



MINUTES

ORDINARY MEETING OF COUNCIL

Tuesday, 28 June 2016

Held at the
Council Conference and Reception Centre
City Hall, Little Malop Street, Geelong
commencing at 5.37p.m.

SECTION A - PROCEDURAL MATTERS

Acknowledgements	1
Confirmation of Minutes	1
Declarations of Conflicts of Interest	1
Question Time	1-4

SECTION B – REPORTS

1. Amendment C336: 402-404 Bellarine Highway, Moolap – Consideration of Panel Report and Adoption of Amendment.....	5-30
2. Appointment of a Committee under Section 191 of the Planning & Environment Act 1987 to Hear and Make Recommendation to the Council on Planning Permit Application No's 1679/2015 and 692/2015.....	31-36
3. Sport and Recreation Victoria – 2017/18 Community Sport Infrastructure Fund	37-42
4. Flinders Peak Sporting Facilities Options Analysis	43-51
5. City Plan 2013-2017 Progress Report to 31 March 2016	52-57
6. Adoption of Budget and Striking of Rates for the Financial Year 1 July 2016 to 30 June 2017	58-80
7. Procurement Policy Annual Review	81-83
8. Locality Boundary Realignment Fyansford/Herne Hill	84-86
9. Road Naming – Unnamed Laneway to Gillingham Lane, Geelong	87-90
10. Road Renaming – Western Section Kincaid Court, Norlane	91-93
11. Revocation of Flood-Prone Area Designation of New Lots at Warralily, Stages 82, 107, 109 and Neighbourhood Activity Centre.....	94-101
12. Consideration of Tender Submissions for Tender T1600032 – Legal Services	102-105
13. Consideration of Tender Submissions for Tender T1600015 – Operation and Management of the Geelong Resource Recovery Centre	106-108
14. Contractual Matter (<i>Confidential</i>)	109

SECTION C – ASSEMBLY OF COUNCIL

SECTION D – PLANNING DELEGATIONS

SECTION E – CONFIDENTIAL

**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, 28 JUNE 2016
COMMENCING AT 5.37P.M.**

PRESENT: Dr K Alexander (Chair), L Gardner, P Dorling

Also present: K Spiller (Chief Executive Officer), D Frost (General Manager Strategy & Performance), S Sodomaco (Acting General Manager Planning and Development), W Tieppo (General Manager City Services), L Quinn (General Manager Community Life), B Luxford (General Manager Investment and Attraction), A Keen (Executive Manager People and Organisational Development), T McDonald (Manager Customer Service & Council Business)

OPENING: The Chair declared the meeting open at 5.37pm

ADMINISTRATOR'S DECLARATION AND AFFIRMATION/OATH OF OFFICE:

Dr Kathy Alexander, Laurinda Gardner and Peter Dorling were appointed Administrators under Section 6 of the *Local Government (Greater Geelong City Council) Act 2016* before the Chief Executive Officer on 25 May 2016.

ACKNOWLEDGEMENTS:

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

CONFIRMATION OF MINUTES:

L Gardner moved, P Dorling seconded -

That the Minutes of the Ordinary Meeting held on 10 May 2016, be confirmed.

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, the Interim Administrator 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.

Ian Russell asked:

I have 2 questions - first is a decision on April 16 2015 at the Development Panel meeting No 499 at Brougham Street office at 5pm. The panel members consisting of Mr M Sullivan, Mr R O'Loughlen, H Forsyth, J Bryce and the councillor representative Cr K Fisher, 55 Rees Road Avalon to Mr Ray Bartolo that no permit was given, for racing and breeding of racing dogs. He had 30 days to lodge with VCAT but he did not and still today has not a permit but has had a litter of pups and bylaws have not had him comply with Council. I have rang and spoken to Mr Leon Websdale on many times, but I get different stories on this about adoption. I would like to know what the Council is doing about this. I think I have been patient on this?

Steve Sodomaco, Acting General Manager Planning and Development, advised he would investigate the issue and respond back in writing.

The second one is about a property on Old Melbourne Road. The Property is at 5 Old Melbourne Road, Lara. This property is a 5acre zoned rural living.

Could you please tell me how this piece of land can be changed from a 5 acre farm to a hard stand truck parking bays for the plant across the road. On Avalon Road at 15 the owners have been refused a permit twice and now they are going to VCAT to have their case heard. We need to know who agreed to allow the development of the RTZ site without any public consultation or notification?

Steve Sodomaco took the question on notice for a written response.

Jennifer Tan Sing asked why does Council still give permission for the school buses (50 passing each other every morning and afternoon) to use our local residential street (Ruthven St, Newtown) as a shortcut, damaging our road, curbs, footpaths and residents cars? At a meeting with interested parties there were some untruths told and no valid reason was given as to why this still continues (after residents have complained for at least 8 years and that the time saved using our street is six minutes).

William Tieppo responded that Council doesn't give permission because it is a public road, and as such the buses are allowed to use it. Council is investigating improving infrastructure and working through other options resulting from the community meeting in relation to this issue last week.

Roger Smith addressed Council as follows:

Re Permit Application 692/2015. It is proposed that there be one week between the appointment of a Planning Panel/Committee on 28th June and the Committee Hearing on 5th July. Has the Panel already had access to or, in the intervening period, will the Panel have access to all the information provided to the Planning Dept ie. Application, Objections, external and internal reports? If not, why not? Also, on a related matter, will the Committee visit the proposed quarry site (and surroundings) so that they can apprise themselves of the appalling state of pre-existing quarries and the impact those quarries have on the Significant Landscape Overlay known as SLO1 - You Yangs?

Re Permit Application 692/2015. Biographies for the 3 Panel/Committee members make no mention of them having any knowledge of the international tourism industry. In the light of the Planning Dept's five line dismissal of the tourism industry's interests in its report dated 29th March 2016 (page 70 - this was the only mention of the impacts on tourism in the report).

How can we be assured that the Panel will be able to, a) assess our concerns in 3 minutes at the hearing? b) comprehend the significant deleterious implications to the inbound wildlife tourism industry of recommending an approval for the quarry?

Steve Sodomaco indicated Council has people before us tonight setting up a Section 191 Committee and we will receive their recommendation. We will visit the site and will take your issues into account.

The Panel is not as yet appointed.

Colin Wallace addressed the Administrators as follows:

Administrators, you have just confirmed the Minutes of the last Ordinary Meeting of Council, held on 10 May 2016. In the preamble to the section on Question Time it says: "Council's practice is to provide a separate document on its website setting out questions and responses including any more detailed responses which may be provided subsequent to the meeting".

As of 5pm today this has not been done and I am asking why, since there were questions asked at Question Time on 10 May 2016 which were taken on notice for a subsequent written response?

Dean Frost responded that he would investigate the issue.

John Pettit asked:

- 1) Are all letters sent by email to the Council Administrators received and read by them?
- 2) In a brief letter addressed to the Administrators and extending an invitation to them to visit the area to acquaint them of the environmental damage inflicted by the present quarries in the You Yangs area. The reply received was silent on the matter of the invitation to visit the area. I replied to the writer of the response from the Administrator's office pointing out the whole purpose of the letter was an invitation to the Administrators to visit the area and this was ignored. There has been no reply so I am asking the question, "Will the Administrators visit the area"? The land subject to environmental damage (Upper Hovells Creek and Lascelles Dam) from the proposed quarry is on private land contained within Woolloomanata Station.

Kathy Alexander responded that she had received and read the letters and that the Administrators would arrange a site visit of the area before making any complex decisions.

Sue Jones asked will the proposed Planning Panel and Council Administrators recognise concerns and interest beyond the Greater Geelong area in recommending and deciding on this application?

Our particular concerns are:

- 1) The negative impact of increased heavy traffic in neighbouring Little River and Balliang, as well as in Lara, including: safety for road users, particularly cyclists, safety at the many level rail crossings in the area and the impact on the historic bluestone bridges at Little River. The Grant Bridge is already damaged.

- 2) Detriment to the You Yangs precinct including Hovells Creek, an outstanding asset in both the Geelong and Western Melbourne regions for environmental education, recreation and tourism because of its geological, environmental and cultural heritage.
- 3) We note that, with proximity to both Geelong and Melbourne, the You Yangs have the added value to accessibility for bicycle and/or rail users, with potential as a destination for bicycle and walker trails in both regions.

Steve Sodomaco advised the whole purpose of the Panel is to raise and consider all of those issues. All submissions will be considered and recommendations put forward for Council's further consideration.

Marylyn Pettit asked:

- 1) We understand that the Lara Care Group (of which I am a member), wrote with urgency to the Chair of the Administrators, Dr Alexander on 24 June, following a letter from Council about the 692/2015 planning permit application received on 20 June, expressing serious concerns about the arrangement to establish a panel, propose it to Council at this evening's meeting and conduct a panel hearing at 3pm next Wednesday 5 July – all very short notice – in the middle of a working day, and during school holidays. We feel the timeframe is far too short and is unfair to many who might wish to attend the hearing. It is my understanding the only response has been an email received today advising the letter had been forwarded to Dr Alexander. Could you confirm whether this correspondence has been considered and what is the outcome regarding the Lara Care Group's request?

Steve Sodomaco acknowledged some people received their letter a lot later and did make comment in relation to the time.

Kathy Alexander advised she would investigate the rescheduling of the meeting to a more suitable time.

**** In relation to the Section 191 Committee meeting please note the commencement time has changed from the original letter dated 17 June and is now rescheduled to commence at 5.30pm on Tuesday, 5 July.**

- 2) If the Planning Panel hearing goes ahead on 5 July, when will the panel be required to hand down its recommendation, who will it hand it to, and what will be the process from that point onward?

The Committee will prepare a report containing recommendations gained from this hearing which will then be presented to Council for their decision.

PETITIONS: Nil

1. AMENDMENT C336: 402 – 404 BELLARINE HIGHWAY MOOLAP – CONSIDERATION OF PANEL REPORT AND ADOPTION OF AMENDMENT

Source: Planning & Development – Strategic Implementation
General Manager: Peter Bettess
Index Reference: Subject: Council Reports 2016 and Application C336

Purpose

The purpose of this report is to enable Council to consider the Independent Panel report for Amendment C336 and to adopt the amendment.

Summary

- Amendment C336 resulted from an application made by Currie and Brown, planning consultants on behalf of BUPA Care Services, to amend Clauses 52.03 and 81.01 of the Planning Scheme to permit a 2 lot subdivision at 402 – 404 Bellarine Highway Moolap.
- The Council had previously issued Planning Permit 10/2006 for a retirement village (with a 9 hole golf course) and aged facility on the 49.8ha site. The retirement village component of the development is partly occupied and partly under construction and the aged care facility is also being constructed.
- It is intended that BUPA develop and operate the aged care facility as a separate entity from the retirement village and to simplify management and operational arrangements it is seeking the creation of a separate title (rather than a long term lease), which the 2 lot subdivision is intended to achieve. The proposed subdivision is prohibited by the Farming Zone thus generating the need for a Planning Scheme Amendment.
- The Amendment was exhibited in the normal manner between 3 December 2015 and 11 January 2016 which resulted in the receipt of four submissions. The one objecting submission was from the owners of the adjoining flower farm business who object to the Amendment on planning grounds, question the necessity of the subdivision and raise concerns about the impact on their right over the carriageway easement.
- The submissions were considered under delegation on 21 January 2016 and referred to an Independent Panel appointed by the Minister for Planning.
- The Panel concludes the amendment “is appropriate, is strategically justified and will support provision of aged care for the region” and recommends it be adopted by Council.
- The Panel’s recommendation is supported.

L Gardner moved, P Dorling seconded -

That Council:

- 1) adopts Amendment C336 (Appendix 5 of this report); and**
- 2) submits the adopted Amendment and the prescribed information to the Minister for Planning requesting approval.**

Carried.

Background

Amendment C336 resulted from an application made by Currie and Brown planning consultants on behalf of BUPA Care Services, to amend Clauses 52.03 and 81.01 of the Planning Scheme to permit a 2 lot subdivision at 402 – 404 Bellarine Highway, Moolap.

The subject land has an area of 49.8ha and falls within the Farming Zone and is subject to both a Floodway Overlay and Land Subject to Inundation Overlay as shown on Appendix 1 and 2.

The Council previously issued a planning permit 10/2006 for a retirement village with a 9 hole golf course and a residential aged care facility on the subject land. Construction of the retirement village component is well advanced, over 100 residents have moved into the village and the new community centre was opened in mid 2015. The golf course component of the development is operational, having formed part of the pre-existing 18 hole course. The 108 bed aged care facility is now also under construction.

Access to the Bellarine Highway to the subject land is provided by way of a relatively narrow 20 metres wide road which forms part of the title. On both sides of this access road with highway frontage are a retail flower sales/nursery (to the west) and a place of worship (to the east). The flower sales/nursery currently has two constructed driveways onto this access road and the place of worship has one. These properties have carriageway easement rights over this access way which provides and simplifies access to the 4 lane divided Bellarine Highway.

Appendix 3 is an aerial photo of the subject land and surrounding area.

The application was made to enable BUPA to develop and operate the aged care facility component of the overall development as a separate entity. Creation of a separate title for the aged care facility is intended to simplify management and operational arrangements which may not be achievable using the existing 99 years lease. Access to the Bellarine Highway to the newly created lot will be provided by use of carriageway easements.

The proposed subdivision is prohibited by the Farming Zone thus generating a need for a Planning Scheme Amendment to enable it to proceed.

Amendment C336 was exhibited between 3 December 2015 and 11 January 2016. Notices appeared in the Geelong Independent and Geelong Advertiser newspapers on 27 and 28 November 2015 respectively and the two adjoining property owners fronting Bellarine Highway were individually notified.

As a result of exhibition of the Amendment a total of 4 submissions were received, as follows:-

- VicRoads did not object.
- Bellarine Lakes (owner) generally supports subject to satisfactory arrangements being made for connection to all services.
- Geelong Flower Farm object on planning grounds, questioned the necessity of the subdivision and raised concerns about the impact on their existing carriageway easement rights.
- BUPA supports the Amendment.

Discussion

The submissions were considered under delegation on 21 January 2016 and referred to an Independent Panel appointed by the Minister for Planning.

A Directions Hearing on 16 February 2016 and the Panel Hearing on 7 March 2016 were both conducted at Council Offices. The Council, BUPA, and Bellarine Lakes P/L made presentations to the Panel; the Geelong Flower Farm advised the Panel it did not wish to be heard.

The following extract from the Executive Summary of the Panel Report encapsulates the panel's findings to support this amendment:

"The Panel has considered the Amendment addresses an exceptional circumstance for application of the site specific provisions under Clause 52.03 of the planning scheme due to the current planning approval for the retirement village and residential aged care facility. This is reinforced by the fact that the retirement village has been partially developed and is operating while the residential aged care facility is currently under construction.

The subdivision of the land into two lots is considered by the Panel to reflect an administrative action that generates no adverse impacts. This is because the use and development aspects of the retirement village and residential aged care facility have already been considered and approved with no impacts on access and access rights, given the accessway into the site is completed and operating. The proposed plan of subdivision included in the Incorporated Document retains and includes carriageway easements for access which will be appropriately maintained.

The Panel concludes Amendment VC336 to the Greater Geelong Planning Scheme is appropriate, is strategically justified and will support provision for aged care for the region". Ref: P1 Panel Report

The Panel recommends Amendment C336 be adopted subject to a number of minor modifications to the Incorporated Document forming part of the amendment. These modifications (clarifications/corrections) are supported by the applicant and Council Officers and have been included in the documentation for adoption.

Condition 1 of the Incorporated Document has also been modified to provide for the likelihood that any additional easements required by servicing authorities can be added to the final plan submitted for certification.

Appendix 4 is a full copy of the Executive Summary of the Panel Report, Appendix 5 is the Amendment recommended for adoption and Appendix 6 is a copy of the Incorporated Document (track change version).

Environmental Implications

The Amendment will have no environmental implications.

Financial Implications

The proposal has no financial implications for Council.

Policy/Legal/Statutory Implications

The Panel confirms Council's view that the Amendment is consistent with a range of State and Council planning policies particularly insofar as housing policies support the provision of housing diversity. In this case, the amendment will facilitate the provision of accommodation for older persons requiring a higher level of support than independent living. The Bellarine Peninsula is a popular retirement destination with a likely future strong demand for such facilities.

Alignment to City Plan

The Amendment supports the overall thrust of Growing our Economy and Sustainable Built and Natural Environment strategic directions in that it facilitates a development already approved by Council.

Officer Direct or Indirect Interest

No Council officers have a direct or indirect interest, in accordance with the Section 80 (c) of the Local Government Act, to which this amendment relates.

Risk Assessment

There are no risks to Council associated with permitting a 2 lot subdivision as proposed by this amendment.

Social Considerations

The facilitation of development of an aged care facility on the subject land provides a positive social outcome.

Human Rights Charter

The Amendment will not impact on basic human rights, freedoms and responsibilities as set out in the Charter.

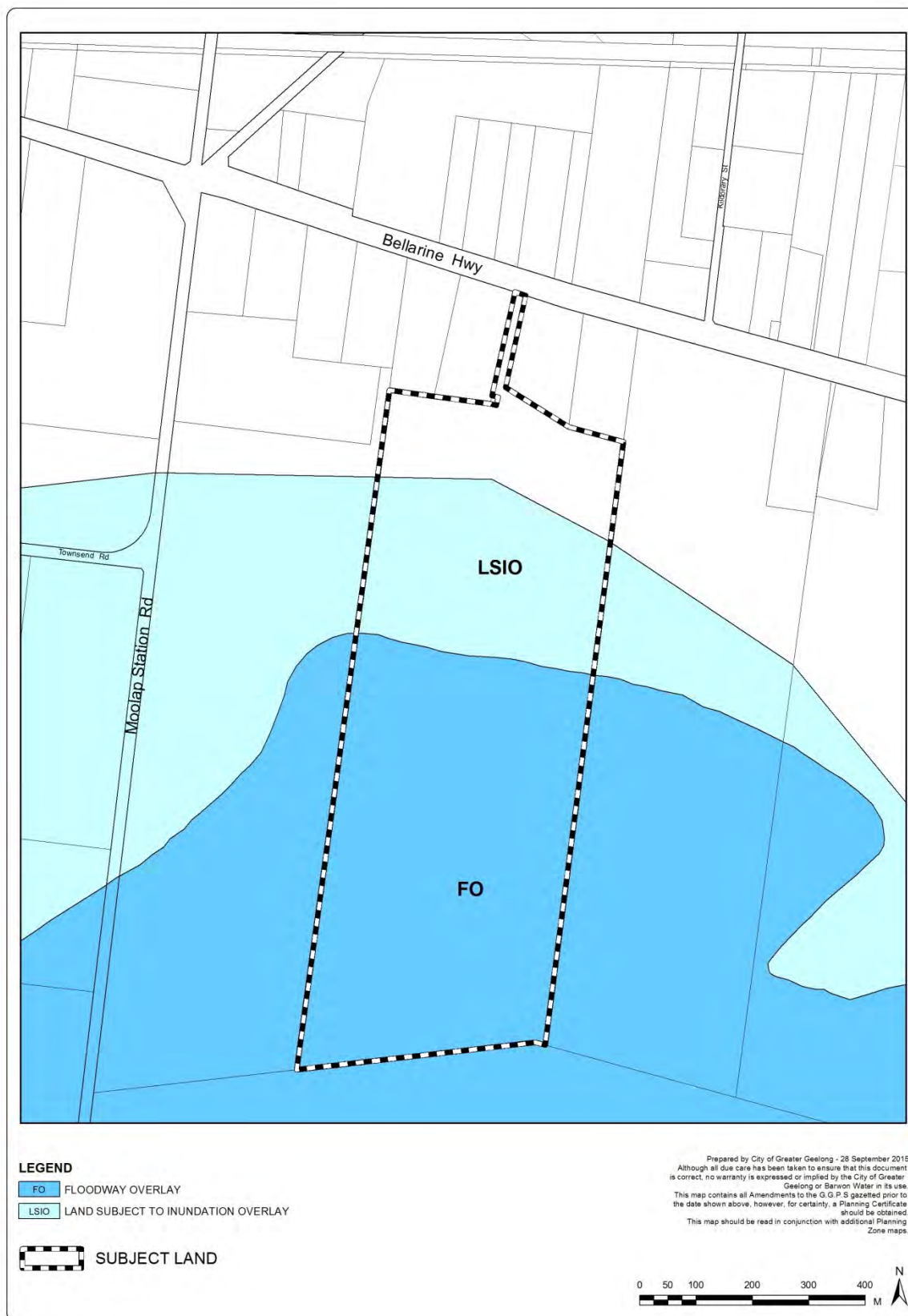
Consultation and Communication

The Amendment has been exhibited in the normal manner and an opportunity provided for any submitter to appear before an Independent Panel appointed by the Minister for Planning.

Appendix 1 – Existing Zoning Map



Appendix - 2 Existing Overlays



Appendix – 3 Aerial Photo



Appendix 4 – Executive Summary

Executive Summary

Amendment C336 seeks to amend the Greater Geelong Planning Scheme by introducing site specific provisions through an Incorporated Document titled *“BUPA Aged Care Facility, Bellarine Lakes, September 2015”* under the Schedules to Clause 52.03 and Clause 81.01 that would enable land at 402-404 Bellarine Highway, Moolap to be subdivided into two lots.

Lot 1 includes the partially developed and operating retirement village with an area of 48.15 hectares and Lot 2 includes the residential aged care facility that is currently under construction with an area of 1.716 hectares. Both facilities were approved under Planning Permit No. 10/2006 issued by Council on 21 November 2006.

The land is in the Farming Zone which does not permit the subdivision of the land. The Floodway Overlay and Land Subject to Inundation Overlay affect part of the land.

Key issues raised in submissions related to the proper and orderly planning of the area and the provisions of the Farming Zone, the necessity of the subdivision, strategic justification of the Amendment, impacts on existing carriageway easements and access by the adjoining Geelong Flower Farm, the appropriateness of creating a ‘landlocked’ parcel of land and servicing infrastructure arrangements.

The Panel has considered that the Amendment addresses an exceptional circumstance for application of the site specific provisions under Clause 52.03 of the planning scheme due to the current planning approval for the retirement village and residential aged care facility. This is reinforced by the fact that the retirement village has been partially developed and is operating while the residential aged care facility is currently under construction.

The subdivision of the land into two lots is considered by the Panel to reflect an administrative action that generates no adverse impacts. This is because the use and development aspects of the retirement village and residential aged care facility have already been considered and approved with no impacts on access and access rights, given the accessway into the site is completed and operating. The proposed plan of subdivision included in the Incorporated Document retains and includes carriageway easements for access which will be appropriately maintained.

The Panel concludes Amendment C336 to the Greater Geelong Planning Scheme is appropriate, is strategically justified and will support provision for aged care for the region.

Based on the reasons set out in this Report, the Panel recommends:

Greater Geelong Planning Scheme Amendment C336 be adopted as exhibited subject to the following:

- 1. The Incorporated Document be amended in accordance with the following:**
 - a) Include as part of the Incorporated Document, the missing incorporated plan titled “BUPA Care Service, Bellarine Lakes 402-404 Bellarine Highway, Moolap, Victoria: Location Plan”.**
 - b) Under the heading “Purpose”, replace the second dot point to read:**
 - **“To facilitate the subdivision of land in the Floodway Overlay and Land Subject to Inundation Overlay.”**
 - c) Under the heading “This Document Allows”, amend (a) to read:**

- **“a two lot subdivision in accordance with the endorsed plan of subdivision”**
- d) **Replace the last sentence in Condition 8 to read:**
 - **“In accordance with Section 69 of the Planning and Environment Act 1987, an application may be submitted to the Responsible Authority for an extension of the period referred to in this condition in relation to certification of a plan of subdivision.”**

Appendix 5 – Amendment Recommended for Adoption

Planning and Environment Act 1987

GREATER GEELONG PLANNING SCHEME

AMENDMENT C336

INSTRUCTION SHEET

The planning authority for this amendment is the Greater Geelong City Council.

The Greater Geelong Planning Scheme is amended as follows:

Planning Scheme Ordinance

The Planning Scheme Ordinance is amended as follows:

1. In Particular Provisions – Clause 52.03, replace the Schedule with a new Schedule in the form of the attached document.
2. In Incorporated Documents – Clause 81.01, replace the Schedule with a new Schedule in the form of the attached document.

