Neighourhood Houses have been requested to provided details for their proposed projects via the online smarty grants program. As Neighbourhood House programs are managed on a calendar year basis rather than financial year basis, proposals are often provided in the second half of the financial year.
Rosewall Neighbourhood Centre detailed design		OnS	Project is currently at the planning and investigation stage with the provision of Design Services and Quantity Surveying Services being invited.
Youth activities, programs and events			
Youth activities, programs and events including Skaart Festival, Lara Youth Festival, skate program, Spud Fest, National Youth Week, Courthouse Youth Arts, SSAGQ youth suicide prevention initiative, Geelong Adolescent Sexuality Project implementation.		OnS	All items either in progress or on schedule.
Outcome: Greater Geelong is a leading city for tourism, arts, culture and events			
Implementation of the Public Arts Strategy		OnS	Public Art projects continuing to be implemented.
Strategic Direction: Growing our Economy			
Outcome: Support existing businesses and encourage new and emerging growth sectors			
Economic Development Industrial Investment Support		OnS	Project scoping to be completed by 31 December, 2015
Geelong Defence Office		OnS	Project to be scoped by 31 December, 2015.
Geelong Small Business Festival		OnS	Work on the Geelong Small Business Festival will commence in Feburary 2016.
Mineral Springs Spa Complex expression of interest process		OnS	Planning Scheme Amendment and Incorporated Plan to the Schedule of Public, Park and Recreation Zone (PPRZ) is at 60 per cent completed. Will be submitted to Council in October 2015 for consideration. Finalisation aimed for December 2015/January 2016. Concurrently undertaking in house planning of next steps towards the Expression of Interest process. Funding is required to commence the process.
Outcome: Facilitate major infrastructure and investment to enable economic growth			

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For Quarter Ending: Sep 2015

Description	Completion Date	Status	Comments
Bellarine Structure Plans review - Barwon Heads, Indented Head and Portarlington		OnS	Barwon Heads Structure Plan review anticipated to commence early 2016. Indented Heads Structure Plan review underway. Public consultation to commence late October 2015. Adoption anticipated April/May 2016. Portarlington Structure Plan review underway. Public consultation to commence late October 2015. Adoption anticipated April/May 2016.
Geelong land review projects: Geelong Werribee Corridor; Geelong Port and Land Infrastructure Plan; and Industrial Land Review		OnS	Expressions of Interest for additional funding lodged with Regional Development Victoria. Awaiting outcome.
Managing Future Growth - Batesford South investigation		OnS	Council report to set direction to be considered in October.
Managing Future Growth - Lovely Banks framework plan		OnS	Council report to set direction to be considered in October. Land demand analysis underway.
Ocean Grove Town Centre Master Plan implementation		OnS	In principal support for land swap agreed by VicRoads. Negotiations with Valuer General and VicRoads regarding terms of land swap continuing.
Transition from Victorian Planning Provisions to Planning Policy Framework		Min	Awaiting advice from State Government.
Armstrong Creek			
Armstrong Creek Urban Growth Plan continued implementation		OnS	Current planning activities have included the exhibition of the Armstrong Creek South Precinct Structure Plan (PSP, C301, and the commencement of background work and planning for the Marshall PSP C278). Adiitional work is being undertaken on implementation guidance material for developers, specifically within the Armstong Creek Town Centre.
Geelong Ring Road Employment Precinct			
Geelong Ring Road Employment Pecinct (GREP) - Production Way stage 3 construction		OnS	Works are at 85 per cent completion.
Geelong Ring Road Employment Precinct (GREP) design and implementation		OnS	Project is on schedule.
Outcome: A prosperous and innovative Geelong			
BioGeelong cluster development		OnS	Pending capability works with Deakin University which is anticipated to occur at the end of second quarter. Project with CSIRO is pending.
Digital inclusion implementation in Whittington		OnS	Funding will expire in December 2015. Seeking to continue the project in line with Digital Geelong Strategy and community needs.
Digital Strategy implementation		OnS	The Digital Strategy and accompanying implementation plan will be launched at the upcoming Pivot Summit. The implementation plan will be delivered with the overview of the cross divisional Digital Geelong project group.
Outcome: A successful and vibrant city centre			
Central Geelong Marketing programs and activities		OnS	Successful street activation, place making, marketing and events programs run by Central Geelong Marketing and Place Management Unit. Over 400 programmed activities per annum. $13.5 million economic impact from 65,000 visitors to Central Geelong Marketing activities.
Central Geelong Park and Ride shuttle service		OnS	Continuing to operate as is. Suggestions and recommendations for revised routes, times and fees

Description	Completion Date	Status	Comments
			to significantly increase patronage with Central Geelong Task Force for actioning.
Deakin University / The Gordon pedestrian connections improvements		OnS	Consultant work underway, with detailed designs to be finalised by December, enabling resolution of delivery in early 2016.
Central Geelong Action Plan			
Central Geelong Advancement Fund - matching fund		OnS	Design consultants appointed. Concept development underway. Consultation with local traders and property owners complete. Consultation scheduled for early December. Amendment to apply for a public acquisition overlay on key site underway.
Central Geelong car parking strategy implementation		OnS	Survey undertaken of car parking user patterns, focused on long stay use. Consultant brief drafted for procurement.
Central Geelong Design Assessment Panel		Min	Terms of reference finalised. Ready for advertising of panel. Short term action of the Central Geelong Action Plan, to be in place until 30 June 2018. On hold: To review in the context of the role of the Geelong Authority and revised planning permit processes associated with the Minister being the responsible authority for major developments.
Central Geelong Drainage Strategy		OnS	Existing conditions modelling completed, hazards identified and mitigation option development underway. Anticipated completion in December.
Central Geelong Major Heritage Fund		OnS	Anticipated opening of grants period early 2016.
Central Geelong priority works projects		OnS	Malop Street Laboratory project on track for installation in late October. Myers Street works currently underway. Concept designs for triangle park commissioned. Designs for Mall installation anticipated late October.
CGAP - Business facilitation grants		OnS	Policy to be adopted to be put to the Central Geelong Task Force in early 2016.
City Heart - Stage 2		OnS	Consultants appointed to undertake location assessment, consultation planned for early November. On track for design competition in early 2016.
City Loop Bus - Park and Ride service		OnS	Initial proposal was to cater for more broad customer base, however experience dictates that a stronger worker focus is more likely. Initial loop was to gather workers at train station/car parks and orientate hosptials and high traffic precincts. Revising loops being tested. Review of existing service, future needs, target customers, options and costs of have been developed and presented to the Central Geelong Task Force for its consideration.
Transport Network Operating Plan		OnS	This project is on schedule and ongoing. Endorsement of plan is currently being finalised with support from key stakeholders.
Utility services upgrade investigations		OnS	Quotations sought for key powerline undergrounding projects.
Geelong Library and Heritage Centre			
Geelong Library and Heritage Centre car park construction		Min	Tender for bridge removal and stormwater drain upgrade works put on hold pending planning approval. Tender for contaminated site remediation has closed with works within budget.
Geelong Library and Heritage Centre construction		OnS	Facade and glazing works nearing completion. Internal fit out and final finish works underway.
Outcome: Greater Geelong is a leading city for tourism, arts, culture and events			
2015 Christmas Light and Decorate Geelong program - launches and public events		OnS	Planning for operational requirements of Christmas elements continues on schedule.
ANZAC Centenary Anniversary Projects		OnS	Funding secured and project due to commence.
Barwon Heads community arts hub feasibility study		OnS	Project under way.

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Description	Completion Date	Status	Comments
Cadel Evans Bronze Statue		OnS	Project due to commence.
Cadel Evans Great Ocean Road Race sponsorship		OnS	Planning for event continues and is on schedule.
Central Geelong public art project		Min	Need to identify new site for project, currently investigating options.
Conference Marketing and Delegate Boosting programs		OnS	The first dedicated Geelong and The Bellarine planners guide is well into production with delivery to take place in late October. A dedicated event to launch the guide in November will see over 150 event organisers receiving a copy for the first time. During July, Tourism Greater Geelong and The Bellarine exhibited at the Associations Forum Annual Conference and Expo that was held in Adelaide. The conference attracted over 200 associations from across Australia and we are currently working to secure a residential conference over two days for 250 delegates that will generate a potential 500 room nights in October 2016.
Geelong After Dark		OnS	Expressions of Interest for artists have been called for. Marketing Plan is in development.
Geelong Art Gallery contribution		OnS	First contribution for the year progressed.
Geelong Botanical Gardens ladies kiosk restoration		OnS	Project progressing.
Geelong Major Events funding		OnS	Event funding is allocated by Geelong Major Events Committee throughout the year. Applications are assessed and considered on a monthly basis.
Light and decorate Geelong projections		OnS	Christmas projection update underway.
M~M 24hr Extreme Arts Walk		OnS	Expressions of Interest for artists have been called for. Marketing Plan is in development.
New Years Eve fireworks on the Waterfront.		OnS	Planning for this activity continues. Contractors have been secured for the operational components.
Peninsula Park and Ride service		OnS	Awaiting submission of Park and Ride project acquittal for 2014-2015. Project details form will be required prior to funding agreement being drafted and funds being allocated in December 2015.
Provide for tourist information and administrative support centres within the Geelong region		OnS	The following services will continue to be open for the remainder of 2015: - Geelong and Great Ocean Road Visitor Information Centre; an ATAP accredited centre located at the BP Service Centre on the Princes Highway, Little River. - Geelong Visitor Information Centre; an ATAP accredited centre located at the National Wool Museum. - The Bellarine Visitor Information Centre; newly ATAP accredited centre, located at The Bellarine Flying Brick Cider House, Bellarine Highway. - The Market Square Shopping Centre Information Booth; offers a service to visiting friends and relatives. - The Waterfront Information Booth; offers information surrounding the Geelong Waterfront area, which operates dependant on the weather. Various information hubs around the region have been stocked for the busy school holiday period and will continue to provide information to those outside the centre regions. The Barwon Heads caravan has now been closed for the winter and will re-open Boxing Day 2015. It is currently being utilised as a stand-in while the waterfront booth is being upgraded. This is scheduled to be completed before the end of November 2015. The last financial year has seen a four per cent increase in total enquiries (including walk in to centres, email and phone services) in comparison to the previous year.
Town Centre tree lighting		OnS	Council approved three further sites for this year - St. Leonards, Barwon Heads and Ryrie Street (between Yarra and Gheringhap Streets). Ryrie Street lights will be installed in one tree early October. Pending successful trial, installation will be completed by early December 2015. Barwon Heads installation along Hitchcock Avenue is progressing and due to be completed

Description	Completion Date	Status	Comments
			November/December 2015. St Leonards installation along Murradoc Road is scheduled for November/December 2015 dependent on the establishment of a point of supply.
Wildlife Photographer of the Year exhibition.		OnS	Exhibition programme under development with contracts now signed.
Strategic Direction: Sustainable Built and Natural Environment			
Outcome: Enhance and protect natural areas and ecosystem health			
Clifton Springs Dell maintenance		OnS	Monitoring and maintenance due to increase in the summer months.
Coastal and conservation reserves and infrastructure maintenance		OnS	Maintenance expenditure will increase in the summer months.
Council environmental reserves maintenance and improvement works		OnS	Capital works due to increase over the summer months.
Friends of Buckley Falls contribution		OnS	Ongoing program of works along the Barwon River by the Friends of Buckley Falls in partnership with Council.
Water programs			
Water quality programs		OnS	Aquatic reserve maintenance program underway using specialist external contractors undertaking monthly maintenance within Council waterway reserves. The summer blue-green algae program will commence in January 2016 and continue through to April.
Outcome: Support our community to live sustainably			
Waste Initiatives			
Community waste education projects		OnS	Waste newsletter has been released. Website has been updated.
Hard waste pick up service for eligible Home and Community Care (HACC) clients		OnS	Ongoing program being successfully undertaken via Community Services.
Waste hardship support		OnS	Program currently being promoted to relevant community groups, charities and Council departments.
Outcome: Advocate for and promote sustainable design and development			
Implement and promote actions within Councils Sustainable Buildings Policy		OnS	New developments at Hendy Street, Highton and Armstrong Creek are being developed in accordance with the policy.
Promotion and assistance with National Sustainable House Day		OnS	Meeting organised with Geelong Sustainability Group and Council's Communication and Marketing department to discuss planning for Sustainable House Day. Communication Strategy developed including media releases with Councillors and web stories from 24 September to 10 October and an editorial from an architect's point of view. Roadside billboard advertising designed and ordered.
Outcome: Minimise our environmental footprint			
Development of an integrated water cycle management plan		NS	Discussion and review of integrated water cycle management plan still to be commenced.

Description	Completion Date	Status	Comments
Landfill works			
Closed landfills monitoring project		Min	Monitoring continuing for South Geelong and additional monitoring has been requested for Barwon Heads and Ocean Grove. Need to map and develop an overlay of former landfills on private land.
Strategic Direction: How We Do Business			
Outcome: Lead by advocating and collaborating on issues important to the Greater Geelong community			
G21 contribution		OnS	G21 contribution made as per schedule.
Outcome: Efficient and customer focused organisation			
Brand and logo audit and review		OnS	In progress at research stage. Undertaking workshops, focus groups and online surveys.
Bridge upgrades - major renewal works		OnS	Inspections are ongoing and minor works are being undertaken with major projects to commence late 2015 - early 2016.
Drainage design and construction program		OnS	Thompson Road drainage completed. Barwon Heads outfall awaiting approval from Barwon Coast and Federal Government.
Electronic Document and Records Management System replacement		OnS	Project is progressing well and on schedule. Currently carrying out system set up and configuration tasks.
Implement change control and business transformations around new integration communications system		OnS	Project team meet regularly to address project issues.
Implement the new Information Services Strategy		OnS	Strategy continues to be rolled out.
Kerb and channel renewal program		OnS	Program ahead of schedule. 30 per cent complete versus 9 per cent projected.
Microsoft Office upgrade		OnS	Licences ordered.
News media monitoring automated service		OnS	This new service commenced in late August 2015 and now runs daily. Initial and ongoing feedback is excellent.
PABX / Telephony System replacement		OnS	Project milestones one and two completed. System in place and testing underway. First lot of handsets/headsets ordered. First department rollout will occur on 31 October, 2015.
Roads - construction and design including local roads, Federal Roads Program and Vic Roads Funded works		OnS	Program is on schedule. 16 per cent complete versus 12 per cent projected. All designs completed and all works programmed.
Social media monitoring automated service		OnS	This new service commenced in late August 2015 and now runs daily; initial and ongoing feedback is excellent.
Special rates and charges to carry out roads, footpaths, kerb and channel and drainage works		OnS	Special rates and charges for The Avenue, Ocean Grove have recently commenced.
Traffic management - investigation, design and construction		OnS	All projects are on schedule.
Outcome: Responsible and sustainable financial management			
2016 General Revaluation and Supplementary Valuations		OnS	Stage two due for completion in October 2015.
Completion of the Buildings Asset Management Plan inclusive of community service levels		NS	No further progress.

City Plan Council Report for 2015/16

For Quarter Ending: Sep 2015

Description	Completion Date	Status	Comments
Financial Sustainability Review project actions implementation		OnS	Report on Service Reviews has been to Executive Leadership Team meeting. This will recommence following appointment of Manager in Strategy and Program Delivery department.
Outcome: Informed and engaged community			
Corporate banner and billboard program		OnS	Tendered in July.
Distribution of Community Update via electronic media six times per year		OnS	We continue to refine and improve this production, and have successfully moved reporting to online format (www.geelongaustralia.vic.gov.au).
Expand the use and increase the promotion of the MyGeelong personal web space to residents and ratepayers		OnS	Expansion of facility continuing with rates now available online.
Implement the Local Government Performance Reporting framework indicator collection and reporting		OnS	Results for all indicators have been submitted to Local Government Victoria. Performance Statement submitted also following audit. Deadline of 25 September met.
Publication and distribution of annual calendar		OnS	Currently public voting on photos submitted.
Publication of City News advertising weekly		OnS	An enhancement has been added of weekly Council news stories.
Social media development of channels and content		OnS	We are revising social media policies and refining content to increase user engagement, as measured by followers and likes.
Undertake internal Plain English campaign		OnS	In progress and on track, part of brand review.
Outcome: Motivated and skilled staff in a safe work environment			
Actively seek feedback to continuously improve training and development opportunities for staff within Council		OnS	Feedback and focus groups undertaken.
Deliver best practice and innovative HR functional delivery through Centres of Excellence		OnS	Continued conversations with key stakeholders.
Geelong Animal Welfare Shelter security upgrade		OnS	Upgrade requirements identified.
Improve HR access and service to all employees through HR ASSIST Service Desk	Sep 2015	C	HR Assist launched
Improve strategic HR support to the organisation through HR Business Partnering Model	Sep 2015	C	HR Assist launched.
Ongoing review and communication of CitySafe procedures		OnS	Ongoing review currently underway.
Procurement of Safe-T-Cards for staff working alone in remote areas		OnS	Safe-T-Cards system has been implemented.
Provide training and development opportunities to enhance and support potential leaders throughout the organisation		OnS	Leadership programs being delivered and designed.
Security improvements for the Old Post Office reception area		OnS	Works have commenced.
Strategic Direction: Sust Built and Natural Environment			
Outcome: Enhance and protect natural areas and ecosystem health			
Barwon River infrastructure project implementation (Mt Brandon Landscape Plan)		OnS	Plans are completed and the on ground capital works will commence late October.

Description	Completion Date	Status	Comments
Foreshore Management Plan review - Clifton Springs		OnS	Clifton Springs Foreshore Management Plan will be undertaken next year following completion of capital works.
Roadside vegetation management		OnS	Mapping of roadside vegetation is ongoing and the Infrastructure Operations department is working closely with the Waste Services and Environment department to ensure this project is progressing.
Water programs			
Geelong Healthy Waterways program		OnS	Specific minor capital projects program developed. New seats have already been constructed and installed at Lake Lorne Reserve. A number of these projects will be completed prior to the end of 2015. Other projects are required to be undertaken during the summer months when ground conditions are suitable.
Stormwater Quality Management Plan implementation		OnS	The completion of the Lake Lorne Reserve boardwalk is underway and will be fully completed by early November.
Outcome: Support our community to live sustainably			
Dam Safety Emergency Management Plan development - St Augustine Basin		OnS	Quotation obtained and accepted.
Future Proofing Geelong		OnS	Work progressing as per business plan.
Waste Initiatives			
Hardwaste initiatives - 2015-2016		OnS	Meetings held with Community Services to further refine project with a view to assisting as many people as possible. Further meetings are organised for October with not-for-profit and charities to promote the program.
Outcome: Minimise our environmental footprint			
Energy efficiency audit top ten buildings		OnS	Audits of top ten buildings for opportunities to reduce energy use has commenced. Audit will inform the development of the draft Greenhouse Strategy Action Plan to go to Council in November.
Geelong Botanic Gardens irrigation upgrade		OnS	Stage four irrigation works are ready to proceed - contractor to set up site shed shortly . Works commencing shortly.
Irrigation system upgrades 2015-2016		OnS	Currently seeking design and quotations for sites including Western Beach, Osborne Park Number one and Stinton Oval.
Landfill works			
Composting site set up works		OnS	Proposed site selected following Expressions of Interest process. Initial public engagement with neighbours has been successful (50 properties contacted, 12 responses, letters sent to all 12 with response to their concerns). Site design being finalised. Planning and Environment Protection Authority works approval applications being prepared prior to site construction and operation by June 2016.
Corio Landfill post closure pollution abatement notice compliance		OnS	Works are on schedule. Annual report has been provided to the Environment Protection Authority. The report details any post closure issues such as gas emissions and ground water.
Drysdale Landfill boundary fence replacement		OnS	Project ready to commence with the warmer months approaching.
Drysdale Landfill Cells 4A and 6 stormwater pumps		OnS	Stormwater pump is currently being provided via the cell construction project.
Drysdale Landfill eastern dam dewatering		OnS	The annual dewatering of the eastern dam will be undertaken in summer.

City Plan Council Report for 2015/16

For Quarter Ending: Sep 2015

Description	Completion Date	Status	Comments
Drysdale Landfill leachate management		Min	Negotiations with Barwon Water are underway to commence this project. Requirements for new leachate collection capability is being reviewed due to the plan of constructing Cell six into two. Preliminary design investigation has been undertaken and a detailed design is to be undertaken.
Drysdale Landfill pavement rectification works		OnS	A quote for works has been requested. Works will be required to be undertaken at night to not disadvantage customers.
Drysdale landfill rehabilitation		OnS	Cover and vegetation placed on cells 1,2,3. Consultant is examining phytocap for rehabiliation of cell 4A.
Drysdale landfill stormwater pollution abatement notice compliance	Sep 2015	C	Completed major dam desiliting and expansion works.
Hede Street landfill investigative works		Maj	Testing has recently detected elevated methane levels within buildings in the industrial estate built over the former landfill. A whole of government approach with the Environment Protection Authority as the lead agency has been adopted. Ongoing monitoring, engagement with owners and businesses, as well as media is being undertaken.

5. FINANCIAL MANAGEMENT REPORT – SEPTEMBER 2015

Portfolio: **Finance – Cr Lyons (Mayor), Cr E Kontelj, Cr Farrell**
Source: **Strategy & Performance – Financial Services**
General Manager: **Dean Frost**
Index Reference: **Financial Management \ Financial Reporting 2015-2016**

Purpose

The Quarterly Financial Report for the period ending 30 September 2015 is prepared as a requirement of Section 138 of the Local Government Act 1989.

Summary

- Council approved amendments to the adopted Budget on 25 August 2015 and variances are reported based on comparing actuals to amended budget.
- The recurrent operating surplus for the three-month period is $4.4M, being $8.1M favourable to amended budget and reflects favourable performance and timing issues.
- The non-recurrent surplus for the three month period is $8.7M, being ($0.5M) unfavourable to budget with unfavourable Capital Income ($0.7M), Recognition of Infrastructure ($0.4M) and Prior Year Adjustments ($0.4M), offset by favourable Loss on Disposal of Infrastructure $0.8M.
- Capital expenditure for the year to date is $15.6M against a year to date projection of $18.8M, which is $3.2M underspent to projection.
- The cash and investment balance of $76.9M is $10.0M favourable to budget.

Cr E Kontelj moved, Cr Farrell seconded -

That the Quarterly Financial Management Report to 30 September 2015 be endorsed by Council.

Carried.

Background

The report is prepared as a requirement of Section 138 of the Local Government Act 1989 which requires that at least every three months a statement be presented to Council comparing the budget with the actual revenue and expense for the financial year-to-date.

Discussion

Operating

The September Management reports are provided in the following table to report year-to-date performance and full-year projection performance versus budget.

Summary

	YTD Actual $M	YTD Am. Bgt $M	YTD Var Fav/ (UnFav) $M	FY Proj $M	FY Am. Bgt $M	FY Var Fav/ (UnFav) $M
Recurrent Surplus/(Deficit)	4.39	(3.73)	8.12	(17.79)	(17.01)	(0.78)
Non-Recurrent Surplus/(Deficit)	8.74	9.28	(0.54)	68.67	65.77	2.90
Net Surplus/(Deficit)	13.13	5.55	7.58	50.88	48.76	2.12
Capital Expenditure	15.60	18.80	3.20	121.53	120.02	(1.51)
Closing Net Cash Positive/(Neg)	76.86	66.88	9.98		64.76	

The Adopted Budget was amended by Council on 25 August 2015 to include Carryover Capital and discretionary projects, plus other Capital and recurrent amendments.

The impact on the Recurrent Expenditure Budget is ($17.76M), consisting of carryover discretionary projects funded in 2014-2015, plus other budget amendments including adjustment for early receipt of first two quarters Grants Commission funding in June 2015.

The impact on Non Recurrent income was $10.34M for carryover of capital income from 2014-2015 projects, plus other budget amendments.

The amended capital expenditure budget included an additional $52.27M to complete 2014-2015 Projects, including Corio Landfill Rehabilitation, Geelong Library & Heritage Centre, Drysdale Landfill Cell 6, Central Geelong Advancement Fund, Drainage Construction Program, Central Road Drainage, Street Construction SRC and Austin Park Redevelopment.

Other budget amendments increased total budget by $0.87M.

1. Recurrent Variance Commentary

	YTD Actual $M	YTD Am. Bgt $M	YTD Var Fav/ (UnFav) $M	FY Proj $M	FY Am. Bgt $M	FY Var Fav/ (UnFav) $M
Recurrent Income	76.90	76.10	0.80	298.62	298.45	0.17
Recurrent Expenditure	72.51	79.83	7.32	316.41	315.46	(0.95)
Recurrent Surplus/(Deficit)	4.39	(3.73)	8.12	(17.79)	(17.01)	(0.78)

YTD Variance - $8.12M Favourable

The following major variances to budget contributed to this result:

Recurrent Income

	$M
General Rates and Charges – Favourable rates generation and supplementary rates YTD, expected to be partly offset by objections in full year.	0.91
Government Grants	0.16
Main favourable variances consist of: ▪ State Recurrent $108K favourable (Aged & Disability Services $101K (*HACC Services*). ▪ State Specific Purpose $96K favourable (Unbudgeted discretionary grants received in Arts & Culture, Family Services and Planning Strategy).	
User Charges	(1.08)
Main unfavourable variances consist of: ▪ Activities & Program Fees ($767K) unfavourable – Family Services $285K, Aged & Disability Services $205K and Leisure Services $182K (*Leisurelink $49K and BASC $81K*). (*All offset by reduced expenditure).* ▪ Waste Disposal – Commercial ($100K) unfavourable (Drysdale Landfill $79K and North Geelong Transfer Station $90K, offset by favourable Commercial Collection $68K). ▪ Rent - Commercial ($146K) unfavourable (Phasing only).	
Other Fees & Charges	0.30
Favourable mainly due to : ▪ Misc Approvals & Permits $117K favourable (Building & Planning Permits). ▪ Planning Permit Applications $84K favourable.	
Sundry Income	0.34
▪ Reimbursements & Recoveries $202K favourable (mainly Simonds Stadium). ▪ Sundry Income $154K favourable (Unbudgeted income in Arts & Culture and Capital Projects).	
Interest on Investments	0.17
Higher than budgeted cash balances.	
Recurrent Income Sub-total	**$0.80M**

Recurrent Expenditure

	$M
Employee Related Expenditure – Favourable salary costs $1,419K and Workcover $84K mainly relating to unfilled vacancies and rate variance. Partially offset by unfavourable supplementary labour costs ($339K) (see external services).	1.50
General Works: *Materials* $442K favourable with the main variances being Road Making Materials $202K (*phasing only*) and Ground Maintenance Materials $118K (*ground renovations yet to commence*). *Plant / Equip / Vehicle Costs* $546K favourable with the main variances being Fuels, Oils & Greases $99K (*lower than budget fuel price)*, External Plant & Equipment Hire $200K (*phasing only)*, Repairs & Maintenance $152K (*phasing only*). *External Services* is $2,936K favourable mainly due to: • Contractors $2,361K favourable - Phasing variances in Discretionary Projects $841K and in Recurrent Projects $1,520K. • Levies & Contributions $428K favourable – Drysdale Landfill $405K (EPA levy payable favourable due to diversion of waste to Wyndham). • Building Maintenance $426K favourable – phasing only. • Insurance Premium $203K favourable (*anticipated to be offset with inclusion of new Library & Heritage Centre)* Offset by: • Waste Disposal & Recycling ($206K) unfavourable - Garbage Service $452K and Commercial Collection Service $48K (*due to diversion of waste to Wyndham*), partly offset by favourable Green Waste Service $298K (*continuing the low cost on farm option*). • Supplementary Labour ($339K) unfavourable – mainly, Local Laws ($101K), City Development ($71K), Fleet ($49K), Operations ($47K) and Parks ($35K).	3.93
Administration costs $543K favourable mainly due to : • Computer Software $270K favourable – Information Services $270K (phasing only). • Other phasing variances $273K favourable – mainly in Postage, Printing, Doubtful Debts, Leases and Debt Collection.	0.54

	$M
Professional Services costs $670K favourable mainly due to:	0.67
• Consultants $562K favourable – Phasing variances mainly in Planning Strategy $260k, Central Geelong Task Force $213K and Enterprise Geelong $69K.	
Utility costs are $453K favourable mainly due to Water usage costs $65K (seasonal factors) and Electricity $323K (phasing and timing of invoices).	0.45
Depreciation costs $141K favourable (phasing only).	0.14
Gain/(Loss) on Sale of Plant and Equipment $87K favourable.	0.09
Recurrent Expenditure Sub-total	**$7.32M**

Full Year Recurrent Projection – ($0.78M) unfavourable to Amended Budget

The main projection changes are favourable / (unfavourable):	**$M**
Transfers to Capital	0.05
Rates – Supplementary	0.10
Waste – Cleanaway Contract 2014-2015 adjusted	0.34
Transfers from Capital	(0.01)
Iconic Xmas Tree – additional cost (no offset)	(0.09)
Diversion of Waste to Wyndham – additional cost	(1.19)
Other	0.02
	($0.78)

There is likely to be other offsetting favourable variances which will be indentified in the December quarterly report.