End of document

16/05/2013

SCHEDULE TO CLAUSE 52.03

Address of land	Title of incorporated document
The Melbourne to Geelong Railway shown on the project area maps for the Regional Fast Rail Project and the Fibre Optic Project in the incorporated document.	Rail Infrastructure Projects (comprising the Rail Gauge Standardisation Project, the Regional Fast Rail Project and the Fibre Optic Project), December 2002.
The land at 40-60 Brougham Street, Geelong and Allotment 2024 Township of Geelong (City).	Geelong TAC Office Development, October 2006.
312 – 328 Moorabool Street, Geelong	Geelong TAC Transitional Office Development, May 2007.
The existing rail corridor for the ARTC Standard Gauge Western Mainline shown on the project area maps for the Rail Upgrades at Geelong Port Project.	Rail Upgrades at Geelong Port Project, May 2010.
The corridor for the Geelong Melbourne Interconnection Project shown on the project plans included in the incorporated document.	Melbourne Geelong Interconnection Project, June 2010.
The land required for the Geelong Ring Road – Section 4C as identified in clause 3 of the incorporated document.	Geelong Ring Road – Section 4C Incorporated Document, June 2010.
14 Shepherd Court, North Geelong	14 Shepherd Court, North Geelong, Cotton On Office Redevelopment, July 2011
49 Little Malop Street, Geelong	Geelong Library and Heritage Centre Redevelopment, March 2013
402-404 Bellarine Highway, Moolap	BUPA Aged Care Facility, Bellarine Lakes, May 2016

20/08/2015
Proposed
C336

SCHEDULE TO CLAUSE 81.01

NAME OF DOCUMENT	INTRODUCED BY:
14 Shepherd Court, North Geelong, Cotton On Office Redevelopment, July 2011	C257
Adventure Park Comprehensive Development Plan May 2014	C288
Advertising Sign Guidelines, City of Greater Geelong, November 1997, Amended October 2014.	C296
Armstrong Creek East Native Vegetation Precinct Plan, May 2010	C206
Armstrong Creek East Precinct Structure Plan, May 2010 Amended November 2011.	C214
Armstrong Creek East Precinct Development Contributions Plan, Version 4.1 Alternate Version November 2011.	C214
Armstrong Creek Horseshoe Bend Precinct Structure Plan September 2014.	C259
Armstrong Creek North East Industrial Precinct Development Contributions Plan, May 2010.	C207
Armstrong Creek North East Industrial Precinct Growling Grass Frog Conservation Management Plan, May 2010.	C207
Armstrong Creek North East Industrial Precinct Native Vegetation Precinct Plan, May 2010.	C207
Armstrong Creek North East Industrial Precinct, Precinct Structure Plan, May 2010.	C207
Armstrong Creek Town Centre Precinct Structure Plan, March 2014	C267
Armstrong Creek Town Centre Development Contributions Plan, March 2014	C267
Armstrong Creek Town Centre Native Vegetation Precinct Plan, March 2014	C267
Armstrong Creek Urban Growth Plan Framework Plan, November 2008, Updated September 2012	C240
Armstrong Creek West Precinct Development Contributions Plan, February 2013	C240
Armstrong Creek West Precinct Native Vegetation Precinct Plan, November 2012	C240
Armstrong Creek West Precinct Structure Plan, September 2012	C240
Australian Standard AS 2021-1994, Acoustics - Aircraft Noise Intrusion - Building Siting and Construction. Standards Association of Australia 1994.	NPS1
Batman Park, Indented Head Incorporated Plan, June 2015	C274
BUPA Aged Care Facility, Bellarine Lakes May 2016	C336
Environmental Weeds, City of Greater Geelong, September 2008	C129(Part 1)
Geelong City Urban Conservation Study Vol. 1 Restoration and Infill Guidelines, Commercial and Civic Buildings, Graeme Butler for the City	C258

NAME OF DOCUMENT	INTRODUCED BY:
of Geelong, 1993	
Geelong Library and Heritage Centre Redevelopment, March 2013	C287
Geelong Ring Road – Section 4C Incorporated Document, June 2010.	C232
Geelong TAC Office Development, October 2006.	C142
Heritage and Design Guidelines, City of Greater Geelong, 1997.	NPS1
Horseshoe Bend Precinct Development Contributions Plan September 2014.	C259
Jetty Road Urban Growth Area Development Contributions Plan, September 2011	C230
Lara West Development Contributions Plan, Final Version – C246/C285, March 2014	C285
Lara West Growth Area, Lara, Native Vegetation Precinct Plan, September 2013	C246
Lara West Precinct Structure Plan, Revision J, 25 September 2013	C246
Melbourne Geelong Interconnection Project, June 2010.	C229
Manzeene Village, Lara, Native Vegetation Precinct Plan, June 2014	C285
Native Vegetation Precinct Plan, Geelong Ring Road Employment Precinct, March 2013	C243
Native Vegetation Precinct Plan, Horseshoe Bend Precinct, Armstrong Creek Urban Growth Area August 2014.	C259
Newtown Heritage Study Review Report, Volume 3, City of Greater Geelong, 2008	C191
New Station Estate Restructure Plan, July 2010	C187
Rail Infrastructure Projects (comprising the Rail Gauge Standardisation Project, the Regional Fast Rail Project and the Fibre Optic Project), December 2002.	VC17
Rail Upgrades at Geelong Port Project, May 2010.	C211
Rippleside Comprehensive Development Plan, February 2000.	C2
Rippleside Urban Design Guidelines, June 2000.	C2
Small Lot Housing Code, December 2012	C267
Thirteenth Beach Golf Resort Barwon Heads, Barwon Heads Comprehensive Development Plan, Land Design Partnership, Anthony Cashmore & Associates and the Planning Group, May 2001 amended September 2006.	C54
Waterfront Geelong Design and Development Code, Keys Young, July 1996	NPS1
West Fyans-Fyans Street Precinct Structure Plan, June 2009	C205

Appendix 6 – Incorporated Document

**GREATER GEELONG PLANNING SCHEME
INCORPORATED DOCUMENT**

**BUPA Aged Care Facility,
Bellarine Lakes
~~September~~ May 2015 2016**

This document is an incorporated document in the Planning Scheme pursuant to Section 6(2)(j) of the Planning and Environment Act 1987.

GREATER GEELONG PLANNING SCHEME

INTRODUCTION:

This document is an incorporated document in the Schedule to Clause 52.03 and the Schedule to Clause 81.01 of the Greater Geelong Planning Scheme (the Scheme).

Despite any provision to the contrary in the Scheme, pursuant to Clause 52.03 of the Scheme the land identified in this incorporated document may be developed in accordance with the specific controls contained in this document.

ADDRESS OF THE LAND/PROJECT:

This Incorporated Document applies to land shown on the incorporated plan titled "BUPA Care Service, Bellarine Lakes 402-404 Bellarine Highway, Moolap, Victoria: Location Plan", which forms part of this Incorporated Document (referred to hereafter as 'the land').

PURPOSE:

The purposes of the Incorporated Document are:

- ☐ To facilitate the subdivision of land in the Farming Zone that would otherwise be prohibited.
- ☐ To facilitate the subdivision of land in the Floodway Overlay ~~that would be otherwise prohibited~~ and Land Subject to Inundation Overlay.
- ☐ To allow a residential aged care facility to have a separate title to a retirement village that is in separate ownership and that was always anticipated to operate as a separate entity.
- ☐ To help to ensure the economic viability and effective operation of an aged care facility that will provide much needed housing for the elderly along with employment opportunities.

THIS DOCUMENT ALLOWS:

This Incorporated Document allows for the development of the land for the purposes of:

- (a) a two lot subdivision in accordance with the endorsed plan of subdivision

GREATER GEELONG PLANNING SCHEME

THE FOLLOWING CONDITIONS APPLY TO THIS DOCUMENT:

Layout Not Altered

1. The plan of subdivision submitted for certification must be generally in accordance with the plan forming part of this Incorporated Document~~The subdivision as shown on the plan that forms part of this incorporated document must not be altered without the prior written consent of the Responsible Authority.~~

Reticulated Services

2. Reticulated water, sewerage and electricity must be available to each lot shown on the plan that forms part of this incorporated document before any lot can be used.

Lot Drainage

3. Each lot shown on the plan that forms part of this incorporated document must be drained to the satisfaction of the Responsible Authority.

Clause 66.01-1 Two Lot Subdivision

4. The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity, gas and telecommunication services to each lot shown on plan that forms part of this incorporated document in accordance with that authority's requirements and relevant legislation at the time.
5. All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.
6. The plan of subdivision submitted for certification under the *Subdivision Act 1988* must be referred to the relevant authority in accordance with Section 8 of that Act.

S173 Subdivision prior to completion of development

7. Prior to the issue of a Statement of Compliance for this subdivision, the owner of the land to which this incorporated document relates must enter into an agreement with the Responsible Authority under Section 173 of the *Planning and Environment Act 1987*. In addition to the usual provisions, the agreement must provide for the following matters:
 - a) Except with the consent of the Responsible Authority, the land and any lot created by the subdivision of the land may only be developed in accordance with the Residential Aged Care Facility authorised in Planning Permit No. 10/2006 and depicted in the endorsed plans that form part of Planning Permit No. 10/2006;
 - b) The development shall not be occupied or used until all works, including landscaping and drainage have been completed;
 - c) The costs of the Responsible Authority in relation to the agreement are to be borne by the owner.

GREATER GEELONG PLANNING SCHEME

Time for Starting and Completion

8. The specific controls contained in this document will expire if any of the following circumstances applies
- a) The plan of subdivision is not certified within 2 years of the date of approval of the amendment.
 - b) The subdivision is not completed within five years of the date of certification of the plan.

The responsible authority may extend the periods referred to if a request is made in writing before these controls expire or within six months afterwards. In accordance with Section 69 of the Planning and Environment Act 1987, an application may be submitted to the Responsible Authority for an extension of the period referred to in this condition in relation to certification of a plan of subdivision.

[BUPA Care Service, Bellarine Lakes 402-404 Bellarine Highway, Moolap, Victoria: Location Plan](#)



GREATER GEELONG PLANNING SCHEME

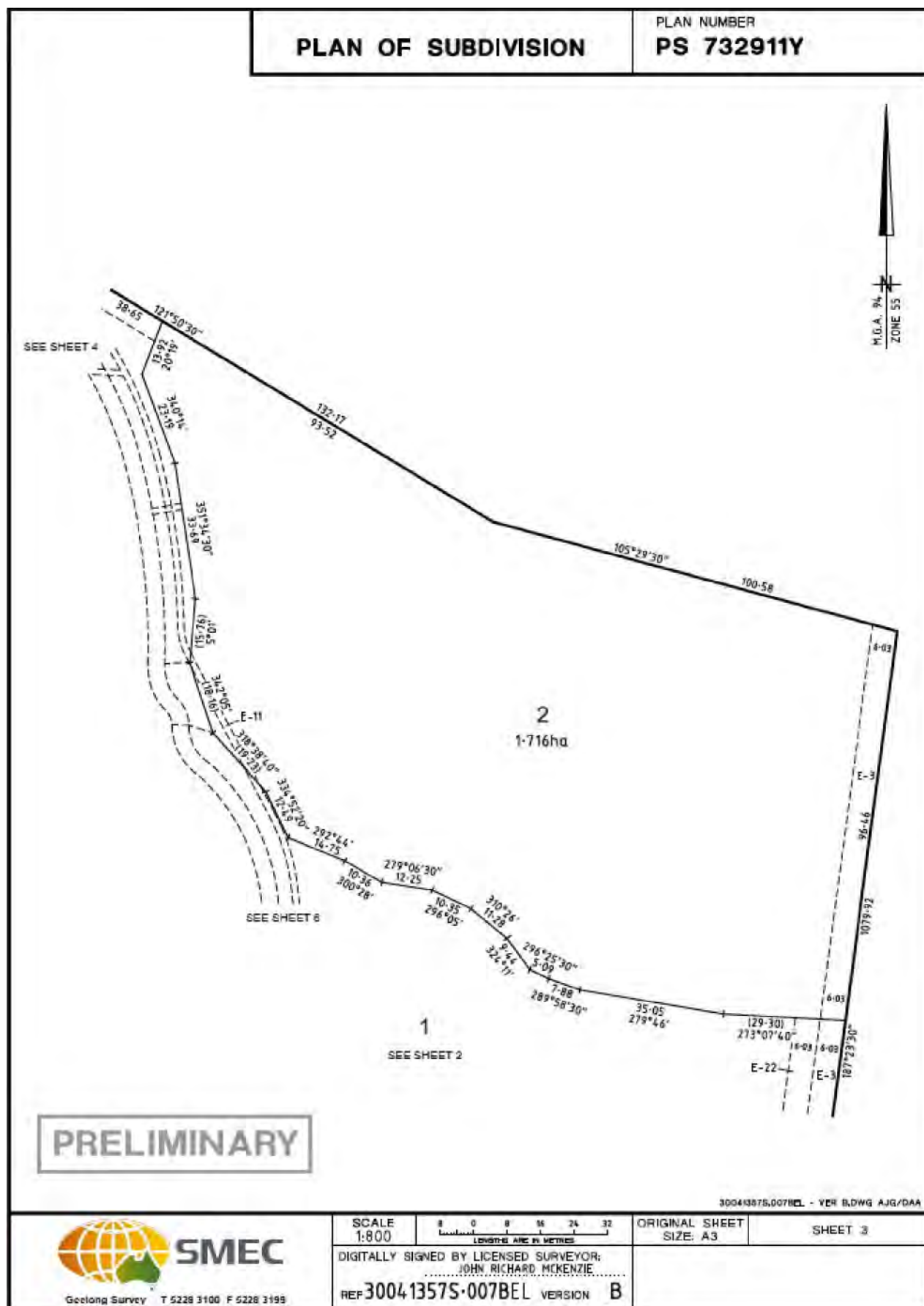
PLAN OF SUBDIVISION		LV USE ONLY EDITION	PLAN NUMBER PS 732911Y	
LOCATION OF LAND PARISH: MOOLAP TOWNSHIP: - SECTION: - CROWN ALLOTMENT: - CROWN PORTION: 11 (PART) & 12 (PART) BLOCK 1 TITLE REFERENCES: VOL 11503 FOL 443 LAST PLAN REFERENCE/S: PS 722208Y (LOT 1) POSTAL ADDRESS: 402 BELLARINE HIGHWAY (At time of subdivision) MOOLAP 3224 MQA94 Co-ordinates (of approx centre of land in plan) E 274575 N 5770850 ZONE 55		COUNCIL NAME: GREATER GEELONG CITY COUNCIL REF: PRELIMINARY		
VESTING OF ROADS AND/OR RESERVES		NOTATIONS		
IDENTIFIER	COUNCIL/BODY/PERSON			
NOTATIONS				
DEPTH LIMITATION DOES NOT APPLY STAGING This is not a staged subdivision. Planning permit No. SURVEY. THIS PLAN IS ~~NOT~~ BASED ON SURVEY. THIS IS A SPEAR PLAN.		300413575.007BEL - VER B,DWG A/JG/DAA		
EASEMENT INFORMATION				
LEGEND A-Appurtenant Easement E-Encumbering Easement R-Encumbering Easement (Road)				
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
SEE SHEETS 7 & 8 FOR EASEMENT DETAILS				
 SMEC Geelong Survey T 5228 3100 F 5228 3199		SURVEYOR REF: 300413575.007BEL DIGITALLY SIGNED BY LICENSED SURVEYOR: JOHN RICHARD MCKENZIE VERSION B		ORIGINAL SHEET SIZE: A3 SHEET 1 OF 8

PLAN OF SUBDIVISION

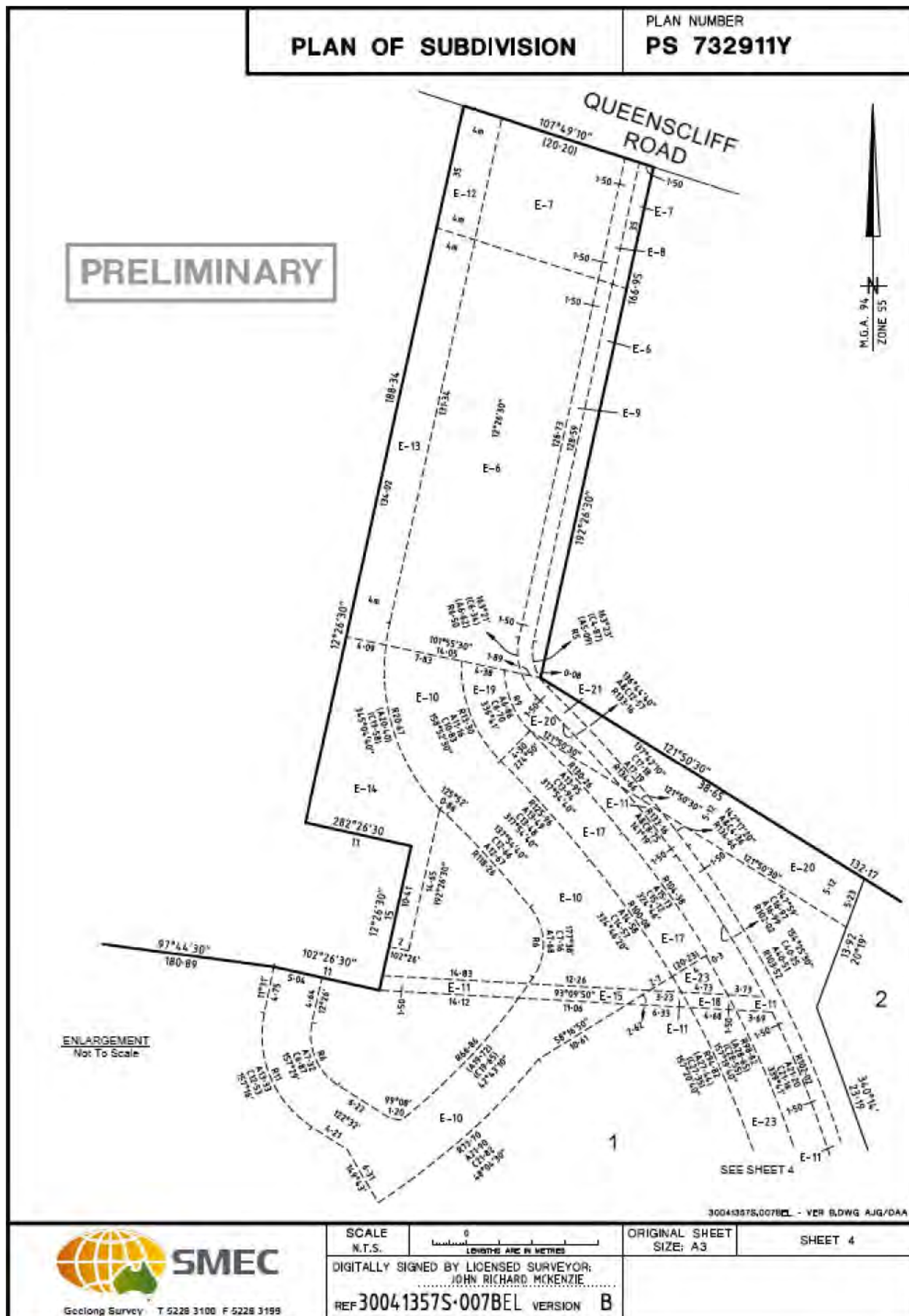
PS 732911Y



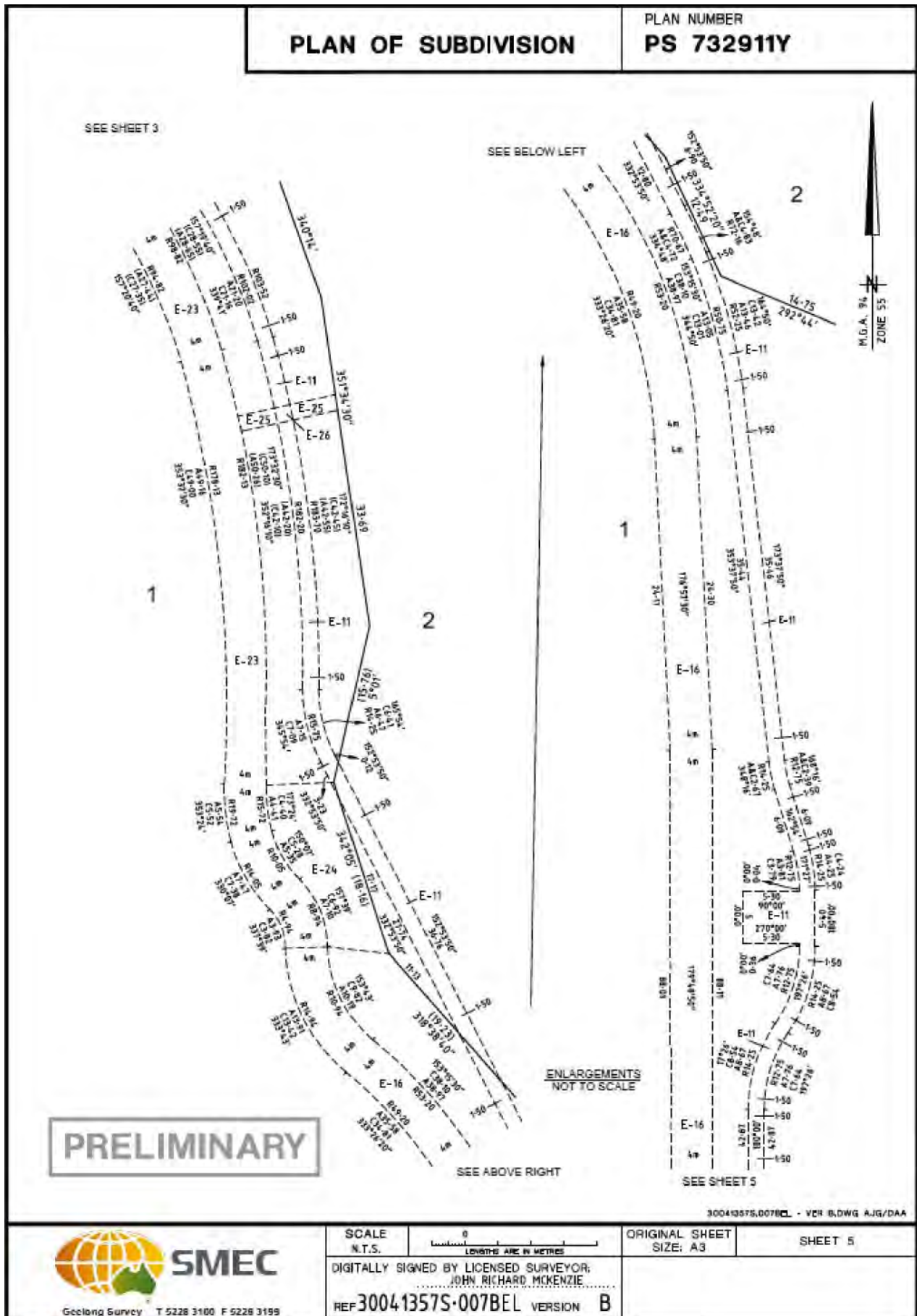
GREATER GEELONG PLANNING SCHEME



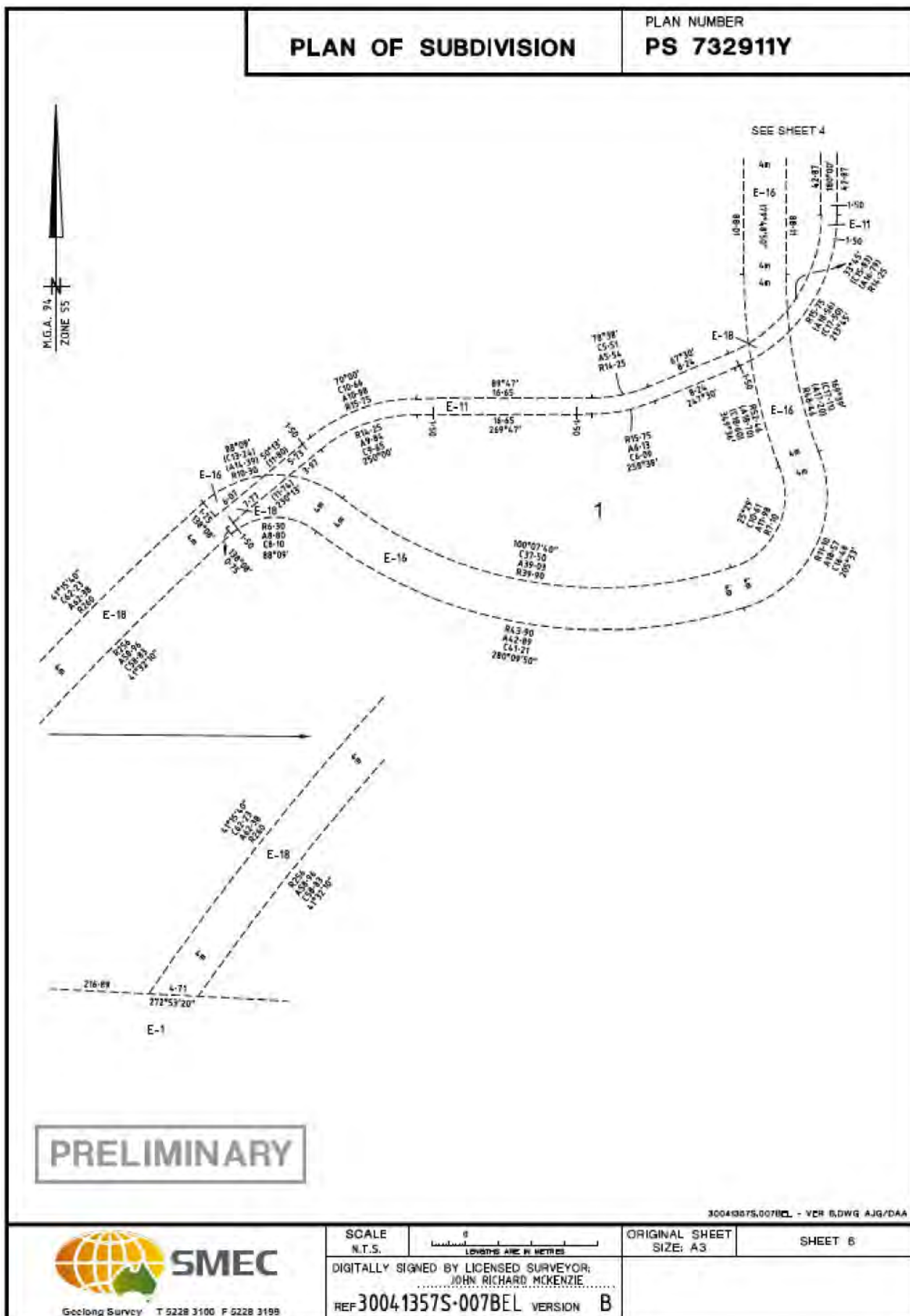
GREATER GEELONG PLANNING SCHEME



GREATER GEELONG PLANNING SCHEME



GREATER GEELONG PLANNING SCHEME



GREATER GEELONG PLANNING SCHEME

PLAN OF SUBDIVISION			PLAN NUMBER PS 732911Y	
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefitted/In Favour Of
E-1	WATER SUPPLY	10.06	INSTRUMENT No.1523259	STATE RIVERS & WATER SUPPLY COMMISSION
E-2	WATER SUPPLY DRAINAGE	SEE DIAGRAM SEE DIAGRAM	INSTRUMENT No.1523259 LP 80808	STATE RIVERS & WATER SUPPLY COMMISSION LOTS ON LP 80808
E-3	DRAINAGE	6.03	LP 80808	LOTS ON LP 80808
E-4	WATER SUPPLY	5.00	X 817094P	BARWON REGION WATER AUTHORITY
E-5	DRAINAGE WATER SUPPLY	SEE DIAGRAM SEE DIAGRAM	LP 80808 X 817094P	LOTS ON LP 80808 BARWON REGION WATER AUTHORITY
E-6	CARRIAGEWAY CARRIAGEWAY CARRIAGEWAY CARRIAGEWAY SUPPLY OF ELECTRICITY	SEE DIAGRAM SEE DIAGRAM SEE DIAGRAM SEE DIAGRAM SEE DIAGRAM	AD 498183K PS 722208Y PS 722208Y THIS PLAN THIS PLAN	LOT 1 ON TP 113701B BARWON REGION WATER CORPORATION POWERCOR AUSTRALIA LIMITED LOT 2 ON THIS PLAN LOT 2 ON THIS PLAN
E-7	CARRIAGEWAY CARRIAGEWAY CARRIAGEWAY CARRIAGEWAY CARRIAGEWAY SUPPLY OF ELECTRICITY	SEE DIAGRAM SEE DIAGRAM SEE DIAGRAM SEE DIAGRAM SEE DIAGRAM SEE DIAGRAM	AD 498183K AG 393086R PS 722208Y PS 722208Y THIS PLAN THIS PLAN	LOT 1 ON TP 113701B LOT 1 ON TP 582054N BARWON REGION WATER CORPORATION POWERCOR AUSTRALIA LIMITED LOT 2 ON THIS PLAN LOT 2 ON THIS PLAN
E-8	POWERLINE CARRIAGEWAY CARRIAGEWAY	SEE DIAGRAM SEE DIAGRAM SEE DIAGRAM	PS 722208Y SECTION 88 OF THE ELECTRICITY INDUSTRY ACT 2000 AD 498183K AG 393086R	POWERCOR AUSTRALIA LIMITED LOT 1 ON TP 113701B LOT 1 ON TP 582054N
E-9	POWERLINE CARRIAGEWAY	SEE DIAGRAM SEE DIAGRAM	PS 722208Y SECTION 88 OF THE ELECTRICITY INDUSTRY ACT 2000 AD 498183K	POWERCOR AUSTRALIA LIMITED LOT 1 ON TP 113701B
E-10	CARRIAGEWAY	SEE DIAGRAM	PS 722208Y	BARWON REGION WATER CORPORATION
E-11	POWERLINE	SEE DIAGRAM	PS 722208Y SECTION 88 OF THE ELECTRICITY INDUSTRY ACT 2000	POWERCOR AUSTRALIA LIMITED
E-12	PIPELINES OR ANCILLARY PURPOSES CARRIAGEWAY CARRIAGEWAY	SEE DIAGRAM SEE DIAGRAM SEE DIAGRAM	PS 722208Y SECTION 136 OF THE WATER ACT 1989 AD 498183K AG 393086R	BARWON REGION WATER CORPORATION LOT 1 ON TP 113701B LOT 1 ON TP 582054N
E-13	PIPELINES OR ANCILLARY PURPOSES CARRIAGEWAY	SEE DIAGRAM SEE DIAGRAM	PS 722208Y SECTION 136 OF THE WATER ACT 1989 AD 498183K	BARWON REGION WATER CORPORATION LOT 1 ON TP 113701B
E-14	PIPELINES OR ANCILLARY PURPOSES	SEE DIAGRAM	PS 722208Y SECTION 136 OF THE WATER ACT 1989	BARWON REGION WATER CORPORATION
E-15	POWERLINE CARRIAGEWAY	SEE DIAGRAM SEE DIAGRAM	PS 722208Y SECTION 88 OF THE ELECTRICITY INDUSTRY ACT 2000 PS 722208Y	POWERCOR AUSTRALIA LIMITED BARWON REGION WATER CORPORATION
E-16	CARRIAGEWAY	SEE DIAGRAM	PS 722208Y	POWERCOR AUSTRALIA LIMITED
E-17	CARRIAGEWAY CARRIAGEWAY CARRIAGEWAY SUPPLY OF ELECTRICITY	SEE DIAGRAM SEE DIAGRAM SEE DIAGRAM SEE DIAGRAM	PS 722208Y PS 722208Y THIS PLAN THIS PLAN	BARWON REGION WATER CORPORATION POWERCOR AUSTRALIA LIMITED LOT 2 ON THIS PLAN LOT 2 ON THIS PLAN
E-18	POWERLINE CARRIAGEWAY CARRIAGEWAY SUPPLY OF ELECTRICITY	SEE DIAGRAM SEE DIAGRAM SEE DIAGRAM SEE DIAGRAM	PS 722208Y SECTION 88 OF THE ELECTRICITY INDUSTRY ACT 2000 PS 722208Y THIS PLAN THIS PLAN	POWERCOR AUSTRALIA LIMITED POWERCOR AUSTRALIA LIMITED LOT 2 ON THIS PLAN LOT 2 ON THIS PLAN
-----CONTINUED ON SHEET 8				
PRELIMINARY				
30041357S.007BEL - VER B.DWG A.J.G/DAA				
 SMEC Geelong Survey T 5228 3100 F 5228 3199		DIGITALLY SIGNED BY LICENSED SURVEYOR: JOHN RICHARD MCKENZIE REF 30041357S.007BEL VERSION B		ORIGINAL SHEET SIZE: A3 SHEET 7

GREATER GEELONG PLANNING SCHEME

PLAN OF SUBDIVISION				PLAN NUMBER PS 732911Y
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
E-19	CARRIAGEWAY CARRIAGEWAY CARRIAGEWAY SUPPLY OF ELECTRICITY	SEE DIAGRAM SEE DIAGRAM SEE DIAGRAM SEE DIAGRAM	PS 722208Y PS 722208Y THIS PLAN PS 722208Y	BARWON REGION WATER CORPORATION POWERCOR AUSTRALIA LIMITED LOT 2 ON THIS PLAN LOT 2 ON THIS PLAN
E-20	CARRIAGEWAY	SEE DIAGRAM	THIS PLAN	LOT 2 ON THIS PLAN
E-21	POWERLINE	SEE DIAGRAM	PS 722208Y SECTION 88 OF THE ELECTRICITY INDUSTRY ACT 2000	POWERCOR AUSTRALIA LIMITED
	CARRIAGEWAY	SEE DIAGRAM	THIS PLAN	LOT 2 ON THIS PLAN
E-22	WATER SUPPLY DRAINAGE	SEE DIAGRAM SEE DIAGRAM	THIS PLAN THIS PLAN	LOT 2 ON THIS PLAN LOT 2 ON THIS PLAN
E-23	CARRIAGEWAY CARRIAGEWAY SUPPLY OF ELECTRICITY	SEE DIAGRAM SEE DIAGRAM SEE DIAGRAM	PS 722208Y THIS PLAN THIS PLAN	POWERCOR AUSTRALIA LIMITED LOT 2 ON THIS PLAN LOT 2 ON THIS PLAN
E-24	CARRIAGEWAY	SEE DIAGRAM	THIS PLAN	LOT 2 ON THIS PLAN
E-25	SUPPLY OF ELECTRICITY	SEE DIAGRAM	THIS PLAN	LOT 2 ON THIS PLAN
E-26	POWERLINE	SEE DIAGRAM	PS 722208Y SECTION 88 OF THE ELECTRICITY INDUSTRY ACT 2000	POWERCOR AUSTRALIA LIMITED
	SUPPLY OF ELECTRICITY	SEE DIAGRAM	THIS PLAN	LOT 2 ON THIS PLAN
PRELIMINARY				
300413575.007BEL - VER B/DWG AJG/DAK				
 SMEC Geelong Survey T 5228 3100 F 5228 3199		DIGITALLY SIGNED BY LICENSED SURVEYOR: JOHN RICHARD MCKENZIE..... REF 300413575-007BEL VERSION B		ORIGINAL SHEET SIZE: A3
				SHEET 8

END OF DOCUMENT

INCORPORATED DOCUMENT

2. APPOINTMENT OF A COMMITTEE UNDER SECTION 191 OF THE PLANNING AND ENVIRONMENT ACT 1987 TO HEAR AND MAKE RECOMMENDATIONS TO THE COUNCIL ON PLANNING PERMIT APPLICATION NOS. 1679/2015 AND 692/2015

Source: Planning and Development
General Manager: Peter Bettess
Index Reference: Planning Committee

Purpose

To appoint a Committee under Section 191 of the Planning and Environment Act 1987 to hear any person the Council is authorised or required to hear before it makes a decision on the planning applications originally scheduled for a Planning Committee on 12 April 2016.

Summary

- A Planning Committee Meeting was scheduled for 12 April 2016 to decide two planning applications;
 - 1679/2015 – 2-4 Waverly Road, Lara
 - 692/2015 – 405-455 Sandy Creek Road and 1720 Bacchus Marsh Rd, Little River
- Due to the announcement that the Council were to be dismissed, a quorum of seven (7) Councillors was unable to be achieved, therefore the meeting was cancelled.
- The Applications will now be decided by the Council, being the three Administrators. Division 5 of Part 9 of the Planning and Environment Act 1987 provides a mechanism for a committee to hear the parties and make a recommendation to the Council.
- This process is considered to be the fairest way to assess the merits of the applications in the absence of an elected council.

P Dorling moved, L Gardner seconded -

That Council:

- 1) **appoints Lester Townsend (Chair), Kate Partenio and Adrian Vlok as a Committee under Section 191 of the Planning and Environment Act 1987 to hear and make recommendations on the following Planning Applications;**
 - 1679/2015 – 2-4 Waverly Road, Lara
 - 692/2015 – 405-455 Sandy Creek Road and 1720 Bacchus Marsh Rd, Lara
- 2) **agrees to pay the reasonable fees and allowances of the persons' services to the Committee at the rates set by Planning Panels Victoria.**

Carried.

Background

A Planning Committee Meeting was scheduled for 12 April 2016 to hear two planning applications;

- 1679/2015 – 2-4 Waverly Road, Lara
- 692/2015 – 405-455 Sandy Creek Road and 1720 Bacchus Marsh Rd, Little River

Due to the announcement that the Council were to be dismissed, a quorum of seven (7) Councillors was unable to be achieved, therefore the meeting was cancelled.

Discussion

As the items were called into a Planning Committee by Councillors, parties have an expectation of being heard by elected representatives.

With the dismissal of City of Greater Geelong Councillors on 15 April 2016 this is no longer possible.

Under the Planning and Environment Act, Section 191 provides for the appointment of a Committee as follows;

191 Appointment of committee

A planning authority or responsible authority may nominate a committee of two or more persons to hear a person-

- (a) whom the authority is authorised or required to hear before it makes a decision; or
- (b) to whom the authority must give an opportunity to be heard before it makes a decision.

192 Who may be on the committee?

The committee may include a member of the planning authority or responsible authority.

193 Who may attend the hearing?

A person who has a right to be heard may appear before the committee in person or be represented by any other person.

194 Function of the committee

The committee must –

- (a) hear the person on behalf of the planning authority or responsible authority; and
- (b) report on the hearing and make recommendations to the authority.

195 Effect of hearing

A hearing by a committee under this Division has effect as if it were a hearing by the planning authority or responsible authority.

Officers have contacted Planning Panels Victoria who has advised that they have provided members for Section 191 Committees in the past.

The three (3) panel members nominated by Planning Panels Victoria who are able to sit on the Section 191 Committee are:

1. Lester Townsend (Chair)
2. Kate Partenio
3. Adrian Vlok

A brief biography of each member is at the end of this report.

Environmental Implications

The report presented by the Section 191 Committee will consider environmental implications.

Financial Implications

Section 196 of the Planning and Environment Act covers the issue of payment for the Committee members.

Policy/Legal/Statutory Implications

The convening of a section 191 Committee is in accordance with the legislative requirements.

Officer Direct or Indirect Interest

No Council officers involved in the drafting of this report have been a direct or indirect interest in the issue, in accordance with Section 80C of the Local Government Act.

Risk Assessment

No risks are incurred by Council due to the appointment of a Section 191 Committee.

Social Considerations

Social considerations are considered as part of the planning process.

Human Rights Charter

The Human Rights Charter has been considered as part of the option to appoint a Section 191 Committee.

Consultation and Communication

The Planning Applications have been the subject of consultation under the Planning and Environment Act.

The holding of a section 191 Committee in lieu of a Planning Committee provides all parties to present their views prior to the Council deciding the applications.

All parties have been notified of the recommended process to determine the applications.

Brief Biography

Lester Townsend

Lester was appointed as a Senior Panel Member with Planning Panels Victoria in October 2005, and has considerable experience in strategic and statutory planning, and project implementation. Lester was a sessional member of Planning Panels Victoria from 1997 to 2005. He has qualifications in town planning and sociology, holding a Bachelor of Town and Regional Planning (University of Melbourne) and Graduate Diploma of Sociology (LaTrobe University). Additionally, Lester has provided strategic and statutory planning advice for a range of local and state government organisations and private companies. He has a particular interest in integrated planning and has been involved in a number of transport and urban design projects. Lester has expertise in plain English communication and drafting. He is a Fellow of VPELA and has previously served on its Board. He was also the former President of the Australia Institute of Urban Studies.

Kate Partenio

Kate Partenio holds an undergraduate qualification in civil engineering and a post graduate qualification in traffic engineering and transport planning. In former roles, she worked as a traffic engineer and transport planner in private practice for 19 years, and in local government for 4 years. She was a director of GTA Consultants from 1999-2014. Kate has transport expertise in land use planning, strategic planning, master planning, traffic impact assessments, car parking, design and road safety.

Adrian Vlok

Adrian has a Bachelor of Applied Science (Biology) and a Graduate Diploma in Environmental Science. He brings over 23 years of experience in Victoria, Queensland and Western Australia working in the fields of ecology, environmental planning, impact assessment, natural resource management, project due diligence, feasibility, approvals and community engagement. Adrian has a wealth experience in preparing statutory environmental approval and permitting documents, appeals and expert witness/evidence statements (tribunal and court). He has extensive knowledge of environmental law and policy, at a local, state and national level.



COMMITTEE TERMS OF REFERENCE

Section 191 Planning and Environment Act Committee	Document No:	
	Approval Date:	
	Approved By:	Council
	Review Date:	
Responsible Officer: General Manager, Planning and Development	Expiry Date:	N/A
	Version No:	
Authorising Officer:		Chief Executive Officer

1. SUMMARY

The Committee has been formed to hear persons on behalf of the Responsible Authority in regard to Planning Permit Application numbers 1649/2015 and 692/2015.

The Committee must report on the Hearing and make recommendations to the Authority.

The Planning Committee will operate within the context of Planning and Environment Act 1987, the *Subdivisions Act* 1998 together with any other Act or Regulation where Council may exercise the powers of a Responsible Authority.

2. OBJECTIVES

To establish a process for hearing Planning Applications which have been referred to them and to make recommendations to Council.

3. DEFINITIONS

“Responsible Authority” has the same meaning as Responsible Authority under the Planning and Environment Act 1987.

“Development Hearings Panel” means the Panel comprised of Officers and one Councillor appointed by Council with delegated power to determine development applications.

4. TERMS OF REFERENCE

4.1. Expected / Definite life of the Committee

- The Committee is established by Council to hear items 1649/2015 and 692/2015.

4.2 Constituency of the Committee

- The Committee shall consist of Lester Townsend (Chair), Kate Partenia and Adrian Vlok.
- Meetings are open to the public and other than in circumstances where the Committee resolves to close the meeting in accordance with Section 89 of the Local Government Act 1989, decisions shall be made in the public forum.

4.3 Authority of the Committee

- The Committee has been appointed by Council to hear submitters to the following items:
- The Planning Committee will operate within the context of Planning and Environment Act 1987, the Subdivisions Act 1988, together with any other Act or Regulation under which Council may exercise the powers of a Responsible Authority.

4.4 Meeting Procedure

- The Committee operates under the Council's Meeting Procedures Local Law (or any subsequent replacement Local Law), with such modifications and adaptations as the Committee deems necessary for the orderly conduct of meetings.
- The process for submitters to be heard by the Committee shall be:
 - the officer to present the report.
 - the applicant to present a submission. A ten minute time limit applies to the applicant addressing the meeting.
 - the objectors to present submissions. A three minute time limit applies to each person addressing the meeting.
 - At the discretion of the Chairperson, the applicant may be permitted to make points of clarification. A three minute time limit applies.

4.5 Secretariat

- The Manager City Development is responsible for the convening of meetings, recording of minutes and implementation of decisions of the Committee.

QUALITY RECORDS

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

Record	Retention/Disposal Responsibility	Retention Period	Location
Minutes	Manager, City Development	Permanent	Initially within City Development, for archive purposes Heritage Centre.

5. ATTACHMENTS

3. SPORT & RECREATION VICTORIA - 2017/18 COMMUNITY SPORT INFRASTRUCTURE FUND

Source: Community Life - Sport and Recreation
General Manager: Linda Quinn
Index Reference: Subject: Sport and Recreation Grants and Funding

Purpose

To seek Council endorsement to submit projects to Sport & Recreation Victoria's Community Sport Infrastructure Fund (CSIF) for funding consideration.

Summary

- Sport & Recreation Victoria's (SRV) Community Sport Infrastructure Fund (CSIF) provides an important opportunity for Council to secure funding for sport and recreation projects across the municipality.
- SRV opened the 2017/18 round of the CSIF on 12 April, 2016. This report relates to all available funding categories and the proposed projects within.
- Council conducted an Expression of Interest (EOI) process, calling for applications from active sport and recreation clubs across the municipality for the minor grants categories. Due to timelines for application submissions provided by SRV, the EOI process was limited to two weeks only.
- Projects proposed for submission to the major grants categories have been identified by Council staff.
- Project proposals are due to SRV by 8 June, 2016.
- Project proposals supported by SRV will be invited to submit full applications. These applications will be due by 31 August, 2016.
- Funding announcements are expected to be made from November, 2016 onwards.
- Any financial commitment required from Council towards the projects will be forward to the 2017-18 budget along with all other Council priorities for consideration.

L Gardner moved, P Dorling seconded -

That Council:

- 1) **endorse the development of submissions for Sport and Recreation Victoria's Community Sports Infrastructure Fund as follows:**
 - **Flinders Peak Regional Rugby Sporting Pavilion – Major Facilities Category**
 - **Grovedale Tigers Football Netball Club change facilities – Female Friendly Facilities Category**
 - **Kingston Park Sub-Regional Playground – Minor Facilities Category**
- 2) **pending the outcome of each application, refer the projected Council contribution for any successful projects to the 2017-18 budget for consideration along with other business cases.**

Carried.

Background

Each year, the Victorian Government make funds available for planning, building new and improving existing facilities where communities conduct, organise and participate in sport and recreation. This funding aims to support projects which:

- Increase sport and recreation participation for all Victorians;
- Increase female and junior participation;
- Increase access to sport and recreation opportunities;
- Better planning of sport and recreation facilities; and
- Encourage innovative, environmentally sustainable and universally designed facilities.

The CSIF provides grants for planning, building new and improving existing recreation facilities.

The full 2017-18 CSIF Application Guidelines can be found in Attachment 1.

Funding is available under the categories described below:

CSIF category	Who can apply	No. of applications per Council	Max. amount per Grant	Funding ratio*
Major Facilities category	Council	One (1)	Up to \$650,000	\$1 State : \$2 Local
Better Pools category	Council	One (1)	Up to \$3,000,000	\$1 State : \$2 Local
Small Aquatic Projects category	Council	One (1)	Up to \$200,000	\$2 State : \$1 Local
Total applications in above categories		One		
Minor Facilities category	Council OR Sporting clubs and community groups via Council EOI process	Up to three (3) across the Minor and Cricket Facilities categories– seeking a maximum total of \$100,000 per grant	\$100,000	\$1.5 State : \$1 Local
Cricket Facilities category	Council OR Sporting clubs and community groups via Council EOI process	Up to three (3) across the Minor and Cricket Facilities categories – seeking a maximum total of \$100,000 per grant	\$100,000	\$1.5 State : \$1 Local
Total applications in above categories		Three		
Female Friendly Facilities category	Council OR Sporting clubs and community groups via Council EOI process	Up to two (2) – seeking a maximum total of \$100,000 per grant	\$100,000	\$1.5 State : \$1 Local
Total applications in above category		Two		
Planning category (recreation planning or facility feasibility)	Council	One (1)	Up to \$30,000	\$1.5 State: \$1 Local

CSIF category	Who can apply	No. of applications per Council	Max. amount per Grant	Funding ratio*
Total applications in above category		One		
Planning category (regional planning)	Council	One (1)	Up to \$50,000	\$2 State : \$1 Local
Total applications in above category		One		

Sports clubs and community organisations in Greater Geelong were invited to submit projects for consideration under the Minor, Female Friendly and Cricket Facilities categories. Submissions were via an Expression of Interest process through the Geelong Australia website from Monday 25 April, 2016 to Sunday 8 May, 2016. This EOI process was restricted to a short amount of time due to the dates for submission provided by the State Government. A total of 31 expressions of interest were received.

Applications for the planning and major categories are traditionally selected by Council Officers based on local and regional (G21) planning priorities and alignment to the SRV grant assessment criteria.

All projects selected are due to be submitted to the State Government by June 6, 2016. These initial submissions will be in the form of project proposals. Following an initial assessment by the State Government, proposals may be invited to submit full applications for further consideration.

EOI's selected to proceed to full application stage are due to the State by August 31 August, 2016. Funding announcements are expected from November, 2016 onwards. Successful applications will be eligible for funding in the 2017-18 financial year.

Discussion

This section should note that Council has the capacity to submit five (5) applications across the Minor, Female Friendly and Cricket Facilities categories. Officer assessment however has identified many submitted projects did not demonstrate sufficient planning to ensure they could be delivered within the funded timing parameters.

The project recommended within the Major Facilities category has been identified by Officers as the next major strategic priority for recreation within Council. No projects within the Planning, Minor Aquatic or Better Pools categories were identified as being ready for submission within this round.

In evaluating the proposed projects, Council referred to the State Government's CSIF Funding Guidelines (Attachment 1) and undertook the following process:

Project proposals received by sporting club and community organisations:

Due to tight timeframes provided by the State Government, project proposals received were requested to attach detailed information. Submissions which were awarded the highest priority demonstrated the strongest connection to the funding guidelines (Attachment 1) being:

- **Project Development** – concept designs and detailed cost estimates attached to project proposals;
- **Strategic Justification** – project proposals supported by local or regional strategic plans;

- **Stakeholder engagement** – project proposals have consulted with stakeholders and partners to ensure a collaborative approach; and
- **Participation outcomes** – demonstrated increases in participation, including females and juniors, as a result of the proposed project.

Submissions which did not provide this information were awarded a lower priority than other projects. As sporting clubs are the key beneficiaries of this funding program, cash and in-kind contributions as well as projects that will result in a wider community benefit are highly regarded. Projects which require further development will be provided support by Council Officers to strengthen their proposals for subsequent funding rounds.

Attachment 2 details the list of projects received from community organisations that were not recommended for submission to the State Government. As per the attachment, the majority of projects received require further development before they are ready for consideration. As such, Council have only recommended two (2) projects be submitted out of a possible five (5) submissions to the Minor, Cricket and Female Friendly Facilities categories.

Project proposals identified by Council Officers: Projects identified by Council Officers for submission were evaluated based upon their strategic underpinning, existing contributions from Council and their ability to meet the funding guidelines for the greatest chance of success. Council is confident that the cost estimates for these projects will provide rewarding outcomes for the community.

Recommended projects:

Minor Facilities category - 1 project recommended for submission

Kingston Park Sub-Regional Playground

Upgrade to Kingston Park Playground - This project is strategically supported by Council's Play Strategy.

Female Friendly Facilities category – 1 project recommended for submission,

Grovedale Tigers Football Netball Club change room upgrade

Upgrade to change facility to create new visitor rooms which are compliant with facility guidelines for unisex use. The upgrade to this facility will maximise use, particularly for the growing demographic of female footballers.

Major Facilities category – 1 project recommended for submission

Flinders Peak Regional Rugby Sporting Pavilion

Current approved Council funding for \$1.8 million to deliver multi-use turf field, modular club rooms and associated infrastructure. Following the construction of the field, there will only be \$769,000 for the construction of a pavilion. Conservative estimates suggest that \$1.9 million would be required to deliver a facility suitable for both rugby union and grid iron. To provide such a facility and to maximise potential of State Government grant opportunity a further \$531,000 would need to be referred to the 2017-18 Budget.