2. Non Recurrent Variance Commentary

	YTD Actual $M	YTD Am. Bgt* $M	YTD Var Fav/ (UnFav) $M	FY Proj $M	FY Am. Bgt* $M	FY Var Fav/ (UnFav) $M
Non-Recurrent Surplus/(Deficit)	8.74	9.28	(0.54)	68.67	65.77	2.90

YTD Variance – ($0.54M) unfavourable

	$
Capital Grants & Income ($726K) unfavourable.	(0.72)
Recognition of Infrastructure ($409K) unfavourable.	(0.41)
Developer Contributions $50K favourable.	0.05
Gain/(Loss) on Sale of Property - $131K favourable.	0.13
Loss on Disposal of Infrastructure - $837K favourable.	0.84
Prior Year Adjustments – ($427K) unfavourable.	(0.43)

3. Capital Expenditure Variance Commentary

	YTD Actual $M	YTD Projection $M	YTD Var Fav/ (UnFav) $M	FY Proj $M	FY Am. Bgt* $M	FY Var Fav/ (UnFav) $M
Capital Expenditure	15.60	18.80	3.20	121.53	120.02	(1.51)

YTD Variance – $3.20M favourable

The capital program is $3.20M underspent compared to Projection year to date, with the major project variances as follows:

	$M
• **Austin Park Redevelopment –** behind budget schedule.	0.84
• **Geelong Library & Heritage Centre –** behind budget schedule.	0.43
• **Drysdale Landfill Stormwater PAN Compliance –** behind budget schedule.	0.32
• **Shell Rd Reserve Masterplan –** behind budget schedule.	0.24
• **Light Fleet Replacement –** behind budget schedule.	0.15
• **Building Renewal Works –** behind budget schedule.	0.13
• **Heavy & Dedicated Plant –** behind budget schedule	0.11
• **Corio Landfill Rehabilitation –** behind budget schedule.	0.10
• **Other**	0.88
	$ 3.20

4. Cash and Investments

	YTD Actual $M	YTD Am. Bgt* $M	YTD Var Fav/ (UnFav) $M	FY Proj $M	FY Am. Bgt* $M	FY Var Fav/ (UnFav) $M
Closing Net Cash Positive/(Neg)	76.86	66.88	9.98		64.76	

YTD Variance – $9.98M favourable

The month end cash and investments balance was $76.86M. This was $9.98M favourable to budget, mainly due to favourable recurrent surplus and behind schedule spend on Capital.

Council has future commitments for $25.2M, which are fully cashed back:

Long Service Leave	$19.2M
Statutory Reserves	$ 1.9M
Refundable Deposits	$ 1.9M
Income in Advance	$ 1.2M
Asset Development	$ 1.0M
Total	**$25.2M**

The Landfill Provision balance is currently $16.9M.

Environmental Implications

There are no environmental implications arising from this report.

Financial Implications

As detailed in the attached report.

Policy/Legal/Statutory Implications

The report is provided in accordance with requirements under the Local Government Act 1989.

Alignment to City Plan

This report contributes to responsible and sustainable financial management as aligned in Council's City Plan objective on How We Do Business.

Officer Direct or Indirect Interest

Council staff preparing this report have no direct or indirect interest.

Risk Assessment

There are no risk implications arising from this report.

Social Considerations

There are no social implications arising from this report.

Human Rights Charter

There are no known positive or negative effects.

Consultation and Communication

The attached report is provided for information and public record and is available from the Council Governance or Financial Reporting units.

6. BOUNDARY REALIGNMENT - OCEAN GROVE AND WALLINGTON

Portfolio:	**Governance - Cr Lyons (Mayor)**
Source	**Strategy & Performance - Financial Services**
General Manager:	**Dean Frost**
Index Reference	**Subject/Financial Management - Reporting** **Subject/Roads, Footpaths & Streets**

Purpose

To seek approval to begin an investigation to realign the locality boundary between Ocean Grove and Wallington due to the expansion of the residential property development into the Wallington locality (Refer Appendix A).

Summary

- Boundaries previously altered in 2008 have not allowed for the current development.
- Current subdivisions are creating properties which have been dissected into two separate localities.
- Current property owners are unaware that their property may be in the Wallington locality.
- It is appropriate to commence a process of investigation and consultation to realign one section of the locality boundary between Ocean Grove and Wallington. The area for consideration is near the Grubb Road and Bellarine Highway intersection. As a minimum solution, the boundary would need to align to the Urban Growth Boundary, however, investigation will consider all options (Refer Appendix A).
- Principal 3(A) of the Guidelines for Geographic Names 2010 stipulates that locality boundary should align with the cadastral fabric, road centre lines or easily distinguishable topographical features.
- The Ocean Grove locality is experiencing significant growth and it is important that any changes to locality boundary best represent this growth.

Cr Farrell moved, Cr Macdonald seconded -

That Council begin the process of investigation into the boundary of Ocean Grove and Wallington with the view to realign the locality boundary.

Carried.

Background

In 2007-2008 Council realigned the boundaries between Ocean Grove, Marcus Hill and Wallington. This realignment did not anticipate the extensive residential development that is now occurring.

Current subdivisions are creating properties that have become dissected into two separate localities ie: half of the property is in Ocean Grove and the other half is in Wallington (Refer Appendix A).

Real Estate Agents are incorrectly advertising properties in Wallington as Ocean Grove.

There is a need to realign the current boundary to incorporate newly created properties within the Ocean Grove locality.

The change will need to align the township locality with the residential zoning. The Ocean Grove structure plan, which is currently under review, will need to be taken into consideration.

Discussion

There is a need to realign part of the boundary between Ocean Grove and Wallington to align the boundary with the current residential planning zone.

As a minimum solution, the boundary would need to align to the Urban Growth Boundary, however, investigation will consider all options (Refer Appendix A). The red dotted line on Appendix A represents the current Urban Growth boundary, but also the Settlement Boundary, as identified in the current Ocean Grove Structure Plan.

Retaining the current boundary alignment will cause confusion with emergency services, owners and visitors to the area in the specification of the correct location.

Environmental Implications

There are no environmental issues arising from this report.

Financial Implications

The approximate cost to Council is $300.00. This includes advertising and notification to adjoining property owners.

Policy/Legal/Statutory Implications

The Geographic Place Names Act 1998, the Guidelines for Geographic Names 2010 and Council Policy will need to be followed.

Alignment to City Plan

This proposal aligns to City Plan with the encouragement of Community Wellbeing.

Officer Direct or Indirect Interest

There is no Council Officer direct or indirect interest involved in this report.

Risk Assessment

The realignment of these boundaries will allow for easy identification to the public and utility services in case of an emergency.

Social Considerations

The realignment of this section of boundary will minimise confusion to residents and visitors to the area.

Human Rights Charter

It is the right of every resident and property owner for their property to have a unique address in order to receive services and reduce confusion or delay of emergency services.

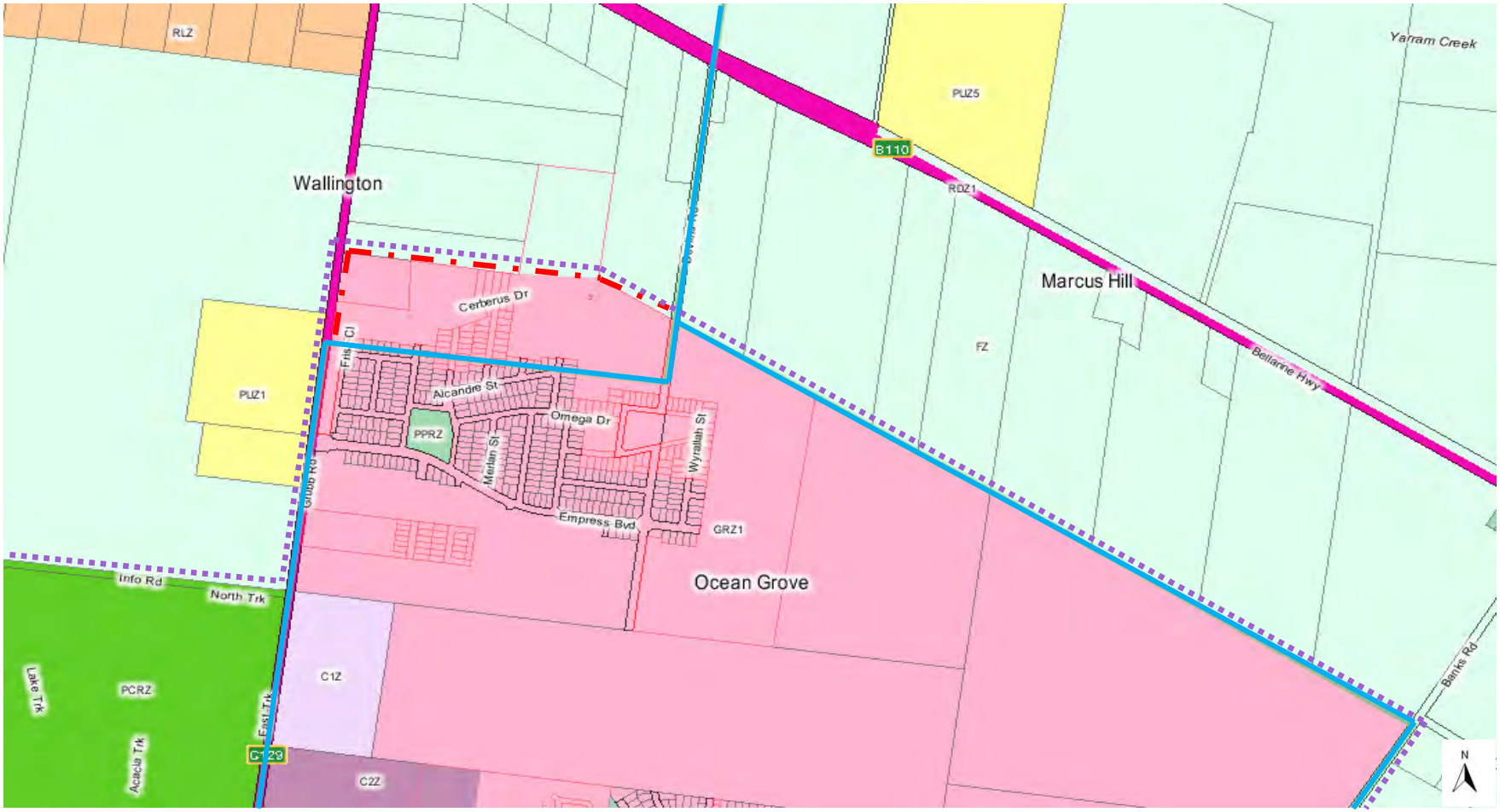
Consultation and Communication

Following Council approval of the commencement of this investigation, a letter will be sent to all affected property owners seeking their suggestions or alternative views. Advertisements will appear in local newspapers and notification will be placed on Council's website.

Submissions can be received from property owners and any other interested parties within a 30 day statutory period.

APPENDIX A

General Residential Zone
Farm Zone
Current Alignment
Minimum Realignment Required
Settlement Boundary 2020



7. GEELONG MAJOR EVENTS ANNUAL REPORT TO COUNCIL 2014-2015

Portfolio: **Major Events - Cr Nelson**
Source: **Projects, Recreation & Central Geelong - Events, Central Geelong & Waterfront**
A/General Manager: **Paul Jane**
Index Reference: **Events / Geelong Major Events**

Purpose

The Geelong Major Events terms of reference requires an annual report to be presented to Council at the conclusion of the financial year. This report provides a summary of the activities supported by the Geelong Major Events Committee (GME) for the period 1 July 2014 to 30 June 2015.

Summary

- Council established the Geelong Major Events committee in August 1998 pursuant to Section 86 of the Local Government Act.
- GME strives to stimulate and encourage major events that offer the best opportunity to provide measurable economic benefits, potential to market Geelong outside the municipality and enhance local community life through participation of residents.
- Major Events have a diverse and varied environmental legacy and the events staged within this period implemented a range of programs to minimise impacts where required and provide positive outcomes where possible. Council works closely with event organisers to ensure best practices in this regard are achieved at major events staged within our region.
- This report provides an overview of GME's activities for the period 1 July 2014 to 30 June 2015 including:
  - 29 major events successfully hosted in the Geelong region including new events; Australian Under 16 Basketball Championships, Word for Word Literacy Festival, I14 World Sailing Championships, Cadel Evans Great Ocean Road Race and the Globe Theatre's touring Hamlet production, to name a few.
  - The 29 major events stimulated economic activity and provided social benefits to our community. Approximately $84million of economic benefit was generated in our region from local as a result of those events being hosted in Geelong. This is the equivalent of supporting 672 full time jobs.
  - These events also provide social benefits for our community through participation and spectator opportunities, with 15 of the 29 major events offering some level of free public access and entertainment. An estimated 650,000 participants and spectators attended the 29 events staged throughout Geelong during the 12 month period.

Cr Nelson moved, Cr Harwood seconded -

That Council note the report detailing the activities of Geelong Major Events for the 2014/2015 period.

Carried.

Background

Council, in August 1998, established a Section 86 Committee under the provisions of the Local Government Act known as Geelong Major Events as a means of stimulating and encouraging events within the municipality.

In line with the GME Terms of Reference, an annual report will be presented to Council at the conclusion of the financial year and quarterly reports will be provided throughout the year. This report provides a summary of the activities supported by GME for the period 1 July 2014 to 30 June 2015.

GME support the development and improvement of hallmark, major and developing events whilst focusing its activities on a clearly defined strategic program.

GME has established and maintains strong links with the private sector, government and our communities to achieve high levels of stakeholder investment and activity required to realise the events potential of Geelong.

Discussion

Meetings

GME convened nine ordinary meetings in the period between 1 July 2014 and 30 June 2015. In addition, the Committee held one Strategic Planning Session.

Meetings are currently scheduled for the third Monday of each month commencing at 4.00pm and are generally held at City Hall. The ordinary meetings are open to the public and meeting dates are advertised in the Geelong Advertiser.

Strategic Outcomes

- The 2015 Australian International Airshow and Aerospace & Defence Exposition was held at Avalon Airport, Geelong between 25 Feb and 1 Mar 2015. The event includes both a trade show for aerospace related business and a public event Airshow. The event attracted attendances totalling 169,251 visits with over 20% of those being visitors from outside of Victoria. In addition, over 570 exhibitors from all over the world participated at the event. It is estimated that the 2015 Airshow generates a significant $22 million of expenditure for the region, or 258 full-time equivalent employment positions.
- The inaugural Cadel Evans Great Ocean Road Race was successfully delivered in January 2015 in front of an estimated enthusiastic crowd of up to 100,000 spectators. The Sunday men's elite road race was broadcast nationally live on Channel Seven with a highlights show distributed to 106 countries worldwide.
- In partnership with the Royal Geelong Yacht Club, Geelong was host to a sailing World Championship event in January 2015. The International Fourteen class is one of the world's premier sailing classes and the oldest international dinghy class. The event attracted entries from 8 international countries.
- The GME Committee commenced a review of the GME strategic plan, terms of reference and funding assessment model to identify any process improvements to ensure current best practices are applied to all decision making. This process is estimated for completion prior to end of 2015 with a final report to be presented to Council for endorsement of the strategic plan for GME for the next 10 year period.

Via Council's annual budget allocation, there were 29 events supported with major event sponsorship funding during the period 1 July 2014 – 30 June 2015. Each of

those events was measured to estimate the economic benefit for the region generated by the event.

The following table details the outcomes for the period:

Event Title	Event Date	Funding Amount	Estimated Economic Benefit
Aust Under 16 Basketball Championships	July	$10,000	$1,149,488
Geelong Extravaganza Food & Wine Festival	July	$5,000	$203,126
Word for Word Literary Festival	August	$30,000	$187,658
The Importance of Being Ernest	August	$15,000	$164,696
Geelong Classic DanceSport Festival	September	$5,000	$108,650
Australian Inline Skating Championships	September	$10,000	$583,610
Toast to the Coast	November	$30,000	$1,671,272
Geelong Revival Motoring Festival	November	$130,000	$4,242,106
New Years Eve Fireworks Festival	December	$41,247	$700,000
Hyundai A-League Soccer	January	$25,000	$1,213,026
Mitchelton Bay Cycling Classic	January	$35,000	$2,616,776
International 14s World Sailing Championship	January	$30,000	$1,101,439
Portarlington Mussel Festival	January	$5,000	$2,201,758
Festival of Sails	January	$177,864	$14,659,606
Cadel Evans Great Ocean Road Race	January	$150,000	$13,298,728
Oates Victorian Open Men & Women Golf	February	$70,000	$2,246,455
Ironman 70.3 Geelong	February	$150,000	$2,540,938
Great Australian Beer Festival	February	$20,000	$605,591
Pako Festa	February	$60,000	$4,983,820
Australian International Airshow	February	$386,078	$22,000,000
Geelong Highland Gathering	March	$16,000	$269,780
Motor City Music Festival	March	$45,000	$632,444
3 x 3 National Basketball Series Qualifier	March	$15,000	$92,015
Head of the Schoolgirls Rowing Regatta	March	$20,550	$2,650,995
Sanitarium Weet-Bix Kids TRYathlon	March	$5,000	$416,481
Victorian Lifesaving Championships	March	$10,000	$403,327
Storm Boy	May	$12,000	$250,618
The Globe Theatre's Hamlet *(Underwriting)*	May	Nil claimed	$198,056
National Celtic Festival	June	$40,000	$2,587,459

Environmental Implications

GME has adopted a methodology for assessing event funding applications and event evaluations. This methodology measures the triple bottom line effect; Economic Impact, Social Impact and Environmental Impact.

Online surveys are used to obtain benchmark data to measure a range of impacts and benefits of major events staged in this region.

Each GME funding application is assessed according to the methodology and a value is attributed to the perceived environmental benefit relative to the environmental negative impacts associated with the event.

Considerations of positive and negative impact include energy usage, use of renewable sources, water usage, waste and or recycling generated, traffic congestion, use of non-powered transport options, pollution, destruction or damage to natural environments, event legacies of new or reinvigorated nature and resources.

The environmental impact for each event is assessed and where appropriate, actions are identified to protect the environment.

Given the nature and variety of events staged within the Geelong region via GME support, some are environmentally friendly while others manage the environmental impacts as well as possible.

Council plays a leading role in working with external agencies and event organisers to ensure that environmental implications are appropriately managed. Where practicable, event organisers are encouraged to implement a variety of environmentally positive programs such as waste-wise and carbon offsets.

The events staged in this period implemented a range of programs to minimise their environmental impacts and to proactively provide positive legacies from their events.

Financial Implications

GME paid $1,508,739 of sponsorship, underwriting and seed funding to 29 major events during the financial period, which was within the allocated budget.

The event expenditure estimated to be generated by the 29 events staged during the period July 1 2014 to June 30 2015 is estimated to be $84million. This event expenditure is estimated to support the equivalent of 672* full-time jobs in Greater Geelong and represents a return on investment for our community of 55:1.

**EFT calculation is based on GOT accepted methodology and sourced from the Tourism Research & Impact Assessment for the Geelong Otway Region, Feb 2007.*

Policy/Legal/Statutory Implications

Council established the GME committee in August 1998 pursuant to Section 86 of the Local Government Act. The Committee operates within a defined Terms of Reference and Instrument of Delegation adopted by Council.

Via its 'Councillor Portfolios' & 'Committee Representation for 2014/15', Council endorsed Cr Ron Nelson (Chair), Cr Darryn Lyons, Cr Bruce Harwood and Cr Kylie Fisher as the Councillor representatives on the GME Committee for the period 2014/2015. Cr John Irvine was confirmed as the substitute Councillor Member.

In supporting major events, contractual relationships are entered into, generally based on a standard contract prepared by Council's solicitors.

Alignment to City Plan

In the City Plan 2013-2017, Council has identified Growing Our Economy as one of its four key strategic objectives. A key priority of City Plan is to see Greater Geelong as a leading city for tourism, arts, culture and events. The GME Strategy is identified in City Plan as being a key strategy that will assist Council in delivering Growing Our Economy priorities.

In addition, City Plan identifies its key partnerships in this area as including events related groups such as Victorian Major Events Company, Victorian Events Industry Council, along with event owners and operators. These key relationships are maintained and enhanced through the actions of the GME committee.

Officer Direct or Indirect Interest

No officers involved in the preparation of this report have a direct or indirect interest in matters to which this report relates.

Risk Assessment

The management of risks associated with events is an important aspect to protect the community and Council's assets. Particular attention is undertaken to identify potential risks with each event and ensure that the appropriate risk management treatments are in place.

Council via its Event Services Unit provides coordination and ongoing support of an Events Multi Agency Working Group (EMAWG) representing key approval bodies and agencies for events in the Geelong region. EMAWG meetings are held on the second Tuesday of each month.

All high risk major events are required to present event plans to the EMAWG. Feedback and advice is given to event organisers from the represented agencies and stakeholders on the working group.

The expertise within Council's Risk Management unit is also drawn upon to support events as and when required.

Social Considerations

GME make a significant contribution to the social, environmental and economic well being of the community. The major events often provide a legacy for future events and community use such as redeveloped or newly constructed infrastructure.

The events staged within this period provided social benefits for the local community through participation and spectator opportunities with 15 of these major events offering free public access and entertainment for all ages.

The 29 major events were attended by a total estimated 650,000 participants and spectators attended during the year.

Human Rights Charter

Some major events include road closures to allow for the safe delivery of an activity on roads or restrict community access to public areas for limited periods of time.

An individual's right to freely and securely participate in an event without the risk of injury to themselves or spectators is given the highest priority.

Public events provide significant benefits to the community and major events also provide significant economic benefit.

Strategies are in place to reduce the negative impact while enhancing the positive benefits to our community.

It is considered that any short-term negative impacts encountered by the hosting of these major events are justified and that all reasonable strategies have been put in place to mitigate or minimise the negative impacts wherever possible.

Consultation and Communication

All major events include various levels of consultation with a range of relevant parties, as deemed appropriate in each specific circumstance.

Consultation may include key stakeholders, emergency services, businesses and residents in the vicinity of the event site, community groups, trader associations, tourism bodies and a variety of other groups or individuals which may be relevant to the event activity, location or impact.

8. ANNUAL REVIEW OF THE GEELONG PUBLIC HEALTH AND WELLBEING PLAN 2013-2017

Portfolio: **Community Development – Cr Fisher**
Source: **Community Services - Aged and Disability Services**
A/General Manager: **Linda Quinn**
Index Reference: **Subject: Municipal Public Health Plan**

Purpose

The purpose of this report is to provide Council with an update on the progress of the Geelong Public Health and Wellbeing Plan 2013-2017 over the past 12 months.

Summary

- The purpose of the Geelong Public Health & Wellbeing Plan 2013-2017 is to demonstrate how the City of Greater Geelong will work to improve the health and wellbeing of the local community over a four year period.
- The plan fulfils the requirements of the Public Health and Wellbeing Act 2008 that all Victorian councils prepare a Municipal Public Health and Wellbeing Plan within 12 months of council elections.

This report is intended to fulfil Section 26 (4) of the Act which states that: 'A Council must review its municipal public health and wellbeing plan annually and, if appropriate, amend the plan.'

- Of the 73 actions listed in the plan:
  - 11 complete
  - 45 on schedule
  - 14 commenced
  - 3 not started
- A review of the actions within the Health and Wellbeing Plan will be undertaken as a result of the termination of funding for Healthy Together Geelong.

Cr Farrell moved, Cr E Kontelj seconded -

That Council notes the progress that has occurred in the implementation of the Geelong Public Health and Wellbeing Plan 2013-2017.

Carried.

Background

The Geelong Public Health and Wellbeing Plan builds on the work of previous Council health and wellbeing plans; and fulfils the requirements of the *Public Health and Wellbeing Act 2008*.

The plan contains six Action Guides. Whilst Action Guide one is dedicated to 'improving how we do business in health and wellbeing', the remaining five focus on the following health and wellbeing priority areas:

- Accessible and nutritious food;
- Physical activity and active communities;
- Social inclusion and community connectedness;

- Reducing harm from alcohol, drugs and problem gambling;
- Reducing tobacco use.

Discussion

The Geelong Public Health and Wellbeing Plan actions have been uploaded into Department Business Plans via CorVu. This enables Council managers to report on the progress of each action on a quarterly basis in alignment with City Plan reporting.

Of the 73 actions listed within the plan 11 are complete and a further 45 are on schedule and 14 have commenced, (see Attachment 1).

Healthy Together Geelong (HTG) has been responsible for coordination and monitoring of the actions within the Geelong Public Health and Wellbeing Plan (Plan), which was a funded initiative of the State Government until June 2015. Carryover funding from the HTG budget has allowed the continuation of a reduced staff team until March 2016. A Coordinator will continue until June 2016 to wind up and evaluate the initiative.

Council commits minor resources to the development, coordination and delivery of the Plan and there is no central budget allocated to deliver on the Plan. A review of the actions within the Plan will be undertaken and a further report will be presented to Council detailing options for future implementation.

Environmental Implications

The Geelong Public Health and Wellbeing Plan 2013-2017 has been developed to meet the requirements of the *Climate Change Act 2010*, which is in accordance with the *Public Health and Wellbeing Act 2008*.

A key action in Action Guide 1 is to review the organisation's preparedness for the challenges presented by climate change and urban heat impacts, particularly in relation to vulnerable populations.

Financial Implications

In years one and two, coordination of the Geelong Public Health and Wellbeing Plan 2013-2017 was led by the Healthy Together Geelong team within Aged and Disability Services. Funding for this initiative was terminated in June 2015 and without funding assistance, this initiative will conclude in June 2016.

The City of Greater Geelong has deployed the HTG team and associated funding from Healthy Together Geelong for the development, delivery, review and evaluation of the Plan. Other than the HTG team there is only a 0.4 EFT permanent Council dedicated position allocated to the implementation and monitoring of the Health and Wellbeing plan.

A business case will be put forward for the 2016/17 budget for additional resources to support the implementation, delivery and evaluation of the current and future plans.

Policy/Legal/Statutory Implications

The annual review of the Geelong Public Health and Wellbeing Plan 2013-2017 fulfils the requirements outlined under Section 26 (4) of the *Public Health and Wellbeing Act 2008.*

Alignment to City Plan

The Geelong Public Health and Wellbeing Plan 2013-2017 is aligned to City Plan 2013-2017 in that its vision mirrors that of the Community Wellbeing strategic direction and all actions seek to address the City Plan's three strategic priorities for Community Wellbeing: Healthy Lifestyles, Healthy Environments and Connected, Creative and Strong Communities.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any direct or indirect interest relative to the advice provided in the report.

Risk Assessment

The preparation of this report ensures compliance with the *Public Health and Wellbeing Act 2008.*

Social Considerations

The Geelong Public Health and Wellbeing Plan 2013-2017 reinforces Council's commitment to addressing the social determinants of health through planned and sustained action and seeks to improve health and wellbeing outcomes for the local community by working at multiple levels across the organisation and beyond to achieve sustainable improvements in health outcomes for the local community.

Human Rights Charter

The guiding principles section of the plan articulates the core values and philosophy that have been used to develop this plan and that will guide the work of Council in all areas. It captures the need to explicitly consider issues relating to diversity, equity and community participation and empowerment.

Consultation and Communication

The Geelong Public Health and Wellbeing Plan 2013-2017 is available via the Geelong Australia Website and at Customer Service Centres in both a designed and accessible formats.

Key Achievements of the Health and Wellbeing Plan 2014-17 during 2014-2015

Action Guide 1: Improving how we do business in health and wellbeing

Councils' Community Wellbeing Arena has continued to provide oversight and governance of the H&WB plan. All managers with lead responsibility for the Action Guides have become members of the Arena and are supported as required, by HTG staff. (Action 1.1)
Well4Life staff from Organisation Development also attend the Arena Meetings and provide information on Councils activities as a health promoting workplace. (Action 1.2).
Following on from work in year one, when a heat vulnerability map was developed, Council's Environment Department has facilitated training of community services staff within, and external of Council, to increase awareness and preparedness for the challenges of climate change and heatwaves. A total of 230 Home and Community Care staff were trained to better identify clients, vulnerable to heatwave stress. (Action 1.4)
To develop a system for reporting and monitoring of the Geelong Public Health and Wellbeing Plan, actions have been uploaded into CorVu Department Business Plans. Reporting cycles have been aligned with City Plan quarterly reporting to improve efficiency and reduce duplication of reporting. Reporting on the Geelong Public Health and Wellbeing Plan will now be presented to the Community Wellbeing Arena quarterly and to Council bi-annually, (Action 1.6).
The Community Engagement Hub and professional development training on consultation for all Council departments has made progress on meaningful engagement of the community in decisions affecting the health and wellbeing of citizens. (Action 1.10)

Action Guide 2: Accessible and nutritious food

Councils activity in relation to accessible and nutritious food and has been boosted by the progress of Council's Food Policy. The policy, that addresses all facets of the food system, including the socioeconomic determinants of health and the impact of climate change, was presented to Council in September 2015 for adoption. (Action 2.3)

Following on from the work at the Lara pool kiosk, improvements to the healthy food offerings at the Arena are progressing. (Action 2.2)
Council continues to have an active and supporting role on the Emergency Food Relief Network to improve service coordination and increase access to nutritious foods for vulnerable groups, (Action 2.10).
Healthy Together Geelong has continued to implement a number of initiatives for early learning services, schools and workplaces to support healthy eating as part of the Achievement Program. These include the Healthy Catering Guide and canteen audits for children's settings. 13% of Children's settings have achieved recognition for Healthy Eating and Oral Health benchmark. (Action 2.02).

Action Guide 3: Physical activity and active communities

The Geelong Active City project is progressing well with 1,242 employees and 1,040 residents enrolled. These residents and workers in central Geelong are being supported to lead more active lifestyles. The results of the coaching program will be available in February 2016.
Healthy Together Geelong continues to work with 215 workplaces and children's service settings on the Achievement Program with a total population reach of 65,560 people. Initiatives include "Walk to School" where 37 schools have registered in 2015 an increase on 19 from 2014 yr. 14% of children's settings have received recognition for the Physical Activity benchmark. (Action 3.02).

The imbedding of 'Healthy by Design' principles within Council planning processes to support active living also supports this Action guide (3.3). Healthy By Design guidelines for infrastructure, landscape and park furniture are referenced within Council Sustainable Communities Infrastructure Development Guidelines for implementation in new communities, where practicable. Healthy Spaces and Places training was delivered to 17 staff across nine departments of Council in November 2014.

Action Guide 4: Social inclusion and community connectedness

Within Action Guide 4, Social Inclusion and Community Connectedness have been advanced by Council's Organisation Development department having updated the City of Greater Geelong website on all volunteering opportunities within the organisation. This improvement also supports the G21 Region Volunteering Strategy to improve access to information and opportunities for volunteering across the City of Greater Geelong.
Further, the implementation of the Multicultural Action Plan has begun to address the barriers to participation for people from diverse geographic, economic and cultural backgrounds.

Action Guide 5: Reducing harm from alcohol, drugs and problem gambling

The HTG Achievement Program in workplaces has achieved significant reach and activity around the prevention of harm associated with alcohol, drugs and problem gambling. Seven workplaces are now advancing to "best practice" benchmarks re alcohol use.
A workshop for 20 workplaces was recently conducted that sought to support the development of policies around smoking, alcohol and other drugs.
A range of awareness and education programs for alcohol, drugs and gambling are also supported by Community Development staff, for example Febfast, Drug Action week and March Away from Gambling.

Action Guide 6: Reducing tobacco use

The reduction of tobacco use, within Action Guide 6, is being achieved through; the HTG Achievement Program in schools and workplaces where fifteen workplaces are currently working towards meeting the "best practice" benchmarks set for preventing tobacco use. 19 Workplaces are "Smoke Free" or intending to go "Smoke Free" in the near future.

9. URBAN AND REGIONAL FOOD DECLARATION

Portfolio: **Community Development - Cr Fisher**
Source: **Community Services – Aged and Disability Services**
A/General Manager: **Linda Quinn**
Index Reference: **Subject: General Health Promotion**

Purpose

To request that Council note and sign the Urban and Regional Food Declaration. (Appendix 1).

Summary

- The Regional Food Alliance is a not for profit alliance of community organisations, Local Governments, planners, health professionals, academics and food producers who are working towards a better food system.
- The Alliance is part of a national and global movement that has been working towards the development of a declaration for almost three years.
- The declaration seeks to bring together individuals, community organisations, business and government with a shared vision and to encourage local action that will result in a sustainable, healthy and fair food system.
- The declaration includes;
    - A set of agreed high level principles;
    - Agreed definitions and common language;
    - A generalised framework for policy and legislative changes;
    - A tool for mobilisation and advocacy, and
    - A set of tools for assessment and analysis.
- In essence, the declaration seeks to promote the local production and consumption of healthy and sustainable food. It also seeks to change attitudes, policies and legislation around food based on ethics, food security, health and wellbeing and urban and regional livelihoods.
- Council has been invited to sign the declaration as a founding signatory.

The Mayor vacated the Chair for the evening at 8.26pm
Cr Heagney (Deputy Mayor) assumed the Chair at 8.26pm

Cr Farrell moved, Cr Harwood seconded -

That Council request that the Chief Executive Officer sign the Urban and Regional Food Declaration on behalf of Council.

Carried.

Background

The Urban and Regional Food Declaration is consistent with the principles of Council's food policy that was recently adopted. It seeks to encourage a thriving diversity of food production, valuing food producers as caretakers of the ecosystem and guarantors of our food security.

It also seeks to encourage the local food economy and support health and wellbeing via healthy food consumption as a universal right. Council is being invited to sign the food declaration as a founding signatory.

The implications are that Council would be supporting the stated principles in all decisions and actions affecting food. There is no expectation that Council would extend its role beyond its current functions in the food arena.

Discussion

The Urban and Regional Food Declaration provides a set of agreed principles, definitions and language from which signatories can determine their ongoing and shared role in the complex food system.

That is, it will provide a framework for Council and other signatories to guide their activities with regard to food.

Specifically the declaration asserts that in relation to food ecology, the food system should actively maintain the health and integrity of the natural environment on which it depends. Food producers should seek to maintain the health of existing ecosystems and enhance biodiversity. Some examples of this include the promotion of organic fertilising, water recycling, maintaining habitat for indigenous flora and fauna and encouraging community gardens. The declaration also seeks to restrict urban encroachment onto fertile farming land, minimising food transport distances between production and consumption, ensuring access to healthy food for all and using green composting and hard rubbish minimisation.

This aspect of the food declaration is generally consistent with Council's Environmental Policy.

In relation to economics, the food declaration asserts that the local food system should support, create and sustain local and regional livelihoods while building a resilient food industry. This principle is focussed on a shift towards local mixed food economies rather than singularly focussing on production for global export. This principle also considers food as a social good rather than just another commodity. It encourages farmers markets and produce outlets as an important food supply option and supports the redistribution of healthy food to those who cannot afford it.

The food declaration also states that governments and organisations should collaborate and work holistically with communities to inform policy, planning and legislative actions relating to food. This includes environmental stewardship, food security, health and wellbeing, and urban and regional livelihoods. This principle has significant implications for Council as a planner and legislator of land use and food production and exchange. It also impacts Council with regard to the ethics of how we produce and consume food, including the sharing of excess or relief food supplies.

The declaration further recommends that our food system should embrace the diverse and cultural significance of food. This includes recognising foods' central role in promoting social cohesion, life-long and intergenerational learning, and community health and wellbeing. This will be achieved through festivals and community events, in the arts and in the provision of public spaces and buildings that enhance the sense that food is part of the everyday health and wellbeing of people.

Council has a limited direct involvement in food, but an important leadership role in strengthening the resilience of the region's food system and its many participants. Council is directly responsible for the regulatory oversight of health and local laws, early childhood education and services, municipal planning and policy, economic development and facilitation, aged care services, procurement, environment and waste services, events, leisure services and sport and recreation facilities.

By signing the declaration there would be an expectation that Council would take into account these high level positions in all decisions it makes that affects local food production, distribution, sale and consumption. In doing, Council would demonstrate leadership in this field. It does not, however imply that Council or other signatories will commit to or achieve all of the recommended actions therein or extend its role or financial commitment.

Environmental Implications

This declaration supports the maintenance of a healthy ecosystem and enhanced biodiversity.

Financial Implications

There are no direct financial implications to Council of signing this declaration.

Policy/Legal/Statutory Implications

The declaration acknowledges that community engagement, expert knowledge and public debate will be required in the journey of local food becoming more sustainable, healthy and fair. Council's legislative rights and responsibilities in relation to food and land use planning will be unaffected.

Alignment to City Plan

The Urban and Regional Food Declaration is aligned to City Plan in the Health and Wellbeing, Environmental and Economic development spheres.

Officer Direct or Indirect Interest

No Council officer involved in writing this report had any interest other than as an officer of Council.

Risk Assessment

Signing this declaration will not directly impact on Council's risk profile.

Social Considerations

The signing of the declaration is consistent with Council's Food policy.

Human Rights Charter

The food declaration supports the rights of people to safe, sustainable healthy food as a fundamental human right.

Consultation and Communication

The declaration acknowledges the requirement for engagement with the community and debate about all aspects of the food system as it becomes more sustainable and fair.

Appendix 1

‘Sustainable, Healthy and Fair Food’

Urban and Regional Food Declaration

Food is fundamental to life and health. Increasing urbanization, the industrialization of agriculture and a changing climate are adversely impacting many parts of the global food system. This interconnected food system includes production, processing, distribution, consumption, waste management, and meaning creation. The food system faces compounding global challenges and variable local issues. The scale of these challenges and issues is reflected in local concerns about food security, producer livelihoods, local economies, damage to ecosystems, persistently high levels of hunger and malnutrition, a pandemic of dietary-related illness and disease, and biodiversity reduction.

Many organization and government policy areas—including health, planning, transport, infrastructure, economic development, education, trade, biosecurity and environment—are relevant to the food system. A coherent long-term food policy, at whatever level and scale of governance, enables the integration of these different areas. Cities and regions need a sustainable, fair and resilient food system that provides dignified access to healthy food for all citizens, offers viable livelihoods for local producers, and engenders careful stewardship of regional ecosystems.

Purpose

To achieve a vision of a sustainable, healthy and fair food system, integrated action is needed from individuals, communities, businesses, organisations and governments. The purpose of this Declaration is to encourage such action through offering the following:

- A set of agreed principles;
- A lexicon of agreed definitions and common language;
- A generalized framework for policy and legislative changes;
- A tool for mobilization and advocacy; and
- An associated set of tools for assessment and analysis.

Vision

Signatories to this ‘Urban and Regional Food Declaration’ share a vision of a sustainable, healthy and fair food system. We commit to the following characteristics as shaping our approach towards such a system:

- A thriving diversity of food production throughout our towns and cities and countryside, from networks of backyard, community and school gardens, to market gardens, ethical animal rearing, orchards, vineyards and food forests in our peri-urban and regional areas.
- A valuing of food producers as caretakers of the land and ecosystems, and as guarantors of our present and future food security.

- An expansion of farmers' markets, a wide variety of farm-gate shops and trails, and high streets revitalised with shops that burst with local and seasonal produce, all supporting a growing local food economy that generates jobs and livelihoods for communities.
- A food system that supports the health and well-being of all, recognising that access to good food is a fundamental and universal human right.

The food system is a complex set of practices that face unique and unprecedented challenges. This Declaration and its principles are based upon four domains as expressed in Figure 1: **Circles of Social Life**[1].

Principles[2]

Ecology: Our food system should actively maintain the health and integrity of the natural environment on which it depends, seeking to maintain the health of existing ecosystems and enhance biodiversity.

Economics: Our food system should support, create and sustain local and regional livelihoods while building a resilient food industry.

Politics: Governments and organisations should collaborate and work holistically, both internally and externally, while proactively engaging with communities to inform policy, planning and legislative actions relating to environmental stewardship, food security, health and wellbeing, and urban and regional livelihoods.

Culture: Our food system should embrace the diverse and cultural significance of food, recognizing its central role in promoting social cohesion, life-long and intergenerational learning, and community health and wellbeing.

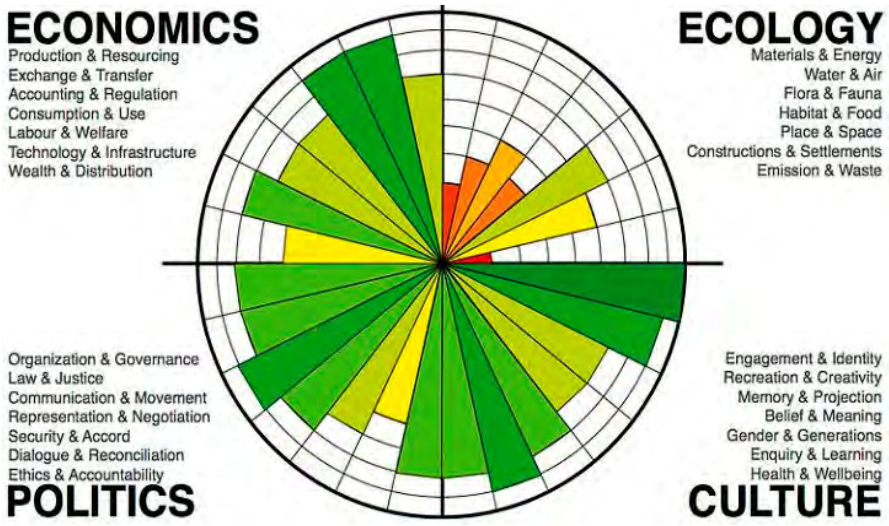


Figure 1. Circles of Social Life

An understanding of and agreement with these principles provide the basis to engage in further collaborative action. See the Appendix for an elaborated version.

[1] Developed by Professor Paul James. For more information, see http://www.circlesofsustainability.org/ and Urban Sustainability in Theory and Practice.

APPENDIX

Elaborated Principles

Ecology

Our food system should actively maintain the health and integrity of the natural environment on which it depends, seeking to maintain the health of existing ecosystems and enhance biodiversity:

1.1. With food production and processing based as much as possible on organic fertilizing, recyclable materials and use of renewable energy with distributed generation;
1.2. With water for food production sourced sustainably without impacting adversely upon regional ecological complexity;
1.3. With agricultural land, both urban and regional, complemented by zones and linear parks providing continuing habitat for indigenous flora and fauna;
1.4. With urban settlements planned so as to both restrict suburban encroachment upon fertile farming land and allow significant local food production within urban boundaries—including through dedicated spaces being set aside for community food gardens;
1.5. With the food system organized to minimize transport distances from sites of production to consumption;
1.6. With the food system contributing to secure access to healthy food for all; and
1.7. With waste management in all aspects of the food system directed fundamentally towards green composting and hard-rubbish minimization.

Economics

Our food system should support, create and sustain local and regional livelihoods while building a resilient food industry:

2.1. With food production and exchange shifted from an emphasis on production-for-global-export towards generating local mixed food economies and sustainable local livelihoods;
2.2. With financing and co-financing of prioritized aspects of the food system built into all relevant municipal annual budgets and services spending;
2.3. With the accounting and regulation of different aspects of the food system recognizing that food is a social good rather than just another commodity;
2.4. With a stronger relationship developed between producers and consumers through support for farmer's markets and local produce outlets;
2.5. With food production workplaces brought back into closer spatial relation to residential areas, taking into account issues of personal infringement (such as processing smells and noise) through sustainable and appropriate processing methods, filtration and waste-management;
2.6. With appropriate technologies used for food production and processing, respecting the given limits of nature, including seasonal production; and
2.7. With good, local, organic food made available to those who cannot afford it through redistributive processes.

Politics

Governments and organisations should collaborate and work holistically, both internally and externally, while proactively engaging with communities to inform policy, planning and legislative actions relating to environmental stewardship, food security, health and wellbeing, and urban and regional livelihoods:

3.1. With food governance conducted through deep deliberative democratic processes that bring together comprehensive community engagement, expert knowledge, and extended public debate about all aspects of the food system;
3.2. With legislation enacted for sustainable and fair food production and exchange;
3.3. With public communication services and media outlets materially supported where necessary to generate debates about sustainable and fair food;
3.4. With political participation in decisions and processes about food production and consumption going deeper than passive engagement;
3.5. With basic 'food security' considerations afforded to all citizens;
3.6. With all actors in the food system actively acknowledging the need for on-going reconciliation with the original inhabitants of the land—particularly in relation to land-use; and
3.7. With ethical debates concerning how we produce and consume food becoming a mainstream aspect of social life.

Culture

Our food system should embrace the diverse and cultural significance of food, recognizing its central role in promoting social cohesion, life-long and intergenerational learning, and community health and wellbeing:

4.1. With food consumption recognizing and celebrating the complex layers of community-based identity that have made our urban region;
4.2. With active support for creative engagement with the culture of food through festivals, rituals and other public events;
4.3. With museums, cultural centres and other public spaces dedicating some of their ongoing space to comprehensive ecological histories of the local-global food system;
4.4. With locally relevant beliefs about the food system from across the globe woven into the fabric of the built environment: symbolically, artistically and practically;
4.5. With conditions for gender equality pursued in all aspects of the food system;
4.6. With the opportunities for facilitated enquiry and learning about food available to all, from birth to old age across people's lives—not just through formal training in the food industry; and
4.7. With public spaces and buildings designed and curated to enhance the sense that food is part of the everyday health and wellbeing of people.

Appendix 1

Signatories

Australian Food Alliance

United Nations Global Compact Cities Programme



Richard Everson
Project Officer
RDA Southern Inland



Colin McLean
Secretary / Treasurer
Southern NSW Harvest Association Inc.

Katy Barfield
CEO

10. BELLARINE RAIL TRAIL ADVISORY COMMITTEE TERMS OF REFERENCE

Portfolio:	**Infrastructure, Parks and Gardens - Cr Ellis**
Source:	**Projects, Recreation and Central Geelong / Sport & Recreation**
A/General Manager:	**Paul Jane**
Index Reference:	**Subject: Parks, Gardens, Reserves & Foreshore / Bellarine Rail Trail**

Purpose

The purpose of this report is to seek Council endorsement to amend the Bellarine Rail Trail Advisory Committee (BRTAC) Terms of Reference.

Summary

- The BRTAC was formed to assist Council with the management and development of the Bellarine Rail Trail in 2004.
- BRTAC discussions and activities are communicated to Council through the attendance of delegated Council contacts to BRTAC meetings, through the escalation of management issues through Council's governance structures and through the preparation of an annual report to Council.
- Council's Sport and Recreation Department, in consultation with the BRTAC, has identified two changes to the Terms of Reference of this committee that would improve the effective and efficient functioning of this Committee.
- The first recommended change to the BRTAC Terms of Reference would remove the requirement for the Committee to prepare an annual report for Council consideration.
- The second recommended change to the BRTAC Terms of Reference would add a Country Fire Authority (CFA) representative to the Committee membership.
- The BRTAC has endorsed the preparation of a submission to Council to seek the amendment of the BRTAC Terms of Reference.

Cr Ellis moved, Cr Macdonald seconded -

That Council endorse the amendment of the BRTAC Terms of Reference (Appendix 1):

1) **to remove the requirement for the Committee to prepare an annual report for Council consideration; and**

2) **to include a Country Fire Authority (CFA) representative as an additional member of the Committee.**

Carried.

Background

The Bellarine Rail Trail Advisory Committee (BRTAC) was formed in 2004 to assist Council with the management and development of the Bellarine Rail Trail.

The BRTAC Terms of Reference specify that the Committee will have 10 appointed members comprising of the following:

- A Councillor appointed by Council to act as the chairperson of the Advisory Committee;
- A Council Officer appointed by Council to act as the executive officer of the Advisory Committee;
- A representative from the Department of Environment, Land, Water and Planning;
- A representative from the Geelong Steam Preservation Society;
- Two representatives from the Friends of Bellarine Rail Trail Inc; and
- Four community representatives.

The existing BRTAC Terms of Reference specify that the Committee reports to Council through the Sport and Recreation Department and must prepare an annual report to inform Council of the Committees major activities and discussions.

Discussion

The purpose of this report is to seek Council endorsement for two amendments to the BRTAC Terms of Reference.

The first amendment would see the removal of the requirement for BRTAC to prepare an annual report to Council. The Sport and Recreation Department has identified that the sharing of information relating to BRTAC discussions and activities already occurs between Council and the BRTAC through the attendance of delegated Council contacts to BRTAC meetings, and through the escalation of significant management issues through Council's existing governance structures. This structure is considered the most effective approach to identifying and responding to issues and opportunities relating to the management and development of the Rail Trail in a timely manner. The preparation of an annual report duplicates the existing reporting structures and is not considered to make best use of the resources available to the Committee.

The second amendment would expand the membership of the BRTAC to include a CFA representative. The Committee has identified the need to involve the CFA in the BRTAC to inform the effective coordination of fire management activities within the Bellarine Rail Trail Reserve.

In addition to these amendments the BRTAC Terms of Reference will be edited to ensure the names of organisations and documents referenced in this document are current. These edits will have no impact on the intent or function of the Terms of Reference.

The members of the BRTAC have considered and endorsed the recommended changes.

Environmental Implications

The expansion of the Committee to include a CFA representative will improve the identification and management of fire management issues within this reserve.

The recommendations contained within this report will have no detrimental impacts on the environmental management of this reserve.

Financial Implications

There are no financial implications arising from the recommendations of this report.

Policy/Legal/Statutory Implications

The BRTAC Terms of Reference were approved by Council and the endorsement of Council is required to amend this document.

Alignment to City Plan

The BRTAC supports Council in the effective management and improvement of the Bellarine Rail Trail to provide recreational opportunities, economic benefits (resulting from tourism visitation) and natural environment protection benefits. These outcomes support Council's Community Wellbeing, Growing Our Economy and Sustainable Built and Natural Environment objectives.

The recommendations contained within this report will improve the effective and efficient operation of the BRTAC in achieving these outcomes

Officer Direct or Indirect Interest

No Council staff or persons engaged in the BRTAC are known to have either direct or indirect interests in the matters considered within the report.

Risk Assessment

There are no notable risks associated with the recommendations of this report.

Social Considerations

The BRTAC assists Council in the management and development of the Bellarine Rail Trail through the effective use of community skills, knowledge and resources.

The Bellarine Rail Trail benefits the community by improving connections to community infrastructure, improving social connections, increasing community pride and improving physical and mental health outcomes.

Human Rights Charter

The recommendations contained within this report have no impact on Council's compliance with the Human Rights Charter.

Consultation and Communication

The BRTAC meets on a quarterly basis and the activities and discussions of the Committee are communicated to all represented organisations via the distribution of meeting minutes.

A Councillor and a nominated Council Officer are delegated members of the BRTAC and provide a direct point of contact between the Committee and Council on issues and opportunities relating to the development and promotion of the Rail Trail. The delegated Council contacts refer significant Rail Trail management and development issues through Council's existing governance structures as required.

The BRTAC has considered and endorsed the suggested changes to the Committees Terms of Reference.

COMMITTEE TERMS OF REFERENCE

Bellarine Rail Trail Advisory Committee	Document No:	CTR215.2
	Approval Date:	17 November 2015
	Approved By:	Council
	Review Date:	17 November 2020
Responsible Officer: **General Manager** **Projects, Recreation & Central Geelong**	Expiry Date:	N/A
	Version No:	00
Authorising Officer:		**Chief Executive Officer**

1. SUMMARY

- To assist Council with the management and development of the Bellarine Rail Trail.

2. OBJECTIVES

- The Advisory Committee will pursue goals and policies that are developed from time to time, including:
    - Develop the Bellarine Rail Trail in accordance with Council's strategic objectives.
    - Consider and recommend submissions to Local, State and Federal Governments on funding applications for the development and promotion of the Bellarine Rail Trail.
    - Liaise with and seek input from all appropriate business, statutory, and community groups in relation to funding, sponsorship, marketing, promotional and educational opportunities and issues that relate to the Bellarine Rail Trail.
    - The Advisory Committee will consider issues referred to it by the Council through its officers and will receive matters and issues from appropriate businesses, statutory authorities and other interested groups and individuals.

3. DEFINITIONS

"Council" means The City of Greater Geelong.
"Advisory Committee" means The Bellarine Rail Trail Advisory Committee.

4. TERMS OF REFERENCE

4.1. Expected / Definite life of the Committee

- The Advisory Committee will remain in force until Council resolves to vary or revoke it.

4.2. Constituency of the Committee

4.2.1. Membership of The Advisory Committee will be drawn from Council, Council Officers, representatives of relevant statutory authorities, special interest groups and community representatives.

4.2.2. The Advisory Committee will have 11 members comprised as follows:

- A Councillor appointed by the Council as the Chairperson of the Advisory Committee (1)
- A Council Officer (to act as the Executive Officer) appointed by Council (1)
  - Department of Environment, Land, Water and Planning (1)
- Geelong Steam Preservation Society (1)
- Country Fire Authority (1)
- Friends of Bellarine Rail Trail Inc. (2)
- Community representatives (4)

4.2.3. Community representatives will be appointed using the procedure outlined at 4.3.2.

4.2.4. Proxies or substitute members will be permitted to attend meetings on an as needed basis and will have voting rights. All members are to nominate their substitute at the commencement of their term of office.

4.2.5. Voting Rights:

- All representative to have one vote;
- The Chairman will have the casting vote
- A quorum is based on four (4) members.

4.3. Selection Process

4.3.1. The City of Greater Geelong, Department of Department of Environment, Land, Water and Planning and Geelong Steam Preservation Society shall nominate their own representative/s.

4.3.2. The Council, through the Sport and RecreationDepartment, will appoint the community representatives to the Advisory Committee by a process of seeking expressions of interest through advertisement in the local media. Selection will be based on expertise or experience in a relevant area and the need to ensure a balanced representation on the Advisory Committee.

4.3.2.1. Typically the community representatives will be expected to utilise their community experience and links to networks to serve the needs of the community through their contribution to the development and promotion of the Bellarine Rail Trail.

4.3.2.2. Selection criteria for community representatives include:

- Demonstrated ability in working with organisations and individuals in achieving outcomes;
- Good communication skills;
- A commitment to the future development and promotion of the Bellarine Rail Trail.

4.4. Length of Appointment:

4.4.1. Representatives will normally be appointed to the Advisory Committee for a period of up to three years with the option to renominate subject to advice from the Advisory Committee. The Advisory Committee membership will be reviewed every three years.

4.4.2. Representatives nominated by Council, the Department of Environment, Land, Water and Planning, the Geelong Steam Preservation Society and the Friends of Bellarine Rail Trail Inc. must maintain their status within their nominating organisation during their appointment.

4.5. Casual Vacancies

- Should a community representative resign, Council will seek a replacement to serve the remainder of the term of appointment in accordance with the selection process.

4.6. Authority of the Committee

- The Advisory Committee will make recommendations and provide advice to the Council through the Sport and Recreation Department.
- The deliberations and recommendations of the Advisory Committee will be distributed to the appropriate departments of Council through the Sport and Recreation Department whenever it is appropriate to do so.

4.7. Meeting Procedure

- Advisory Committee meetings will be quarterly or as agreed by the Committee.

4.8. Reporting Requirements

- The Advisory Committee will report to Council through the Sport and Recreation Department.

4.9. Secretariat

- The officer appointed by Council as the Executive Officer will provide the secretariat to the Advisory committee.

4.10. Facilities & Resources

- Adequate human and financial resources shall be provided to ensure the effective operation of the Advisory Committee

5. QUALITY RECORDS

Quality Records shall be retained for at least the period shown below.

Record	Retention/Disposal Responsibility	Retention Period	Location
Minutes of meetings	Corporate Records	Permanent	Corporate Records

6. ATTACHMENTS

- Nil

11. URBAN FOREST STRATEGY

Portfolio: **Infrastructure, Parks & Gardens – Cr Ellis**
Source: **City Services - Parks and Gardens**
General Manager: **William Tieppo**
Index Reference: **Trees - Urban Forest Strategy**

Purpose

The purpose of this report is to seek Council endorsement of the Urban Forest Strategy *(previously circulated with briefing papers).*

Summary

- A tree audit confirmed that Geelong has a very low tree canopy cover that is inadequate to meet the environmental and social needs of the City into the future. A range of Council Strategies seek to improve tree canopy cover across the municipality but none to date have detailed how this will happen. The Urban Forest Strategy sets out a vision, key objectives and an action plan for the delivery of the tree management program over a 10 year period to provide a range of social, environmental and economic benefits to the region of Geelong.
- The Draft Urban Forest Strategy has undergone extensive internal engagement and incorporates the views and support of all relevant internal staff, teams and managers.

Cr Ellis moved, Cr Richards seconded -

That Council endorse the Urban Forest Strategy.

Carried.

Background

City Plan stipulates that 400 extra street trees will be planted per year. Currently however, Council removes the same amount of trees that are planted each year. This large number of removals is due to an ageing tree population and an inherited legacy of poor species selection.

A nationwide study of tree canopy cover shows that Geelong has a comparatively low canopy cover of 14% compared to other Victorian Councils. For maximum provision of benefits such as shading, cooling, amenity, social equity, air pollution and reduction in stormwater flows, optimum canopy cover is 40%. The City of Melbourne has a canopy cover of 22%.

The Environment Management Strategy 2013-2017 stipulates that Council will develop an Urban Forest Strategy by 2017 to improve environmental outcomes for the City.

Discussion

A tree audit was conducted in 2014 which highlighted the current status of Councils tree assets and surrounding issues. Council's strategic framework required the development of an Urban Forest Strategy, however the tree audit detailed why Council needed to be more strategic and targeted in its management and planting of trees.

Other Councils across Australia are developing similar strategies. Sydney, Melbourne and Brisbane have completed and endorsed their Urban Forest Strategies.