RECOMMENDED PROJECTS SUMMARY							
Project	Total project cost:	Category:	Grant amount requested:	Existing Council contribution in 2016-17	Council contribution required in 2017-18:	Local Funding Sources:	Recommended for Submission
Flinders Peak Regional Rugby Sporting Pavilion (Council identified project) –	\$1,950,000	Major	\$650,000	\$769,000	\$531,000	Nil	Yes
Kingston Park Sub-Regional Playground (Council identified project)-	\$300,000	Minor	\$100,000	-	\$200,000	-	Yes
Grovedale Tigers Football Netball Club change room upgrade (Community identified project) -	\$350,000	Female Friendly	\$100,000		\$200,000	\$50,000	Yes

As discussed, the recommended projects have all been strategically identified as priority projects within the region. Furthermore, the recommended projects, amongst those submitted by the community as part of the EOI process have been identified as projects with the best prospects of success by State Government Office. As such, no projects have been recommended for submission within the Better Pools, Small Aquatic Project, Cricket Facilities or Planning categories.

Any financial implications to Council resulting from these projects will be referred for consideration in Council's 2017-18 Budget along with all other priorities.

Environmental Implications

There are no foreseeable environmental implications associated with this report. Should the application be successful, Council will develop project designs that include environmentally sustainable design initiatives.

Financial Implications

There are no financial implications associated with adopting the recommendations of this report.

If funding applications to SRV are successful for the proposed projects, these will be referred to the 2017/18 budgetary process along with all other Council priorities. Business cases for any contributions required by Council will be developed for consideration. Should these budget referrals not be adopted, any funding received within the CSIF program will be returned to the State Government.

PROJECT	2017/18 BUDGET CONSIDERATION AMOUNT	2016/17 EXISTING BUDGET CONTRIBUTION
Flinders Peak Regional Rugby Sporting Pavilion	\$531,000	\$769,000
Kingston Park Sub-Regional Playground	\$200,000	\$0
Grovedale Tigers Football Netball Club change room upgrade	\$200,000	\$0
Total amount for consideration within 2017/2018 Budget:	\$931,000	

Policy/Legal/Statutory Implications

There are no legislative or legal ramifications associated with the adoption of this report.

Alignment to City Plan

The recommended project will align to the City Plan's priority of Community Wellbeing, encouraging healthy lifestyles and connected communities through active recreation and participation in sport.

Officer Direct or Indirect Interest

There are no Officer conflicts of interest relating to the project being proposed for submission or this report.

Risk Assessment

There are no immediate risks associated with this report.

Social Considerations

The expected population growth within the municipality necessitates the increased and improved provision of community sport facilities that provide a social outlet for the local community.

Participation in sport and recreational activities has long been recognised as an important contributor to community health and well being. Benefits of physical activity are well documented and include improved health, development of social skills, increased community connectedness and enhanced self-esteem. The SEIFA index indicates that Norlane, Corio and Bell Park have a low to relatively low rating. These northern suburbs will benefit from increased access to sporting facilities such as the Flinders Peak Regional Rugby Sporting Pavilion.

Human Rights Charter

This report has no impact on human rights.

Consultation and Communication

The Expression of Interest process for the Minor, Female Friendly and Cricket Facilities categories was conducted by Council over a two week period. Applications were invited by all active sport and recreation clubs across the municipality. The advertisement for applications appeared via Council's Facebook and website, as well as City News and the Sport and Recreation department's e-newsletters and email database.

The Major category project was identified through Council's strategic sporting plans.

All proposed projects were discussed with the local SRV regional office and the projects selected represent the best prospects in securing funding..

4. FLINDERS PEAK SPORTING FACILITIES OPTIONS ANALYSIS

Source: Community Life - Sport and Recreation
General Manager: Linda Quinn
Index Reference: **Subject: Land acquisition and building purchase**
Property key: 282219 - 95 Hendy St, Corio

Purpose

To report to Council the results of the investigation into the suitability of the former Flinders Peak Secondary College's Education and Community Activity (ECA) Centre to serve as sporting club player amenities and to determine Council's preferred option for replacing the existing sporting provision at the former school site.

Summary

- The Department of Education and Training (DET) advised Council in October 2013 that it intends to dispose of the former Flinders Peak Secondary College site.
- The Geelong Rugby Union Football Club is based at the former school site and uses facilities there for training and competition in the winter season. The Corio Cricket Club utilises the sports ground for competition in the summer season.
- As a result of the future loss of the sporting facility, Council resolved on 8 July 2014 to establish a new multi-use turf field and consider the refurbishment of the ECA Centre to fulfil club player amenities as replacement for the facilities that will be demolished on DET land.
- Negotiations have been held between Council and the State Government regarding the facilities at the former Flinders Peak Secondary College, including proposals for a land swap of the ECA Centre land and a subsequent agreement by the State Government for the ECA Centre land to be valued at a 'community use' rate in recognition of its history as a recreational facility for the broader community.
- Two (2) options for sporting club facility provision have been developed. One of these (Option 1) considers the retention and refurbishment of the ECA Centre. The estimated cost for this option is \$4,461,000 and is not the preferred option.
- In considering the suitability of the ECA Centre to serve as club player amenities, officers have concluded that the high cost of securing and refurbishing the existing centre is not justified. The construction of a new facility will cost considerably less than refurbishing the ECA Centre and is considered to be a more cost-effective, durable and suitable option for community sport.

L Gardner moved, P Dorling seconded -

That Council:

- 1) informs the Department of Education and Training that it will not seek to purchase nor pursue a land swap for the former Education and Community Activity Centre and associated land;**
- 2) proceeds with Option 2 being the construction of a new pavilion and sports fields. The new fields and detailed pavilion design be undertaken immediately and a business case developed for the additional costs associated with the pavilion construction developed for future budget consideration.**

Carried.

Background

Flinders Peak Secondary College (formerly Corio North High School) commenced operations in 1978. The Shire of Corio contributed to the construction cost of shared sporting facilities at the school in order to facilitate community use. Various formal and informal arrangements between the school Council and the Shire of Corio and later the City of Greater Geelong (CoGG) dictated the administrative and maintenance obligations of the parties with regard to these facilities.

Flinders Peak Secondary College closed at the end of 2010 as part of the merger of eight northern suburbs schools into one school. The facilities on the former school site and the management arrangements that are relevant to this report are as follows and illustrated in Figure 1.

- *F Block* – formerly the school locker room, change rooms, and boiler room. F Block was converted into club rooms in 2005-06 and is tenanted by the Geelong Rugby Union Football Club (the Rams). F Block has a social space, canteen, bar, change rooms, amenities and an umpires' room. The disused boiler room is still extant.
 - Management: F Block is the responsibility of Council as per the 2007-2022 Licence Agreement between CoGG and the school.
- *School oval* – available for community sport since the school opened and for the use of the Rams for training and competition in the winter season since 2005. It also serves as a competition ground for the Corio Cricket Club in the summer season. The ground is irrigated (installed by CoGG) and partially lit (sports lights installed by CoGG in 2006).
 - Management: The oval is included in the above-mentioned Licence Agreement and is the responsibility of Council.
- *Education and Community Activity (ECA) Centre* – school gymnasium building which includes one basketball/netball court, change rooms, drama and music rooms, kiosk, storage and practice rooms on the ground floor. A mezzanine level includes a games area, offices and practice rooms.
 - Management: Council was party to a Joint Use Agreement over the ECA Centre with the school Council that was due to expire in 2021 unless terminated early by consent of both parties.

Council has contributed funds to the development and maintenance of community sporting facilities at the former school site since its opening. Contributions include:

Facility	Year	Council contribution in 2015 dollars*
Playing fields, tennis courts, playground, furniture, landscaping	1979	\$ 81,009
Education and Community Activity (ECA) Centre construction	1983	\$ 243,677
Irrigation to sports ground	1997	\$ 77,313
Sports ground, sports lighting and F Block facility upgrades	2006-2008	\$ 415,438
Sports ground maintenance	2005- today	\$ 313,500
* 2015 dollar estimate based on the Reserve Bank of Australia online inflation calculator (www.rba.gov.au/calculator)		TOTAL \$ 1,130,937

The former school facilities and adjacent Council reserve are shown below.



Figure 1 Flinders Peak Secondary College and surrounds (aerial from NearMap October 2015)

While F Block and the sports ground have been in constant use for community sport since the closure of the school in 2010, the ECA Centre has been vacant. In this time it has not been effectively secured by the Department of Education and Training and has been subject to extensive vandalism, see photos at Appendix 3.

As a result of this and the declaration by the Department of Education and Training (DET) that the school site is surplus to requirements, the land is to be prepared for sale and the school buildings will be demolished. All school buildings except for the ECA Centre and F Block have now been demolished (see Figure 1).

In seeking short-term security of tenancy for the Rams and in the interest of ensuring its contribution to facilities at the school are appropriately recognised, Council has engaged in extensive communication with the State Government and considered two reports at Ordinary Meetings of Council.

A chronology of significant decisions and events follows.

Date	From	To	Summary
21/10/13	DTF* Project Manager Land & Property	CoGG Property Advisor	– Declaration that the Flinders Peak campus is surplus to requirements of DET. – Offering sale of all or part of the site.
08/07/14	DET* Manager Property Management	CoGG CEO	– Notification of the termination of ECA Centre Joint Use Agreement. – Notification that all buildings, except F Block, will be demolished.
08/07/14	N/A	N/A	Council resolution: 1. Informs the DTF that it wishes to retain the former ECA Centre site to the Hendy Street Road frontage and will not seek to purchase the parcel of land that the Geelong Rugby Club resides on; 2. Pursues Option 2** and establishes a new multi-use turf field and consider the refurbishment of the ECA Centre to fulfil club player amenities; 3. Negotiates with the DTF and enters into a lease until 2017 at the existing F Block site, to provide ongoing security of tenancy for the Rugby Club during the transitional period of developing and establishing alternate facilities at the adjacent Council reserve.
11/08/14	DET Executive Director	Mayor, Cr Lyons	– Advising that the ECA Centre will be excluded from the schedule of buildings to be demolished until a decision on its future.
10/09/14	Minister for Sport & Recreation, Hon. Damian Drum	Mayor, Cr Lyons	– Advising of DET's preference for Council to purchase ECA Centre land, rather than pursue a land swap
Sep 2014	N/A	N/A	All school buildings are demolished, except the ECA Centre and F Block
14/10/14	N/A	N/A	Council resolution: 1. Call upon the State Government to reconsider Council's offer to swap land of an equal value adjacent to the former Flinders Peak site to ensure that the ECA remains in community hands. 2. Call upon the State Government to recognise Council's financial contributions to this site on behalf of the community, and appropriately compensate Council so it may rebuild like facilities to ensure that the sporting community is not disadvantaged as a consequence of the proposed site sale.
31/12/14	DET Executive Director	Mayor, Cr Lyons	– Advising land nominated for swap is not suitable and that negotiations are now closed. – Offering purchase of ECA Centre land.

Date	From	To	Summary
01/06/15	Minister for Education, Hon. James Merlino	CoGG, General Manager	– Advising that the new government is reviewing previous government's decisions. – Advising that DET would like to enter into a Heads of Agreement for a land swap. – Heads of Agreement to include conditions regarding a lease for F Block and for the ECA Centre.
21/09/15	CoGG, General Manager	Minister for Education, Hon. James Merlino	– Proposing conditions requiring in-principle support prior to Council entering into a Heads of Agreement for a land swap, including requirement to value the land at a community use rate.
18/12/15	Minister for Education, Hon. James Merlino	CoGG, General Manager	– Agreeing to conditions, including a community use land valuation rate. – Suggesting that the land swap proposal has been superseded by a purchase at community use rate.

* DTF = Department of Treasury and Finance

DET = Department of Education and Training

** Option 2 from the 8 July 2014 report is attached at Appendix 4

Associated with the 8 July 2014 Resolution of Council, officers submitted a business case for the development of sporting facilities to replace those located on school land. The business case was approved and a budget of \$1.8 million (\$1.2 million in 2015-16, \$600,000 in the Strategic Resource Plan for 2016-17) confirmed. The project to construct a new multi-use turf field (two rectangular fields and a cricket pitch) and associated facilities, including clubrooms, sports lighting, utilities and car parking at the adjacent Council reserve on the corner of Hendy St and Plantation Rd has commenced. The clubrooms component of the project has been delayed pending Council's consideration of the suitability of the ECA Centre to fulfil club player amenities needs.

At Council's request, the DET has agreed to and provided a valuation based on a 'community use rate' for the ECA Centre and associated land. This valuation would substantially reduce the cost of land purchase for Council or, in the case of a land swap, would reduce the area of Council's land to be swapped, which has been considered in the below evaluation of options.

While the facilities at the former Flinders Peak Secondary College have been used by a single tenant since 2005, a new multi-use field will see the potential for multiple users to benefit from the new facilities. The cost proposed in the 8 July 2014 resolution and subsequent business case was for a modular club room facility which would suit a single club per season. The options considered below include creating capacity for multiple clubs to use the club room facilities as well as the fields.

Discussion

In line with the 8 July 2014 Council Resolution to establish a new multi-use turf field and consider the refurbishment of the ECA Centre to fulfil club player amenities, officers are progressing with the sports ground construction and have investigated options for the provision of player amenities at Flinders Peak.

The existing project, Hendy St Reserve (Flinders Peak) Redevelopment, has funding for \$1,200,000 in the 2015-16 budget with a further \$600,000 nominated in the Strategic Resource Plan for 2016-17.

It includes the construction of a basic pavilion in its description of scope. This element of the project is on hold pending Council's resolution.

In considering the refurbishment of the ECA Centre to fulfil club player amenities needs, officers have considered the following: capital cost, ongoing costs, security, public safety, suitability, future growth potential, timing, and the requirements of the Geelong Rugby Union Football Club and rugby union competition.

The Geelong Rugby Union Football Club, which must relocate as a result of the DET's decision to demolish the school, does not wish to be accommodated in the ECA Centre and has provided formal advice to that effect (see Appendix 5). The club has a well-established and well-maintained pavilion in F Block, with substantial social space and an income-generating canteen and bar. The club has the reasonable expectation that it will be provided with like for like replacement facilities and it does not consider that the ECA Centre is a suitable substitution. The Geelong Buccaneers American Football Club, which is currently operating from a field and the Hendy Street Hall at 32-34 Hendy Street, has expressed an interest in relocating to the ECA Centre at Flinders Peak.

Two (2) options are presented for Council's consideration and described in detail in the table below. One (1) option involves the purchase of the ECA Centre and associated land, the other does not involve any land purchase or land swap with the DET.

Concept plans by Terry Atchison Architect (Appendices 1 and 2) have been prepared for each option, and an estimated cost provided. The DET has shared the Valuer-General Victoria (VGV) valuation on the ECA Centre and associated land that was undertaken in January 2016. Council has also received a valuation which is not less than the price requested by DET.

Option 2 proposes a basic pavilion design on the western side of the new fields that could accommodate two clubs per season if training and home games are scheduled for different days (Appendix 2).

The cost estimate for Option 2 includes provision for a precast concrete or rendered block work building material. This primarily accounts for the estimated potential shortfall between the existing \$1.8 million budget, which considered a modular club room facility, and the new costs outlined in this report. The more durable building materials costed as part of Option 2 are considered necessary at this site in light of the high levels of vandalism that have occurred at the ECA Centre. A modular club room is no longer considered to be secure or durable enough for this site. Two further reasons for the increase in costs for a new facility is an increase in floor area to cater to multiple users of the facility in the same season and the response to the requirements of the new Special Building Overlay, which was gazetted in late 2015 and impacts on the cost of both the fields and the building.

It is difficult to compare the cost of a basic but purpose-built facility such as Option 2 to the refurbished ECA Centre, given the differences in scale and scope. The concept for the ECA Centre makes use of the whole ground floor of the facility with a view to making it useful for more than just as sporting club amenities. Although the substantial price difference is not unexpected, the justification of the expense is made difficult by the fact that the urgent need in the area is for a local sporting facility to support the Geelong Rugby Union Football Club and cricket. There is no strategically identified need for a single-court stadium in the area.

Options	Estimated capital cost	Estimated ongoing costs*	Issues and opportunities
1 ECA Centre refurbishment (Appendix 1) Land purchase, retain and repurpose ECA Centre to serve as club player amenities and single-court stadium	Grounds \$1,031,000 Land \$327,000 Sale, subdivision & rezoning \$40,000 ECA Centre refurbishment \$3,063,000 TOTAL \$4,461,000 (estimate)	Grounds \$30,000 Maintenance \$61,260 Staffing & operations \$100,500 TOTAL \$191,760 p/a (estimate)	<u>Issues</u> – Land acquisition costs – Subdivision & rezoning required – Refurbishment as player amenities constrained by existing dimensions and orientation – No identified need for an indoor recreation facility – Poor relationship of social space and kiosk to the new grounds and to the change rooms – Onsite staffing required for centre management, increasing operational costs – Poor passive surveillance/ reduced security due to distance from street frontage – Increased services connection costs due to distance from street frontage (all new services connections are required to separate from the former school site) – The least preferred option of the Geelong Rugby Union Football Club <u>Opportunities</u> – Retention of a long-established community facility
2 New pavilion (Appendix 2) No land purchase, purpose-build pavilion to the west of the new multi-use turf fields (preferred).	Grounds \$1,031,000 Pavilion \$1,573,000** TOTAL \$2,604,000 (estimate)	Grounds \$30,000 Pavilion \$31,460 TOTAL \$61,460 p/a (estimate)	<u>Issues</u> – Reduced passive surveillance/ reduced security due to distance from street frontage – Increased services connection costs due to distance from street frontage – Partially located within the Special Building Overlay <u>Opportunities</u> – No land acquisition costs – No subdivision & rezoning required – Purpose built facility – Space for future expansion – Optimally oriented for vision across the new fields – Preferred option of the Geelong Rugby Union Football Club

* Annual building maintenance and operation costs are estimated at 2% of build cost unless otherwise stated

** Option 2 is consistent with the scope description of the current project Hendy St Reserve (Flinders Peak) Redevelopment for which \$1,200,000 is committed in 2015-16 with a further \$600,000 in the Strategic Resource Plan for 2016-17

Environmental Implications

The recommended option locates the pavilion in the Special Building Overlay that is in place to maintain the temporary storage and free passage of floodwaters and to protect water quality. A planning permit will be required.

Financial Implications

Current approved budget.

The preferred Option 2 is substantially funded in the 2015-16 budget. The Hendy St Reserve (Flinders Peak) Redevelopment project is funded for \$1,200,000 in 2015-16 with a further \$600,000 included in the Proposed Budget 2016-17. The cost estimates developed to accompany the concept plans indicate a potential shortfall of \$804,000; the recommendation of this report is to undertake detailed design within the current approved budget in order to inform a future business case to augment the existing budget if required. The detailed design work to be undertaken will inform the development of any future business case to support the construction of the pavilion.

Option 2 is consistent with the current funded project scope. Option 1 is substantially different to the current project and it is not anticipated that existing capital funds could be reallocated to Option 1; the project would be subject to the usual annual budget process.

Option 2 may be suitable for submission to the State Government's Community Sporting Infrastructure Fund major facilities category (up to \$650,000) for 2017-18.

Policy/Legal/Statutory Implications

There are no statutory notification requirements for the purchase of land. The Local Government Act and the Best Practice Guidelines for the Sale, Exchange and Transfer of Land are silent on the requirements and procedures for purchasing land.

The 'Reserve Funds' Council Policy and the 'Public Open Space Reserve Fund' Management Procedure guide the use of funds for acquisition or open space developments from the Public Open Space Reserve Fund; there is no conflict with either.

Alignment to City Plan

The options presented in this report support the 'Community Wellbeing' strategic direction of City Plan by planning for an environment which supports healthy lifestyles and a connected, creative and strong community.

The preferred option also supports the 'How We Do Business' strategic direction, which includes responsible and sustainable financial management as one of its core priorities. Under this priority, Council commits to responsibly managing ratepayers' funds in the delivery of services and programs.

Officer Direct or Indirect Interest

No officers involved in this report have any direct or indirect interest in accordance with Section 80(c) of the Local Government Act.

Risk Assessment

Community Risk

The ECA Centre in its current form poses a significant risk to public safety.

The building has not been effectively secured since the closure of the school, and has been subject to extensive vandalism, including arson, and forced entry. The longer it takes to reach a resolution on its future, the greater the risk that a trespasser will be injured. The obligation and financial burden of securing the facility against trespass and vandalism will shift to Council under Option 1.

Both options 1 and 2 have the club room facilities located at some distance from the main road frontage to Hendy Street, which limits desirable passive surveillance over the facility by residents and passers by. While Option 2 has minimal openings to its rear and is relatively small in size, Option 1 has substantial bulk behind which anti-social behaviour would be easily hidden from view.

Financial Risk

Option 1 involves substantially higher costs, both upfront and ongoing, than the alternatives and will significantly affect Council's financial position and its ability to fund other projects in the short term.

Commercial Risk

The Geelong Indoor Recreation Facilities Strategy did not identify a need for a single-court facility in the northern suburbs, and specifically stated that single-court facilities are usually underutilised due to their lack of flexibility. The ECA Centre would most likely not be a profitable commercial endeavour for Council, and would come at a significant ongoing maintenance and operational cost. The consideration of co-investment on educational land will need to be closely considered in the future to ensure community investment is protected from shifting educational priorities.

Social Considerations

The area is currently subject to high levels of vandalism and anti-social behaviour; an expedient resolution to the ECA Centre ownership will enable the site to be adequately secured to enable redevelopment or demolition.

Human Rights Charter

The outcomes described in this report will not impact on any basic rights, freedoms and responsibilities as set out in the Charter.

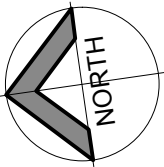
Consultation and Communication

Discussions have been held with the Geelong Rugby Union Football Club regarding the security of its tenancy at F Block and the future of sporting provision at Flinders Peak. The club has expressed its strong preference for new facilities at the adjacent council-owned reserve over repurposing the ECA Centre (see Appendix 5). Officers will continue to work with the club to refine the design for the new facility to maximise its functionality.

The Geelong Buccaneers American Football Club, which currently has a year-round allocation of the field at Hendy Street Reserve, 500 metres south of Flinders Peak, has expressed a desire for the ECA Centre to be repurposed to serve as club facilities and to provide for multiple community and sporting groups. It has indicated it will explore a partnership with the registered health promotion charity, Life. Be in it, in order to assist with the capital cost of refurbishing the ECA Centre, and approach the State Government itself in the absence of council support. At the time of writing this report, Life. Be in it has not indicated a financial commitment to the facility.