Ballarat and Bendigo are investigating the delivery of their own Strategies which places Geelong in a unique regional leadership role. Other regional and rural Councils are already looking towards Geelong in an effort to replicate the work we have completed.

This Strategy is timely as it will work in tandem with the City in a Park project to enhance outcomes across Central Geelong.

There is an enormous opportunity to make a large impact to the liveability of Geelong through a targeted and relatively small investment in street tree planting. Council has 75,000 street trees with the capacity to fill another 45,000 vacant sites, particularly in areas of low social vulnerability such as Corio, Norlane, and Whittington.

Environmental Implications

The Strategy details the immense environmental benefits that trees provide: air pollution amelioration, energy saving benefits through shading and cooling, stormwater interception, enhancement in biodiversity, carbon storage and sequestration. The Strategy uses an American based modelling tool to attribute dollar values to some of these benefits. By strategically managing the urban tree population in streets and parks and by encouraging the private realm to conserve larger trees in the landscape, Council has the ability to create a dynamic, healthy urban forest that continues to provide these environmental benefits in perpetuity.

The Environment Management Strategy listed the development of an Urban Forest Strategy as an important action to increase canopy cover in urban areas, adapt to climate change, improve habitat and food sources and reduce emissions.

Financial Implications

The tree management team will be able to leverage off existing programs such as Capital Works, open space infrastructure upgrades, road upgrades etc to create better outcomes on the ground.

In order to ensure an extra 500 street trees are planted per year (over and above the 1000 already planted) the Urban Forest Strategy will require additional (approx. $200,000) budget per annum to achieve the targets.

Additional bids will be made each year as part of the Capital Works program to renew or plant out whole streets in conjunction with other works required e.g. road or draining upgrades, resurfacing etc.

Policy/Legal/Statutory Implications

Council must adhere to Electricity Line Clearance Guidelines as directed by Energy Safe Victoria. All works carried out as part of the Urban Forest Strategy action plan will continue to comply with these regulations. All work will also continue to be managed in line with best practice methods and within all Council policy and legal frameworks.

Alignment to City Plan

Sustainable and Built Environment

Priority: Enhance and protect natural areas and ecosystem health.

Indicator: net increase in street trees.

Community Wellbeing

Priority: Healthy Lifestyles.

Indicator: Visit to green space more than once a week.

Priority: Healthy Environments

Indicator: Community satisfaction rating with appearance of public areas

Priority: Connected, creative and strong communities.

Indicator: Percentage of residents who participated in citizen engagement in the last year

Growing Our Economy

Priority: A successful and vibrant City Centre

Indicator: Overall visitor satisfaction with Central Geelong

Officer Direct or Indirect Interest

No conflict of interest exists with any officer in Council in relation to this Strategy.

Risk Assessment

All tree works will continue to be carried out as per Tree Management best practice procedures.

Social Considerations

By adopting the Urban Forest Strategy, the many policy links to trees become stronger. Transport networks are improved, particularly pedestrian and cycling routes. Natural shading of streets, playgrounds, kindergartens, schools and high use pedestrian routes during summer, particularly during heatwaves is a tremendous benefit to the community of Geelong.

The quality of open space is enhanced, neighbourhood character is improved (leafy streets can attract house prices that are up to 30% higher than non-treed streets). Commercial and retail centres will be improved for natural shade and increased amenity. People spend more time and money in green places. The unique character of Geelong will be enhanced through its treed landscapes, improving its liveability and creating a strong sense of place for the community.

Human Rights Charter

This report does not impact on any basic rights, freedoms and responsibilities as set out in the charter.

Consultation and Communication

The development of the strategy has included extensive engagement and input. The process also identified work processes that could be enhanced to improve on-ground outcomes, particularly in ensuring more trees were planted. Engagement has occurred with the following internal and external stakeholder: Council's Environment, Sport and Recreation, Engineering, Parks and Gardens, Arts and Culture, Urban Design, Traffic, the Central Geelong Taskforce, the G21 Environment Pillar and the Barwon Region Integrated Water Management Group.

The strategy once endorsed by Council will then be available on-line for the public to access.

CITY OF GREATER GEELONG

URBAN FOREST STRATEGY

2015–2025



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CITY OF GREATER GEELONG

CITY OF GREATER GEELONG

URBAN FOREST STRATEGY



"Geelong's trees have played a key role in the identity and character of the City since 1851"



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»1

EXECUTIVE SUMMARY



"Geelong will be a cool green city for the future"

VISION:

Geelong will be a cool green city for the future

The City of Greater Geelong values the immense benefits of the City's urban tree population. Our trees provide shade and cool the city. They improve the look, feel and liveability of Geelong. They also have a strong positive influence on the health of our community. Geelong's trees are extraordinarily valuable assets that are worth investing in for the future.

The Urban Forest Strategy expands on the concept of City in a Park, which is focussed on Geelong's CBD, to enhance the public and private tree population in all of the suburbs and townships across Greater Geelong. The sum of all these trees and associated vegetation is called the urban forest.

This strategy will achieve it's vision by adopting four simple objectives into the City's day to day operations:



TO GREEN THE CITY

Increase tree planting and associated vegetation in appropriate and prioritised locations



TO COOL THE CITY

Increase canopy cover, increase use of smart water sensitive urban design and an increase in landscape permeability



TO ENGAGE THE CITY'S COMMUNITY AND BUILD REGIONAL PARTNERSHIPS

More community activities: tree planting, arts and culture activities, use of social media, working with partners to improve and enhance tree planting projects



TO DEMONSTRATE BEST PRACTICE URBAN TREE MANAGEMENT

Develop a complete set of technical guidelines for urban tree management and offer training and upskilling where needed

The City will utilise smarter and targeted planning, innovative and integrated tree planting solutions and develop partnerships internally and externally to reach an ambitious target of improving Geelong's tree canopy cover from 14% to 25% over a thirty year period.

The City has enormous potential to develop a healthier and more dynamic urban forest and improve canopy cover in our streetscapes, urban growth areas, open spaces and reserves. The prime opportunities are:

- 45,000 existing vacant nature strips in our streets
- Developing tree lined entrances to our city
- Revegetation of the Greenway, the Ted Wilson Bike Trail alongside the Geelong Ring Road
- Thousands of tree planting locations across Geelong's open space network
- Improving the quality of streetscapes and open space in urban growth areas
- Planting more indigenous trees in wetland reserves and conservation areas
- Rejuvenating and renewing avenues and boulevards in heritage landscapes

By incorporating these opportunities into Council's planning framework, engaging our community to fully appreciate the City's trees and by continuing to utilise best practice urban tree management techniques we will ensure that Geelong will be a cool green city for the future.

»2

INTRODUCTION



"Trees make an important contribution to Geelong's liveability"

Geelong's trees have played a key role in the identity and character of the City since 1851 when the then Government set aside 200 acres of bay frontage for the development of the Geelong Botanic Gardens. Since then, Geelong's trees have continued to quietly play an integral part in Geelong's liveability, the health and wellbeing of Geelong's community, its local ecosystems and biodiversity and the character of Geelong's neighbourhoods and precincts.

The City's public trees are an important component of Geelong's urban forest. The urban forest is the sum of all vegetation across the City of Greater Geelong, excluding rural land. It contributes an extraordinary array of social, economic and environmental benefits to Geelong. Public trees, private gardens, remnant vegetation, waterway plants, green roofs and walls are all a part of Geelong's urban forest.

The Urban Forest Strategy will primarily set guidelines for the management of the City's urban tree network which includes all satellite townships within the Municipality such as Lara, Ocean Grove and Barwon Heads. It excludes all rural roadways and rural land. The Strategy will also recognise the importance of the private realm and of all open space in Geelong in contributing to the urban forest.

The Strategy will specifically bridge the gap between the existing Council policy framework and the day to day work of the Tree Management Team. It will ensure that some of the goals set in City Plan, the Environment Management Strategy and the Health and Wellbeing Plan link into clear operational objectives to enhance urban greening.

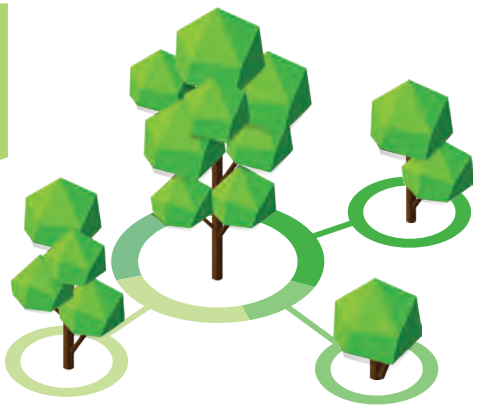
Geelong's Urban Forest Strategy will:

1



Set key targets for the performance of the public urban forest.

2



Provide the framework for building future relationships with private landholders to encourage growth of the private realm urban forest.

»3

RATIONALE



"A healthy urban forest is critical for any city that prioritises its environmental and social outcomes"

WHY IS GEELONG'S URBAN FOREST IMPORTANT?

A healthy urban forest is critical for any city that prioritises its environmental and social outcomes. Geelong's urban forest is a valuable community asset that crosses public and private boundaries, enhancing the local environment and providing a green network of spaces for the community to utilise. Geelong's urban forest is important as it provides the following benefits:



Shade from tree canopies and reduction in sun exposure



Reduction of heat exposure during heatwaves



Energy savings in buildings through shading of walls and roofs



Habitat for wildlife, particularly birds



Rainfall and stormwater interception, resulting in reduced stormwater flows into the bay and rivers



Wind abatement



Microclimatic moderation for human thermal comfort



A unique City brand - attractive, well maintained green spaces reflect proactive and innovative Council management



A sense of place



Amenity and landscape aesthetics



Improved property values along tree-lined streets



More attractive commercial and retail centres



Air pollution amelioration



Carbon storage and sequestration

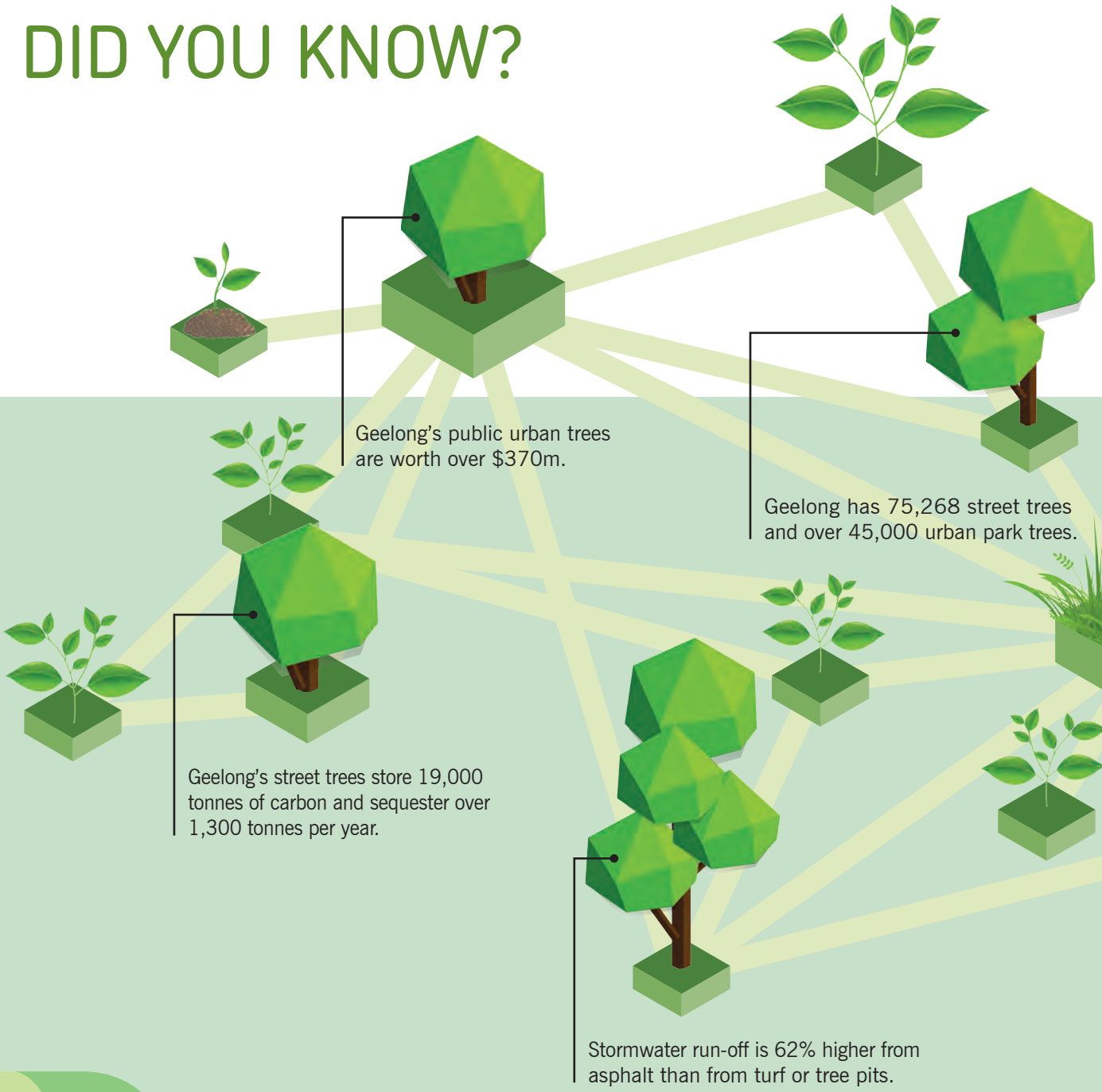


A food source

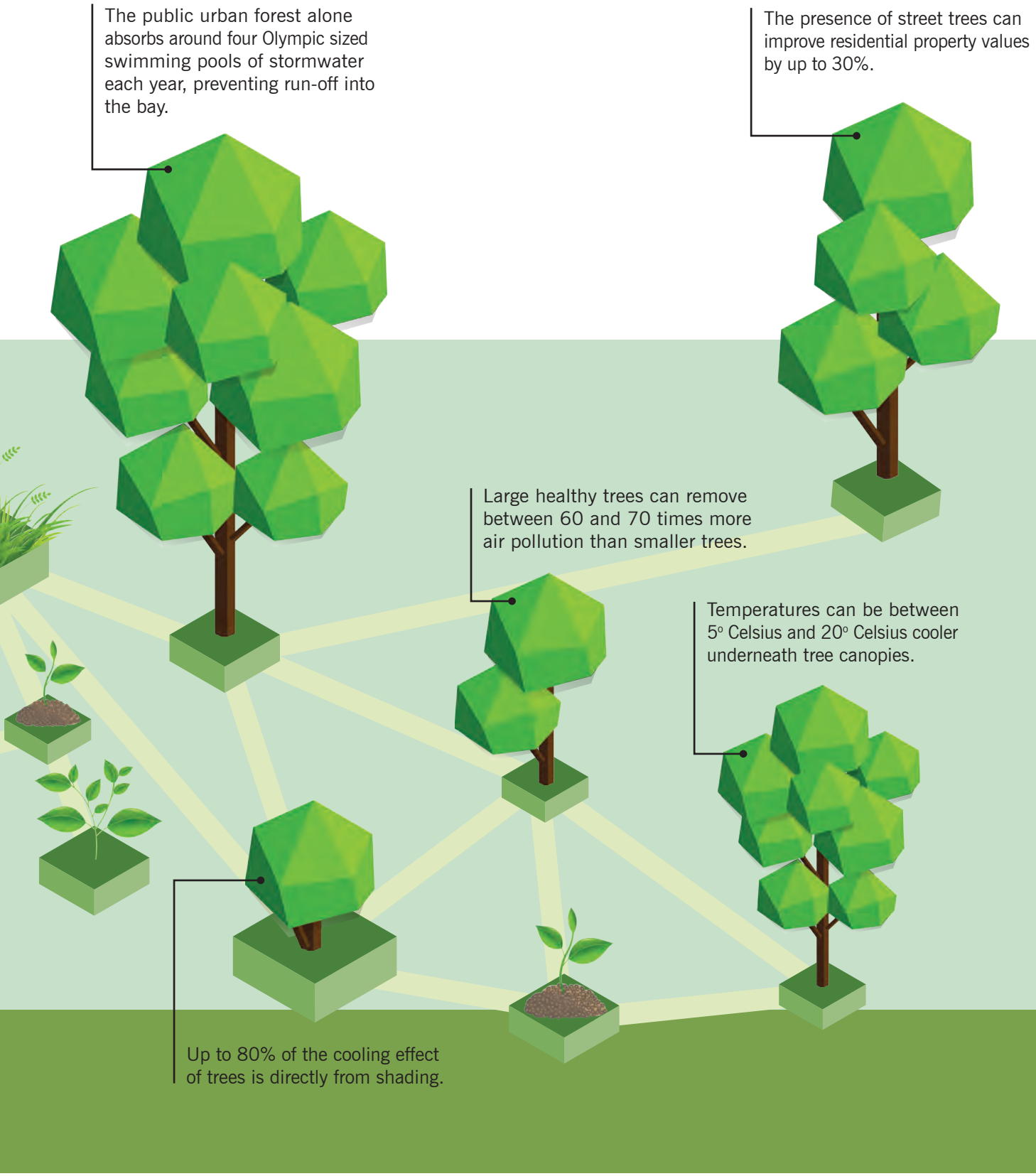


A connection to nature, especially for children

DID YOU KNOW?



"Geelong has 75,268 street trees and over 45,000 urban park trees"


The public urban forest alone absorbs around four Olympic sized swimming pools of stormwater each year, preventing run-off into the bay.
The presence of street trees can improve residential property values by up to 30%.
Large healthy trees can remove between 60 and 70 times more air pollution than smaller trees.
Temperatures can be between 5° Celsius and 20° Celsius cooler underneath tree canopies.
Up to 80% of the cooling effect of trees is directly from shading.

SURFACE TEMPERATURE REDUCTION EXAMPLES

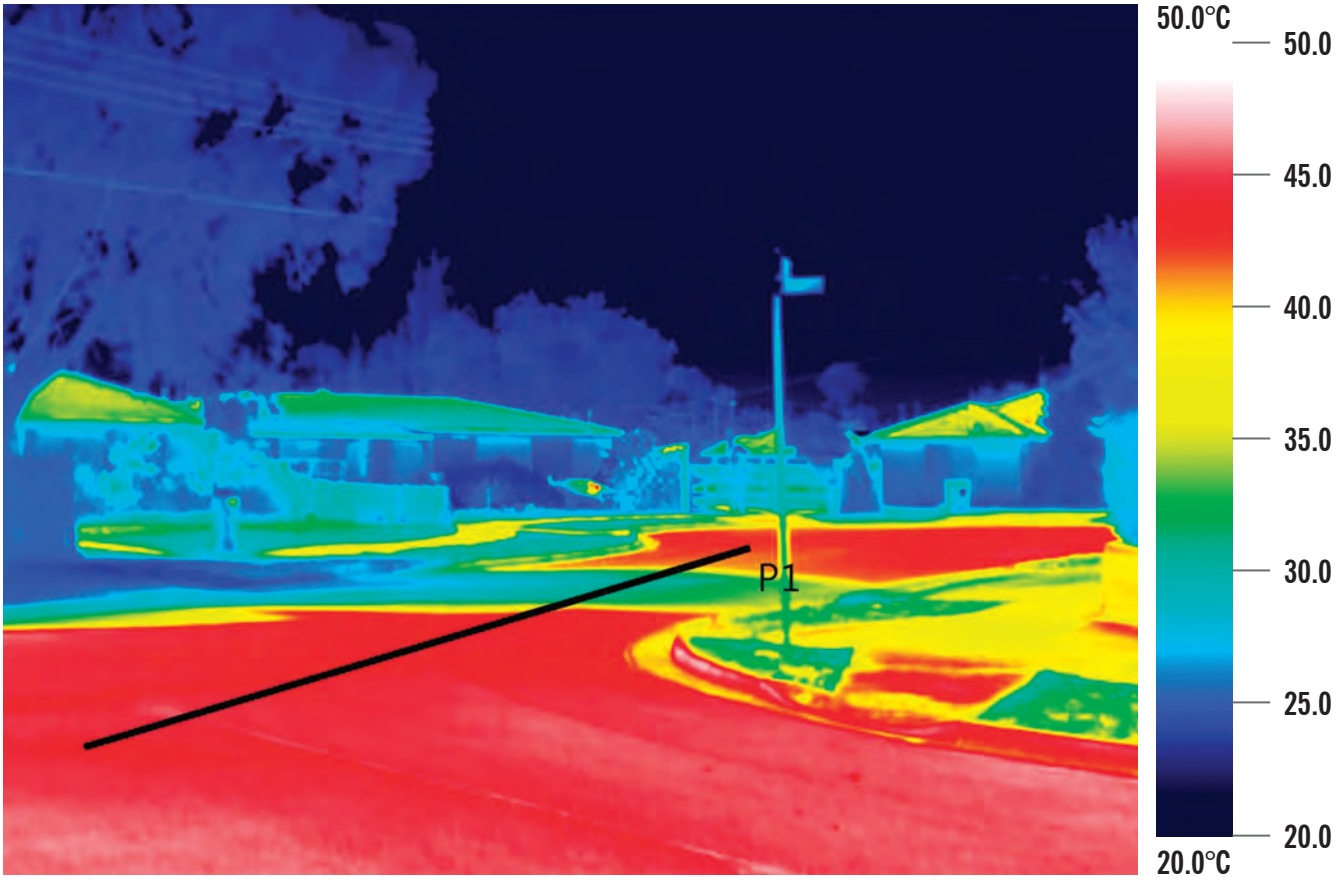
EXAMPLE 1: ORBIT DRIVE WHITTINGTON

TIME:
4.20PM

DATE:
24 FEBRUARY 2015

AMBIENT TEMPERATURE:
33 DEGREES CELSIUS

Unshaded roadway is 15 degrees Celsius hotter than asphalt shaded by a tree.



MEASUREMENT OBJECT	MAX TEMP (°C)	MIN TEMP (°C)	EMISS.	REFLECTED TEMP (°C)	AVERAGE TEMP (°C)
Profile line (P1)	45.1	30.5	1.0	20.0	41.4

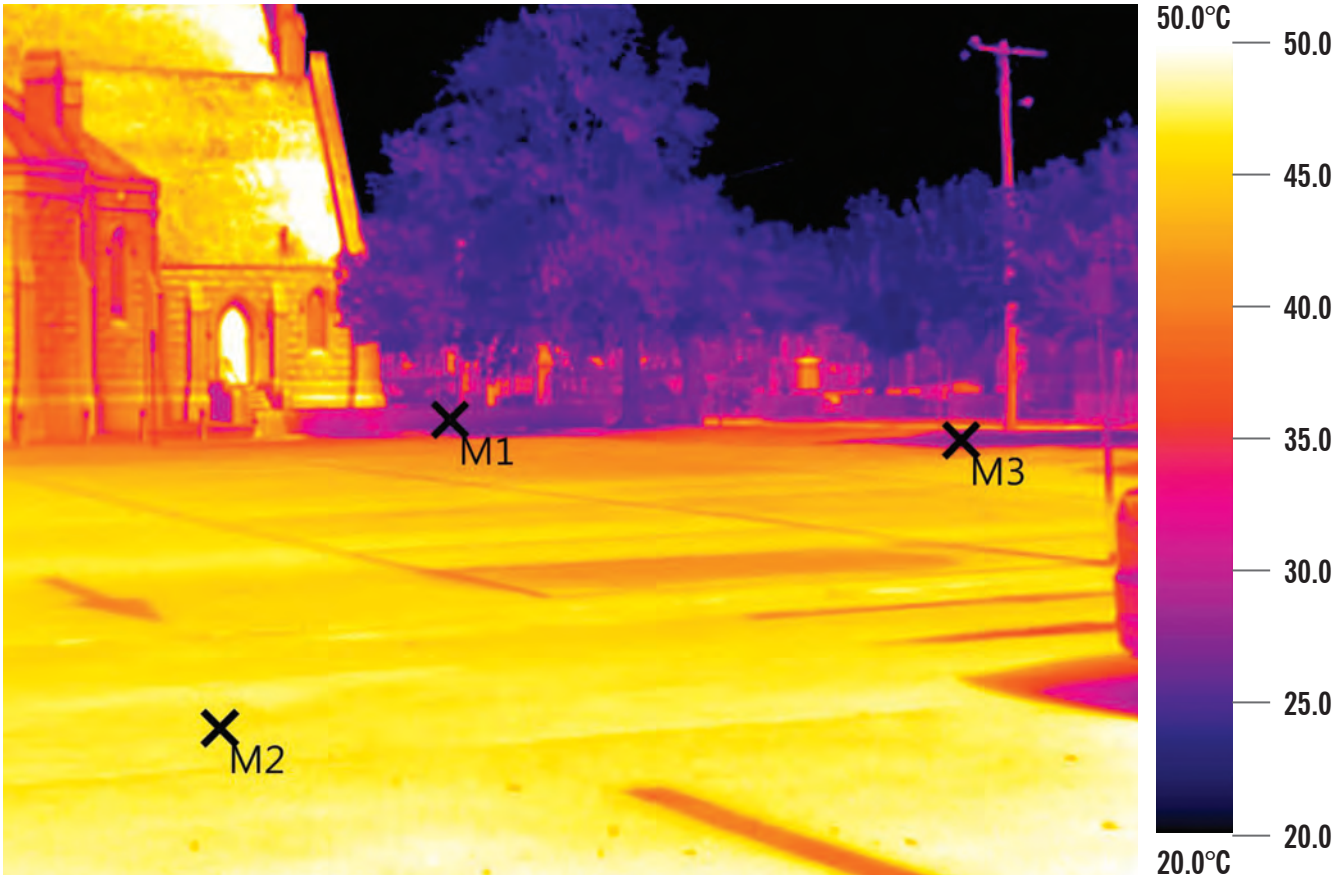
EXAMPLE 2: MYERS STREET HAYMARKET CARPARK

TIME:
5.00PM

DATE:
24 FEBRUARY 2015

AMBIENT TEMPERATURE:
31 DEGREES CELSIUS

Asphalt shaded by trees is 19 degrees Celsius cooler than unshaded asphalt.



MEASUREMENT OBJECTS	TEMP (°C)	EMISS.	REFLECTED TEMP (°C)	REMARKS
Measure point 1	28.2	1.00	20.0	Shaded
Measure point 2	46.8	1.00	20.0	Unshaded
Measure point 3	27.8	1.00	20.0	Shaded

»4

GEELONG'S STRATEGY



DIAGRAM: A word cloud of issues important to the Geelong community captured in Vision 2.

WHY AN URBAN FOREST STRATEGY FOR GEELONG?

Geelong has the capacity to establish itself among the world's most innovative and liveable cities by recognising the role its urban forest plays in its future. There are three main drivers that support the development of an Urban Forest Strategy for Geelong: community demand, consideration of Geelong's future and Council's policy context.

1. COMMUNITY DEMAND



A series of community consultation programs have been held in recent years to inform some of Council's most important documents such as City Plan, the Environment Management Strategy and the Central Geelong Action Plan. In each of these consultations, the Geelong community demanded more urban greening.

2. GEELONG'S FUTURE



Climate Change - Geelong faces a series of challenges as outlined in the City's Climate Change Adaptation Strategy: extreme weather events such as storms, heatwaves, flooding, sea-level rise and community and infrastructure vulnerability. The urban forest helps build ecological resilience towards these challenges through carbon storage and sequestration, stormwater interception, shade and cooling and wind abatement.



Community Health and Wellbeing - The future health of Geelong's community is underpinned by multiple factors, not least the availability of quality open space, the Community's engagement with nature within the City and behaviours towards physical activity. The urban forest offers a vast array of critical benefits to the people of Geelong and its management needs to incorporate factors such as social equity and encouragement of physical activity.



Economy - Economic transition and urban renewal are a key part of Geelong's future. These processes require Geelong to enhance its unique character and its city brand, enticing investment and consumer spending. Public amenity is crucial to city branding, and the urban forest, through parks and gardens, tree lined streets, boulevards and city entry points contributes significantly. Places such as Brougham Street, Eastern Park and the foreshore currently demonstrate this renewal and unique character and should be replicated across the City.

1. POLICY CONTEXT

There are eight key Council documents that provide the framework for developing an Urban Forest Strategy for Geelong:

1 **The Environment Management Strategy 2013-2017**

- Mandates the development of an Urban Forest Strategy
- Sets out the delivery of the One Planet principles, particularly Land Use and Wildlife

2 **City Plan 2013-2017**

- Commits to an increase of 400 advanced street trees per year

3 **The Central Geelong Action Plan 2013**

- Commits to growing a "City in a Park"

4 **The Open Space Strategy (DRAFT)**

- Sets the platform for improvement in the quality of open space through the provision of natural shade by trees

5 **The Climate Change Adaptation Strategy 2011**

- Seeks to quantify the benefits of urban trees and encourage their strategic placement through the Urban Forest Strategy

6 **Geelong Play Strategy 2012-2021**

- Commits to incorporate the natural environment, including trees to provide natural shade, within play spaces

7 **Geelong's Health and Wellbeing Plan 2013-2017**

- Promotes active lifestyles: the provision of healthy green open space is paramount for encouraging people outdoors

8 **The Biodiversity Strategy 2013**

- Sets a mission to address biodiversity proactively and effectively through participation and partnerships





"Geelong has the capacity to establish itself among the world's most innovative and liveable cities by recognising the role its urban forest plays in its future"

»5

GEELONG'S URBAN FOREST



"The urban forest promotes Geelong's liveability and influences neighbourhood characters"

Geelong's trees are a valuable, vibrant part of the city providing a vast array of environmental, social and economic benefits to the local community. The urban forest promotes Geelong's liveability and influences neighbourhood characters. It sequesters and stores carbon, enhances our local biodiversity, reduces stormwater run-off into rivers and the bay, absorbs air pollution and shades the city and its hard surfaces during hot summers.

More than this, Geelong's trees help characterise the City into what it is today: from the heritage values of the majestic Elm trees to the beauty of the lemon scented gums planted along Brougham Street, the Palms along Moorabool Street and the Norfolk Island Pines lining Geelong's waterfront. Without our trees, Geelong would be a very different place.

Geelong's urban forest is the sum of all vegetation across the City of Greater Geelong, excluding rural land. Council itself is responsible for managing around 120,000 urban trees: 75,268 trees in streets and around 45,000 trees in parks. Council also manages trees in conservation reserves and those along rural roadways, waterways and bike trails. Conservation areas in particular are addressed in Council's Biodiversity Strategy. Whilst rural parkland trees and rural conservation areas are an important component of Geelong's natural landscapes, urban trees have greater monetary values and more direct and positive health impacts in areas of greater human density and are therefore worth strategically managing and investing in. Council will continue to encourage private landholders to revegetate rural landholdings and Council will manage rural conservation reserves to complement the Urban Forest Strategy.

This Strategy will provide a framework in which to actively manage the urban tree population including urban streets, urban parkland and urban conservation reserves for improved environmental, social and economic outcomes for Geelong.

An audit of the City's existing street tree population was completed in 2014 providing information on their current status. This data only pertains to street trees and does not include park or conservation reserve trees. Whilst open space is an important provider of tree coverage, street trees provide greater design and maintenance challenges and are also more valuable for providing streetscape liveability.

To obtain an overall understanding of this status certain qualitative and quantitative criteria are analysed: species diversity, tree health and structure, useful life expectancy, tree age and canopy cover.

Certain tree attributes were collected as part of the audit to model the dollar value of the environmental benefits that Geelong's urban forest provides. Vacant tree sites were also measured to provide an indication of the opportunity available for increasing the tree resource.

The City of Greater Geelong is responsible for managing the following;



TREE SPECIES DIVERSITY

Geelong's streets house around 230 different tree species with the most common being Callistemon. The top 10 most common species are:

	SPECIES	COMMON NAME	% OF POPULATION
1	*Callistemon citrinus*	Red Bottlebrush	**8.4%**
2	*Lophostemon confertus*	Queensland Brush Box	**6.8%**
3	*Callistemon Kings Park Special*	Kings Park Special	**5.6%**
4	*Corymbia ficifolia*	Red Flowering Gum	**5.3%**
5	*Eucalyptus leucoxylon*	Yellow Gum	**4.1%**
6	*Melaleuca styphelioides*	Prickly Leaved Paperbark	**2.8%**
7	*Hakea laurina*	Pincushion Hakea	**2.7%**
8	*Callistemon viminallis*	Weeping Bottlebrush	**2.7%**
9	*Melaleuca linariifolia*	Snow In Summer	**2.3%**
10	*Agonis flexuosa*	Willow Myrtle	**2.1%**

All top ten species are Australian natives, demonstrating a past trend and preference for planting native trees from the 1960's to the 1980's such as Callistemons, Melaleucas and Lophostemons.

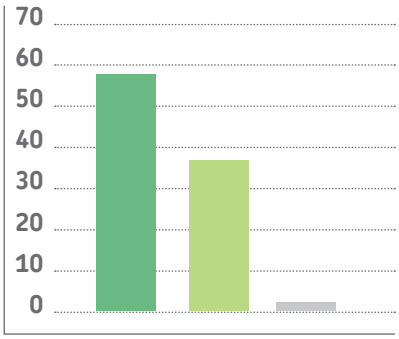
STREET TREE HEALTH STRUCTURE AND AGE



STREET TREE HEALTH

FIGURE 1: Tree Health across Geelong's street tree population.

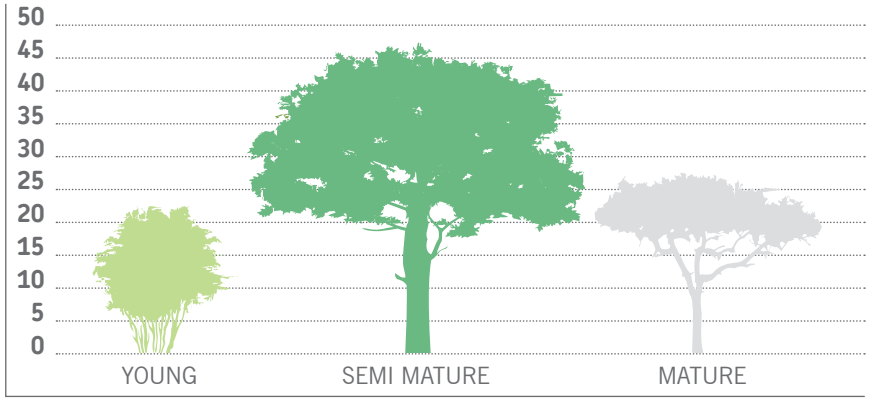
GOOD	FAIR	POOR
92%	6%	2%



STREET TREE STRUCTURE

FIGURE 2: Tree Structure across Geelong's street tree population.

GOOD	FAIR	POOR
59%	38%	3%



TREE AGE

FIGURE 3: Tree Age across Geelong's street tree population.

YOUNG	SEMI MATURE	MATURE
22%	47%	31%

98.7% of Geelong's public urban trees are healthy or are in fair condition and 97% are structurally sound. Best practice suggests that 90% of urban trees should be healthy so these figures demonstrate an active and effective maintenance program. The poorly performing trees are actively being managed as part of the City's tree maintenance program.

Ideally, within an urban forest there is a good mix of age ranges to ensure a dynamic population. 70% of Geelong's street trees are still in their growing phase and 30% are at mature stage which represents a sound diversity of ages.

Mature trees will need active monitoring and management for their eventual decline until their time of removal.

USEFUL LIFE EXPECTANCY

Useful Life Expectancy (ULE) is an important indicator of urban trees as it provides an opportunity for the City to manage tree loss with a succession plan. ULE is a measure of how long a specific tree will remain functional in the landscape before it will need to be actively managed with a view to being removed. Many factors influence ULE such as tree age, tree health, structure and surrounding conflicts with infrastructure and ideally there is a spread of ULE's across the population minimising the risk of mass tree removal in any given period.

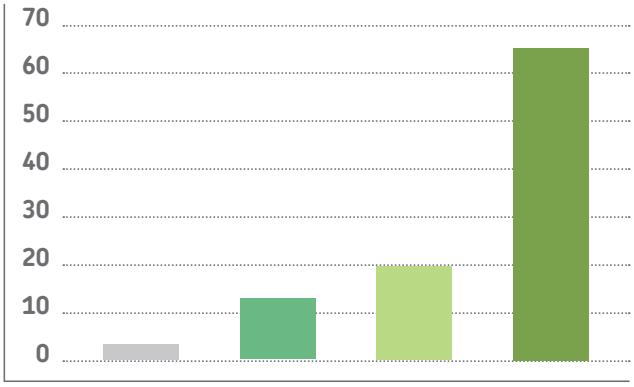


FIGURE 4: Useful Life Expectancy for Geelong's street tree population.

< 5 YEARS	5–10 YEARS	10–20 YEARS	20+ YEARS
2%	12%	20%	66%

Whilst the current population is healthy and diverse, around 14% of Council's street trees will reach the end of their useful lives within a ten year period, meaning they will require active maintenance and eventual removal. This figure is above normal, which is anecdotally a 10% loss each decade, and is primarily due to the prevalence of Callistemons, Melaleucas and Eucalypts. Callistemons are a relatively short lived tree species and having been planted en mass in the 1980's, they are now reaching the natural end of their useful lives and will need removing in a relatively short period of time. Melaleucas and Eucalypts have vigorous root systems and many are outgrowing their locations.



10 YEARS

AROUND 14% OF THE CITY'S STREET TREES WILL REACH THE END OF THEIR USEFUL LIVES WITHIN A TEN YEAR PERIOD

TREE HEIGHT



Whilst tree height is not a key criteria in measuring urban forest performance, it is of great interest to note that Geelong's tree sizes are generally quite small. 93% of the population are only up to 10m in height and over half of the trees are only 5m in height. Given that only 22% of the street tree population are young, this suggests that the public urban forest consists of a very high percentage of small statured trees and is potentially not functioning at its most efficient capacity. This means that there is a large opportunity cost of missing environmental and economic values such as shading, air pollution and carbon sequestering and stormwater interception. Large canopied trees are favoured for maximising these benefits and the results clearly show that Geelong has a small percentage of large trees.

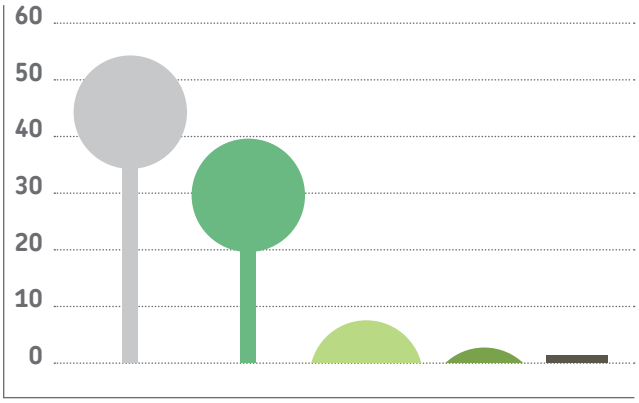


FIGURE 5: Distribution of tree heights amongst Geelong's street tree population.

< 5 METRES	5-10 METRES	10-15 METRES	15-20 METRES	> 20 METRES
52.4%	40.3%	6.1%	1.2%	0.1%

CANOPY COVER

Arguably, of most concern regarding Geelong's urban forest is the lower than average tree canopy cover. Tree canopy cover measures the amount of tree canopy that spreads over the urban environ, particularly over hard impervious surfaces. The greater the canopy cover, the greater the benefits derived from the urban forest.

A simplified canopy cover analysis conducted by the Institute of Sustainable Futures across Australia found that Geelong had a municipal wide canopy cover of 10.9%, compared to other Victorian municipalities as detailed in Figure 6 below.

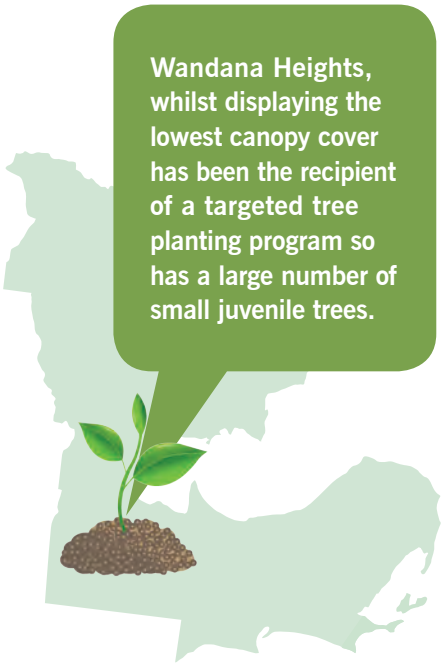


FIGURE 6: Canopy cover measures for municipalities across Victoria (Jacobs et al, 2012).



Using the same methodology, canopy cover was calculated for urban Geelong which excluded all rural land, giving more relevance to the figure for use in an urban forest analysis. Urban Geelong has a tree canopy cover of 14%, with approximately 7% on private land and 7% on Council land. Peer reviewed literature recommends an optimum urban land use canopy cover of 40% because it delivers the maximum benefits to an urban environment. Geelong's urban canopy cover is well below this figure and is exacerbated by two factors: extensive industrial areas across the city with very few trees and a legacy of small statured, small canopied trees across residential areas. Canopy cover over specific suburbs is provided in Figure 7 below.

Urban density is likely to affect the percentage of canopy cover on private land in future developments as the average house blocks are smaller and dwelling footprints are larger leaving less room for vegetation. This places greater emphasis and responsibility on Council to establish and maintain canopy cover on public land as well as investigating the possibility of mandating minimum lot sizes to accommodate one canopy tree per allotment and encouraging sufficient space for trees in new developments.



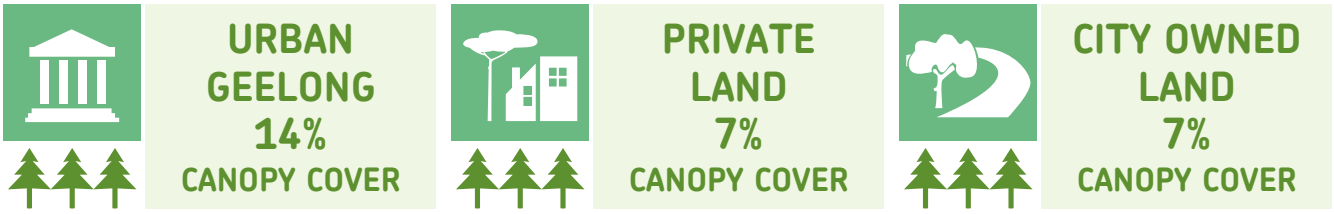
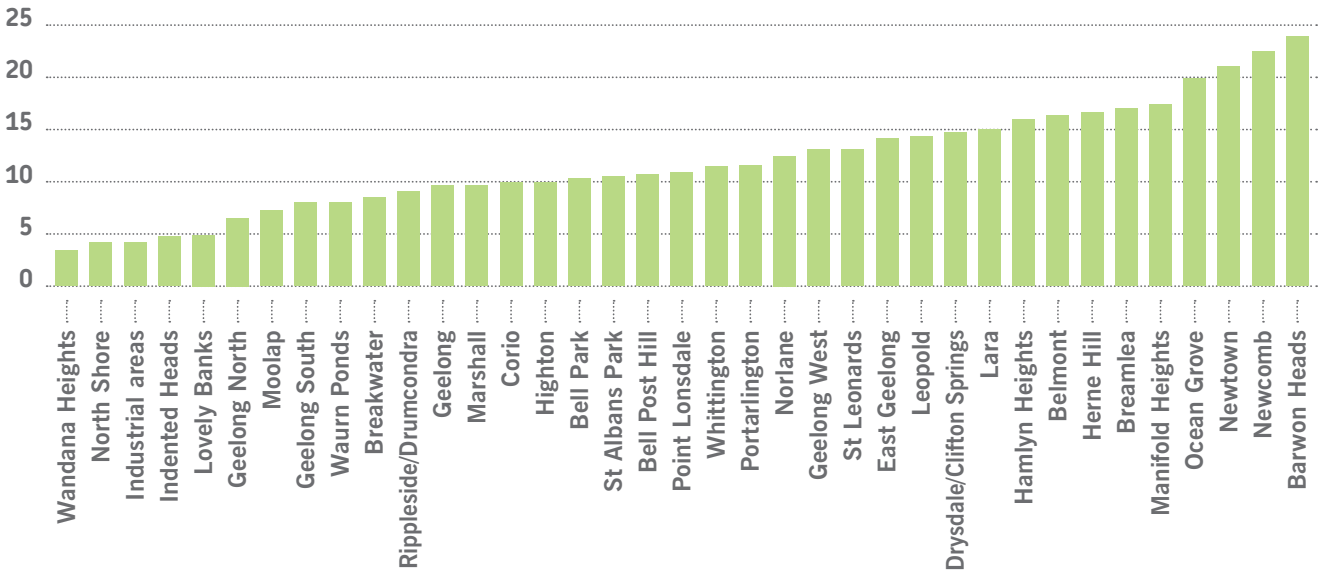


FIGURE 7: Canopy cover measures for the city of Greater Geelong.



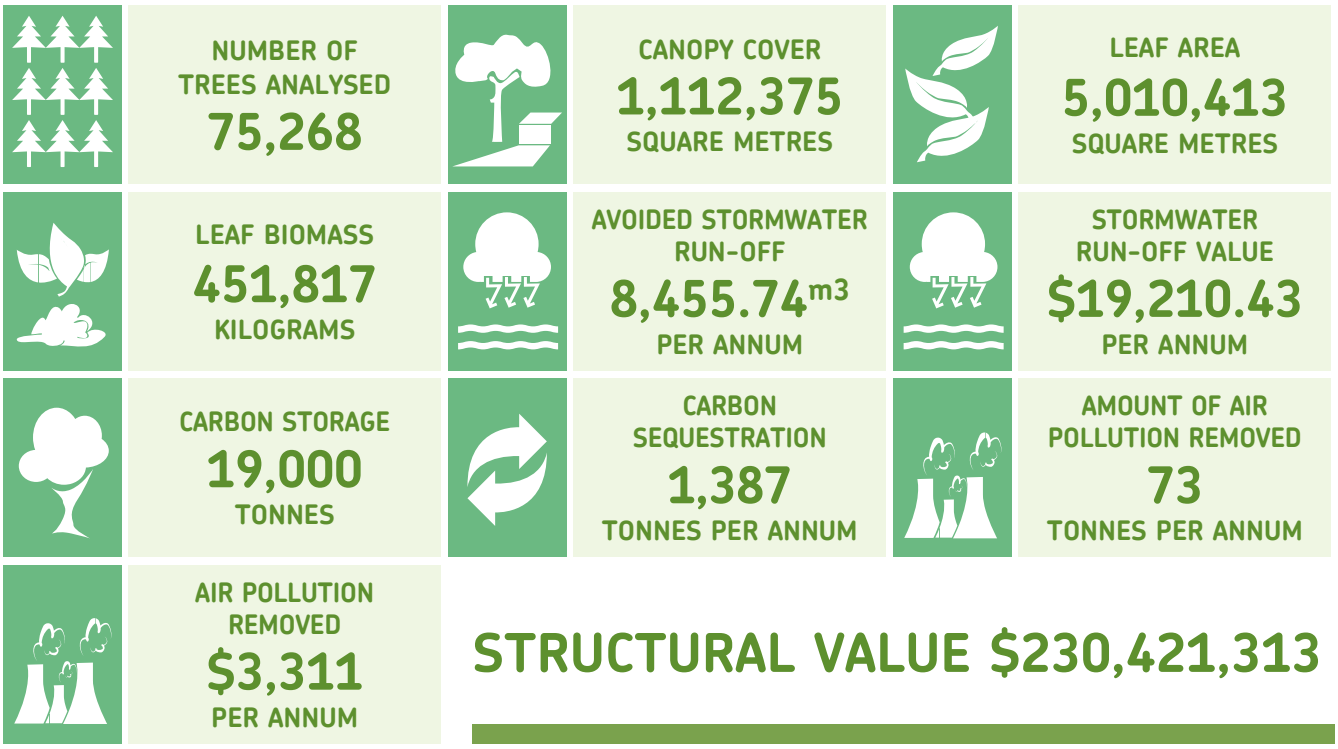
THE ECONOMIC VALUE OF GEELONG'S STREET TREES

Specific data was collected in order to model the dollar value of the urban forests environmental benefits. A United States Forestry Service model called i-Tree Eco was used to formulate an economic value of Geelong's street trees.

A value is placed on the capacity of the urban forest as a whole to ameliorate air pollution, reduce stormwater flows and save energy use in buildings by shading north and western walls.

The model also produces a structural value for the urban forest, namely how much it would cost to replace all of the trees to their original size.

The results are as follows:



PICTURED RIGHT: Lophostemon confertus lining a Geelong residential streetscape.



"It is estimated that Geelong's street and park trees are worth over $370 million in structural asset value"

»6

ISSUES SURROUNDING GEELONG'S URBAN FOREST



"Planting trees now will enhance Geelong's liveability for future generations"

1. NO NET GAIN OF TREES



Each year the City removes around 1,000 public street trees in response to a range of factors:

- Storm damage
- Pest and disease attacks
- Requests from developers to make way for developments
- Trees failing or reaching the end of their useful lives
- Inappropriate plantings such as those that have outgrown a site

The City's budgets currently cover the planting of 1,050 advanced street trees per year so there is only a net gain, year on year of 50 trees. City Plan stipulates a net increase per year of 400 street trees. This mandate is not being met and at this stage has no capacity to be met.

2. SUPPORT FOR GREENING THROUGH TREE PLANTING



While trees are sometimes viewed as liabilities to be managed, there has been an increase in support for more urban greening in Geelong. Feedback from streetscape plantings, lower mortality rates from vandalism and increased requests for street trees demonstrate greater support for Geelong's tree planting program. These supporters from the community, local businesses, schools, universities and within the various levels of government understand that Geelong's trees are key community assets that provide a myriad of benefits to current and future residents. The Geelong community is becoming more involved and engaged in localised tree planting activities, yet the City recognises that there is still work to be done in fostering community support and encouraging additional trees in our urban landscape.

3. CLIMATE CHANGE



Whilst urban vegetation plays a key role in building ecological resilience towards changing climates, the extremes in weather can also play havoc to the health and structure of an urban forest. Extreme heat, wind and rainfall have the capacity to damage the urban forest and even incremental changes in weather can change pest and disease patterns, leading to outbreaks which may lead to mass tree death. A healthy, diverse and structurally sound urban forest is far more likely to adapt to these changes, placing importance on sound planning and maintenance into the future.

»7

OPPORTUNITIES FOR GEELONG'S URBAN FOREST



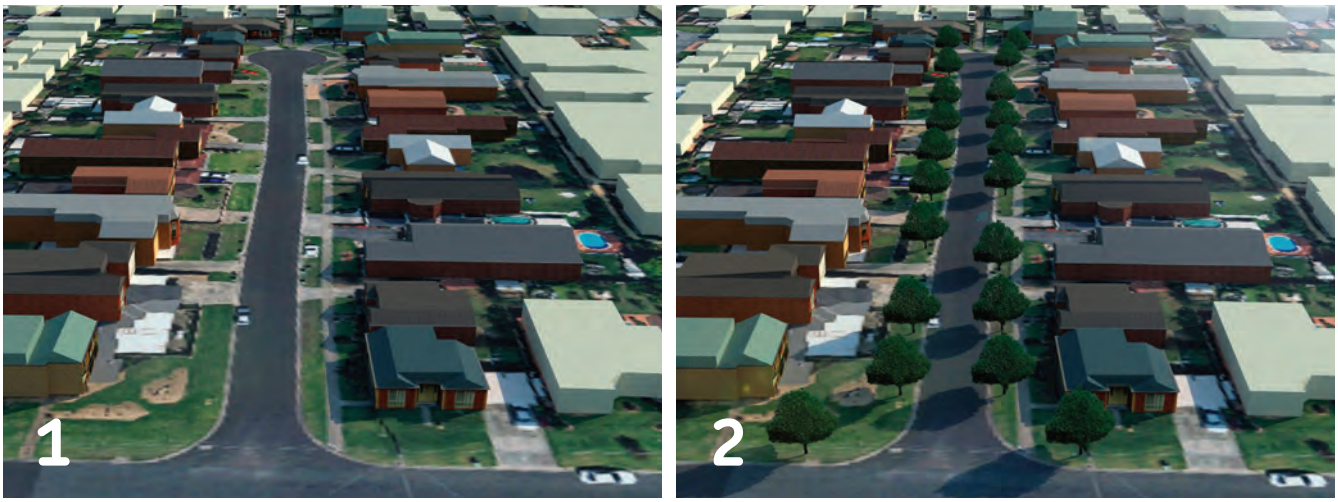
"Geelong's trees are a valuable community asset, transcending the boundaries of land ownership to provide benefits for all"

ADDING VALUE TO OUR CITY

Geelong's trees are a valuable community asset, transcending the boundaries of land ownership to provide benefits for all. They have the capacity to redefine Geelong's identity into a green, liveable, attractive and innovative city. They also build the ecological platform of resilience, adaptation and mitigation against urban heat island effects and climate change. With this in mind, Geelong's trees are for the future and accordingly must be planned for now. An enormous opportunity now exists for Geelong to plan for its future through the delivery of a robust, dynamic, climate suited and strategically planted urban forest.

1. VACANT PLANTING SITES

IMAGES: 1. A streetscape in Whittington as it currently looks. 2. The same streetscape with its vacant sites planted out.



There are an estimated 45,000 vacant tree planting sites within streets across Geelong i.e. sites that have the potential to house a street tree yet currently don't. This represents a tremendous opportunity to achieve our vision of a cool, green city simply by investing in an infill program over the next decade. Even an additional 500 advanced street trees planted per year using appropriate species that provide the maximum canopy cover suitable for each site can improve Geelong's canopy cover significantly. Added to this are the potential for increased tree planting in existing open space and conservation reserves.



AN OPPORTUNITY EXISTS TO UTILISE

45,000

VACANT TREE PLANTING SITES

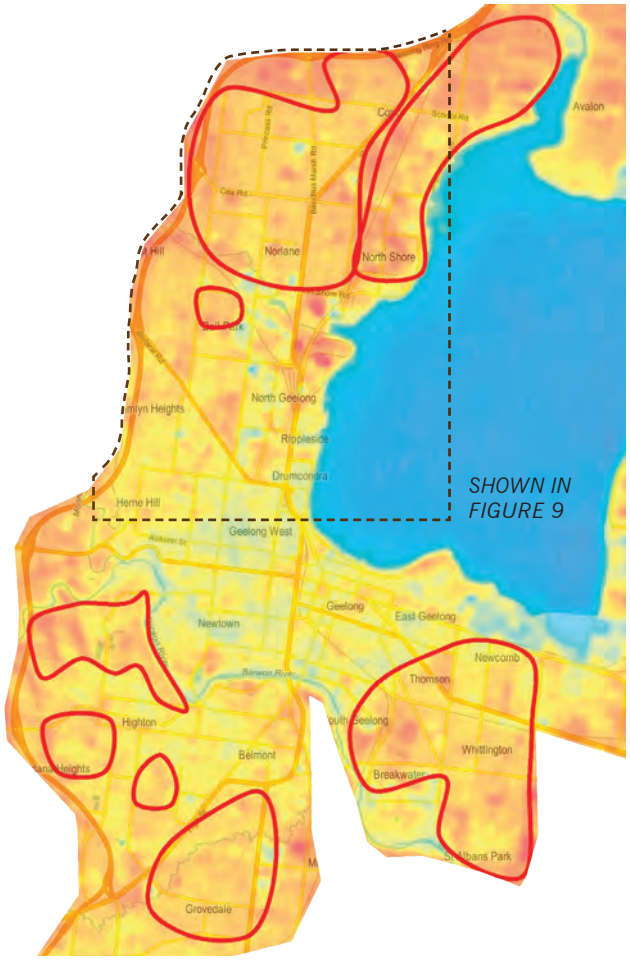
PRIORITY TREE PLANTING AREAS

The City has an extensive understanding of the existing landscape for trees. By overlaying information sets on certain parameters, priority areas have been identified for investment in street tree planting which will make a significant impact to environmental, social and economic outcomes.

1. HOTSPOT MAPPING

FIGURE 8: Satellite thermal imagery of Geelong and associated hotspots.

GEELONG HOTSPOTS



Heat mapping of the municipality using Satellite thermal imagery reveals certain areas of Geelong that heat up more quickly during periods of hot weather which are then likely to retain that heat well into the night. Surface types, topography, proximity to the bay and urban density are some of the contributing factors to the retention of surface heat as is low levels of tree canopy cover and open green space. The image was captured at 10:30am on a 36 degree day. The CBD has not yet had a chance to warm up and the surrounding suburbs remain warmer, probably due to a lack of sea breeze. Hotspot areas of Geelong include the northern industrial zone, Norlane and Corio, Whittington and Bell Park. Whilst a more detailed land surface analysis is needed to determine the exact causes of the heat retention and the limitations of the satellite thermal image, the City can prioritise these warmer areas for increased canopy cover.