APPENDIX 1 - OPTION 1
(sheet 1 of 3)



REVISION	DATE	REVISION NOTE	BY
----------	------	---------------	----

NOTES

PROJECT	New Sports Pavilion
ADDRESS	Hendy Street, Corio
CLIENT	City of Greater Geelong
DRAWING	Concept Site Plan - Option 1

Terry Atchison
Architect

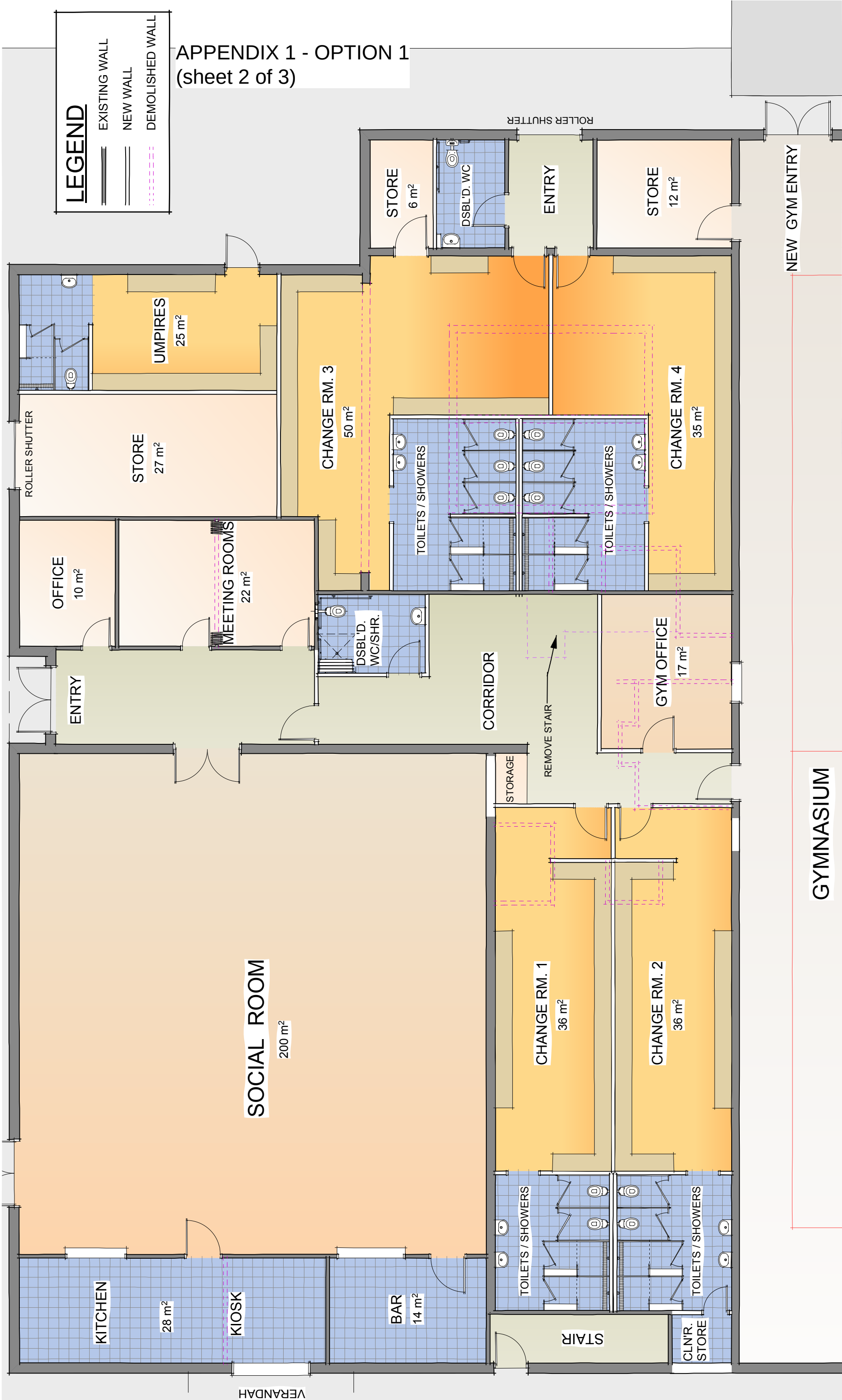
1 / 7 Retreat Road, Newtown, Vic. 3220
T: 528 5701 E: terry@terryatchison.com.au

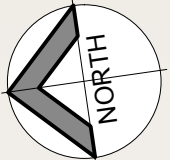
DWG DATE	21.01.16	DWG NO.	16 001	DWG STATUS	Prelim.
----------	----------	---------	--------	------------	---------

ORIGINAL SHEET SIZE	A3	SCALE @A3	1:500
---------------------	----	-----------	-------

DRAWN	TA	CHECK	TA	OF	7
-------	----	-------	----	----	---

SK 02 b

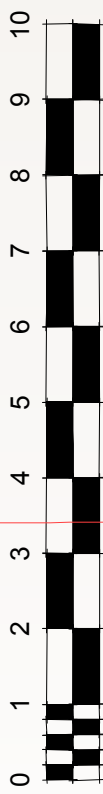




Terry Atchison Architect

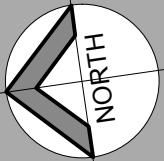
1 / 7 Retreat Road, Newtown, Vic. 3220
T: 5222 5701 E: terry@terryatchison.com.au

ISSUE	DATE	REVISION
PROJECT	New Sports Pavilion	PROJECT No. 16 001
CLIENT	City of Greater Geelong	DATE 21.01.16 DWG No. SK 04
DWG	Concept Pavilion Area Floor Plan	SCALE @ A3 1:100
		DRAWN CHKD TA REVISION



SCALE 1 : 100

APPENDIX 1 - OPTION 1
(sheet 3 of 3)



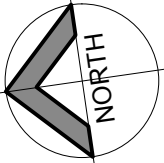
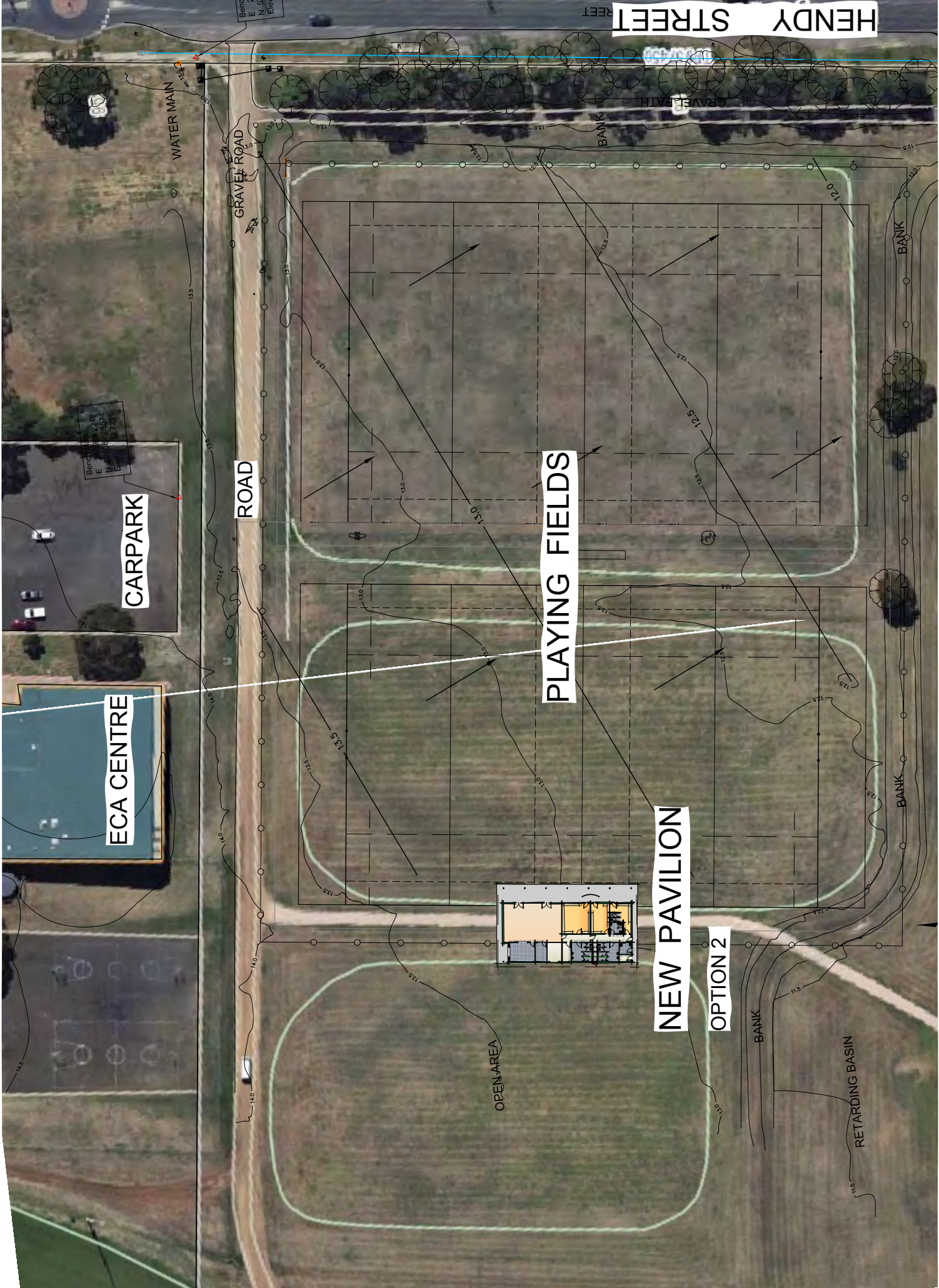
REVISION	DATE	REVISION NOTE	BY
NOTES			
Notes			

PROJECT	New Sports Pavilion
ADDRESS	Hendy Street, Corio
CLIENT	City of Greater Geelong
DRAWING	Concept Building Floor Plan

Terry Atchison
Architect

1 / 7 Retreat Road, Newtown, Vic. 3220			
T: 5222 5701 E: terry@terryatchison.com.au			
PROJECT NO.	16 001	DWG STATUS	Prelim.
DWG DATE	21.01.16	DWG NO.	
ORIGINAL SHEET SIZE	A3	SK 05	OF 7
SCALE @ A3	1:500		
DRAWN	TA		

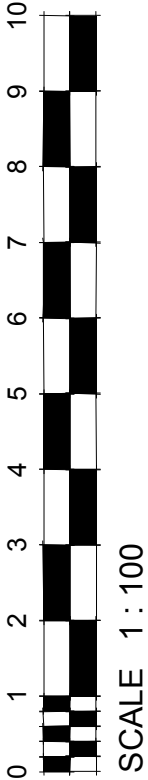
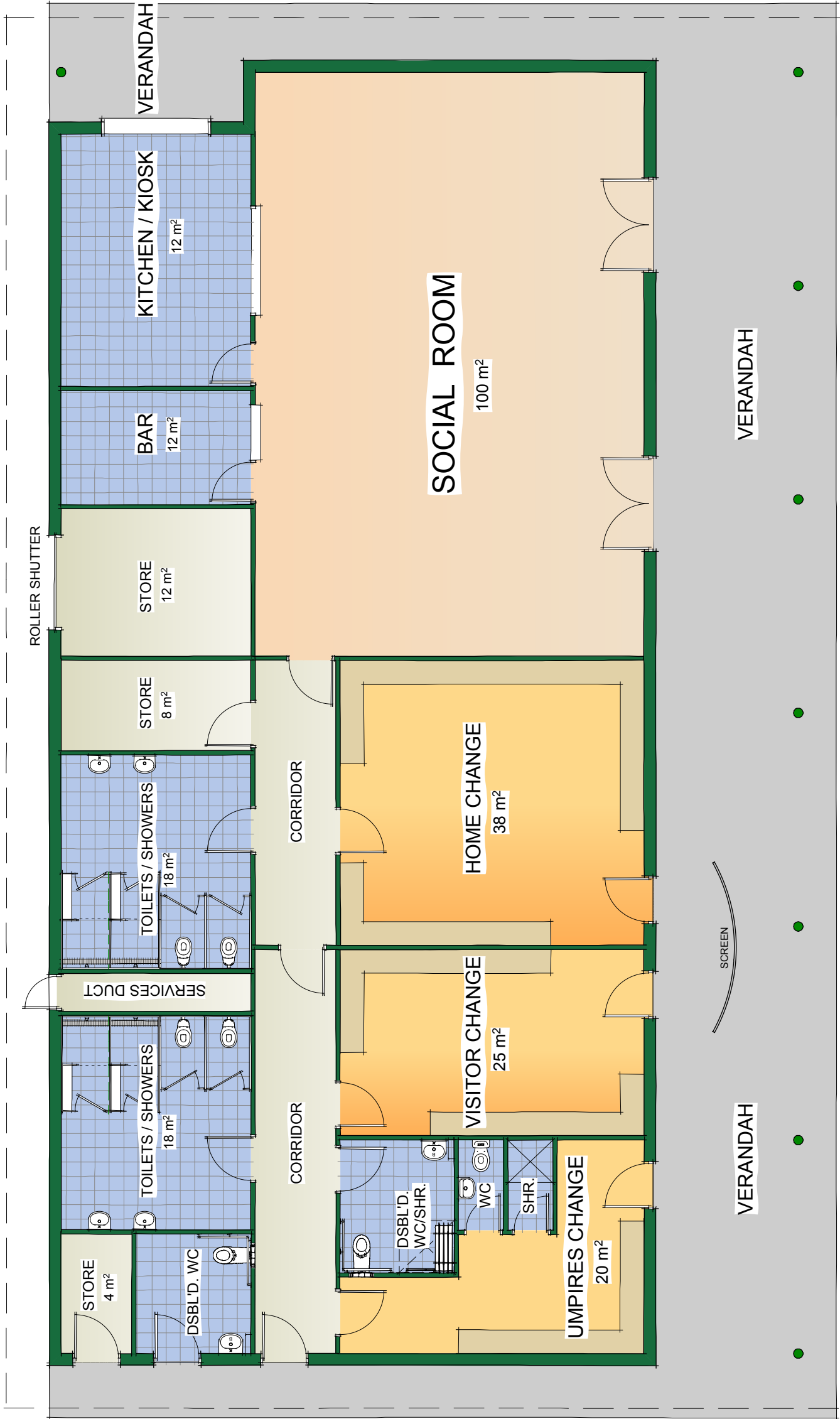
APPENDIX 2 - OPTION 2 (PREFERRED)
(sheet 1 of 2)



REVISION	DATE	REVISION NOTE	BY
NOTES No188			
PROJECT New Sports Pavilion			
ADDRESS Hendy Street, Corio			
CLIENT City of Greater Geelong			
DRAWING Concept Site Plan - Option 2			
Terry Atchison Architect			
1 / 7 Retreat Road, Newtown, Vic. 3220 T: 5222 5701 E: terry@terryatchison.com.au			
PROJECT NO.	16 001	DWG STATUS	Prelim.
DWG DATE	28.01.16	DWG NO.	REVISION
ORIGINAL SHEET SIZE		A3	
SCALE @ A3		1:1000	
DRAWN	TA	CHKD	TA
OF 7		SK 01 b	

APPENDIX 2 - OPTION 2 (PREFERRED)

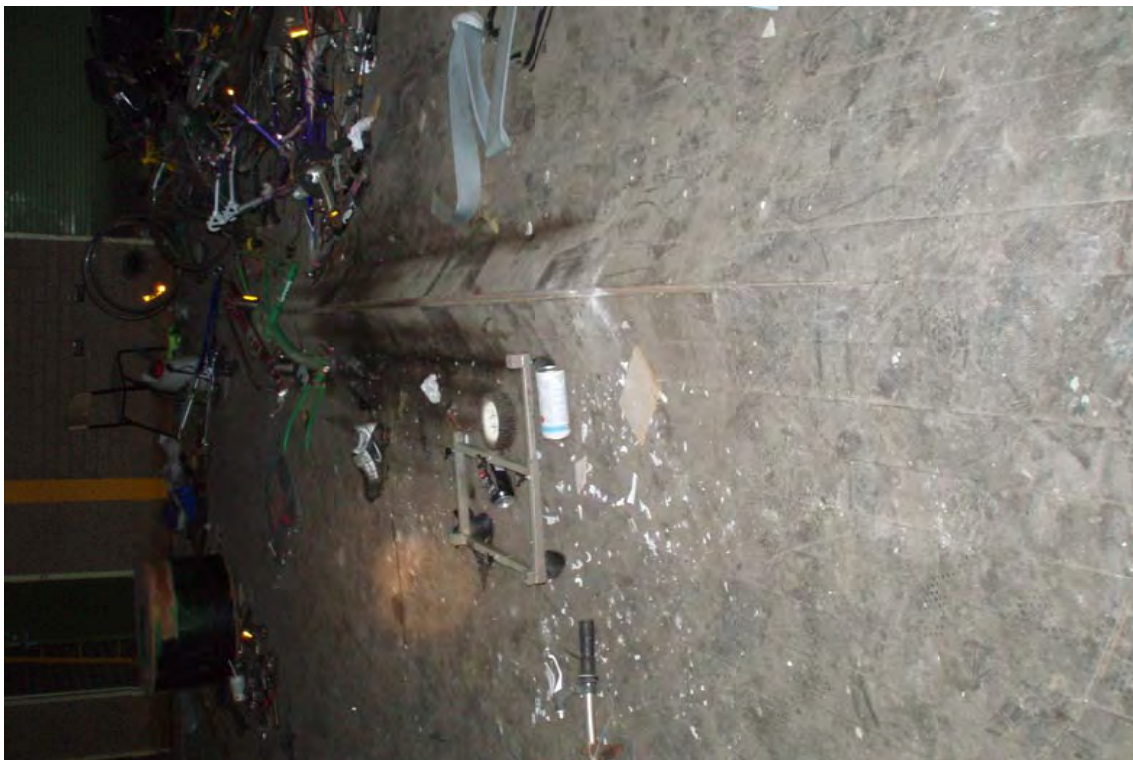
(sheet 2 of 2)



REVISION	DATE	REVISION NOTE	BY
NOTES			
Notes			

PROJECT	New Sports Pavilion		
ADDRESS	Hendy Street, Corio		
CLIENT	City of Greater Geelong		
DRAWING	Concept Pavilion Floor Plan		
Terry Atchison Architect <			

APPENDIX 3 - PHOTOS 14 JANUARY 2016
(sheet 1 of 3)



APPENDIX 3 - PHOTOS 14 JANUARY 2016
(sheet 2 of 3)



APPENDIX 3 - PHOTOS 14 JANUARY 2016
(sheet 3 of 3)





Flinders Peak Secondary College Options Analysis
Option 2 relocation (not to scale)



Geelong Rugby Union
www.geelongrugbyunion.org.au
PO BOX 362 Geelong 3220
ABN: 94 471 014 405
Reg No: A0011943N

Date: 6th February 2016

Geelong Rugby Union Club Rooms

Ref: GRUFCCR001

To Whom It May Concern, Geelong City Council

I am writing to you on behalf of the Geelong Rugby Union Football Club (GRUFC) with reference to the future proposed changes to the facilities available to GRUFC. The Club is aware that there two options with regards to the relocation of the Rugby Club – New Facilities attached to the proposed new pitch layouts or the renovation of the existing Flinders Peak Gymnasium.

As a Club we would like to raise our view on the options being proposed and outline the potential impact to the operation and sustainability of the GRUFC.

Flinders Peak Gymnasium:

Attractors:

- As a Club we have discussed and due to previous experience in tenancy we have found it very difficult to establish any positive suitability for the Club re-locating into the gymnasium.

Detractors:

- Located to far away from proposed playing fields
 - Impact to potential income from Canteen and Bar essential to club financial standing
- Potential road between the Club rooms and the playing fields posing a increased hazard to club members
- Increased running costs and maintenance of the Gym/Hall due to its size and height (heating costs, cleaning costs)
- Gymnasium subject to flooding, experienced when the club first moved to Flinders Fields ahead of the current rooms being completed.
- Unclear tenancy and operational undertaking – current single occupancy and committee
- Current Gymnasium orientation backs onto the proposed playing fields, decreasing spectator involvement over the winter period due to weather

New Purpose Built Facility:

Attractors:

- Club rooms close to playing pitches minimising injury risk from crossing thoroughfare or paved areas in studded boots
- Club rooms orientated to enable easy player access to the fields and enable spectator viewing from within the clubrooms, or from raised platforms.
 - This will enable families, aged members and children to be involved in the Club outside of the playing community
- Facility located directly adjacent to the playing pitches will potentially increase spectator numbers and therefore canteen and bar income further supporting the Club.
- Facility located close to the main road will improve club visibility, potentially leading to club membership increases
- Facility located close to 2 new pitches will enable the club to host regional Rebels/Victorian Rugby events, for example Australian Rugby Championship games and Senior/Junior tournaments or finals.

Detractors:

- As a Club we have discussed and we have found it very difficult to establish any detractors for the Club re-locating into a new facility, however
- Possible Dual tenancy of winter sport in the one facility as it would lead to possible conflict around scheduling, training and the running of the clubs and associated completions.



Geelong Rugby Union
www.geelongrugbyunion.org.au
PO BOX 362 Geelong 3220
ABN: 94 471 014 405
Reg No: A0011943N

Date: 6th February 2016

Geelong Rugby Union Club Rooms

Ref: GRUFCCR001

For reference the GRUFC has currently developed the existing club rooms to support the ongoing development and financial sustainability of the club through the purchase of assets to run a full canteen, bar and training facility.

The club has undergone a dramatic series of improvements not only seen on the playing and competition results of the club but also in the running, governance and structure supporting the club. This has enabled the club to grow in membership across all sections from Junior to Senior and further establish the clubs standing and reputation within Victorian Rugby.

If you wish to further discuss any points contained within this letter or otherwise please do not hesitate to contact me via the details below.

As a Club we look forward to discussing the future facilities and direction with the Geelong City Council.

Regards,

Dan Langmaid

Dan Langmaid
Business Manager
EMAIL ADDRESS: businessmanager@geelongrugbyunion.org.au
TELEPHONE: 0401 671 452

5. CITY PLAN 2013-2017 PROGRESS REPORT TO 31 MARCH 2016

Source:	Strategy & Performance – Strategy & Program Delivery
General Manager:	Dean Frost
Index Reference:	Corporate Strategy Planning

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

- Pages two and three of this report provides a dashboard summary of progress to date of 2015-2016 City Plan actions.
- Attachment A details the status and provides commentary against the Annual Business Plan actions.

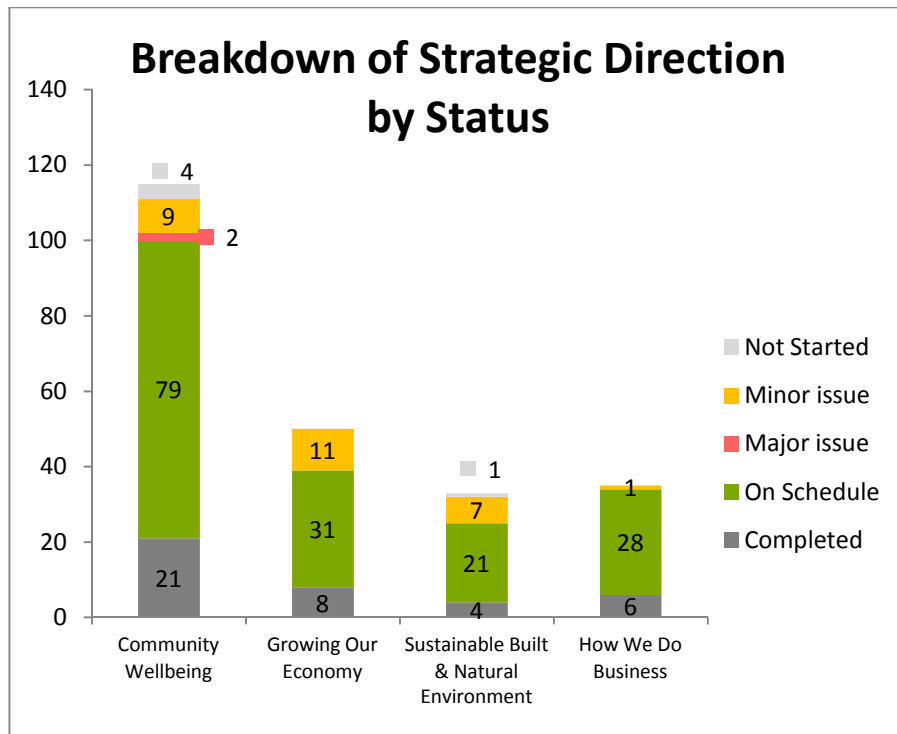
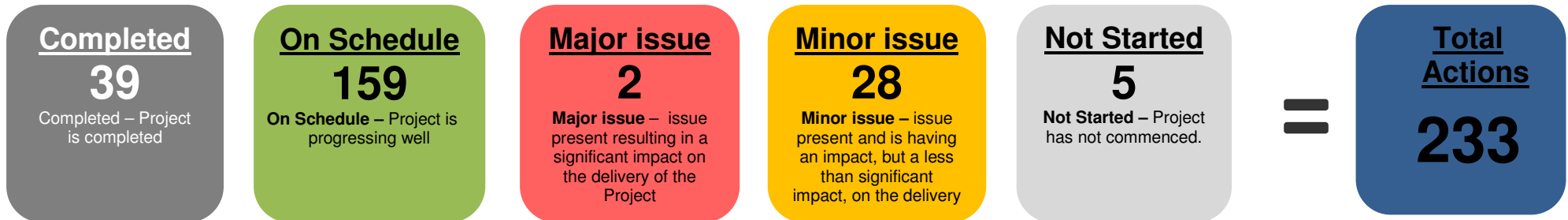
Out of a total of 233 actions, there are two actions with a status of 'Major Issue'.

P Dorling moved, L Garnder seconded -

That Council receives and notes the City Plan Progress Report to 31 March, 2016.

Carried.

City Plan 2013-2017 (15/16 Update) Progress Report to 31 March, 2016



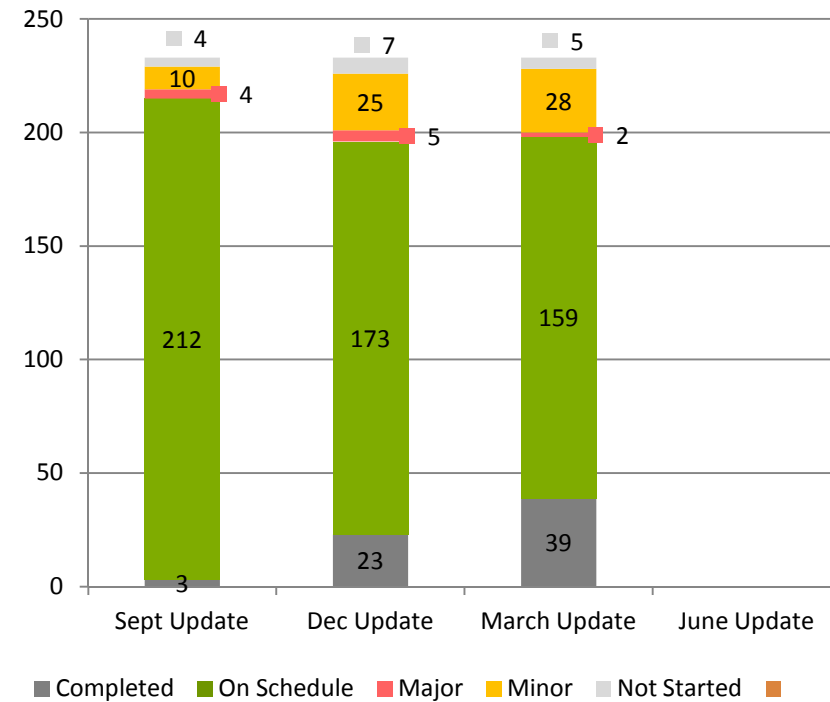
Successful Implementation/Completion (January – March)

- ✓ Healthy Together Geelong - Healthy Living Programs
- ✓ Bellarine Aquatic and Sports Centre gymnasium expansion
- ✓ Geelong Ring Road Employment Precinct (GREP) design and implementation
- ✓ Digital Strategy launch
- ✓ Cadel Evans Great Ocean Road Race sponsorship
- ✓ 2016 Revaluation - Completion of Stage four and return of 2016 valuation for all properties in the municipality. These valuations will be used for rating purposes commencing 1 July 2016.