THERMAL IMAGE VALUE

HIGH: **30°C**

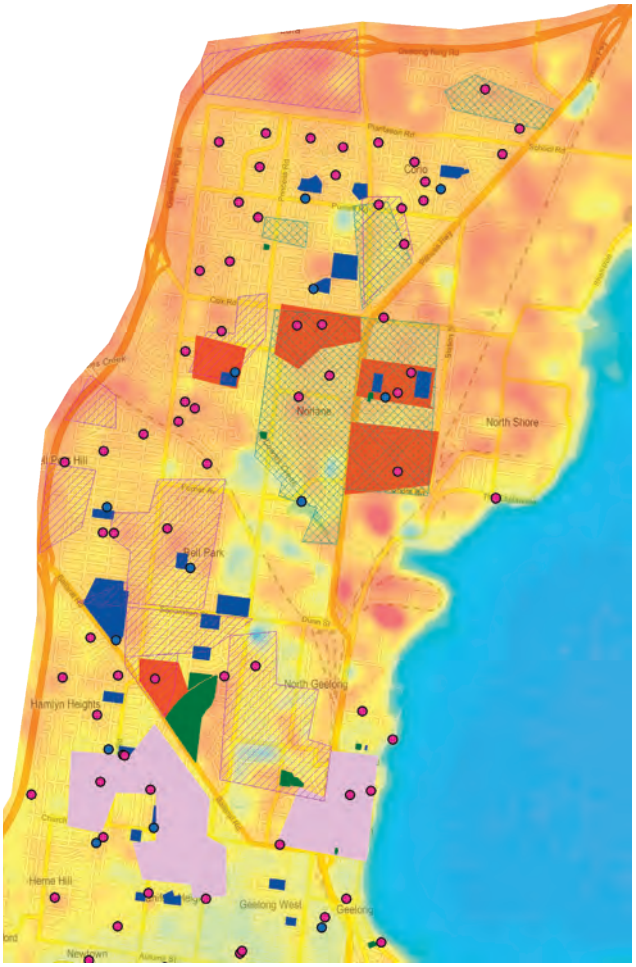
LOW: **15°C**

GEELONG HOTSPOTS

2A. SOCIAL VULNERABILITY

FIGURE 9: Areas of social vulnerability across the north of urban Geelong.

SOCIAL VULNERABILITY ACROSS GEELONG



Certain demographics within Geelong's community are more vulnerable to this heat retention than others, particularly during heatwaves. The more vulnerable community members are young children, older lone households, low socio-economic households (measured by SEIFA index) and those with English not spoken at home. When mapped alongside the thermal hotspots in Geelong, priority areas in Corio, Norlane and Whittington are revealed. These three suburbs have in total around 7,500 vacant tree planting sites in nature strips. Streets and parks surrounding schools, playgrounds, hospitals and aged care facilities are also areas where tree planting will be prioritised.

- Kindergartens
- Playgrounds
- Education
- Low income
- 0-4 year olds
- Lone older persons
- SEIFA disadvantage
- Non English speaking
- Aged accommodation

THERMAL IMAGE VALUE

HIGH: **30°C**

LOW: **15°C**

PRIORITY TREE PLANTING AREAS

2B. SOCIAL VULNERABILITY

FIGURE 10: Location of schools and aged care mapped against the heat map and street tree distribution in Whittington, one of Geelong's hotspots.

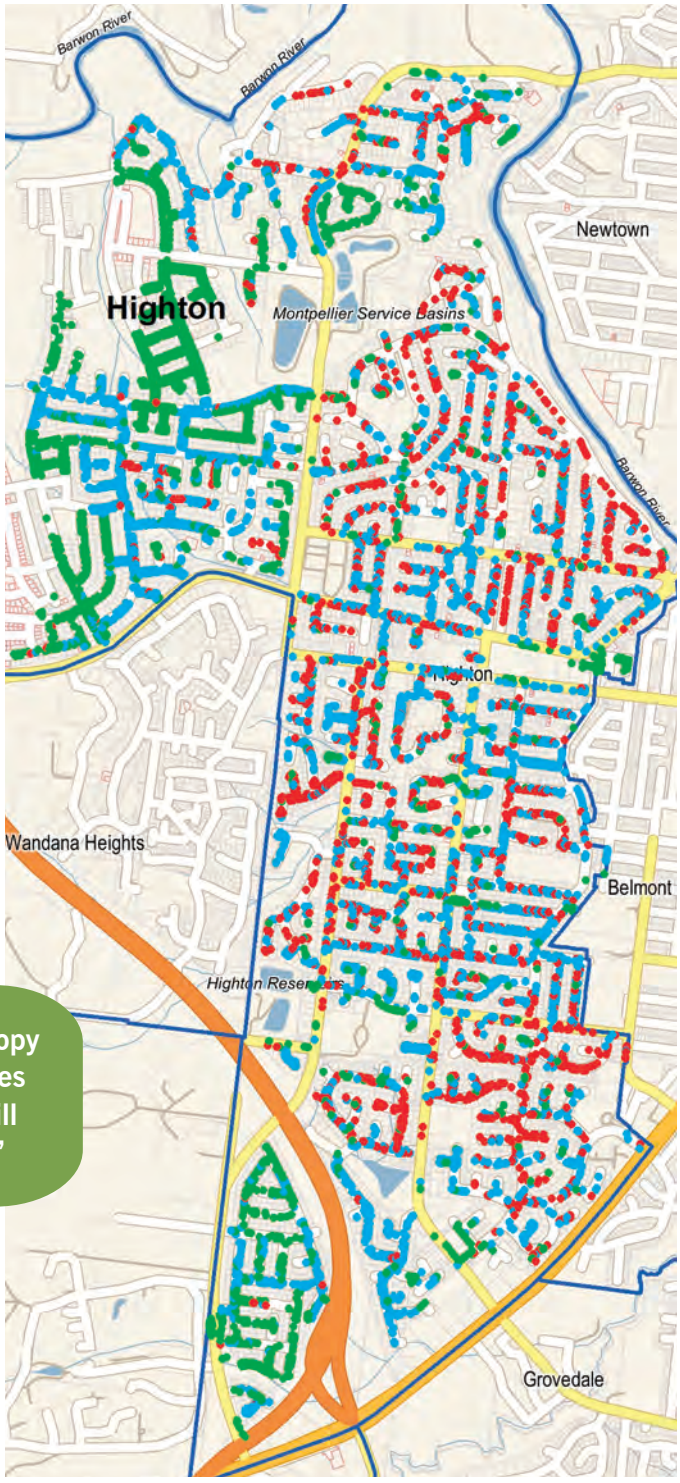
SOCIAL VULNERABILITY WHITTINGTON



3A. LOW CANOPY COVER AND LOW USEFUL LIFE EXPECTANCY (HIGHTON)

HIGHTON TREE USEFUL LIFE EXPECTANCY

FIGURE 11: Tree distribution across Highton where there is a higher concentration of trees that will need to be removed within a 10 year period (red dots). Highton will be targeted for a tree renewal program.



- 10-20 YEARS
- 5-10 YEARS
- 20+ YEARS
- < 5 YEARS

Areas that display low levels of canopy cover or a higher percentage of trees with a low useful life expectancy will be targeted for a renewal program, replacing unsuitable species with those that are best suited to each site to minimise conflicts with infrastructure, provide multiple benefits and appropriate canopy cover into the future.



"Areas that display low levels of canopy cover or a higher percentage of trees with a low useful life expectancy will be targeted for a renewal program"

PRIORITY TREE PLANTING AREAS

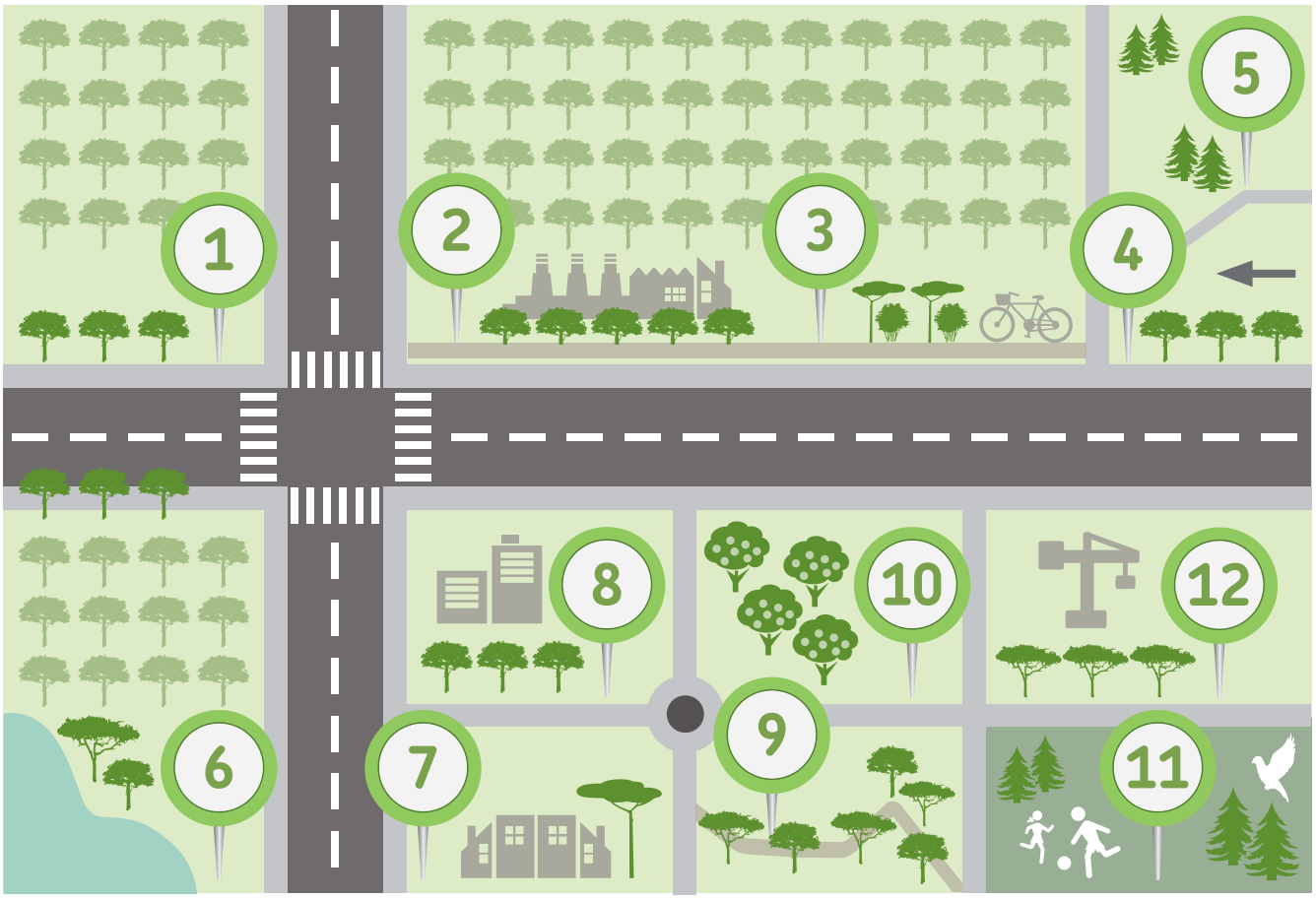
3B. LOW CANOPY COVER AND LOW USEFUL LIFE EXPECTANCY (WHITTINGTON)

FIGURE 11: Tree distribution across Whittington where there is a higher concentration of trees that will need to be removed within a 10 year period (red dots). Whittington will be targeted for a tree renewal program.

WHITTINGTON TREE USEFUL LIFE EXPECTANCY

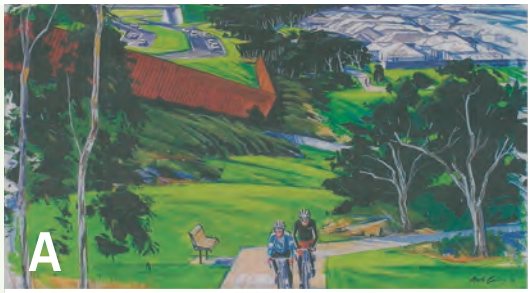


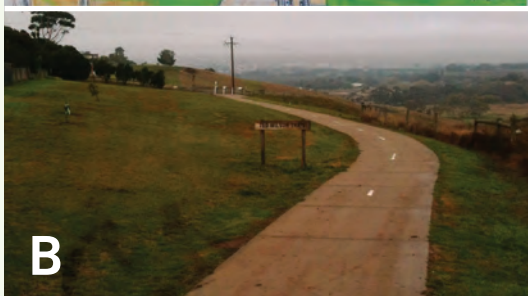
4. PRIORITISED TREE PLANTING OPPORTUNITIES



Other areas to be prioritised for tree planting opportunities are:

1. Creation of boulevards
2. Industrial areas
3. Bike paths
4. Gateways to Geelong
5. Linear open space corridors
6. Waterways
7. Commercial and Retail Zones
8. Central Geelong
9. The Greenway: Ted Wilson bike trail
10. Urban orchards
11. Open space and conservation reserves
12. All new capital works projects in existing open space





PICTURED ABOVE RIGHT: A. An artist's impression of the Greenway. B. Current state of the Greenway.

»8

GEELONG'S URBAN FOREST OF THE FUTURE



"Council will aim for 25% canopy cover for urban Geelong within 30 years"

VISION FOR GEELONG

This Strategy will help us shape the future landscape character of Geelong, focussing primarily on the soft green landscapes and their contribution to Geelong's identity. The future landscape should be uniquely Geelong and add to the existing character of a City with a rich heritage, a diverse community and an abundance of natural beauty. Geelong's urban forest should also provide green spaces for people to rest, work and play in and encourage a sense of place, a place that people like to spend time in. Further to this, our urban forest should be quietly working to adapt our City to changing climates, providing much needed shade, interception of rainfall, opportunities for stormwater to soak back into the ground, habitat and food to encourage biodiversity and greater biomass for storing and sequestering carbon and other greenhouse gases. **To achieve this we will aim for 25% canopy cover for urban Geelong within 30 years.**

Four key objectives will guide our daily decision making processes and provide the framework for an action plan to make sure we will reach our target and realise our vision.

1



TO GREEN THE CITY

Increase tree planting and associated vegetation in appropriate and prioritised locations

2



TO COOL THE CITY

Increase canopy cover, increase use of smart water sensitive urban design and an increase in landscape permeability

3



TO ENGAGE THE CITY'S COMMUNITY AND BUILD REGIONAL PARTNERSHIPS

More community activities: tree planting, arts and culture activities, use of social media, working with partners to improve and enhance tree planting projects

4



TO DEMONSTRATE BEST PRACTICE URBAN TREE MANAGEMENT

Develop a complete set of technical guidelines for urban tree management and offer training and upskilling where needed

ACTION PLAN

»1 GREEN THE CITY

»2 COOL THE CITY

»3 ENGAGE THE COMMUNITY AND BUILD REGIONAL PARTNERSHIPS

»4 BEST PRACTICE URBAN TREE MANAGEMENT

WHAT DOES THE CITY OF GREATER GEELONG PLAN TO DO?

The Action Plan will pave the way for Council to deliver its strategic urban forest approach through its day to day operations.

It will be delivered by the City's Parks and Gardens Department, through the Tree Management Team. There are however certain aspects that will rely on other Council departments to take an urban forest approach in their work and consider how their day to day operations can positively influence the City's urban forest.

KEY PERFORMANCE INDICATORS

By setting Key Performance Indicators we can ensure our operational framework is working to achieve its vision.

Technical processes such as tree planning, planting, maintenance, removals and revegetation works can be more holistically managed to meet our objectives.

Key Performance Indicators allow us to track our progress and refine processes where needed.

OBJECTIVE

1. GREEN THE CITY

Actions:

1. Plant an additional 500 advanced street trees per year
2. Continue work along the Greenway: meet target of 80,000 trees by 2018
3. Conduct an in-fill planting program
4. Incorporate other forms of vegetation where possible: green roofs, green walls, amenity plantings, garden beds
5. Integrate Open Space Planning with urban forest planning to meet multiple outcomes, including the development of corridors and connections
6. Building on internal relationships to enhance urban greening through delivery of: The Open Space Strategy, Environment Management Strategy, Land use plans and Precinct Structure Plans, Network Operating Plans (Transport Strategy), Physical Activity Strategy, Reserve Masterplans, Community Development programs, Urban Design guidelines and existing asset management operations such as traffic management and engineering works

Key Performance Indicators:





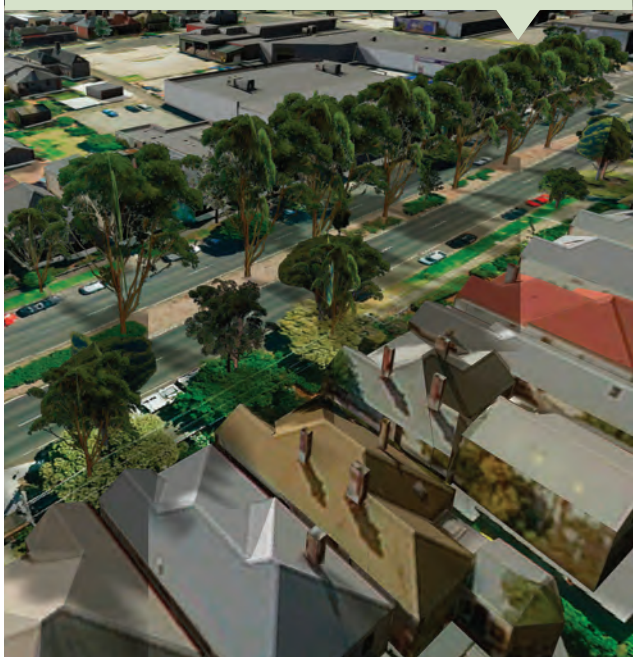
Annual net gain of 500 street trees per year



Completion of Geelong's Greenway Project



Create tree lined entrances to Geelong



OBJECTIVE

2. COOL THE CITY

Actions:

1. Develop Tree Species selection criteria
2. Set priority planting locations particularly for large canopied trees
3. Contribute towards the Playground Strategy, Transport Strategy, Tourism and Community Health to improve natural shade in the city
4. Include urban forest planning into Integrated Water Cycle Management
5. Incorporate street tree planting with water sensitive urban design where possible
6. Filtrate stormwater back into nature strips to provide irrigation for trees where possible

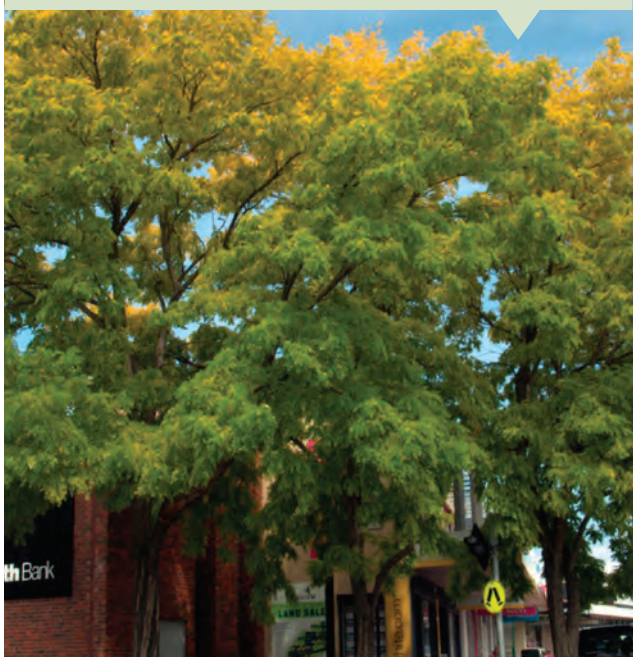
Key Performance Indicators:



Increase measurable canopy cover to achieve our target of 25%

Increase passive WSUD treatments in the public realm

Improve water permeability around street trees



OBJECTIVE

3. ENGAGE THE COMMUNITY AND BUILD REGIONAL PARTNERSHIPS

Actions:

1. Conduct Community planting days
2. Increase the use of social media: advocacy, competitions, photo displays
3. Develop community and/or friends of groups to engage in community planting and greening activities in areas prioritised for tree planting
4. Build on existing arts and culture activities to include narratives and artworks around trees
5. Develop a model to create more community orchards in partnership with community groups
6. Develop key regional partnerships with developers, G21, Future Proofing Geelong, Greening the West, Barwon Water, Corangamite Catchment Management Authority, suppliers to deliver urban forest projects
7. Strengthen partnerships with service and utility providers: VicRoads, Powercor
8. Strengthen partnerships with other greening agencies such as Landcare, Greening Australia, 202020 Vision, Greening the West and local greening community groups

Key Performance Indicators:



Increase number of community members involved in tree planting days

Increase the demand from residents for a street tree outside their house

Development of multiple partner urban forest projects delivering community benefits



OBJECTIVE

4. BEST PRACTICE URBAN TREE MANAGEMENT

Actions:

1. Develop a complete Urban Tree Management Technical Manual
2. Develop an annual Tree Planting plan based on priority areas
3. Develop tree planting design guidelines
4. Develop and maintain a significant tree register
5. Measure all Key Performance Indicators in 2020 and report progress
6. Ensure the urban forest objectives are integrated into all key City documents where possible
7. Seek external funding where possible to boost the tree planting program

Key Performance Indicators:





Technical manual completed and disseminated to relevant stakeholders



90% of the urban tree population is healthy



Appropriate diversity of tree age, species and Useful Life Expectancies



All trees removed have been replaced



"Geelong's community will be actively engaged in building Geelong's urban forest"

GLOSSARY AND REFERENCES



GLOSSARY

202020Vision: A national campaign across Australia to increase urban green space by 20% by the year 2020.

Biodiversity: The variety of all life forms on earth: the different plants, animals and micro-organisms and the ecosystems in which they are a part.

Biomass: The biological material of a living plant.

Capital Works Program: A program of works conducted by Council which renews, upgrades or creates new infrastructure to support the delivery of services to the Geelong community.

Carbon sequestration: The ability of trees to absorb carbon dioxide from the atmosphere through their leaves.

CBD: Central Business District.

Ecological resilience: The amount of disturbance an ecosystem could withstand without permanently changing or damaging it.

Ecosystem: A community of organisms interacting with each other in their environment.

Evapotranspiration: The movement of water from the landscape to the atmosphere through vegetative matter by the process of evaporation and transpiration.

Future Proofing Geelong: A partnership of organisations that supports the Geelong region towards a low carbon future.

G21: Geelong Regional Alliance of government, business and community organisations working together to improve the lives of people across five municipalities: Surf Coast, Colac Otway, Golden Plains, Greater Geelong and Queenscliff.

Greening the West: An initiative that takes a regional approach to urban greening in order to enhance liveability for communities in the western suburbs of Melbourne.

Greenway: A project run by Council to revegetate the Ted Wilson bike trail that runs the length of the Geelong Ring Road. Supported by Barwon Water, The Federal Government's Department of Environment, the People and Parks Foundation and the Lions Club. Council is committed to planting over 80,000 trees along the Greenway by 2018.

I-Tree Eco: A model built by the United States Forestry Service that analyses certain tree parameters in conjunction with air quality measures to determine an environmental value of a tree. The value includes air pollution, carbon sequestration and storage, energy saving benefits, stormwater flow reductions and a structural value, allocating an overall figure of worth on a population of urban trees.

Integrated water cycle management: A holistic approach to water that promotes the sustainable use of all available water resources in ways that best deliver multiple community objectives.

Liveability: An assessment of what a place is like to live in, taking into account environmental quality, crime and safety, education and health provision, access to shops and services, recreational facilities and cultural activities.

Microclimatic moderation: The ability of trees to cool the ambient temperature through shading and evapotranspiration for the benefit of pedestrians.

One Planet Principles: A set of ten principles adopted by Council within the Environment Management Strategy 2013-2017 that help the community progress towards living and working sustainably.

Remnant Vegetation: The patches of native trees, shrubs and grasses that remain in the landscape.

SEIFA: Socio-Economic Index for Areas which categorises census parcels based on socio-economic advantage or disadvantage.

Stormwater interception: The halt or reduced flows of stormwater into the drainage system for re-use.

Urban density: The number of people inhabiting a given urbanised area.

Urban Heat Island Effect: When urban areas are warmer than surrounding rural areas due to heat retention in hard surfaces. This build-up of heat is re-radiated at night time, increasing air temperatures which can have serious human health consequences particularly during heatwaves. The UHI effect can be mitigated by a range of factors. The most cost effective and efficient mitigation tool is an increase in tree canopy cover.

Water sensitive urban design: The integration of the water cycle into urban planning and design by recognising all water streams in the urban environment as a potential resource e.g. rainwater, stormwater, grey water and blackwater. WSUD is often used to describe the infrastructure built to capture and reuse stormwater.

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CITY OF GREATER GEELONG

12. COUNCIL RESERVE FUNDS – POLICY UPDATE

Portfolio: **Finance - Cr Lyons (Mayor), Cr Farrell, Cr E Kontelj**
Source **Strategy & Performance – Financial Services**
General Manager: **Dean Frost**
Index Reference **Financial Management \ Reporting**

Purpose

That Council update the Reserve Funds policy governing Council's statutory and discretionary reserves.

Summary

- Statutory and discretionary funds are maintained in Council accounts to recognise future funding commitments.
- A policy for managing the Reserve Funds has been reviewed.
- In the development of future budgets, those projects that will access reserve funds are to be more readily identified.
- In reporting cash and investments in the financial statements, the outstanding balances of reserves will be shown as restrictions on available cash to highlight future commitments to be met from cash balances.
- The Reserve Funds Council Policy (CPL510.5) has been updated with minor changes to wording for clarity.

Cr Farrell moved, Cr E Kontelj seconded -

That Council adopt the attached Reserve Funds Policy (CPL510.5) for managing Council statutory and discretionary reserves.

Carried.

Background

In respect to a number of Council activities, funds are received that relate to future expenditure commitments. Under Accounting standards these funds are received as income and reserves are created in the Accounts to recognise future expenditure obligations.

The Council maintains Reserve Funds (both statutory and discretionary) in the financial accounts that recognises the future commitment of these funds. Statutory reserves record contributions collected from the public under statutory authority for particular expenditure purposes.

The three Reserves that are required by statute to be maintained include:

- Public Open Space Reserve,
- Car Parking Reserve, and
- Main Drainage Reserve.

Discretionary Reserves are also maintained to record commitments Council has an obligation to fulfil. These Reserves include:

1. Deferred Works,
2. Asset Development
3. Asset Redevelopments, and
4. Developer Contribution Plans.

In consultation with officers across the organisation, Financial Services have prepared policy and procedures to ensure compliance with current legislation and operational practices.

Discussion

Reserve Funds Policy

The policy defines the financial Reserves that Council maintains and the purpose of each Reserve.

The policy outlines that:

1. Expenditure from the Reserves should be planned and form part of the adopted Annual Budget.
2. The Reserve balances form part of Council's general cash and investments and are not supported by separate bank accounts.

During the course of the year additional income and expenditure from the reserves will be accounted for and the balance of the reserves recorded in the financial statements as a restriction on available cash balances.

Public Open Space Reserve

Council is authorised under section 18 of the Subdivision Act to collect up to 5% of the value of the subdivision in either land or cash contributions. This applies if a requirement for public open space is not specified in the planning scheme. Geelong's open space contributions are now all governed under Clause 52.01 of the Greater Geelong Planning Scheme, which stipulates a requirement to provide 10% open space in specific areas.

Under Section 20 of the Subdivision Act the Council must use any funds it receives for public open space to buy or improve public open space or improve other recreation land with the approval of the Minister.

Council records financial obligations regarding these public open space contributions through the Public Open Space reserve.

The Subdivision Manager administers contributions to the public open space reserve.

The Manager Sport & Recreation, in consultation with the Manager Parks & Support Services and the Property Advisor, will identify capital projects that result in the purchase or improvement to public open space and access this reserve.

Main Drainage Reserve

Council collects drainage levies and developer contributions under the Planning and Environment Act 1987.

Collection of levies and expenditure on future projects is to be in accordance with Developer Contribution Plans.

The Manager City Development administers contributions to the Main Drainage Reserve and the Manager Engineering Services is responsible for the establishment of the Developer Contribution Plans and as part of the budget process will identify those capital projects to be funded out of the Drainage Reserve.

Car Parking Reserve

The Car Parking Reserve operates under the same procedures as the Main Drainage Reserve, in accordance with the Planning and Environment Act 1987.

The Manager City Development manages the contributions to the Car Parking Reserves.

The Manager Local Laws will identify those capital projects that result in the purchase or improvement of car parking in the municipality.

Deferred Works

The Deferred Works Reserve is a discretionary reserve maintained by Council to record Council's future commitments for completion of Capital Works approved in prior years.

The procedure outlines how Financial Services is responsible for coordinating the amount required and that the Chief Executive must approve the amount carried over.

Asset Development Reserve

The Asset Development Reserve is a discretionary reserve maintained by Council to record the receipt of funds from State Government, to be used for development of Council assets.

The procedure outlines how the Manager Engineering Services is responsible for developing a plan as to how the funds are to be allocated. Financial Services will monitor and report the reserve balances.

Asset Redevelopment Reserve

The Asset Redevelopment Reserve is a discretionary reserve maintained by Council to record the receipt of funds from insurance claims, to be applied to repair or rebuild assets.

Developer Contribution Reserves

Developer Contribution agreements result in payments to Council as a contribution towards community assets. A separate discretionary reserve is to be created for each Developer Contribution Plan.

Environmental Implications

The establishment of Reserves recognises the income received as a future obligation of the City to establish the infrastructure for the social and environmental benefit of the community.

Financial Implications

The City will maintain both Statutory and Discretionary Reserves that acknowledge the receipt of funds from particular sources to be applied on programs that are consistent with the purposes of that Reserve fund.

Expenditure from the Reserves should be planned and form part of the adopted Annual Budget.

During the course of the year additional income and expenditure from the Reserves will be accounted for and the balance of the reserves recorded in the financial statements as a restriction on available cash balances.

Policy/Legal/Statutory Implications

Compliance with the policy and procedures on reserves will allow Council to meet its statutory obligations in managing the statutory reserves and its financial reporting obligations.

Alignment to City Plan

This report contributes to responsible and sustainable financial management as aligned in Council's City Plan objective on How We Do Business.

Officer Direct or Indirect Interest

No Council officers have any direct or indirect interest in this matter.

Risk Assessment

There is a risk that due to the timing of delivering the infrastructure projects the income collected from the Developer Contribution Plans which is recognised in the Statutory Reserves may be inadequate to fund the required infrastructure.

Social Considerations

The establishment of Reserves recognises the income received as a future obligation of the City to establish the infrastructure for the social and environmental benefit of the community.

Human Rights Charter

There are no known positive or negative effects.

Consultation and Communication

Council policies and management procedures are available to all staff via CityWeb. The reserve procedures outline responsibilities for a variety of departments across the organisation. Financial Services is accountable to coordinate these responsibilities so that the reserves are reported accurately in the monthly reports and the Financial Statements.

COUNCIL POLICY

Reserve Funds	Document No:	CPL510.5
	Approval Date:	Updated Jan 2014
	Approved By:	Council
	Review Date:	Dec 2020
Responsible Officer: **General Manager Strategy and Performance**	Version No	V02
Authorising Officer:		**Chief Executive Officer**

1. PURPOSE

The Council has established Reserve Funds that account for income that has been received from specific sources for a future application.

This policy outlines Councils' commitment to maintaining Reserve Funds to record future commitments for specific purpose expenditures.

2. SCOPE

This policy covers both Statutory and Discretionary Reserves.

The Statutory Reserves are:
- Main Drainage,
- Carparking, and
- Public Open Space.

The Discretionary Reserves are:
- Deferred Works,
- Asset Development,
- Asset Redevelopment, and
- Developer Contribution Plans.

This policy excludes the Asset Revaluation Reserve, that arises under the Australian Accounting Standards due to a change in asset values rather than a collection of funds.

Discretionary reserves may be varied from time to time where expenditure commitment may be created or retired.

3. REFERENCES

- Local Government Act 1989.
- Australian Accounting Standards.
- Open Space Policy.
- Public Open Space Reserve Fund Procedure.
- Drainage Reserve Fund Procedure.
- Car Parking Reserve Fund Procedure.
- Asset Development Reserve Fund Procedure.
- Asset Redevelopment Reserve Fund Procedure.

- Deferred Works Reserve Fund Procedure.
- Developer Contributions Reserve Fund Procedure.
- Planning and Environment Act 1987.
- Subdivisions Act 1988.

4. DEFINITIONS

- Statutory Reserves are those required by legislation to record Councils' future expenditure commitments and include:

    1. Main Drainage,
    2. Carparking, and
    3. Public Open Space.

- Discretionary Reserves are those developed by Council to record Councils' future expenditure commitments and include:

    1. Asset Development,
    2. Deferred Works, and
    3. Asset Redevelopment and
    4. Developer Contribution Plans Reserve Funds

5. COUNCIL POLICY

Council maintains both Statutory and Discretionary Reserves that acknowledge the receipt of funds from particular sources to be applied on programs that are consistent with the purpose of that Reserve fund.

For the purpose of efficient financial management it is acknowledged that in lieu of borrowing's, Reserve funds may be used to fund budgeted expenditure and therefore not readily available for unbudgeted expenditure. Funding allocations from Reserves will be determined during the budget process.

Reserves represent a record of future obligations and to efficiently manage the application of these funds, requests for expenditure should form part of the Annual Budget program as approved by Council.

As at 30 June each year the recorded cash balances will, as a minimum, be equivalent to the total of the Statutory and Discretionary Reserve balances.

Statutory Reserves

Statutory Reserves are funds collected by Council that represent future obligations and are separately accounted for to ensure sound financial management of the Councils' operations. Statutory Reserves include:

1. Main Drainage,
2. Carparking, and
3. Public Open Space.

Council will collect funds from developers according to the legislative requirements of the Planning and Environment Act 1987, and the Subdivisions Act.

Council will create development contribution plans specifying drainage and carparking works to be done and estimated costs of works by area.

Council will collect funds for drainage and carparking according to the development contribution plans so that it can provide and maintain infrastructure at an acceptable standard for the community.

Council will prepare development contribution plans for community infrastructure and set appropriate contribution levels to fund community infrastructure to an acceptable standard.

Council will also receive contributions from developers in accordance with agreements, toward infrastructure costs.

Main Drainage Reserve Fund

The Main Drainage Reserve records the amount of Councils' future obligation, under the Planning and Environment Act, to create or improve main drainage and other infrastructure within the municipality.

As part of the budget process, the Manager Engineering Services will identify those capital projects that result in the purchase or improvement to drainage or appropriate infrastructure in the municipality.

Carparking Reserve Fund

The Car Parking Reserve records the amount of Councils' future obligation, under the Planning and Environment Act, to do works to create or improve car parking within the municipality.

As part of the budget process, the Manager Local Laws will identify those capital projects that result in the purchase or improvement to car parking within the municipality.

Public Open Space Reserve

Council will develop a strategy for providing public open space and set developer contributions through the planning schemes and the municipal strategic statement at a level that will fund this strategy.

The Public Open Space Reserve records the amount of Councils' future obligation, under the Subdivision Act, to do works to create or improve public open spaces within the municipality.

As part of the budget process, the Manager Sport and Recreation, in consultation with the Manager, Parks and Support Services and the Property Advisor will identify the capital projects that result in the purchase or improvement to public open space.

These projects must be part of the approved budget or approved amended budget (reforecast).

Discretionary Reserves

Discretionary Reserves are records of future obligations kept at Councils' discretion to ensure sound financial management of the Councils operations and include:

1. Asset Development,
2. Deferred Works,
3. Asset Redevelopment, and
4. Developer Contribution Plans.

Asset Development Reserve

Council will maintain a Reserve for Asset Development that records the receipt of funds from the State Government, which are to be used for development of Council assets.

Deferred Works

Council will maintain a Deferred Works Reserve into which is transferred the amount of funds equal to the net cost of the unfinished capital works program for the year from the accumulated surplus into the reserve.

This surplus is then allocated for the cost of completing the works in the next year.

Asset Redevelopment Reserve

Council will maintain a Reserve for Asset Redevelopment that records the receipt of funds from Insurance Claims which are to be used to repair or rebuild assets.

Developer Contributions Reserve

All income received via developer contribution agreements will be recorded to reserves in the Balance Sheet where there is a future obligation on Council (ie. income in one year represents a funding source for future obligations). Once this obligation has been met, it will be removed from the reserve. A separate discretionary reserve is to be created for each Developer Contribution Plan or Sec 173 Agreement.

6. QUALITY RECORDS

Quality Records shall be retained for at least the period shown below.

- Not applicable.

13. REVIEW OF COUNCIL POLICIES

Portfolio: **Infrastructure, Parks and Gardens - Cr Ellis**
Source: **City Services - Engineering Services**
General Manager: **William Tieppo**
Index Reference: **Subject: Policies and Procedures**

Purpose

To update the Stormwater Harvesting and Tactile Ground Surface Indicators policies.

Summary

- Council Policies are developed to provide guidance for the various services and functions of the City of Greater Geelong.
- The policies presented in this report had review dates of 2009 and 2011 and have been reviewed and updated where necessary.
- Approved policies are made available to the public through Council's internet site.

Cr Ellis moved, Cr Richards seconded -

That Council approve the amendments to the following policies:

1) Stormwater Harvesting CPL215.4; and

2) Tactile Ground Surface Indicators CPL320.5.

Carried.

Background

Council policies are reviewed regularly to ensure that they remain current and relevant. Council has approved and reviewed a number of policies. The policies presented in this report are those that have a review date prior to 2011.

Discussion

The following policies have been reviewed and changes have been made and are summarised below.

Policy	Stormwater Harvesting CPL 215.4
Responsible Manager	Manager Engineering Services
Purpose	To establish the principles to enable connections to Council's drainage infrastructure for the purposed of stormwater harvesting and reuse. To establish the principles for the enforcement of Neighbourhood Amenity Local Law 2014: Part 4 Business & Building Section 51: Asset Protection – Drainage Tapping.
Comment	No major changes proposed other than to amend references to the 2014 Neighbourhood Amenity Local Law.

Policy	Tactile Ground Surface Indicators – CPL 320.5
Responsible Manager	Manager Engineering Services
Purpose	To enable guidance for Council to meet its legal obligations under the Disability Discrimination Act to assist persons who are blind or with vision impairment. To provide direction regarding the location for placement of Tactile Ground Surface Indicators (TGSI's). To provide direction regarding the physical placement of TGSI's.
Comment	Major changes to the Policy have been undertaken to streamline its purpose and scope. Detail within the original policy that referred to emerging trends, uniqueness of sites, priority locations, types of materials, stakeholder meetings, colour scheme, advocacy and maintenance have now been incorporated into Design Note No 11 that will guide the use and installation of TGSI's. Changes to the Policy include amending the scope to encompass all footpaths, roads, assets, buildings and carparks within the municipality which are owned and managed by the City of Greater Geelong. References have been revised to reflect the latest versions. Definitions have been redefined.

Environmental Implications

Where relevant, the development of Council Policies addresses environmental issues. Stormwater harvesting provides fit-for-purpose water to replace potable water. As such any stormwater harvesting reduces the demand for potable water and makes Geelong's water supply more resilient.

Financial Implications

The policies provide Council with direction for the effective management and control of its resources, however there is no impact on budget.

No impact to budget.

Policy/Legal/Statutory Implications

The policies have been developed with reference to relevant legislation and will enable council to more effectively meet compliance requirements.

Alignment to City Plan

In accordance with our strategic objective – Sustainable Built and Natural Environment, the Stormwater Harvesting Policy facilitates stormwater harvesting reducing the demand on Geelong's potable water supplies.

Officer Direct or Indirect Interest

No officer in the preparation of this report has any direct or indirect interest in the information provided.

Risk Assessment

Updating the stormwater harvesting policy minimises the risks associated with relying on out-of-date references should enforcement procedures be required.

The updated TGSI policy indentifies hazards and ensures that new developments and on ground works comply with the relevant standards to mitigate risk at these locations.

Social Considerations

Social considerations have been taken into account in the development of Council Polices.

Human Rights Charter

The TGSI policy ensures compliance with the Disability Discrimination Act 1992 and all relevant standards in doing so it protects the rights of those people who are blind or have vision impairment.

Consultation and Communication

Consultation was undertaken as part of the original drafting of the Stormwater Harvesting Policy. The TGSI Policy has had extensive consultation and received endorsement from members of the Disability Access and Street Access Committees. Once approved the updated policies will be accessible through Council's internet and intranet web sites.

COUNCIL POLICY

Stormwater Harvesting Policy	Document No:	CPL215.4
	Approval Date:	
	Approved By:	Council
	Review Date:	
Responsible Officer: **General Manager – City Services**	Expiry Date:	N/A
	Version No	00
Authorising Officer:	**Chief Executive Officer**	

1. PURPOSE

- To establish the principles to enable connections to Council's drainage infrastructure for the purpose of stormwater harvesting and reuse.
- To establish the principles for the enforcement of Neighbourhood Amenity Local Law 2014: Part 4 Business & Building Section 51: Asset Protection – Drainage tapping.

2. SCOPE

- The policy articulates the standards for controlling access to the Councils drainage infrastructure for the purpose of stormwater harvesting and reuse.
- The policy applies to Council's drainage infrastructure.
- This policy does not apply to any person or organisation wishing to capture and store water on property prior to the water entering the Council's drainage infrastructure.

3. REFERENCES

- Greater Geelong City Council, Neighbourhood Amenity Local Law 2014
- Greater Geelong City Council (2006), Drainage Asset Management Plan.
- Victorian Government (1989). Local Government Act 1989
- Victorian Government (1987). Planning and Environment Act 1987
- Victorian Government (1989). Water Act 1989

4. DEFINITIONS

- 'Applicant' means the person or organisation that makes application for a permit.
- 'Connection' means any structure or works attached to Councils existing drainage infrastructure designed to divert stormwater for the purposes of this policy.
- 'Drainage Infrastructure' means all pipes, pits, wingwalls, retardation basins, channels, swales, floodways, gross pollutant traps and pump stations as described in the Councils Drainage Asset Management Plan.
- 'Stormwater' means rainwater that runs off all urban surfaces such as roofs pavements, car parks, roads, gardens and vegetated open spaces.
- 'Stormwater Access Permit' means a permit issued by Council under the City of Greater Geelong Council, Neighbourhood Amenity Local Law 2014.

5. COUNCIL POLICY

5.1. Introduction

5.1.1. Under the Local Government Act 1989, Council has a legal responsibility for the care and management of drains.

5.1.2. Under the Water Act 1989, Council has responsibility for the removal or modification of works that may interfere with drainage flows.

5.1.3. Council encourages community organisations and businesses to apply for access to storm water from the Council's drainage infrastructure for the purpose of stormwater harvesting and re-use.

5.2. Requirement to obtain permits prior to undertaking works

5.2.1. People or organisations seeking to connect to the Council's drainage infrastructure to divert stormwater for any purpose must obtain a stormwater access permit.

5.2.2. An application for a stormwater access permit will be assessed against the Council's stormwater harvesting procedure.

5.2.3. The applicant is responsible for obtaining all other relevant permits and approvals prior to undertaking works to connect to the Council's drainage infrastructure.

5.3. No guarantee of water quality or quantity

5.3.1. The Council provides no warranty as to the suitability or volume of stormwater for any specific purpose or warrants specific outcomes resulting from the application of stormwater.

5.3.2. The applicant is responsible for conducting their own investigations to satisfy themselves that the quality and volume of stormwater is suitable for the applicant's purposes.

5.4. Impacts on environmental flows; existing; and prioritised future storm-water diversions.

5.4.1. The Council will assess each stormwater harvesting proposal for compliance with Victorian water policy to protect environmental flows and its impact on other stormwater diversions.

5.5. Works to be designed and constructed and maintained to an appropriate standard

5.5.1. No connection will be permitted that in any way limits or restricts the existing or designed capacity of the existing drainage infrastructure.

5.5.2. Any damage incurred to Council assets during the establishment of the connection must be rectified and reinstated.

5.5.3. Connections to Councils drainage infrastructure must be maintained so that the connection does not interfere with drainage flows.

5.5.4. The applicant may be required to enter into an agreement under section 173 of the Planning and Environment Act (1987).

5.6. Monitoring

5.6.1. Council will inspect the stormwater network regularly.

5.6.2. Where a connection creates a hazard, obstructs or interferes with drainage flows, the diverter will be required to undertake works to eliminate the hazard, obstruction or interference.

5.6.3. Where Council becomes aware of water being diverted from the Council's drainage infrastructure without a stormwater access permit, the Council requires that the diverter applies for a stormwater access permit or undertakes works to reinstate the original drainage infrastructure.

5.6.4. Council reserves the right to revoke permission to access the Council's drainage infrastructure.

5.7. Enforcement

5.7.1. Access to stormwater for the purpose of harvesting and reuse will be enforced in accordance with Greater Geelong City Council – General Local Law applicable at the time.

5.7.2. Connections in breach of provisions in the Local Government Act 1989, the Water Act 1989, or the Planning and Environment Act 1987 will be managed in accordance the provisions in those laws or their associated regulations.

5.8. Information privacy

5.8.1. The Council reserves the right to disclose information to other affected parties regarding an application to divert stormwater from the Council's infrastructure.

6. QUALITY RECORDS

Quality Records shall be retained for at least the period shown below.

Record	Retention/Disposal Responsibility	Retention Period	Location
Stormwater access permit register			
Stormwater diversion priority sites register			

7. ATTACHMENTS

COUNCIL POLICY

Tactile Ground Surface Indicators	Document No:	CPL320.5
	Approval Date:	
	Approved By:	Council
	Review Date:	
Responsible Officer: **General Manager City Services**	Expiry Date:	N/A
	Version No	00
Authorising Officer:		**Chief Executive Officer**

1. PURPOSE

- To enable guidance for Council to meet its legal obligations under the Disability Discrimination Act to assist persons who are blind or with vision impairment.
- To provide direction regarding the location for placement of Tactile Ground Surface Indicators (TGSI's).
- To provide direction regarding the physical placement of TGSI's.

2. SCOPE

This policy applies to all footpaths, roads, assets and buildings within the municipality which are owned and managed by the City of Greater Geelong.

The policy also applies to carparks and infrastructure works at ground level associated with Council buildings.

The policy is applicable in circumstances relevant to private property development where Council is in a position to impose requirements through means of a planning or building permit condition.

3. REFERENCES

- City of Greater Geelong Disability Action Plan
- City of Greater Geelong Community Engagement Policy
- City of Greater Geelong Design Note No 11 – Tactile Ground Surface Indicators
- Disability Discrimination Act 1992.
- Disability (Access to Premises) Standards 2010.
- Design for Access and Mobility - Part 1: General requirements for access – New building work AS – 1428.1–2009.
- Design for Access and Mobility - Part 4: Tactile Indicators – AS/NZS 1428.4.2002.
- ADA Standards for Accessible Design - 28 CFR Part 36 – 1994.
- VicRoads Road Design Note – Guidelines for the placement of Tactile Ground Surface Indicators (February 2005).
- VicRoads Traffic Engineering Manual – Volume 1 Chapter 4 – September 2008; Volume 2 Chapter 21 – December 2001

4. DEFINITIONS

- **Accessible**
  Term used to describe the access component of a site, building or facility which complies with AS1428 (Various sections) the Disability Discrimination Act 1992 and the Disability (Access to Premises – Buildings) Standards 2010.

- **Project Manager**
  Council officer assigned to design and / or construct works.

- **Responsible Department**
  The area of Council responsible for the specification and approval of TGSI usage within an asset area.

- **Tactile Ground Surface Indicators (TGSI's)**
  Truncated cones and/or bars installed on the ground or floor surface, designed to provide pedestrians who are blind or vision-impaired with warning or directional orientation information.

5. COUNCIL POLICY

5.1. Introduction

Council recognises its obligation to comply with the Disability Discrimination Act 1992 and has a corporate objective to provide infrastructure, in accordance with the Act, which within reasonable physical and financial constraints, is designed / redesigned to assist persons with vision impairment.

In designing infrastructure, Council also recognises the sometimes competing needs of persons with vision impairment, wheelchair restricted and other persons. The objective is to provide infrastructure which best services all parties and does not unfairly discriminate against any one group.

5.2. Consultation

Consultation will take place in line with City of Greater Geelong's Disability Action Plan and Community Engagement Policy.

5.3. Approvals

Approvals for the installation of TGSI's will be at the discretion of the Responsible Department, in line with City of Greater Geelong's TGSI Design Notes.

5.4. Emerging trends

Emerging trends in standards and products for the provision of assistance to the visually impaired will be managed in line with City of Greater Geelong's TGSI Design Notes.

5.5. Uniqueness of sites

The Project Manager and designer shall examine the constraints presented by each site and install TGSI's in line with City of Greater Geelong's TGSI Design Notes.

5.6. Priority locations

Installation of TGSI's at priority locations will take place in accordance with City of Greater Geelong's TGSI Design Notes.

5.7. Types of materials to be used

Materials used will be in line with City of Greater Geelong's TGSI Design Notes.

TGSI installation by State Government Departments will meet their requirements.

5.8. Colour Scheme

Colour scheme will be in line with City of Greater Geelong's TGSI Design Notes.

TGSI installation by State Government Departments will meet their requirements.

5.9. Maintenance

TGSI installations shall be inspected in accordance with Council's inspection regime as established in the Road Management Plan in accordance with the Road Management Act and maintenance shall be undertaken accordingly.

6. QUALITY RECORDS

Quality Records shall be retained for at least the period shown below.

Record	Retention/Disposal Responsibility	Retention Period	Location
Minutes Advisory Group	Engineering Manager	3 years	Engineering

7. ATTACHMENT

Draft City of Greater Geelong Design Notes No 11 – Tactile Ground Surface Indicators.

14. WYNDHAM STREET, DRYSDALE - PROPOSED FOOTPATH CONSTRUCTION - SRC 343 - INTENTION TO DECLARE

Portfolio: **Infrastructure, Parks & Gardens - Cr Ellis**
Source: **City Services - Engineering Services**
General Manager: **William Tieppo**
Index Reference: **Special Rates and Charges**
Wyndham Street, Drysdale

Purpose

This report seeks a resolution by Council to consider an intention to declare a Special Charge Scheme to partially fund the construction of a footpath along Wyndham Street, Drysdale between Jetty Road and Sheileen Court. (See plan – Appendix 4).

Summary

- It is proposed to construct 840 lineal meters of 1.5 metre wide concrete footpath to provide for pedestrian access along Wyndham Street, Drysdale.
- There are eleven (11) rural residential properties abutting the proposed footpath that will receive special benefit. There are no Council owned properties in the scheme.
- The total estimated project cost is $242,434. This includes direct funding by Council estimated at $25,739 for the construction of supporting retaining walls. The net scheme cost is estimated to be $216,695.
- A Benefit Ratio of 0.095 has been calculated in accordance with Section 163 of the Local Government Act, which equates to a Council contribution to the scheme of $196,057 and property owner contribution of $20,638.
- Property owners are considered to receive benefit from the works by way of improved pedestrian access and general amenity including pedestrian safety improvements.
- The scheme has been prepared in accordance with the Special Rate and Charges provisions of the Local Government Act 1989 along with the 2004 Ministerial Guidelines and Council's Special Rates and Charges Policy.

Cr Ellis moved, Cr Macdonald seconded -

That Council:

Gives notice of its intention to declare a Special Charge Scheme in accordance with Section 163 (1A) of the Local Government Act 1989 (The Act), as follows:

a) The Special Charge is declared for a period of five (5) years commencing upon completion of the works and scheme finalisation.

b) The Special Charge be declared for the purpose of defraying any expenses incurred by Council in relation to the construction of the footpath on Wyndham Street between Jetty Road and Sheileen Court, Drysdale which:

b1) Will provide proper pedestrian access, improved pedestrian safety and enhancement to the general amenity for each of the properties included in the scheme;

b2) Council considers is or will be a special benefit to those persons required to pay the special charge (and who are described in succeeding parts of this Resolution); and

b3) Arises out of Council's function of planning for and providing infrastructure for property owners.

c) The total cost of project, be recorded as $242,434(Schedule A).

d) It be recorded that, for the purposes of Section 163 (2A) of the Act, the special charge proceeds will not exceed the amount calculated in accordance with the prescribed formula (R x C = S), the:

d1) 'benefit ratio' (R) being calculated at 0.095 represents the special benefits to all persons liable to pay the special charge (Schedule B);

d2) 'total cost' (C) of performing the function described in part 1 (b) of this resolution based on estimated cost be recorded as $216,695; and

d3) 'maximum levy' (S) be recorded as $20,638.

e) the following be specified as the area for which the special rate is so declared:

e1) the area within municipal district of Council highlighted in the plan attached to this Resolution (Appendix 4).

f) the following be specified as the land in relation to which the special charge so declared:

f1) land within the area shown on the plan.

g) the following be specified as the criteria which form the basis of the special charge so declared:

g1) ownership of any land described in Part 1(e) of this Resolution.

h) the following be specified as the manner in which the special charge so declared will be assessed and levied:

h1) Each lot receives a primary access and amenity benefit;

h2) The maximum levy is divided equally on an access and frontage share basis;

h3) The special charge will be levied by sending a notice to the person who is liable to pay, pursuant to section 163(4) of the Act.

i) having regard to the preceding parts of this Resolution but subject to Section 166 (1) of the Act, it be recorded that;

i1) the owners of the land described in column 1 of Schedule C to the resolution are estimated liable for the respective amounts set out in column 8 of Schedule C; and

i2) such owners may, subject to any further resolution of Council pay the special charge in the following manner;

i2a) the charge will become due and payable within one month of the issue of the notice requesting payment pursuant to Section 167 (3) of the Act;

i2b) interest will not be charged for six months after the issue of the notice provided the person liable makes timely payment in accordance with any repayment arrangements that may be agreed on by Council; and

i2c) in accordance with Section 172 of the Act, the interest rate payable on the special charge which has not been paid by the specific date is set at Council's overdraft rate, reviewed every three months (provided that it shall not exceed the rate fixed by the Governor in Council by Order for the purposes of Section 172 (2A) in which case the rate of interest shall be the maximum rate fixed by the Governor in Council by Order for the purposes of this section).

2) Authorise Council's Chief Executive Officer to levy the Special Charge in accordance with Section 163 (4) of the Act.

Carried.

Background

Requests from residents and the wider community for the need of a footpath along Wyndham Street, Drysdale have been received by Council over the years and a footpath in this location is considered to be an important strategic link between the newly establishing Jetty Road residential area and the Drysdale township.

The affected property owners were advised of the scheme proposal via a mail out in July 2015. The mail out included relevant information including the cost estimate, estimated charges to property owners, the Benefit Ratio calculation, plan and a Special Rates and Charges brochure. The mail out also included a survey and out of the eleven (11) properties affected by the scheme, nine (9) property owners responded.

The results included two (2) yes votes for the proposed footpath, six (6) no votes and one (1) property owner stating 'in principal' support but objecting to the charge.

Discussion

Wyndham Street is now and important link between the Drysdale township and the fast establishing Jetty Road community of which a new shopping centre has recently been opened to the west of Jetty Road in Centennial Boulevard. The shopping precinct of Drysdale still provides the backbone for services to the area. For this reason, it is anticipated that pedestrian movements between the two centres will increase. A footpath link is warranted and is now a high priority in Council's strategic footpath network.

When considering the Benefit Ratio for this footpath, it is obvious that a high proportion of cost would be apportioned to the community benefit when investigating the usage catchment. With a calculated Benefit Ratio of 0.095, a high majority of funding for this scheme will be coming from Council. $20,638 has been apportioned to the affected property owners in this case which results in an average cost per property of $1,876. Considering the size of these properties and comparison to other footpath schemes, the estimated charge is considered to be reasonable.

Of the survey results, there is a majority of objection to the scheme. Of those opposing the scheme, concerns raised and corresponding officer considerations include:

- Footpath would be better on the south side.

This would require the footpath to cross the road in at least one location. There is no room to fit a footpath on the south side of Wyndham Street at the intersection with Jetty Road. The drainage culvert arrangement prevents this. It is further considered that the most logical choice for the footpath would be the north side where it will provide access to a majority of properties.

- Area is under planning proposal for subdivision and the new footpath will be subject to numerous crossovers.

  The footpath will be constructed to crossover standard.

- The new area to the west of Jetty Road will have its own shopping complex and a new footpath is not needed as people will shop in their own location.

  Rationale for footpath previously explained.

- A new footpath along our boundary will detract from the rural aspect.

  This is a common opinion for footpath schemes not necessarily reflected among all property owners.

- Happy to reconsider if/when the area is rezoned to residential A.

- Footpath is of no benefit. Happy to walk on the grass.

  This is a common opinion for footpath schemes not necessarily reflected among all property owners.

- Costs are inequitable.

  Costs to property owners have been explained. Council will be funding over 91% of the project.

- Footpath should be funded via our rates.

  Rationale for funding and the principles behind Special Charge Schemes have been explained via return letter to this objector.

Cost apportionment for the scheme has been divided into access and amenity benefits. It is considered that all abutting properties with direct frontages to the proposed new footpath, regardless of size and shape, receive the same access benefit.

50% of the total benefit has been apportioned to access. The access benefit includes the provision of an all weather sealed surface that reduces the risk of accidents caused by uneven and slippery surfaces. A new footpath also eliminates the nuisance affect of dust and mud. In simple terms, a new footpath improves accessibility for all abutting properties.

The remaining 50% of benefit is attributed to amenity and this can best be described as the benefit the pathway provides to an abutting property by way of improved aesthetics, safety, enjoyment, comfort and property value. The amenity benefit is based on the actual footpath frontage to a property when existing driveways and footpath extents are taken into consideration. This is known as the apportion-able frontage and is shown at Column 4 of Schedule C. As some properties have an irregular shape with extra long frontages, it was considered reasonable from an equity perspective to cap the apportion-able frontage at 80 metres for this scheme.

Environmental Implications

The provision of a sealed pathway surface provides a permanent and safe means of access. During the course of construction and the manufacture and procurement of

materials, energy is expended resulting in some greenhouse gas emissions. This ceases when construction is complete.

The project does not create waste with the exception of some excavated material.

The proposal does not affect any natural habitats.

The proposal may require some nature strip and property trees and shrubs to be trimmed but removal of vegetation is not expected.

Financial Implications

The project is a one off capital cost and there will be minimal ongoing maintenance costs. If approved, the scheme could proceed this financial year as funding is currently set.

Financial details are as follows:

Maximum scheme levy to Property Owners (income)	$20,638
Scheme levy to Council	$196,057
Direct Funding by Council to construct sleeper and concrete retaining walls	$25,739
Total Project Cost	$242,434

From the table above, the total net cost to Council for this project is estimated to be $221,796.