Major Issues

- ✘ Healthy Together Geelong – Early Years
- ✘ Healthy Together Geelong – Workplaces

Comparison Qtr by Qtr



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

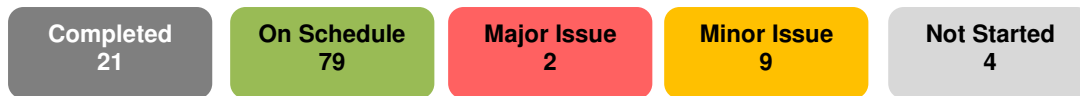
This report and attachment indicates the status of the actions in City Plan 2013-2017 for the 2015-2016 financial year as at 31 March, 2016.

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

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

Community Wellbeing

Status Summary:



Major Achievements/Completed Actions

- ✓ During this quarter a number of recreation and community projects were commenced or completed:
 - Playgrounds completed across the region were Barwon Heads “Pirate Park”, Harvey Park, St. Leonards, and Evans Reserve, Norlane.
 - The Austin Park \$2.4 million redevelopment was completed. This was the final stage of the major expansion of the Lara Town Centre Project.
 - The new Shell Road Pavilion was opened in March.
 - Plans for the new \$5.4 million Hendy Street Child and Family Centre were released with construction due to start later this year.
- ✓ The gym expansion at Bellarine Aquatic and Sports Centre was completed this quarter, with over 500 new members joining since the opening on 18 January, 2016.
- ✓ Council’s Learn to Swim programs are again achieving outstanding results. In term one of the 2016, programs attracted 7,349 enrolments across the four indoor leisure centres (Leisurelink, Waterworld, Splashdown and Bellarine Aquatic and Sports Centre). This is a nine per cent growth on the same time last year.
- ✓ Leisurelink lifeguards were named the best in the State after winning the Life Saving Victoria (LSV) Pool Lifeguard Challenge.
- ✓ The Healthy Living Geelong – Health Living Program was completed this quarter. The evaluation report revealed that 2,300 people in total were enrolled in the behaviour change/coaching program. 21.4 per cent of the participants increased their level of activity by daily average of 8.5 minutes per person. 7.4 per cent of participants shifted from an inadequate level of activity into the “sufficient” category.

Major issues summary:

City Plan Action	What is the Issue?	What are we doing?
Healthy Together Geelong – Early Years	With the impending loss of the Healthy Together Geelong staff due to State withdrawal of funding, the ongoing success of the Early Years Achievement Program is likely to be reduced.	Executive Leadership Team to consider existing resources and the allocation of this function.

City Plan Action	What is the Issue?	What are we doing?
------------------	--------------------	--------------------

Healthy Together Geelong - Workplaces	The Workplaces Achievement Program has to date progressed well with a reach to over 30,000 workers in the municipality. However, ongoing support to the program to sustain momentum in reaching targets will be impacted by the potential loss of Healthy Together Geelong staff due to withdrawal of State funding.	Executive Leadership Team to consider existing resources and the allocation of this function.
---	--	---

Minor Issues summary:

The majority of the 10 actions with the status of “minor” within the Community Wellbeing strategic direction are due to funding issues (State Government, Council or Sporting Clubs).

An example of these are:

- Portarlington Tennis Club lighting installation project is currently on hold pending an application for additional funds as part of the 2016-2017 budget process. At the time of the initial submission the club was unaware of the upgrade that would be required to the power supply.
- Coordination of the City of Greater Geelong Municipal Public Health and Wellbeing Plan Implementation project. A review of actions across the plan is required as a result of the termination of State funding for Healthy Together Geelong.

Not started:

The Splashdown aquatic play park construction project has not started and will be carried over into the next financial year. Additional funds are required for the project due to additional costing of plant and water required to run the features, this has been taken into consideration for the 2016-2017 budget process.

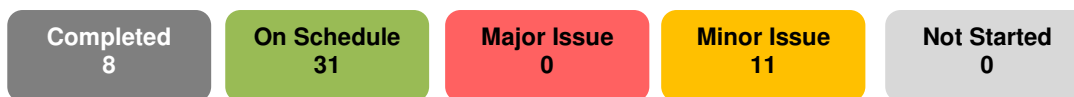
The Drysdale Integrated Children and Family Centre detailed design project has been place on hold whilst Council considers and explores options in relation to the delivery of the Early Years Hub, including funding, timing and the broader precinct development.

Civic Centre Car Park safety rail project removed as funding no longer available

Indoor stadium feasibility and business plan – Brearley Reserve, Marshall project commenced this financial year with a draft project brief being developed. The project is currently on hold whilst a private feasibility is assessed.

Growing Our Economy

Status Summary:



Major Achievements/Completed Actions

- ✓ The March quarter again proved to be the peak events season for the municipality with a number of major events being held bringing in valuable economic benefits and showcasing our region. Events included the Victorian Open Golf Championship, Ironman 70.3 Geelong, Nightjar Markets, Pako Festa, Festival of Sails, Cadel Evans Great Ocean Road Race, and Head of the Schoolgirls Rowing Regatta.
- ✓ Central Geelong Marketing has delivered a range of business development initiatives this quarter including the Training Excellence Summit – funded jointly with Tourism Greater Geelong and The Bellarine providing inspirational and expert speakers on a range of topics important to over 120 small business operators and a quarterly networking event held at Village Cinemas with 150 business operators.
- ✓ The Digital Geelong Strategy has been successfully launched and resourced this quarter and will guide Council for the next three years. The implementation plan has been created identifying 62 potential projects which are part of Council's ongoing business operations.
- ✓ The City of Greater Geelong has identified two "Further Investigation Areas" (FIA) for growth in the region. These include the Northern FIA surrounding Lovely Banks and the Western FIA surrounding Bell Post Hill, Batesford, and Fyansford.
The Northern and Western FIA's were identified in the G21 Regional Growth Plan to accommodate for the Geelong region's expected population of 500,000 residents in 2050.

Major issues summary: Nil

Minor Issues summary:

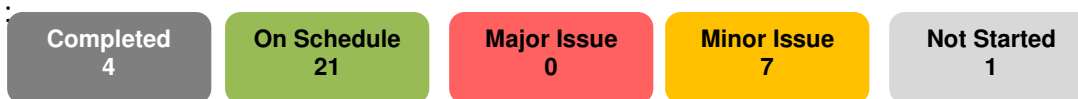
A number of the "minor" issues for this strategic direction are due to resourcing and funding.

The three actions (listed below) have timing and location issues which may see the projects carried into the new financial year.

- ANZAC Centenary Anniversary Projects
- Cadel Evans Bronze Statue
- Central Geelong Public Art project.

Sustainable Built and Natural Environment

Status Summary:



Major Achievements/Completed Actions

- ✓ Following the successful Sustainable Living Festival events supported during 2015, Future Proofing Geelong continued taking sustainability content to existing events to reach broader audiences in 2016 including larger Geelong events such as Nightjar Market, Pako Festa and to 18 schools across the Geelong region.

Approximately 6,500 people were engaged across the schools program and seven public Sustainable Living Festival activities including the inaugural Geelong Environmental Film Festival and Youth Leadership program. The program aims at inspiring and encouraging residents of Geelong to lead more sustainable lifestyles.

- ✓ The 'Rethink your Rubbish' program continues to be a success with various initiatives undertaken during the quarter. A free chemical drop off day was held on 13th February where residents could drop off a large range of chemicals. A total of 4,260 kilograms of material was collected for recycling. This equates to an average of 16.4 kilograms per person.
- ✓ Upgrades to Leisurelink and Corio Library heating and cooling system were completed and will result in significant improvement in their energy efficiency. The upgrades will result in a savings of approximately \$35,000 per year and will offset around 239 tonnes of greenhouse gas emissions.
- ✓ Clean Up Australia Day was held on March 6th, with hundreds of volunteers (including 14 schools participating in the school section) cleaning up 32 sites around the municipality including creeks, beaches and other rubbished areas.

Major issues summary: Nil

Minor Issues:

Several of the landfill actions fall within the status category of 'minor issues' due to an unprecedented number of projects to be managed by the unit with difficulty in increasing the resources owing to the specialised nature of these projects.

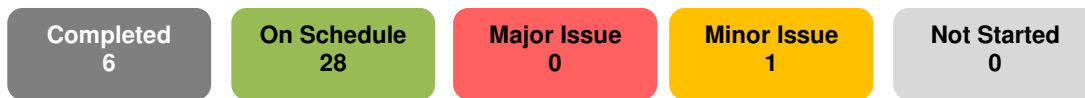
The increase from the traditional number managed by the unit is a result of the flow on effects of a period where the Environment Protection Authority utilised Pollution Abatement Notices (PAN) as a tool to interact with landfill owners. The stage of the development and maintenance that the Drysdale Landfill has also generated a larger number of projects than normally experienced. When combined with one off projects such as the composting site development and issues at the South Geelong Landfill, 2015-2016 saw an unprecedented number of projects within the waste area.

Not started:

The Corio Landfill post closure pollution abatement notice compliance project is unlikely to be completed this financial year due to a delay in advice being received from the Environment Protection Authority. It is anticipated that this project will be carried over into 2016-2017.

How We Do Business

Status Summary:



Major Achievements/Completed Actions

- ✓ Council staff have been working together over the few past months to create a positive culture. Several management and staff workshops have been held during February and March with over 300 staff attending. Employees were given the opportunity to help shape the mission and values of the organisation. Future workshops and exhibits are scheduled for the upcoming months.
- ✓ A number of corporate training programs have been undertaken by Council staff during the quarter including Dataworks, Assertive Communication Skills, OHS Training, Stepping Up to Leadership, and Corporate Induction and Plain English.
- ✓ The City of Greater Geelong has applied to the Essential Services Commission for a one per cent rate rise above the Victorian Government's 2.5 per cent rate cap on Victorian councils. The 3.5 per cent increase will allow Council to continue to deliver on the objectives the community had earlier set under the City Plan 2013-2017.
- ✓ A range of recovery services were offered by the City of Greater Geelong to all residents who were affected by the storm in January. Council held a public information session on 22nd March, 2016 at Geelong West Town Hall to provide further information and advice to Geelong residents dealing with ongoing issues. Approximately 55 people attended along with a range of support agencies and Council staff.
- ✓ The City of Greater Geelong Family Services Department consulted with parents and families to understand how they access maternal and child health services and facilities with a short online survey. The survey was seeking feedback about location of centres, availability of operating hours and appointment availability. The City of Greater Geelong has currently 20 locations with 33 consulting rooms. The City's maternal and child health service is well utilised with participation rates consistently above the state wide average.

Major issues summary: Nil

Minor Issues summary:

Only one item has the minor issue status within this strategic direction - "undertake internal plain english campaign". This is due to the brand review slowing down due to the need to integrate it with the culture review. Once the culture review has evolved, the brand review along with plain english communication will progress.

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 2013-2017 Progress Report
For Quarter Ending: Mar 2016

(Attachment A)

City of Greater Geelong

30 April 2016

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		Min	The Community Wellbeing Arena has ceased to meet. A review of actions within the Municipal Public Health and Wellbeing Plan is required as a result of the termination of funding for Healthy Together Geelong.
Corio-Norlane Best Start project		OnS	Draft guidelines have been released and Council is in the process of reviewing and awaiting feedback from partners. Department of Education and Training (DET) to support the process moving forward.
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. Engineering Services have appointed an Active Travel Officer. Actions underway.
Learn to Swim program		OnS	The four indoor Leisure Centres attracted the highest ever enrolments with 7,349 students participating in Term one, 2016. This represents a nine per cent growth on the same time last year. The new direct debit Webstar's Swim School has been a great success and assisted with driving growth.
Municipal Early Years Plan 2013-17 - implementation and evaluation		OnS	Release of new Australian Early Development Census results have required report to be updated. Report drafted and pending approval.
Promote breastfeeding through additional consultations and referrals to other agencies.		Min	Data remains unavailable due to report function in new data system not being available.
Promote kindergarten enrolments through public media releases.		OnS	Meetings held with local Kindergarten Cluster Managers (KCM) and Department of Education (DET) to discuss kindergarten enrolments. Positive level of enrolment achieved at all Council kindergartens for 2016. Ongoing marketing activities continuing.
Provide Maternal Child Health nurses with professional development opportunities on lactation.		OnS	Professional development sessions provided to Maternal and Child Health Nurses at team meeting. Information regarding professional development opportunities forwarded to staff.
Recreation and Leisure Strategy development		OnS	Consultants appointed. Project is on track. Stage one - Background research complete. Stage two - Issues and Opportunities paper due in May 2016.
Stronger Families / Family Coaching program		OnS	Ongoing - no change.
Healthy Together Geelong			
Healthy Together Geelong - Early Years		Maj	With the impending loss of the Healthy Together Geelong (HTG) staff, the ongoing success of the Early Years Achievement program is likely to be reduced. Progress to date on the Achievement program has been steady and positive.
Healthy Together Geelong - Healthy Living Programs	Mar 2016	C	The program is complete and the evaluation report has been delivered. 2,300 people in total were enrolled in the behaviour change/coaching program. 21.4 per cent of the participants increased their level of activity by a daily average of 8.5 minutes per person. 7.4 per cent of participants shifted from an inadequate level of activity into the "sufficient" category. The program provided evidence of the impact of behaviour change interventions on levels of activity.
Healthy Together Geelong - Workplaces		Maj	Ongoing support to the achievement program and workplaces being able to sustain momentum in

City Plan 2013-2017 Progress Report

(Attachment A)

City of Greater Geelong

For Quarter Ending: Mar 2016

30 April 2016

Description	Completion Date	Status	Comments
			reaching the program targets, will be impacted by the potential loss of Healthy Together Geelong staff.
Outcome: Healthy Environments			
Annual update and Implementation of Municipal Emergency Management Plan	Nov 2015	C	Municipal Emergency Management Plan (MEMP) was updated and tabled at a late 2015 Municipal Emergency Management Planning Committee meeting. The Committee accepted all updates. The MEMP was then distributed at the end of 2015.
Annual update and Implementation of Municipal Fire Prevention Plan implementation	Oct 2015	C	Annual update completed by the Municipal Fire Prevention Officer and approved by the Municipal Fire Management Planning Committee. Country Fire Authority Audit Certificate received.
Civic Centre Car Park safety rail installation		NS	Not proceeding.
Conduct mosquito management activities to maximise public amenity and minimise public health outcomes		OnS	Mosquito aerial finished due to Commonwealth permit. Ground monitoring continuing, numbers are low given lower rainfall and good treatments.
Eastern Beach heritage fence replacement	Oct 2015	C	Project completed.
Facilitate neighbourhood amenity by responding to and investigating nuisance notifications and requests		OnS	2,020 reported notifiable nuisance complaints and requests received year to date. 168 remain under investigation, a 92 per cent resolution rate.
Fairlie Park decking replacement		Min	Tender has been cancelled following the receipt of quotations above the pre-tender estimates and allocated budget. Scope and design of the project is under review with the aim to seek new tender quotes. The decking area is linked to the safe harbour project and final decisions on scope and design will not be made until result of funding application to National Stronger Regions Fund (NSRF) is known.
Fisherman's Basin marine assets renewal	Dec 2015	C	Project completed with works to lights, poles, pile and column strengthening.
Implement activities and facilitate partnerships to promote responsible pet ownership and community safety		OnS	Communication strategy delivered in early 2016 with radio advertisements, community notice boards and print media.
implement measures and actions to ensure food safety to the community		OnS	Annual Food Safety Program continues with ongoing monitoring of all food safety issues associated with food premises.
Local law signage updates		OnS	Local law signage requirements being scoped with relevant asset/land managers. Stock will be ordered for installation as required.
Parks and reserves maintenance		OnS	Maintenance programs are on schedule.
Renewal work on Council owned buildings		OnS	Works progressing as scheduled.
Three year review of Community Emergency Risk Assessment (CERA)	Oct 2015	C	The Community Emergency Risk Assessment (CERA) was updated and reviewed by the full Municipal Emergency Management Planning Committee during the second half of 2015. VICSES led the process using the new on-line voting system.
Waterfront Playground pyramid net replacement	Oct 2015	C	Project completed.
Bike paths and facilities			
Bicycle infrastructure program		OnS	Grant funding received for off-road path connection at North Geelong and Baanip Boulevard connections. Eastern Park permit approvals and design are due for completion, works planned for the second half of the financial year. Bicycle Infrastructure Advisory Group met with new Active Transport Officer to commence collation and prioritising bicycle infrastructure program.
Greater Geelong Cycle Strategy implementation		OnS	Transport Accident Commission (TAC) funding has been secured to support Council's funding of northern pathway cycling connection improvements. Budget allocation made to seal section of Bellarine Rail Trail with early works to commence in May 2016.

City Plan 2013-2017 Progress Report
For Quarter Ending: Mar 2016

(Attachment A)

City of Greater Geelong

30 April 2016

Description	Completion Date	Status	Comments
Footpaths			
Footpath renewal program		OnS	83 per cent of program is complete with remaining projects programmed.
Playgrounds			
Playground development program	Mar 2016	C	Playground construction is complete.
Rec Facilities			
North Geelong Football and Netball Club - social and change room upgrade		Min	Detailed design complete. Further information supplied to State Government. Awaiting funding announcement.
Rec Reserves			
Shell Road Reserve Master Plan implementation		OnS	Building has been handed over to Shell Road Pavilion Incorporated. Building under defects liability to early 2017. Funding agreement in place for point of sales equipment to be delivered by club.
Recreation Facility Upgrades			
Anakie Reserve facilities upgrade - design		OnS	Advice on septic received. Schematic design proceeding.
Barwon Valley Activity Centre LED light installation	Mar 2016	C	Installation completed, handover in progress.
Breakwater Tennis Court construction		OnS	All court construction and surfacing works complete. Site tidy up to follow for project completion.
Eastern Beach Dive Tower safety dredging	Oct 2015	C	Dredging works complete. Budget overrun due to Department of Land, Water and Planning requirements for additional sediment testing prior to commencement of works.
Estuary Estate Reserve toilet facility construction		OnS	Works progressing. Both portable buildings are now in place and external timber decks and ramp and railings are nearing completion. Works to install grease trap and sewer connect and electrical connect and internal building works to progress into April.
Geelong Amateur Football Netball Club and Newtown Chilwell Cricket Club change room upgrade		Min	Funding being sought.
Geelong Little Athletics Club (Landy Field) - new electronic timing display screen		Min	Project put on hold; club reviewing options with available project funds. Awaiting advice from Geelong Little Athletics Club as to the direction of this project.
Geelong Soccer Club social and change room upgrade		OnS	Awaiting proposed funding announcement. Working on funding agreement and project agreement. Construction expected in second half of the year. Project planning underway. Club seeking to secure additional funds for project.
Grovedale Tennis Club facilities upgrade		OnS	Structural steel shop drawings are due shortly for approval.
Highton Reserve kitchen renovation	Dec 2015	C	Project and handover completed.
Indoor stadium feasibility and business plan - Brearley Reserve, Marshall		NS	Draft project brief developed. Project currently on hold.
Landy Field storage facility	Mar 2016	C	Construction is complete with building handed over to resident club. Asset handover complete.
Leopold Football and Netball Club clubroom upgrade		OnS	Netball court construction commenced. Pavilion extension contract award to be announced shortly.
Mountain bike track for beginners development		OnS	Commenced fill importation and track construction. Landscape works out to quote.
Norlane Bowling Club worn surface replacement		OnS	Awaiting deficit funds from Norlane Bowling Club to Council to guarantee project start. Construction now scheduled for May commencement.
North Geelong Warriors Football Club facilities upgrade		OnS	Waiting for confirmation from Sport and Recreation Victoria (SRV) that documentation has been received. Funding agreement will then be drawn up and money disbursed.
Northern Skate Park design and engagement		OnS	Brief has been prepared and awaiting final confirmation of charter and location of park from Sport and Recreation unit.
St Albans Breakwater Cricket Club equipment upgrade		OnS	Still waiting acquittal to be submitted by Club. All money has been disbursed.
Waurm Ponds half court basketball construction		OnS	Handover process to be undertaken.

City Plan 2013-2017 Progress Report
For Quarter Ending: Mar 2016

(Attachment A)

City of Greater Geelong

30 April 2016

Description	Completion Date	Status	Comments
Recreation Reserves Upgrades			
Bakers Oval lighting upgrade		OnS	Power supply upgraded. Works being scheduled for foundations and underground lighting by club.
Capital renewal of civil assets in parks across the municipality		OnS	Program is 94 per cent complete. Remaining projects programmed and will be completed by end of the financial year.
Hendy Street Reserve (Flinders Peak) sports field and change room redevelopment		Min	Design is underway for the new multi-use turf field. The scope of the player amenities component is not yet confirmed as officers are assessing whether refurbishment of the Education and Community Activity (ECA) Centre is a viable option.
Hume Reserve pitch one lighting installation		OnS	Awaiting delivery of poles and lights.
Jetty Road, Clifton Springs playground upgrade		OnS	Landscape tender is out. Expected contractor will be signed up shortly. Equipment already purchased.
Lara Recreation Reserve infrastructure upgrades		OnS	Building works and rectification of defects complete. Switchboard upgrade to be completed shortly.
Leopold Memorial Recreation Reserve - ball protection net		OnS	Construction commenced and scheduled for completion shortly.
Manifold Heights Cricket Club oval renovation		OnS	Relocation of the switchboard in the pavilion is completed and installation of the new irrigation system on oval two has commenced.
Portarlington Recreation Reserve drainage upgrade	Mar 2016	C	Construction works complete and handed over.
Portarlington Tennis Club lighting installation		Min	Project is currently on hold pending the outcome of a funding shortfall in relation to incoming power to the reserve. Tender documentation for the design and installation of the court lighting has been prepared.
Stead Park safety fence replacement	Mar 2016	C	Project completed.
Windsor Park oval and lighting upgrade		OnS	Construction of new irrigation system has commenced.
Winter Reserve netball court drainage works		OnS	All underground drainage works have been completed. Concrete spoon drain installed. Site tidy up is finished. Seeding and watering program currently in place to re-establish grass growth.
Swim Sport and Leisure Centre Upgrades			
Bellarine Aquatic and Sports Centre gymnasium expansion	Jan 2016	C	Works completed.
Concrete core replacement program		OnS	Works will include the concourse at Splashdown Leisure Centre and concrete replacement at Kardinia Pool. Quotations have been received for the Splashdown Leisure Centre concourse work and will be completed by June 2016.
Geelong Arena cyclical and programmed maintenance		OnS	Utilising facilities report to maintain and monitor. Co-ordinating works with Council's Property and Procurement Department to ensure progress.
Gymnasium Equipment Replacement Program		OnS	Majority of equipment installed. Some small equipment orders to be made in early April.
Leisurelink Aquatic and Recreation Centre aquatic area air handling upgrade		OnS	Two stage project. First stage to seal the aquatic area and then upgrade the airhandling system. First stage planned for the first half of 2016.
Leisurelink Aquatic and Recreation Centre 50m pool liner planning and inspection works		OnS	Inspection report completed by engineers. Extra works may now be required.
Leisurelink Aquatic and Recreation Centre boiler upgrade	Dec 2015	C	Works completed in November.
Leisurelink Aquatic and Recreation Centre ultra violet light sanitiser system upgrade		OnS	UV system is currently being managed and maintained. Extent of project still being determined. Funds may be transferred to 50 metre pool void works.
Splashdown aquatic play park construction		NS	Project to be carried out next financial year with additional funds.
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			

City Plan 2013-2017 Progress Report
For Quarter Ending: Mar 2016

(Attachment A)

City of Greater Geelong

30 April 2016

Description	Completion Date	Status	Comments
Cunningham Pier public toilet upgrade		C	Works completed.
Hughes Street, Bell Park public toilet construction		OnS	Construction has commenced on this project. Asphalt/site cutting for slab and slab formation works to progress shortly.
Toilet block renewal and replacement program		OnS	Both Geelong West and Kinsgton Park toilet blocks are in design stage, with completion scheduled by June 30 2016.
Outcome: Connected, creative and strong communities			
Children's Week activity program	Nov 2015	C	Approximately 14,724 children and adults took part in Children's Week events throughout the week of 24 October and 1 November 2015.
Councillor Community Grants Program		OnS	Round three completed, including report tabled at Council meeting held on 17th March, 2016.
Early childhood education services capacity assessment		OnS	Eleven kindergarten sites were successful in achieving Department of Education and Training funding to undertake minor works to address new ratio requirements. Delivery of projects is being worked through in consultation with necessary stakeholders.
Geelong Regional Library contribution		OnS	The Geelong Library and Heritage Centre continues to attract wonderful numbers and accolades from community and visitors alike, while library services continue to flourish across the municipality.
Geelong Seniors Festival	Dec 2015	C	The event was completed successfully in October 2015.
Link Learning Program 0-12 years - Eastern suburbs		OnS	The Linking Learning partner agencies have prepared a recommendation of final year projects for endorsement by the Linking Learning reference group. Once endorsed these projects will be implemented by the partners over the next twelve months.
Newtown West heritage review		OnS	Consultant appointed and historical research underway.
Northern ARC feasibility study and business case		OnS	Currently in negotiations with the Department of Health Services and Barwon Health to determine location of the medical centre on the site.
Ocean Grove principal pedestrian network implementation strategy and design		OnS	Consultation stage completed.
School Holiday Program		OnS	School Holiday program operates during term breaks. Updated utilisation data on the School Holiday Program (29th March to 8th April, 2016) will be provided in the next reporting cycle.
Supported playgroups and parent groups initiative		OnS	Term one of the new supported playgroup model has been completed. All 16 playgroups operated with varying success of engagement in the Department of Education (DET) and training funded Supported Playgroups (smalltalk). This is mainly due to the strict criteria DET has set and families wish to attend a playgroup without a set parenting program attached. Term two is ready to start in mid April. All seven DET programs will again operate. Marketing has been a focus with a redesign of promotional flyers. The Bell Park supported playgroup is being moved to Belmont due to lack of uptake. The Council funded programs are operating with consistent numbers. No additional promotion required.
Waurn Ponds Library signage implementation		OnS	Project quotes have been received and contractor has been appointed.
Whittington community building and engagement	Dec 2015	C	Place based community development throughout the 3219 postcode completed.
Women in Community Life project implementation		OnS	The Women in Community Life Advisory Committee hosted an event in March for International Women's Day. At this event, award winners were announced and finalists recognised for the Women in Community Life Awards, an initiative of the Committee. Three new members have been endorsed by Council and are now active members of the Committee.
Armstrong Creek			