Policy/Legal/Statutory Implications

The scheme has been prepared in accordance with the Special Rate and Charge provisions of the Local Government Act 1989 along with the 2004 ministerial guidelines and Council's Special Rates and Charges Policy.

Alignment to City Plan

This report aligns with the City Plan as follows:

Sustainably Built and Natural Environment

- Support our Community to live sustainably – Encourage increased use of alternatives to car transport and seek efficient traffic movement throughout the municipality.
- Advocate for and promote sustainable design and development – Promoting sustainable design and retrofitting.
- Acknowledge the community's desire to have their say and be involved in planning for the future of Greater Geelong.

Officer Direct or Indirect Interest

An indirect conflict of interest exists for Council consideration. The author of this report resides within the Jetty Road residential estate that represents part of the community benefit as described in preceding parts of this report. Although not a direct beneficiary and financial contributor to this scheme, it is considered that the author will gain an indirect benefit as a result of the scheme via the community benefit.

This indirect conflict has not affected the development or funding considerations of this report and the author has no direct or indirect interest in the properties affected by the scheme.

Risk Assessment

Provision of a sealed pathway will provide safer walking conditions for pedestrians by minimising the risk of personal injuries through conflict with vehicles and the elimination of uneven and slippery surfaces.

There are no identified risks for Council in making its intention to declare the scheme.

Social Considerations

The provision of properly sealed and drained pathways is aligned to Council's City Plan as described above and provides improved connectivity and safety for pedestrians. It is further considered that the footpath will enhance the general amenity of the area.

Human Rights Charter

In developing this report to Council, the subject matter has been considered to determine if it raises any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in this report. It is considered that the subject matter does not raise any adverse human rights issues.

It is further considered that the construction of the footpath upholds the right to freedom of movement (Section 12 of the Human rights Charter) by enhancing a person's ability to move freely within the area they choose to live.

Consultation and Communication

Community consultation for the footpath construction Special Charge Scheme has been carried out as follows:

August 2015 – Initiation letter including a concept plan, cost estimate, apportionment of charges and survey to property owners.

Numerous phone calls have been fielded in response to the initial mail out. Further correspondence will be sent to all affected property owners should Council resolve to make its intention to declare the Special Charge Scheme.

Appendix 1

SCHEDULE 'A'

The works for the construction of a footpath in Wyndham Street, Drysdale which consist of excavation, concrete footpath, retaining walls, reinstatement of nature strip, miscellaneous construction works, legal advice and professional services associated with survey, engineering design, drafting, supervision and administration of the project all as included in the cost estimate shown below.

COST ESTIMATE FOR CONSTRUCTION OF FOOTPATH – WYNDHAM STREET, DRYSDALE

TOTAL COST OF FOOTPATH CONSTRUCTION

ITEM	DESCRIPTION	QTY	UNIT	RATE $	AMOUNT $
1.00	Initial site establishment and set up, decamping and site cleanup and other fixed costs up to time of completion of works.		Item		$20,000
2.00	Traffic management costs.	1	Item	$5,400	$5,400
3.00	Setting out of works.	1	Item	$1,000	$1,000
4.00	Service / Cable locations.	1	Item	$1,000	$1,000
5.00	Internal supervision fee (COGG construction).		Item		$11,000
6.00	Supply, place and consolidation of structural fill for the path construction. 164 & 128-132 Wyndham Street.	1	Item	$1,000	$1,000
7.00	Trimming / Removal and disposal of trees. 140-144, 134-138 & 96-120 Wyndham Street.	1	Item	$1,000	$1,000
8.00	Alteration to Telecommunication Assets.	1	Item	$2,000	$2,000
9.00	Construct Path 1.5m wide 125mm (25 Mpa) concrete paving with SL72 mesh including crushed rock bedding. Jetty to Central Rd 522m & Central to 94 Wyndham 300m.	1233	m2	$110	$135,630
10.00	Construct Gravel Aprons 0.4m wide at existing driveways.	15	m3	$120	$1,800
Sub-Total					$179,830
10% Contingency					$17,983
Design					$8,992
Project Administration					$9,891
Construction Cost Estimate					$216,695

ESTIMATED COST FOR RETAINING WALLS

ITEM	DESCRIPTION	QTY	UNIT	RATE $	AMOUNT $
1.00	Initial site establishment and set up, decamping and site cleanup and other fixed costs up to time of completion of works.		Item		$3,000
2.00	Traffic management costs.	1	Item	$1,000	$1,000
3.00	Internal supervision fee (COGG construction).		Item		$1,000
4.00	Construction of timber retaining wall maximum height 600mm high. 164 (8m) & 128-132 (30m) Wyndham Street.	38	m	$150	$5,700
5.00	Reinforced Concrete Retaining Wall and Footing with SL72 mesh including 50mm compacted depth Class 3 FCR bedding and reinstate nature strip.94 Wyndham Street.	26	m	$410	$10,660
Sub-Total					$21,360
10% Contingency					$2,136
Design					$1,068
Project Administration					$1,175
Construction Cost Estimate					$25,739

Appendix 2

Benefit Ratio – Schedule 'B'

A Purpose

To construct a footpath in Wyndham Street, Drysdale to provide all weather pedestrian access for abutting property owners and the wider community.

B Coherence

The works will provide a physical pathway connection between the Jetty Road residential development and the Drysdale township and will provide a special benefit to adjoining properties.

C Total Cost C

Total Estimated cost of works - footpath construction	**$242,434.00**
Direct funding by Council to construct supporting retaining walls.	**$25,739.00**
TOTAL COST	**$216,695.00**

D Identify Special Beneficiaries

11 properties with frontages to the proposed footpath are considered to receive access and amenity benefits.

E Properties to include

Eleven (11) properties receive access and amenity benefits. Therefore: Total Special Benefits (in) is apportioned to 11 properties

There are no Council owned properties receiving benefit. Therefore: Total Special Benefits (out) is apportioned to no property

F Estimate of Total Special Benefits

Benefit will be apportioned on the basis of access and amenity by way of a Benefit Unit (BU). We shall assume that the makeup of the BU for each of the private properties abutting the proposed footpath comprises 1/2 BU of amenity benefits and 1/2 BU of access benefits.

A summary of the special benefits is shown in table form below:

	11 private properties abutting TSB (in)
Access	5.5 BU
Amenity	5.5 BU
Total Special Benefits	11 BU

TSB (in) 11 BU

TSB (out) 0 BU

G Estimate of Total Community Benefit -TCB

It is estimated that the wider community will use the footpath 95% of the time and the benefiting property owners 5% considering the catchment at either end of the footpath. There are no amenity benefits associated with the wider community. If 5% of total access benefits equals 5.5 BU for properties in the scheme, then 95% will represent 104.5 BU.

TCB 104.5 BU

H Calculate "Benefit Ratio" - R

$$\text{Benefits Ratio} = \frac{\text{TSB (in)}}{\text{TSB (in) + TSB(out) + TCB}} = \frac{11}{11 + 0 + 104.5}$$ **0.095238095**

I Maximum Total Levy (S)

Maximum Total Levy S = R X C	**$20,637.62**
Council Contribution to Special Charge Scheme	$196,057.38

Appendix 3

SCHEDULE 'C'

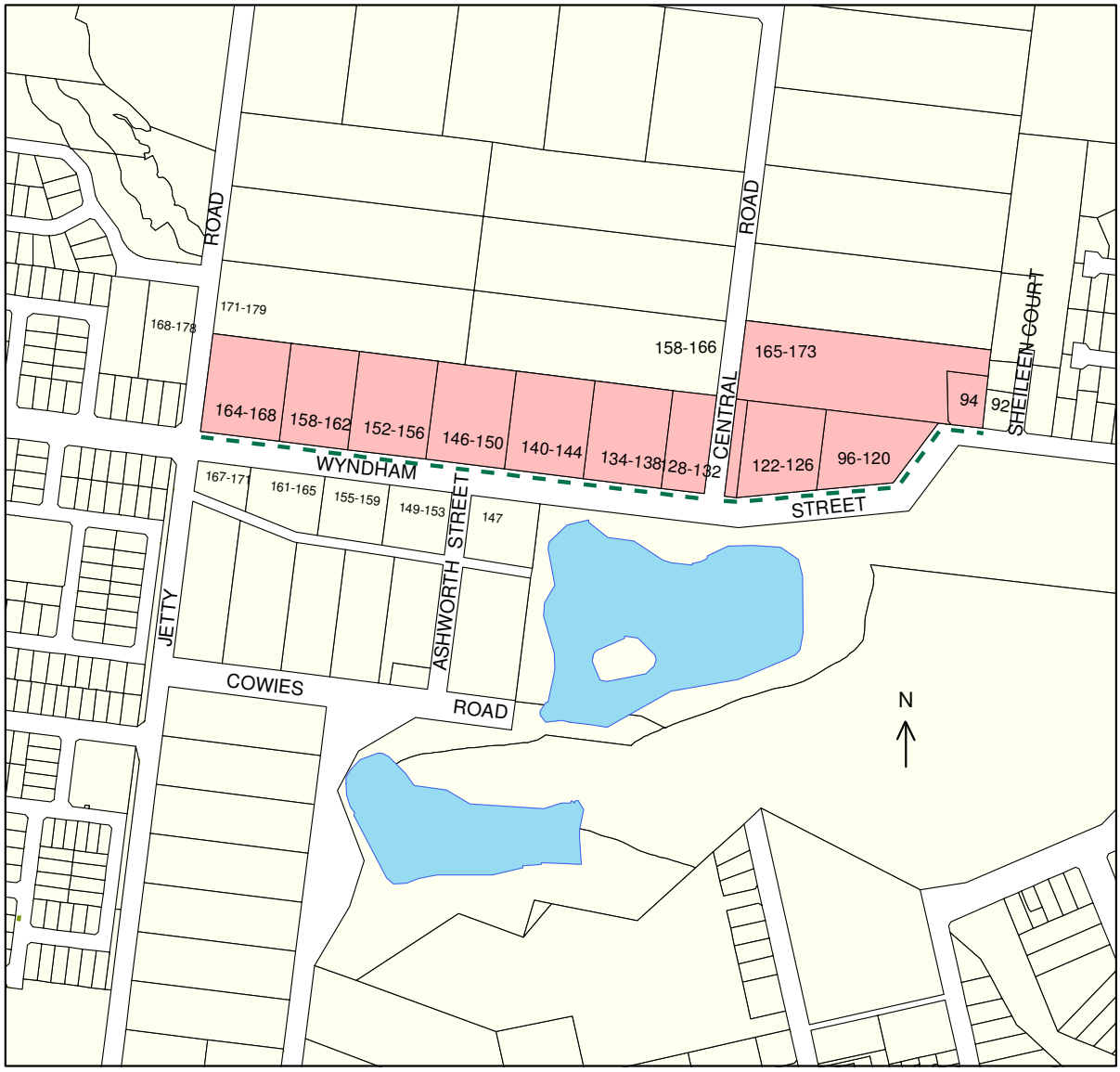
SPECIAL CHARGE SCHEME FOR FOOTPATH CONSTRUCTION

WYNDHAM STREET, DRYSDALE

	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7	COLUMN 8
	ADDRESS	**FRONTAGE (metres)**	**ALLOWANCE FOR DRIVEWAY**	**APPORTIONABLE FRONTAGE (metres)**	**ACCESS BENEFIT**	**ACCESS BENEFIT (50%)**	**AMENITY BENEFIT (50%)**	**ESTIMATED TOTAL COST**
1	94 Wyndham Street, DRYSDALE	32.14	0.00	32.14	1.00	$938.07	$461.33	$1,399.41
2	165 -173 Central Road, DRYSDALE	13.05	0.00	13.05	1.00	$938.07	$187.32	$1,125.39
3	96-120 Wyndham Street, DRYSDALE	154.70	0.00	80.00	1.00	$938.07	$1,148.30	$2,086.38
4	122-126 Wyndham Street, DRYSDALE	94.35	0.00	80.00	1.00	$938.07	$1,148.30	$2,086.38
5	128-132 Wyndham Street, DRYSDALE	44.70	0.00	44.70	1.00	$938.07	$641.62	$1,579.69
6	134-138 Wyndham Street, DRYSDALE	80.00	0.00	80.00	1.00	$938.07	$1,148.30	$2,086.38
7	140-144 Wyndham Street, DRYSDALE	80.00	0.00	80.00	1.00	$938.07	$1,148.30	$2,086.38
8	146-150 Wyndham Street, DRYSDALE	80.00	0.00	80.00	1.00	$938.07	$1,148.30	$2,086.38
9	152-156 Wyndham Street, DRYSDALE	80.00	0.00	80.00	1.00	$938.07	$1,148.30	$2,086.38
10	158-162 Wyndham Street, DRYSDALE	70.00	0.00	70.00	1.00	$938.07	$1,004.77	$1,942.84
11	164-168 Wyndham Street, DRYSDALE	80.00	0.00	79.00	1.00	$938.07	$1,133.95	$2,072.02
								$20,637.62

Appendix 4

Plan



Properties included in the proposed scheme

Location of proposed footpath

Attachment 1

PROCESS CHART

SPECIAL CHARGE PROJECTS – (Section 163 – Local Government Act 1989)

WYNDHAM STREET DRYSDALE – PROPOSED FOOTPATH

Stage	***Status***	***Description***
Approval to prepare scheme	✓	Decision made to prepare scheme following consideration of surveys of residents and feed back from the community. Council may then place the project in the budget system or proceed immediately to prepare a scheme. Scheme preparation involves survey, design and preparation of an apportionment of costs. July 2015
Intention to Declare Scheme	✓	Report to Council providing information on scheme including advice of impending advertising of scheme and declaration of charge. Seeks Council approval by resolution to proceed with process.
Advertisement		The scheme is advertised in the local newspaper and all allotted property owners are notified by mail. This advertisement indicates Council's intention and notification to 'declare' a scheme in a month's time or at a subsequent meeting.
Submissions		From the time of advertising property owners have 28 days (as set down by the Local Government Act) to lodge submissions, either in support or opposition to the scheme.
Submissions Review Panel Hearing		A Submissions Review Panel is convened if required (quorum of three Councillors) and meets to consider submissions. Some submissions are written only, and other submitters may wish to be heard before the Panel. The Panel makes a recommendation to Council regarding the scheme.
Declaration Report		Any time 28 days after advertising the scheme and after the Submissions Review Panel has met and considered submissions, Council considers a report and may proceed to "declare" the charges in accordance with its advertised intent. Subsequent to this the Finance Manager issues the levy notices and there is a formal charge placed on the property. This is the final step in the process for Council to make a decision on the scheme.
Appeal		Property owners may lodge an application for review with the Victorian Civil and Administrative Tribunal (VCAT) within one month of issue of the levy notice. An appeal is listed, heard and determined by the Tribunal and this process generally takes three to four months. Decisions made by VCAT are binding on all parties.
Construction		Council may then proceed to construct the works. Invoices are issued seeking payment of the estimated cost within one month of commencement.
Final Cost Report		At the completion of the works the scheme is "finalised" taking into account actual costs incurred and payments are adjusted accordingly.

15. CONSIDERATION OF TENDER SUBMISSIONS FOR TENDER NO T1500054 TREE MAINTENANCE SERVICES

Portfolio: **Infrastructure Parks & Garden – Cr Ellis**
Source: **City Services**
General Manager: **William Tieppo**
Index Reference: **T1500054**

Purpose

Council seeks to appoint a panel of suitable qualified and experienced contractors for the provision of Tree Maintenance Services for the Parks & Gardens department for various tree maintenance services to be performed throughout the City of Greater Geelong.

Summary

- Council has sought tenders for the provision of Tree Maintenance Services on a panel arrangement by way of open tender.
- The successful tenderers will be appointed as preferred suppliers for the provision of this service commencing 1 December 2015 and concluding 30 November 2017 with the option to extend the contract term by three (3) one year extensions at the sole discretion of Council.
- The estimated annual value of these services associated with this contract is $1.4m annually.
- A total of nine companies have provided tender submissions for the provision of these services.
- Following a detailed evaluation of each of the submissions it is considered that the tender submission/s of Aspect Tree Management Pty Ltd, Bellarine Tree Services Pty Ltd, Steven's Specialist Tree Services Pty Ltd, Tree Top Tower Hire Pty Ltd and Acorn Tree Services Pty Ltd are preferred.

Cr Ellis moved, Cr Richards seconded -

That Council:

1) **accept the tender submission/s from Aspect Tree Management Pty Ltd, Bellarine Tree Services Pty Ltd, Steven's Specialist Tree Services Pty Ltd, Tree Top Tower Hire Pty Ltd and Acorn Tree Services Pty Ltd for Tender No T1500054 Tree Maintenance Services for the associated schedule of rates exclusive of GST; and**

2) **sign and seal the contract documents.**

Carried.

Background

Tenders for the provision of Tree Maintenance Services were invited by public advertisement in the Geelong Advertiser and Tenderlink on Saturday 27 June 2015.

At the close of tenders on 22 July 2015 at 2.00pm the following tender submissions were received:

Acorn Tree Services Pty Ltd

Tree Top Tower Hire Pty Ltd

Steven's Specialist Tree Services Pty Ltd

Aspect Tree Management Pty Ltd

Bellarine Tree Services Pty Ltd

Active Tree Services Pty Ltd

Cut Above the Rest Tree Surgery Pty Ltd

Vemco Pty Ltd

David Lamont's Tree Services

Discussion

The tender submissions associated with this service were evaluated by a panel consisting of:

Grant Baverstock – Manager Parks & Gardens

Alan Dawson – Maintenance Officer Trees

Peter Arundell – Supervisor Tree Management Unit

Jeff McArthur – Contract Officer Property & Procurement

Stage One – *Mandatory Criteria*

Mandatory requirements apply to this tender.

Each of the submissions did respond to the mandatory requirements set down in the tender documents being OH&S.

Stage Two – *Comparative Criteria*

Tender submissions were assessed based on the respondent's performance or tender response in the following areas:

Criteria	**Weighting**
Economic Contribution to the Geelong Region	10%
Capability & Experience, Past performance last 3 yrs	30%
Proposed staffing, plant & equipment levels	60%
Total	100%

Tenders were assessed against the comparative Criteria and were ranked in the following order:

Tenderer	**Ranking**
Bellarine Tree Services Pty Ltd	1
Steven's Specialist Tree Services Pty Ltd	2
Aspect Tree Management Pty Ltd	3

Tree Top Tower Hire Pty Ltd	4
Active Tree Services Pty Ltd	5
Acorn Tree Services Pty Ltd	6
Vemco Pty Ltd	7
David Lamont's Tree Services	8
Cut Above the Rest Tree Surgery Pty Ltd	9

The evaluation panel agreed that 5 contractors is a satisfactory number of contractors to appoint to the Tree Maintenance Services panel taking into account the services required on an annual basis.

The evaluation panel agreed to recommend the top four (4) ranked tenderers and the 6th ranked tender, Acorn Tree Services Pty Ltd based upon Acorn Tree Services schedule of rates which was more competitive than Active Tree Services Pty Ltd.

The evaluation panel members undertook a rigorous exercise of due diligence by assessing the extensive pricing schedule comparisons for all tenderers and this pricing analysis is attached to this report.

Bellarine Tree Services Pty Ltd whilst submitting rates which are expensive in a number of services are used by Council to undertake specialist services, the majority of these are undertaken on a competitive quote basis through the contract conditions. Bellarine Tree Services Pty Ltd are locally based with the ability to respond quickly to urgent/safety issues that arise and these services will account for 5% of the services undertaken annually.

Environmental Implications

Any environmental implications associated with this contract will arise from the execution of this service. It is considered that these are the responsibility of the Contractor and will be managed through the contract documentation.

Financial Implications

This is a schedule of rates tender and will rely upon the amount of recurrent funds allocated in the Budget Code 63107 in the 2015/2016 financial year budget. The budget allocation for this service is approximately $1.4million per annum

Policy/Legal/Statutory Implications

The requirements of Section 186 of the Local Government Act have been complied with for this tender. There are no other policy, legal or statutory implications associated with this tender process.

Alignment to City Plan

The provision of this service has a positive impact on all key City Plan objectives.

Officer Direct or Indirect Interest

As noted in the Procurement Plan, a Council Officer Peter Arundell declared an indirect interest in this service noting a family member is employed by Aspect Tree Management who subsequently tendered for this service. Mr Arundell did not participate in the evaluation of Aspect Tree Management's tender submission.

Risk Assessment

There are not considered to be any risks associated with the acceptance of this tender that cannot be managed through the contract conditions.

Social Considerations

There are no social implications that will arise from the acceptance of this tender.

Human Rights Charter

There are no Human Rights Charter implications that will arise from the acceptance of this tender

Consultation and Communication

There is no communication issues associated with the acceptance of this tender. Council representatives will liaise with affected community groups.

16. DEBT MANAGEMENT

Portfolio: **Finance – Cr Lyons (Mayor), Cr Farrell, Cr E Kontelj**
Source: **Strategy & Performance - Financial Services**
General Manager: **Dean Frost**
Index Reference: **Financial Reporting 2015/2016**

Cr Macdonald moved, Cr E Kontelj seconded -

That in accordance with Section 89 (2) (h) of the Local Government Act 1989, this matter, which Council considers would prejudice the Council or any person, be considered at the conclusion of all other business at which time the meeting be closed to members of the public.

Carried.

ASSEMBLY OF COUNCILLORS RECORD

Portfolio: **Governance – Cr Lyons (Mayor)**
Source: **Strategy & Performance**
General Manager: **Dean Frost**

Summary

- Section 80A (2) of the Local Government Act 1989 requires the record of an Assembly of Councillors be reported to the next practicable Ordinary Meeting of Council.
- A record of Assembly of Councillors meeting(s) is attached as an Appendix to this report.

Cr Macdonald moved, Cr Irvine seconded -

That the information be received.

Carried.

RECORD OF ASSEMBLIES OF COUNCILLORS
(Council Meeting 17 November 2015)

Assembly Details	Councillor Attendees	Officer Attendees	Agenda Items	Conflict of Interest Disclosures
Leopold Community Hub – Stage 2 **14 October 2015**	Cr Macdonald	L Quinn (GM) P Jamieson (MGR) S Cavanagh (MGR) G Twyford (OFF) T Kelly (OFF) D Ash (OFF)	• Café Feasibility Report • EOI for Design Services • EOI for PRG (Timing)	• Nil.
Strategic Workshop **27 October 2015**	Crs Lyons, Ansett, Ellis, Farrell, Fisher, Harwood, Heagney, Irvine, Macdonald, Nelson, Richards	K Spiller (I/CEO) W Tieppo (GM) P Jane (A/GM) L Quinn (A/GM) P Bettess (GM) M Kuhn (MGR) R Thomas (MGR) R Roob (MGR) A Paterson (EXEC OFF)	• Iconic Christmas Tree • Nelson Cove • Northern Further Investigation Area • Northern Extension to Lara West Growth Area • Western Further Investigation Area – Batesford South Group • Western Further Investigation Area – Bell Post Hill Area • Geelong Queenscliffe Coastal Adaptation Program • Northern ARC 3D Modelling	• Nil.

Assembly Details	Councillor Attendees	Officer Attendees	Agenda Items	Conflict of Interest Disclosures
Councillor Briefing **3 November 2015**	Crs Ansett, Ellis, Farrell, Heagney, Irvine, E Kontelj, Macdonald, Nelson, Richards	K Spiller (I/CEO) P Bettess (GM) V Shelton (A/GM) D Frost (GM) M Kuhn (A/GM) L Quinn (A/GM) T McDonald (MGR)	• Presentation – Future Growth Areas • Transport Infrastructure in Waurn Ponds • Debt Management – Sale or Transfer of Properties to Recover Outstanding Rates (Confidential) • Council Reserve Fund – Policy Update • City Plan Quarterly Report – September Qtr • Financial Management Report – September Quarter • Armstrong Creek Town Centre – Implementation Package • Amendment C321 & Permit 1234/2014 – Proposed Rezoning and Accommodation/Retail Complex, Geelong Road, Portarlington • Annual Review of the Geelong Public Health and Wellbeing Plan 2013-2017 • Urban and Regional Food Declaration • Bellarine Rail Trail Committee Terms of Reference • Geelong Major Events Annual Report to Council 2014/15 • Wyndham Street, Drysdale – Proposed Footpath Construction SRC343 – Intention to Declare • Consideration of Tender Submissions for Tender T15000054 – Tree Maintenance Services • Review of Council Policies • Urban Forest Strategy • Boundary Realignment – Ocean Grove and Wallington • Citizen Award by the City of Greater Geelong as part of the Australia Day Awards	• Nil.
CEO Recruitment **10 November 2015**	Crs Ansett, Ellis, Farrell, Fisher, Harwood, Heagney, Irvine, E Kontelj, Lyons, Macdonald, Nelson, Richards		• Candidate Interviews	• Nil.

PLANNING DELEGATIONS – OCTOBER 2015

Portfolio: **Planning - Cr Heagney**
Source: **Planning & Tourism - City Development**
General Manager: **Peter Bettess**
Index Reference: **Delegation**

Summary

- Section 98 of the Local Government Act 1989 and section 188 of the Planning and Environment Act 1987 empower Council to delegate its powers, duties and functions under relevant legislation to members of Council staff.
- Council may also delegate to committees comprising Councillors and staff or a combination of both, pursuant to sections 86 and 87 of the Local Government Act and section 188 of the Planning and Environment Act.
- At its meeting on 13 March 2007 Council established a Planning Committee and a Development Hearings Panel with delegated powers to determine upon any development applications which have been the subject of an objection or in circumstances where officers have recommended refusal of the application.
- At its meeting on 23 September 2008 Council adopted a recommendation to allow Officers (restricted to Manager, Coordinator and Team Leader level) the ability to consider and approve applications with five or less objections.
- The appendix to this report contains a schedule of all applications determined under these delegations.

Cr Macdonald moved, Cr Ansett seconded -

That the information be received.

Carried.

Planning Decisions Report - October 2015					
App Number	**Location**	**Application Type**	**Decision Date**	**Description**	**Authority Description**
420/2013/A	32 Gordon Avenue, GEELONG WEST VIC 3218	Display of Sky Signs (Sculptures)	23/10/2015	Refusal to Grant a Planning Permit	Development Hearings Panel
461/2015	15 Carr Street, BARWON HEADS VIC 3227	Buildings and Works for the Construction of Two Dwellings and Two Lot Subdivision	12/10/2015	Grant a Planning Permit	Planning Committee
998/2014	85 Bates Road, LITTLE RIVER VIC 3211	Buildings and Works for Construction of Four Agricultural Greenhouses and Stormwater Detention Basin	23/10/2015	NOD - DHP - Planning Permit	Development Hearings Panel
1100/2015	11-12 Crane Court, LARA VIC 3212	Variation of Restriction PS716068X on Lot 755 on Plan of Subdivision PS716068X to vary the building envelope	29-Oct-2015	NOD - Delegate	Objectors - 1
1116/2015	45 Powell Street West, OCEAN GROVE VIC 3226	Three Lot Subdivision	29-Oct-2015	NOD - Delegate	Objectors - 1
1440/2014	2/11 Gairloch Grove, NEWTOWN VIC 3220	Buildings and Works Associated with the Construction of a Dwelling and Reduction of the Associated Car Parking Requirement	7-Oct-2015	NOD - Delegate	Objectors - 3
610/2015	23 Cruickshank Avenue, OCEAN GROVE VIC 3226	Construction of Two Dwellings and Two Lot Subdivision	7-Oct-2015	NOD - Delegate	Objectors - 2
668/2015	4 Cogens Place, GEELONG VIC 3220	Demolition of Existing Carport and Construction of an Outbuilding	30-Oct-2015	NOD - Delegate	Objectors - 1
677/2015	4-6 De Burgh Road, DRYSDALE VIC 3222	Staged Multi Lot Subdivision	28-Oct-2015	NOD - Delegate	Objectors - 3
764/2015	32 Preston Street, GEELONG WEST VIC 3218	Extension to existing dwelling and construction of a second dwelling; Partial demolition and buildings and works within a Heritage Overlay	20-Oct-2015	NOD - Delegate	Objectors - 3
768/2015	5 Iona Avenue, BELMONT VIC 3216	Construction of Two Dwellings and Two Lot Subdivision	23-Oct-2015	NOD - Delegate	Objectors - 2
770/2015	18 Clarke Street, PORTARLINGTON VIC 3223	Buildings and Works for the Construction of Two Dwellings and Two Lot Subdivision	6-Oct-2015	NOD - Delegate	Objectors - 1

Cr Macdonald moved, Cr Ansett seconded –

That the meeting be closed to the public.

Carried.

The Meeting was closed to the public at 8.48pm

A record of the proceedings of this section of the meeting is contained in a Confidential Minute Book.

The Meeting was opened to the public at 8.52pm

As there was no further business the meeting closed at 8.52pm. Tuesday, 17 November 2015.

Signed: _____
Chairperson

Date of Confirmation: _____