City Plan 2013-2017 Progress Report

(Attachment A)

City of Greater Geelong

For Quarter Ending: Mar 2016

30 April 2016

Description	Completion Date	Status	Comments
Armstrong Creek Neighbourhood Health and Community Centre construction		OnS	Expressions of Interest (EOI) process has shortlisted five architectural firms. Final submissions from shortlisted firms to be received shortly. State Government have confirmed Council owned site next to the school is acceptable.
Armstrong Creek West - Neighbourhood Activity Centre detailed design		Min	The project is being led by the Community Life division who have commenced preliminary discussions with the Department of Education on a broader masterplan of the Community Complex and Education precinct. A meeting was held with the Department of Education in late 2015, with design workshops likely to be held in early 2016. No formal design work has yet commenced.
Arts, Culture and Heritage			
Community arts sponsorship		OnS	Professional Development and Quick Response grants continue to be accessed while the main round has been completed with funds distributed for a range of excellent projects.
Festival and Community Arts program		OnS	Multiple grants have been distributed to community festivals and arts organisations with a number of projects either commenced or completed.
Children's Services upgrades			
Children services facility upgrades		OnS	One of the projects Normanby Pre school will be completed in time for the start of school year. Woodlands Pre School is still being finalised to tender and complete works over the Easter holiday period.
Fyans Park Kindergarten extension		OnS	Stage one construction has been completed and builder currently working through the defects list. Stage two has commenced with completion anticipated to be early April 2016.
Community Facility upgrades			
Bellarine Living and Learning Centre upgrade		OnS	Work progressing slightly ahead of schedule.
Ceres Temperance Hall remedial and renewal works		OnS	Investigating other works.
Community halls upgrades		OnS	Some projects completed. Geelong West Town Hall supper room and Marcus Hill Hall kitchen upgrade works have been awarded to builder.
Disability access program		OnS	Have commenced roll-out of this year's works package. Marcus Hill Hall toilet upgrade completed; Ocean Grove Seniors ramp upgrade planned for April completion, Fairlie Lodge ramp upgrade currently in design and other projects also being scoped.
Early years sites playground renewal and upgrade program		OnS	Shade shelter upgrades at Kirralee, Lara, Ruthven have been completed with playground assessments being conducted to determine playground sites to be upgraded.
Geelong West Town Hall kitchen redevelopment		OnS	Project is currently out to quote with construction/installation due to commence early May and be completed by late June.
Senior Citizen Centres kitchen upgrades	Mar 2016	C	Works completed.
Community Hubs			
Drysdale Integrated Children and Family Centre detailed design		NS	Project is not proceeding.
Hendy Street Children's Hub construction		OnS	Schematic plan has been adopted. Planning Permit application has been submitted.
Highton Integrated Children's Centre		OnS	Council preferred leasing arrangements have been submitted to the Department of Education. Site to be finalised following further discussions with an agreement from the Education department.
Leopold Community Hub - Stage 2 library construction		OnS	Contracts sent to successful architect. Initial start up meeting held. Architect to provide detailed program.
Neighbourhood Houses			
Grovedale Neighbourhood House		OnS	New classes have been introduced to the Neighbourhood House: Ukele, Intro to Computers, Tai Chi for Arthritis. There are 1,294 participants on a weekly basis in all programs. Grovedale

City Plan 2013-2017 Progress Report

(Attachment A)

City of Greater Geelong

For Quarter Ending: Mar 2016

30 April 2016

Description	Completion Date	Status	Comments
			Neighbourhood House (GNH) responded to Vic Neighbourhood Houses Survey 2015. Revamped Grapevine distributed to 5,156 homes. Hub Emergency Procedures Plan developed.
Neighbourhood Houses support		OnS	Majority of Neighbourhood Houses have submitted project detail forms and received funding. Remaining Neighbourhood Houses are being followed up and will be finalised before end of the financial year. Neighbourhood Houses have been requested to provide 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	Provision of design services has been awarded, with the design process now commencing.
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, Geelong Adolescent Sexuality Project implementation.		OnS	Geelong Youth Awards: over 250 attended the 2016 awards night. 90 nominations received in 12 award categories. Skate program: 16 skate events held across the municipality January–March, approximately 480 participants. Fort: Since January over 2,500 youth participated at the Fort inclusive of drop-in, and day, music & holiday programs.
Outcome: Greater Geelong is a leading city for tourism, arts, culture and events			
Implementation of the Public Arts Strategy		OnS	Large scale mural completed 'To the unknown Mariner' at 65 Brougham Street, Geelong. A broad range of public art projects delivered including Geelong West forecourt sculpture, Montpellier Park installation, Christmas Projection program and large scale mural in Brougham Street, Geelong.
Strategic Direction: Growing our Economy			
Outcome: Support existing businesses and encourage new and emerging growth sectors			
Economic Development Industrial Investment Support		OnS	Project activity will see expenditure occur in the fourth quarter of the financial year.
Geelong Defence Office		OnS	Project has been re-scoped to include opportunity for development in other sectors outside of Defence.
Geelong Small Business Festival		OnS	Work on the Geelong Small Business Festival is well underway and on schedule. The Festival will be delivered from 1-31 August, 2016. All planning for the event needs to be completed by end of the financial year.
Mineral Springs Spa Complex expression of interest process		Min	Planning Scheme Amendment and Incorporated Plan to the Public, Park and Recreation Zone (PPRZ) is 90 per cent prepared. Preparing legal and commercial briefs to appoint a consultant to run the Expression of Interest/Request for tender processes (EOI/RFT) to appoint a preferred developer. Funding will be required to undertake the EOI/RFT process. Timing is early to mid-2016 to appoint the consultant/s.
Outcome: Facilitate major infrastructure and investment to enable economic growth			
Bellarine Structure Plans review - Barwon Heads, Indented Head and		OnS	Indented Heads Structure Plan review underway. Public consultation commenced late November

City Plan 2013-2017 Progress Report (Attachment A)
For Quarter Ending: Mar 2016

City of Greater Geelong
30 April 2016

Description	Completion Date	Status	Comments
Portarlington			2015. Adoption anticipated May 2016. Portarlington Structure Plan review underway. Public consultation completed late November 2015. Adoption anticipated May 2016. Barwon Heads Structure Plan review anticipated to commence shortly. Consultation anticipated mid-2016. Barwon Heads Structure Plan review to over run into 2016/2017 financial year.
Geelong land review projects: Geelong Werribee Corridor; Geelong Port and Land Infrastructure Plan; and Industrial Land Review		Min	This project comprises two parts; the Avalon Corridor Strategy and the Industrial land review. Avalon Corridor Strategy: Regional Development Victoria have refused the request for funding. Secured additional funding from Wyndham. Consultancy brief will be tendered. Industrial Land Review: Work is being delayed pending the budget requirements of the Avalon Corridor Strategy.
Managing Future Growth - Batesford South investigation		OnS	Council resolved on December 8, 2015 to commence the preparation of an Integrated Infrastructure Delivery Plan (IIDP) for the Lovely Banks and Batesford Further Investigation Areas. A Project Plan is currently being prepared to deliver an IIDP. Memorandum of Understanding (MOU) discussions are currently underway with consortiums.
Managing Future Growth - Lovely Banks framework plan		OnS	Council resolved on December 8 2015 to commence the preparation of an Integrated Infrastructure Delivery Plan (IIDP) for the Lovely Banks and Batesford Further Investigation Areas. A Project Plan has been prepared to deliver an IIDP. MOU discussions currently underway with consortiums.
Ocean Grove Town Centre Master Plan implementation		Min	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). Additional work is being undertaken on implementation guidance material for developers, specifically within the Armstrong Creek Town Centre.
Geelong Ring Road Employment Precinct			
Geelong Ring Road Employment Precinct (GREP) - Production Way stage 3 construction	Nov 2015	C	Works are completed, pending maintenance period for statement of compliance.
Geelong Ring Road Employment Precinct (GREP) design and implementation	Mar 2016	C	Project has incurred over run costs associated with land development. Over run has been ratified by the Project Control Group. There is no additional design funding required for the current financial year.
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 the second quarter. Project with CSIRO is pending.
Digital inclusion implementation in Whittington		OnS	External funding expired December 2015. Seeking to continue the project in line with Digital Geelong Strategy and community needs.
Digital Strategy implementation	Mar 2016	C	The Digital Strategy and accompanying implementation plan was launched at the Pivot Summit. The implementation plan will be delivered with the overview of the cross divisional Digital Geelong

City Plan 2013-2017 Progress Report

(Attachment A)

City of Greater Geelong

For Quarter Ending: Mar 2016

30 April 2016

Description	Completion Date	Status	Comments
			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 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 now finalised. Currently resolving delivery options, with Engineering (usual delivery arm for bridges) having limited capacity this financial year.
Central Geelong Action Plan			
Central Geelong Advancement Fund - matching fund		OnS	Schematic designs outlined for Malop Street (Gheringhap Street to Yarra Street). Land survey for laneways precinct now completed. Concepts for laneways precinct still to be considered in light of Council decision to not proceed with Public Acquisition Overlay in Dennys.
Central Geelong car parking strategy implementation		Min	Survey undertaken of car parking user patterns, focused on long stay use. Consultant brief drafted for procurement. Team capacity issue. Requires project manager oversight of key package of inter-related projects. Coordinator anticipated to commence in early May, will pick up this work.
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. UPDATE: Formal process with Department of Environment, Land, Water and Planning (DELWP) still being resolved.
Central Geelong Drainage Strategy		OnS	Drainage Strategy completed, adopted by Task Force on 12 February 2016. Modelling of 27 January flood event completed as an additional piece of work, to be put to Task Force for endorsement at its next meeting.
Central Geelong Major Heritage Fund		Min	Not progressed due to staff resourcing constraints.
Central Geelong priority works projects		OnS	Malop Street Lab installation in place. Partially contributes to Myers Street works. Exploration of further temporary installation options in Mall underway. First stage installation completed in December. Potential to deliver Little Malop Street bridge and streetscape being explored. Proposed budget reallocation.
CGAP - Business facilitation grants		Min	Policy was proposed to be put to the Task Force for adoption in early 2016 (March meeting). Not progressed due to staff resource constraints.
City Heart - Stage 2		OnS	Consultants appointed to undertake location assessment, consultation to be undertaken from 10 March to 7 April, including open house, workshop and online engagement. Model for design and delivery of project to be further resolved with the State Government in the context of the Geelong Authority and Places Victoria's expanded role in the CBD, including whether Design Competition mooted in Central Geelong Action Plan occurs.
City Loop Bus - Park and Ride service		OnS	With Central Geelong Task Force and being considered as part of a larger traffic review.

City Plan 2013-2017 Progress Report

(Attachment A)

City of Greater Geelong

For Quarter Ending: Mar 2016

30 April 2016

Description	Completion Date	Status	Comments
Transport Network Operating Plan		OnS	This project is on schedule and ongoing. Project being handled by Central Geelong Action Team. Due to the nature of project and number of key stakeholders, the resolution of outcomes needs to be thoroughly assessed and methodically processed based upon future City demands/expectations in growth and transport needs.
Utility services upgrade investigations		OnS	Quotations sought for key powerline undergrounding projects. Designs for Corio Street powerline undergrounding associated with major developments and City in a Park underway. Initial scoping of Fenwick Street powerline undergrounding.
Geelong Library and Heritage Centre			
Geelong Library and Heritage Centre car park construction		OnS	Works to replace stormwater drainage pipe continuing. Contractor commencing setting up pipes for filling of tunnel void. Preparing tender documents for car park construction.
Geelong Library and Heritage Centre construction	Dec 2015	C	Building opened November 2015 - Site now under defects management.
Outcome: Greater Geelong is a leading city for tourism, arts, culture and events			
2015 Christmas Light and Decorate Geelong program - launches and public events	Dec 2015	C	Christmas launches and functions were delivered under the guidance of the Christmas Project Control Group and at the direction of Council. All risks were mitigated and operational requirements met with a focus on public safety.
ANZAC Centenary Anniversary Projects		Min	Review of the project is occurring with consideration for best location.
Barwon Heads community arts hub feasibility study		OnS	Stage one - Demands analysis has commenced. Communications plan has been signed off. Research and desktop review underway; stakeholder interviews are occurring; survey period open.
Cadel Evans Bronze Statue		Min	Further discussions being held to consider the best options for the project.
Cadel Evans Great Ocean Road Race sponsorship	Feb 2016	C	Completed. Event delivered successfully.
Central Geelong public art project		Min	Site meetings have occurred, in principle agreement provided for Western Beach location.
Conference Marketing and Delegate Boosting programs		OnS	Business Events Geelong facilitated a regional stand partnering with four venues within the region at The Asia-Pacific Incentives and Meetings Expo, held in Melbourne. This event is the largest international event of its kind in Australia with over 11,00 face-to-face meetings held over the two days with qualified organisers. For the second consecutive year Business Events Geelong was awarded the state award for the category of 'Regional Destination Marketing Organisation' as awarded by Meetings Events Australia. This now qualifies the unit for the National award which will be announced in April.
Geelong After Dark		OnS	Geelong After Dark artist programme set, and highlights announced. Strong social media activity.
Geelong Art Gallery contribution		OnS	The new Streeton Exhibition, the first ticketed exhibition held at the Gallery, is winning accolades and high visitation.
Geelong Botanical Gardens ladies kiosk restoration		OnS	Works progressing. Steps and base rendering almost complete. Tiling and roofing works to commence shortly.
Geelong Major Events funding		OnS	Event funding is allocated by Geelong Major Events Committee throughout the year.
Light and decorate Geelong projections		OnS	Projection updates for ANZAC centenary have commenced.
M-M 24hr Extreme Arts Walk		OnS	Artists contracting well underway, including securing of international artist for Canoe commission, and Walking Circle artists. Funding contribution secured from Avalon. Major promotional program 'Walk This Land' highly successful. Majority of canoe carrier teams are locked in, and a major volunteer drive is underway to secure flag ambassadors.
New Years Eve fireworks on the Waterfront.	Dec 2015	C	Event was successfully delivered within budget.

Description	Completion Date	Status	Comments
Peninsula Park and Ride service	Dec 2015	C	Relevant documents submitted and payment made in December 2015.
Provide for tourist information and administrative support centres within the Geelong region		OnS	The following Visitor Information Services are open to visitors and are staffed by volunteers. - Geelong and Great Ocean Road Visitor Information Centre; open 9am-5pm 7 days a week located at the BP Service Centre on the Princes Highway, Little River. - Geelong Visitor Information Centre; open 9am-5pm 7 days a week located at the National Wool Museum. - The Bellarine Visitor Information Centre; open 9am-5pm 7 days a week located at Flying Brick Cider House, Bellarine Highway, Wallington. - The Market Square Shopping Centre Information Booth; offers a service to visiting friends and relatives open Monday-Saturday 9am-5pm. - The Waterfront Information Booth; offers information surrounding the Geelong Waterfront area, is open 7 days a week 10am-4pm (dependant on weather). - Avalon Airport Information Booth - staffed daily 8.30am-10.30am and again 2.30pm-4pm. Information is available for self serve at all times. - A caravan is located in the carpark nearby the Barwon Heads bridge and is open 10am-4pm daily from Boxing Day until the end of January and then weekends only until mid June.
Town Centre tree lighting		OnS	The decorative lighting in Ryrie Street, Geelong and Hitchcock Avenue, Barwon Heads is complete. Murradoc Road, St. Leonards will be completed early in 2016 once the point of supply is determined. Lt. Malop Street, Geelong and Pakington Street, Newtown are scheduled for 2016.
Wildlife Photographer of the Year exhibition.		OnS	Halfway through exhibition period. As at 23 March, 9,295 visitors have attended the exhibition with Geelong Botanic Garden estimating about 14,000 having been through the installation at the gardens.
Strategic Direction: Sustainable Built and Natural Environment			
Outcome: Enhance and protect natural areas and ecosystem health			
Clifton Springs Dell maintenance		OnS	Monitoring and maintenance has increased in the summer months. No issues at present. A new pathway is currently being constructed to allow access to the beach from the carpark. Ongoing monitoring continuing.
Coastal and conservation reserves and infrastructure maintenance		OnS	Significant maintenance works have been undertaken. Boat ramps, car parks, signage, and bollards have been assessed and maintenance undertaken if required.
Council environmental reserves maintenance and improvement works		OnS	Capital works to improve and maintain assets in reserves is on schedule. Assets have been assessed and any required works undertaken.
Friends of Buckley Falls contribution		OnS	Ongoing program of works along the Barwon River are being undertaken by the Friends of Buckley Falls in partnership with Council. Project is on target.
Water programs			
Water quality programs		OnS	Water quality testing, aquatic maintenance and Stage 2C Armstrong Creek water quality program to be completed.
Outcome: Support our community to live sustainably			

City Plan 2013-2017 Progress Report

(Attachment A)

City of Greater Geelong

For Quarter Ending: Mar 2016

30 April 2016

Description	Completion Date	Status	Comments
Waste Initiatives			
Community waste education projects		OnS	A comprehensive program of waste education projects are being undertaken throughout the course of the year. To date these have included workshops, education campaigns, surveys, contamination programs, discounted disposal offers for targeted materials, waste dumping prevention initiatives, litter programs, Clean Up Australia Day assistance, chemical drop off day and various online articles and stories.
Hard waste pick up service for eligible Home and Community Care (HACC) clients		OnS	Ongoing program being successfully undertaken via Community Services. This service has been refined and operates well.
Waste hardship support		OnS	Meetings have been held with Community Services to further refine direct assistance options as implemented by the Home and Community Care (HACC) Unit with a view to assisting as many people as possible. Pilot program to be implemented in 2016.
Outcome: Advocate for and promote sustainable design and development			
Implement and promote actions within Councils Sustainable Buildings Policy		OnS	Policy review has commenced with a cross divisional team led by Capital Projects reviewing industry standards and the success of recent projects.
Promotion and assistance with National Sustainable House Day	Dec 2015	C	The Sustainability Unit partnered with Geelong Sustainability Group for the seventh year running.
Outcome: Minimise our environmental footprint			
Development of an integrated water cycle management plan		OnS	Discussions held with key staff. Planning underway for workshopping.
Landfill works			
Closed landfills monitoring project		Min	Monitoring of Ocean Grove and Barwon Heads landfill has been commissioned, leachate issue at Newcastle Street below Marnockvale landfill is currently being investigated. Still awaiting any works emanating out of South Geelong landfill gas issue.
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	Council's appointed contractors, Celcius, have completed brand audit, workshops, focus groups and online surveys on time and budget. The work continues into 2016.
Bridge upgrades - major renewal works		OnS	Works to be undertaken on vandalised structure.
Drainage design and construction program		OnS	Program 45 per cent complete, tender let for Moss Road, repair works on Johnstone Park Drain. Barwon Heads outfall drain due to go to tender in May.

City Plan 2013-2017 Progress Report

(Attachment A)

City of Greater Geelong

For Quarter Ending: Mar 2016

30 April 2016

Description	Completion Date	Status	Comments
Electronic Document and Records Management System replacement		OnS	Project has been delayed for cut over due to Queen's Birthday long weekend. Data migration has taken longer than expected and performance issues have occurred.
Implement change control and business transformations around new integration communications system		OnS	All key sites delivered and cutover. Faxes, meeting room phones and other miscellaneous devices being migrated. Going into post-implementation phase.
Implement the new Information Services Strategy		OnS	Strategy continues to be rolled out. Review document created for discussion with CEO and Executive Leadership Team.
Kerb and channel renewal program		OnS	Six of nine projects completed. Remaining three projects designed and programmed for completion by end of financial year.
Microsoft Office upgrade		OnS	Licences ordered and delivered. Implementation after Skype for business project.
News media monitoring automated service		OnS	This service continues to deliver excellent daily results. (Note: this project is funded on a 12-monthly contract, which began July 2015 and will be renewed July 2016 for another 12 months.)
PABX / Telephony System replacement		OnS	All key sites delivered and cutover. Faxes, meeting room phones and other miscellaneous devices being migrated. Going into post-implementation phase.
Roads - construction and design including local roads, Federal Roads Program and Vic Roads Funded works		OnS	Seven projects completed, two projects under construction and a further two projects programmed to be completed before end of Financial year.
Social media monitoring automated service		OnS	This service continues to deliver excellent daily results. (Note: this project is funded on a 12 monthly contract, which began July 2015 and will be renewed July 2016 for another 12 months.)
Special rates and charges to carry out roads, footpaths, kerb and channel and drainage works		OnS	The north east Portarlington area may commence ahead of scheduled time; with no objections received, and scheduled to go to tender in the coming months.
Traffic management - investigation, design and construction		OnS	All Projects are on schedule and will be completed as planned.
Outcome: Responsible and sustainable financial management			
2016 General Revaluation and Supplementary Valuations		OnS	Stage four completed in March 2016 and awaiting sign off by Valuer General's office, expected by April 2016. Once received, Stage five will be lodged.
Completion of the Buildings Asset Management Plan inclusive of community service levels		OnS	No further progress.
Financial Sustainability Review project actions implementation		OnS	Report on service reviews has been to Executive Leadership Team meeting. Further planning on this being undertaken. Budget proposal lodged for service planning/review software/consultancy. Decision on the way forward will be made post budget approval.
Outcome: Informed and engaged community			
Corporate banner and billboard program	Dec 2015	C	Tender successfully let, and is now running for next three years.
Distribution of Community Update via electronic media six times per year		OnS	This project proceeds as planned, on time and budget as scheduled. Due to time and cost constraints, the former Community Update is now published as individual stories on the Geelong Australia website; working with Digital and IT Services on a new service for customers to automatically receive new stories on topics/wards/councillors they subscribe to. 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		OnS	Registered members now at 16,000 with key planks of Rates Notices and Animal Renewal now

City Plan 2013-2017 Progress Report (Attachment A)
For Quarter Ending: Mar 2016

City of Greater Geelong
30 April 2016

Description	Completion Date	Status	Comments
web space to residents and ratepayers			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. Comparative report completed and showed that City of Greater Geelong compared as well or better than other Regional City Councils and against like councils in Hume, Casey and Wyndham. Audit of 2015-16 data to commence with VAGO auditors in May 2016.
Publication and distribution of annual calendar	Dec 2015	C	Annual calendar successfully produced and distributed on time and budget, with generally very positive feedback. We have also completed a review of this project, to assist planning in 2016.
Publication of City News advertising weekly		OnS	City News continues to be published in the Advertiser and Independent each week, featuring a Council 'hero' picture and/or story. We are proposing a review of this communications channel in 2016, pending budget proposal funding.
Social media development of channels and content		OnS	This work continues as planned, with the publishing of Council's second six monthly content production report due as soon as possible post 30 June 2016.
Undertake internal Plain English campaign		Min	The full implementation of this project now depends on resourcing (i.e. staff).
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 forms and attendance at meetings to gain further insight into our programs currently being 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	Security upgrades applied to fencing and electronic data system. Electrical upgrades to be undertaken - awaiting quotation.
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	Periodic review performed.
Procurement of Safe-T-Cards for staff working alone in remote areas	Dec 2015	C	Safe T Cards system 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	Mar 2016	C	Project completed.
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	Construction of path to commence shortly. Works on track to be completed.
Foreshore Management Plan review - Clifton Springs		Min	Clifton Springs Foreshore Management Plan to be undertaken in 2016 following recent completion of capital works.
Roadside vegetation management		OnS	Mapping of roadside vegetation is almost complete and the Infrastructure Operations Department is

City Plan 2013-2017 Progress Report
For Quarter Ending: Mar 2016

(Attachment A)

City of Greater Geelong

30 April 2016

Description	Completion Date	Status	Comments
			working closely with the Waste Services and Environment Department to ensure this project will be completed.
Water programs			
Geelong Healthy Waterways program		OnS	Jerringot Reserve lease boundary fencing completed late last year. New fencing and gates in Hovells Creek Reserve to commence shortly.
Stormwater Quality Management Plan implementation		OnS	Project is on schedule.
Outcome: Support our community to live sustainably			
Dam Safety Emergency Management Plan development - St Augustine Basin		OnS	First draft of Dam Safety Emergency Management Plan has been received, reviewed and returned to consultants with comments from Council and VicSES. The final version will be received by the end of April 2016.
Future Proofing Geelong		OnS	Work progressing as per business plan
Waste Initiatives			
Hardwaste initiatives - 2015-2016		OnS	Well established program of assistance to the community to help deal with the hard to dispose of items. This program includes special discounted offers for particular items such as mattresses, couches and tyres. It also involves various educational and promotional initiatives to better educate the community on what disposal options are available for the various waste items they have. Meetings have also been held with Community Services to further refine direct assistance options as implemented by the Home and Community Care (HACC) Unit with a view to assisting as many people as possible.
Outcome: Minimise our environmental footprint			
Energy efficiency audit top ten buildings	Dec 2015	C	Audits of top ten building carried out for energy efficiency and solar which includes emissions reduction potential and financial saving to the organisation if the works are carried out. Presentation of report provided to key stakeholders in November 2015. Report will now inform the development of new City of Greater Geelong Draft Greenhouse Strategy and emission reduction targets.
Geelong Botanic Gardens irrigation upgrade		OnS	80 per cent of all irrigation stages one to four are complete. Stage four of the Nursery Irrigation budget shortfall is being sought by Botanics to complete all works to Nursery. Awaiting outcome. If successful works will resume April .
Irrigation system upgrades 2015-2016		OnS	Works completed at Rippleside. Quotations for urgent tank replacement at Myers Reserve has been received and works awarded for completion.
Landfill works			
Composting site set up works		OnS	Planning and Environment Protection Authority (EPA) works approval applications have been submitted; some issues raised by Planning and EPA are being addressed prior to public notice period commencing. Approvals anticipated shortly. Facility site lease and access road licence being finalised prior to report to Council to formalise site tenancy.
Corio Landfill post closure pollution abatement notice compliance		NS	Post closure Pollution Abatement Notice from Environment Protection Authority (EPA) is still in draft form. Council has provided comment to the draft presented and await response from EPA. Until

City Plan 2013-2017 Progress Report

(Attachment A)

City of Greater Geelong

For Quarter Ending: Mar 2016

30 April 2016

Description	Completion Date	Status	Comments
			PAN conditions are finalised work cannot be planned on this project. Therefore project currently on hold waiting for EPA advice.
Drysdale Landfill boundary fence replacement	Mar 2016	C	Works have been completed.
Drysdale Landfill Cells 4A and 6 stormwater pumps		Min	Lack of rainfall this year and record low stormwater runoff has reduced urgency for this project. Additionally the main operational focus has been minimising airspace utilisation whilst waiting for Cell six to be completed. Brief is being developed to seek for quotes for this project.
Drysdale Landfill eastern dam dewatering		Min	Lack of rainfall this year and record low stormwater runoff has reduced urgency for this project. Additionally the main operational focus has been minimising airspace utilisation whilst waiting for Cell six to be completed. Brief is currently being prepared to go to quotes for this project.
Drysdale Landfill leachate management		Min	Consultant continues to work through the complexities associated with getting this project up and running. Detailed negotiations with Barwon Water have been undertaken with a route and sewer connection location agreed to. Detailed design is also underway.
Drysdale Landfill pavement rectification works	Mar 2016	C	Works have been completed.
Drysdale landfill rehabilitation		OnS	This project is linked to project PR3247 (Evapotranspiration Cap Study). Once the evapotranspiration study is completed a trial evapotranspiration pad will be constructed. This pad is then monitored for several years until Environment Protection Authority are satisfied that this type of cap will be suitable for Drysdale.
Drysdale landfill stormwater pollution abatement notice compliance		Min	Detailed design has been completed. Capital Projects is familiarising itself with the design prior to commencing the procurement process.
Hede Street landfill investigative works		Min	Testing has been undertaken at regular intervals. Awaiting feedback from Environment Protection authority (EPA) as to the next step to take in this.

6. ADOPTION OF BUDGET AND STRIKING OF RATES FOR THE FINANCIAL YEAR 1 JULY 2016 TO 30 JUNE 2017

Source	Strategy & Performance – Financial Services
General Manager	Dean Frost
Index Reference	Financial Management / Budget – Fin Yr 2016/2017

Purpose

To adopt the 216-2017 Budget as proposed at Council meeting held on 10 May 2016, after consideration of budget submissions.

Summary

- The Proposed 2016-2017 Budget for the year commencing 1 July 2016 was considered by Council at its meeting on 10 May 2016 and public notice was given in accordance with Section 129 of the Local Government Act 1989.
- At that meeting Council appointed a Budget Submissions Panel to hear submissions made in relation to the Proposed Budget and Differential Rating.
- A Budget Submissions Panel comprising of K Alexander, L Gardner and P Dorling met on Tuesday, 14 June 2016 and considered submissions as per Appendix 3.
- A minor change was made to the Draft Budget of \$35,000 as per recommendation 1(a).
- Other changes will be considered during the 2016-2017 Amended Budget.

P Dorling moved, L Garnder seconded -

That Council:

PART A

- 1) Having considered all submissions lodged, together with the report of the Budget Submissions Panel (Appendix 3), the Proposed Budget considered by Council on 10 May 2016 be varied with the following change.**
 - a) That \$35,000 be allocated to create a master plan for Drew Reserve in response to the submission from St Joseph's Football & Netball Club.**
 - b) That Council consider the requested funding shortfall for the Newtown & Chilwell Cricket Club & GAF& NC change room redevelopment project (estimated up to \$430,000) as part of the 2016-2017 Amended Budget process subject to successful negotiation of a funding agreement including confirmation of club commitments identified in the budget submission.**
- 2) Public notice be given of the decision to adopt the Budget and Rate Declaration in accordance with Section 130 (2) of the Local Government Act 1989.**
- 3) Pursuant to Section 171 (4)(f) of the Local Government Act 1989, Council resolves to treat any person who has successfully applied for and been granted a pensioner waiver of rates as having made a continuing application for such waiver, unless the person advises otherwise**

PART B

- I. Council adopts the Rating Strategy 2015-2016 (Appendix 2).**
- II. Declare the following Rates & Charges:**

1. Amount Intended to be raised by General Rates, Municipal Charge, and Annual Service Charge for the period 1 July 2016 - 30 June 2017.

An amount of \$201,013,604 be declared as the amount which Council intends to raise by General Rates, Municipal Charge and the Annual Service Charge, which amount is calculated as follows:

General Rates \$161,232,767

Municipal Charge \$11,341,878; and

Annual Service Charge \$28,438,959.

2. General Rates

2.1 A general rate be declared for the period 1 July 2016 to 30 June 2017.

2.2 It be further declared that the general rate be raised by the application of differential rates.

2.3 A differential rate be respectively declared for rateable land having the respective characteristics specified below, which characteristics will form the criteria for each differential rate so declared.

2.3.1. Farm Land – means any land which:

- i. is not less than 2 hectares in area; and
- ii. is used predominantly for the business of grazing (including agistment), dairying, pig-farming, poultry farming, fish farming, tree farming, bee-keeping, viticulture, horticulture, fruit growing or the growing of crops of any kind or for any combination of those activities; or
- iii. satisfies the criteria for municipal purpose benefit for large holdings to the extent that it is, for example, land that is predominantly used and maintained for heritage, cultural or environmental purposes, or land that is held as natural bushland under a trust for nature covenant, or land that is held under some other type of similar formal undertaking.

To avoid doubt, 'business' for the purposes of identifying Farm Land has the same meaning as that given to it by section 2(1) of the *Valuation of Land Act* 1960 for the same purpose, being a business that:

- a) has a significant and substantial commercial purpose or character; and
- b) seeks to make a profit on a continuous or repetitive basis from its activities on the land; and
- c) is making a profit from its activities on the land, or that has a reasonable prospect of making a profit from its activities on the land if it continues to operate in the way that it is operating.

2.3.2 Residential Land - means any land:

- i. that is used exclusively for residential purposes; or
- ii. on which a habitable building is erected, which building is unoccupied, and which is zoned residential under the Greater Geelong Planning Scheme.

- 2.3.3 **Vacant Land** - means any land:
- i. that does not have the characteristics of Farm Land; and
 - ii. on which no building is erected, save for any uninhabitable shed or shelter, the size of which does not exceed 5% of the total area of the land.
- 2.3.4 **Petroleum Production Land** – means any land that is:
- i. used primarily for the production or conveyance of petroleum and/or petroleum by-products; and
 - ii. is described as such in Schedule A.
- 2.3.5 **Industrial Land** – means any land that:
- i. does not have the characteristics of
 - a) Vacant Land; or
 - b) Commercial Land; or
 - c) Petroleum Production Land; or
 - d) Automobile Manufacture Land; and
 - ii. is used predominantly for industrial purposes, which includes manufacturing, repairing, servicing, processing and reprocessing.
- 2.3.6 **Commercial Land** – means any land that:
- i. does not have the characteristics of:
 - a) Farm Land; or
 - b) Industrial Land; or
 - c) Petroleum Production Land; or
 - d) Automobile Manufacture Land; and
 - ii. is used predominantly for the sale of goods or services or other commercial purposes; or
 - iii. on which a habitable building is erected, which building is unoccupied, and which is zoned other than residential under the Greater Geelong Planning Scheme.
- 2.3.7 **Automobile Manufacture Land** – means any land that is:
- i. used primarily for the manufacture of automobiles or automobile products;
and
 - ii. is described as such in Schedule A.
- 2.3.8 **Mixed Use Land** – means any land that:
- i. has the characteristics of Residential Land combined with the characteristics of Commercial Land or Industrial Land; and
 - ii. is used partly for residential purposes and partly for commercial and/or industrial purposes.
- 2.3.9 **The Point – Residential Land** - means any land that:
- i. is used exclusively for residential purposes; or

- ii. on which a habitable building is erected, which building is unoccupied, and which is zoned residential under the Greater Geelong Planning Scheme; and
- iii. is described as such in Schedule A.

2.3.10 The Point – Vacant Land - means any land:

- i. that does not have the characteristics of Farm Land; and
- ii. on which no building is erected save for any small uninhabitable storage shed or shelter, the size of which does not exceed 5% of the total land area; and
- iii. is described as such in Schedule A.

2.3.11 The Point – Commercial Land - means any land that:

- i. does not have the characteristics of:
 - a) Farm Land; or
 - b) Industrial Land; and
- ii. is used predominantly for the sale of goods or services, or other commercial purposes; or
- iii. on which a habitable building is erected, which building is unoccupied, and which is zoned other than residential under the Greater Geelong Planning Scheme; and
- iv. is described as such in Schedule A.

2.4 A rate pursuant to the Cultural and Recreational Lands Act 1963 be declared for rateable land having the respective characteristics specified below.

2.4.1 Cultural and Recreational Land -

Any land which -

- (a) has the characteristics of Recreational land as defined by the Cultural and Recreational Lands Act 1963; and
- (b) is described as such in Schedule A.

2.5 Each differential rate and Cultural and Recreation Lands Rate will be determined by multiplying the Capital Improved Value of each rateable land (categorised by the characteristics described in paragraph 2.3 and 2.4 by the relevant percentages indicated in the following table:

CATEGORY %

Farm Land .002739 (or .2739 percent of Capital Improved Value).

A rebate of 40% of the CIV by rate in dollar in accordance with Council policy for farm rating.

Residential Land .002739 (or .2739 percent of Capital Improved Value).

Vacant Land .004188 (or .4188 percent of Capital Improved Value).

The Point Residential Land .002739 (or .2739 percent of Capital Improved Value).

The Point Vacant Land .004188 (or .4188 percent of Capital Improved Value).

The Point Commercial Land .005489 (or .5489 percent of Capital Improved Value).

Petroleum Production Land .008294 (or .8294 percent of Capital Improved Value).

Industrial Land .007684 (or .7684 percent of Capital Improved Value).

Commercial Land .005489 (or .5489 percent of Capital Improved Value).

Automobile - Production Land .008294 (or .8294 percent of Capital Improved Value).

Mixed Use Land .004112 (or .4112 percent of Capital Improved Value).

Cultural and Recreational .001924 (or .1924 percent of Capital Improved Value).

2.6 It be recorded that Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions; and that

2.6.1 the respective objectives of each differential rate be those specified in Schedule B;

2.6.2 the respective types or classes of land which are subject to each differential rate be those defined in Schedule B;

2.6.3 the respective uses and levels of each differential rate in relation to those respective types or classes of land be those described in Schedule B; and

2.6.4 the relevant
(a) uses of; and
(b) geographical locations of; and
(c) planning scheme zonings of; and
(d) types of buildings on the respective types or classes of land be those identified in Schedule B; and

2.7 It be confirmed that no amount is fixed as the minimum amount payable by way of general rate in respect of each rateable land within the municipal district.

3. Rebates

3.1 Farm Rebate

For 2016-2017 Council declare a rebate under section 169 of the LGA of 40% for all land classified and rated as farm land. Properties defined as farms will be entitled to a rebate recognising that there is a benefit to the community in encouraging the retention of large lot primary producing holdings. An application can be made to Council to have land classified as Farm land.

4. Waivers

4.1 Rates Assistance Waivers

Council declares a waiver of general rates under Section 171 of the LGA for the class of persons comprised of ratepayers in respect of assessments which are categorised as Residential Land or Farm Land where the valuation of the assessment has increased, between the 2014 valuation and the 2016 valuation, by 50% or more and that increase is purely attributable to market factors, not attributable, in whole or in part, to improvements made to the assessment by the owner (or occupier). The amount of the waiver is set at:

4.1.1 between 25% and 49.99% of the general rates payable for the 2016-2017 financial year, increasing pro rata according to the valuation increase, for valuation increases between 50% and 59.99%; and

50% of the general rates payable for the 2016-2017 financial year for valuation increases of 60% or more.

The waiver is designed to mitigate the rates shock of a valuation increase and can only be claimed in respect of an assessment once in a two year valuation cycle.

- 4.2 Council declares a Housing Support waiver of 100% of general rates and municipal charge under section 171 of the LGA for the class of persons comprised of ratepayers in respect of assessments which contain the following types of housing:

4.2.1 transitional, emergency or crisis housing;

4.2.2 housing for Legatees or War Widows, provided by the Geelong Legacy Club or provided by RSL; and

4.2.3 supported housing for disabled people.

This waiver recognises that these properties provide for specific needs within the community. Application can be made to Council to have land classified as being eligible for the waiver.

- 4.3 New Corio Estate (Inappropriate Subdivision)

For 2016-2017 financial year, Council declares a waiver of 100% of general rates and municipal charge under Section 171 of the LGA for the class of persons comprised of ratepayers in respect of assessments which are in private ownership within the inappropriate subdivision known as New Corio Estate. This rates assistance waiver recognises the financial burden associated with ownership of this land. Land within the New Corio Estate is zoned as farming land and the area has been determined to be an inappropriate subdivision due to the difficulty of providing utilities and drainage and due to its distance from other residential areas. The Minister for Environment & Climate Change has approved a native vegetation plan for this land in support of natural temperate grassland of the Victorian Volcanic Plains. The waiver recognises the ongoing encumbrances on the land that prevent owners from making any demands on Council services now and into the future.

5. Municipal Charge

- 5.1 An annual municipal charge be declared for the period commencing 1 July 2016 to 30 June 2017.
- 5.2 The purpose of the municipal charge is to recover some of the administrative costs of the Council.
- 5.3 The charge be the sum of \$96.65 for each rateable property in the municipality.
- 5.4 Applications for exemption for farm land in accordance with section 159 of the LGA, is to be made within two months from the date of issue of annual rate notice.

6. Annual Service Charge

- 6.1 An Annual Service Charge be declared for the period commencing 1 July 2016 to 30 June 2017.

6.2 The Annual Service Charge be declared for the collection and disposal of refuse.

6.3 The Annual Service Charge be \$270.50 for each rateable land and non-rateable land (or part) in respect of which the Annual Service Charge may be levied.

6.4 The criteria specified below, be the criteria, which form the basis of the Annual Service Charge, so declared:

Geographic existence within those areas of the municipal district in which Council provides a domestic refuse collection and disposal service. The charge will be raised irrespective of whether the service is used or not.

7. Annual Service Charge – Additional Bin Service

7.1 An Annual Service Charge – Additional Bin Service, be declared for the period commencing 1 July 2016 to 30 June 2017.

7.2 The Annual Service Charge – Additional Bin Service, be declared for the collection and disposal of refuse.

7.3 New Service Charge to apply if additional services are requested by the property owners who meet eligibility criteria.

7.4 The criteria specified below, be the criteria, which form the basis of the Annual Service Charge – Additional Bin Service, so declared:

The additional bin service charge will be available via application, compliant with the following criteria:

- Families with six or more occupants within a household may apply for an additional garbage and/or recycling bin;
- Properties that are able to prove to Council's satisfaction that the physical area of the property would generate sufficient greenwaste volumes to exceed the capacity of their existing bin may apply for an additional greenwaste bin;
- In all cases of application for additional bins, Council reserves the right to inspect the applicant's existing bins to confirm that they are overloaded. If this cannot be confirmed, the additional bins will not be provided;
- The property owner or their authorised agent signs the additional bin application form, provides appropriate supporting evidence and agrees to the applicable service charge.

Applications that meet the criteria will be billed via the Rate, Valuation & Charges notice.

If an application is received and approved in the first six months of the financial year, that is, from July to December, the full annual cost of the additional bin will be charged. If an application is received and approved in the second half of the financial year, that is January to June, half the annual cost will be charged.

The following costs will apply for the additional bin service:

- Garbage bin \$135 (for 2016-2017)
- Recycling bin \$ 48 (for 2016-2017)
- Green Waste bin \$ 62 (for 2016-2017)

8. Central Activities Area Rate

Council has declared a special rate in respect of the central business district of Geelong applicable to non-residential, non-exempt properties. The special rate is the Central Activities Area (CAA) Rate and is in addition to other rates and

charges. The purpose of the special rate is to promote the CAA as a commercial shopping precinct using events, marketing and media.

A special rate has been declared for the period commencing on 1 July 2016 and concluding on 30 June 2021. 2016-2017 will be the first year of the scheme provides to raise \$1,045,122 (\$824,510 in 2015-2016). The rate in dollar for 2016-2017 is set at \$0.0007405 and \$0.000259 for Cultural & Recreation (Cultural and Recreation properties are charged a reduced CAA rate, in accordance with the ratio of the recreation rate to the commercial rate). The rate in the dollar has been reduced from the rate published in the Council report dated 16 February 2016 (\$0.0008211) to ensure only the revenue target is raised. This is due to changes to the Capital Improved Values resulting from the 2016 Revaluation.

9. Incentives

No incentives be declared as the incentives to be given by Council for the payment of General Rates, Municipal Charge and the Annual Service Charge (described earlier in this document) before the dates fixed for their payment under Section 167 of the LGA.

10. Consequential

10.1 Notwithstanding anything said in any earlier Resolution of Council, the Geelong Advertiser be chosen, as the newspaper in which the public notice will appear.

10.2 The Responsible Officer of Council be authorised to levy and recover the General Rates, Municipal Charge and the Annual Service Charge described earlier in accordance with the LGA.

11. Interest

Interest on unpaid rates and charges will be charged in accordance with Section 172 of the LGA. Interest will be charged at the penalty interest rate of 9.5% for 2016-2017. In proven cases of hardship where Council allows rates to be deferred, interest will be charged at 5.64% for 2016-2017.

SCHEDULE A

1. Petroleum Production Land

All that land generally bounded more or less by Princes Highway, Shell Parade, Corio Bay Foreshore, Wharf Road, Station Road and neighbouring land.

2. Automobile Manufacture Land

- (a) All that land generally bounded more or less by Cowies Creek, Melbourne Road, North Shore Road and Geelong – Melbourne Railway, excluding the land known as 60-80 North Shore Road being the Ford Research and Development Facility.
- (b) All that land generally bounded more or less by Sea Beach Parade, St Georges Road, Geelong-Melbourne Railway and neighbouring southern land.

3. The Point Residential Land

All the residential land formerly described in Certificate of Title Volume 11423 Folio 073 and 074 and also described in Lot C PS 638301 and PS 722214.

4. The Point Vacant Land

All the vacant land formerly described in Certificate of Title Volume 11423 Folio 073 and 074 and also described in Lot C PS 638301 and PS 722214.

5. The Point Commercial Land

All the commercial land formerly described in Certificate of Title Volume 11423 Folio 073 and 074 and also described in Lot C PS 638301 and PS 722214.

6. Cultural and Recreational Land

Any land reserved under the Cultural and Recreational Lands Act 1963 including the following:

Ratepayer Name	Property Address
Australian Croatian Sporting Centre	15 Gibbons Road, Lara VIC 3212
Bareena Bowling Club Incorporated	89 Noble Street, Newtown VIC 3220
Barwon Heads Bowling Club	18 Geelong Road East, Barwon Heads VIC 3227
Barwon Heads Golf Club Incorporated	Golf Links Road, Barwon Heads VIC 3227
Barwon Rowing Club Inc	2 Barwon Terrace, South Geelong VIC 3220
Beckley Park Committee of Management Inc	40 Broderick Road, Corio VIC 3214
Bell Park Sport & Rec Club Inc	68 Calvert Street, Hamlyn Heights VIC 3215
Bell Park Sports Club Inc	515 Ballarat Road, Batesford VIC 3221
Belmont Bowling Club Incorporated	16-36 Reynolds Road, Belmont VIC 3216
Clifton Springs Bowling Club	Clifton Street, Clifton Springs VIC 3222
Clifton Springs Golf Club Incorporated	86-88 Clear Water Drive, Clifton Springs VIC 3222
Corio Bay Rowing Club	10 Barwon Terrace, South Geelong VIC 3220
Corio Bay Sailing Club	Foreshore Road, Corio VIC 3214
Drysdale Bowling & Croquet Club inc	19-29 Collins Street, Drysdale VIC 3222
East Geelong Golf Club	Eastern Park Circuit, East Geelong VIC 3219
East Geelong Recreation Reserve Committee	137-139 McKillop Street, Geelong VIC 3220
Eastern Park Bowling Club Inc	51-55 Garden Street, East Geelong VIC 3219
Geelong & Dist Angling Club & Fish Protect	9 Yuille Street, Geelong West VIC 3218
Geelong Agricultural & Pastoral Society	79 Breakwater Road, Breakwater VIC 3219
Geelong Bowls Club Incorporated	4-10 Sommers Street, Belmont VIC 3216
Geelong College Rowing Club	4 Barwon Terrace, South Geelong VIC 3220
Geelong Football Club Incorporated	360-380 Moorabool Street, South Geelong VIC
Geelong Grammar School Rowing	6 Barwon Terrace, South Geelong VIC 3220
Geelong Lawn Tennis Club Incorporated	12-20 Sommers Street, Belmont VIC 3216
Geelong Pistol Club	70-80 Williams Road, Mount Duneed VIC 3216
Geelong Race Course Trustees	99 Breakwater Road, Breakwater VIC 3219
Geelong Rowing Association	8 Barwon Terrace, South Geelong VIC 3220
Geelong Table Tennis Association	84-88 Church Street, North Geelong VIC 3215
Geelong Watersports Club Incorporated	493-499 Wilsons Road, St Albans Park VIC 3219
Geelong West Bowling Club Incorporated	12 Bowlers Avenue, Geelong West VIC 3218
Herne Hill Bowls Club Inc	180 McCurdy Road, Fyansford VIC 3221
Highton Bowling Club Inc	204 Roslyn Road, Highton VIC 3216
Indented Head Boat Club	The Esplanade, Indented Head VIC 3223
Indented Head Yacht Club	The Esplanade, Indented Head VIC 3223
Lagoon Boat Club Inc	Foreshore Road, Corio VIC 3214
Lara Bowling Club Inc	10 Alkara Avenue, Lara VIC 3212
Lara Sporting Club Incorporated	4 Walkers Road, Lara VIC 3212
Leopold Sportsmans Club Inc	131-139 Kensington Road, Leopold VIC 3224
Lonsdale Golf Club	31-69 Fellows Road, Point Lonsdale VIC 3225
Norlane Bowling Club Incorporated	26-36 St Georges Road, Corio VIC 3214
North Shore Sports & Community Club Inc	39 Rose Avenue, Norlane VIC 3214
Ocean Grove Bowling Club	16-24 The Terrace, Ocean Grove VIC 3226
Ocean Grove Golf Club Incorporated	9 Guthridge Street, Ocean Grove VIC 3226

Ratepayer Name	Property Address
Portarlington Bowls Club Incorporated	Harding Street, Portarlington VIC 3223
Portarlington Golf Club	92-160 Hood Road, Portarlington VIC 3223
Portarlington Sailing Club	219 Point Richards Road, Portarlington VIC 3223
Royal Geelong Yacht Club	25 Eastern Beach Road, Geelong VIC 3220
Seabrae Boat Owners Club Inc	302 Clifton Avenue, Leopold VIC 3224
St Leonards Bowling Club	1274 Murradoc Road, St Leonards VIC 3223
St Leonards Golf Club Inc	79-175 Harvey Road, St Leonards VIC 3223
St Leonards Yacht Club & Motor Squadron	Lower Bluff Road, St Leonards VIC 3223
Western Beach Boat Club Incorporated	74-90 Western Foreshore Road, Geelong VIC
Western District Car Club	55 Beach Road, Avalon VIC 3212

Properties granted Cultural & Recreational Rate status include:

- any other not-for-profit clubs or associations having similar characteristics and objectives to Cultural & Recreational land as defined.;
- Is used for indoor sporting recreational or cultural purposes or similar indoor activities;
- Owned by organisation or has a lease or licence from the Crown or Municipal Council;
- Prohibits the distribution of dividends to members.

To be considered, each property should have limited venue hire, restricted liquor licensing provisions and have little impact on neighbouring amenity.

Ratepayer Name	Property Address
Geelong Bridge Club	148-152 Portarlington Road, Newcomb Vic 3219
Austrian Club Geelong Incorporated	258 Plantation Road, Lovely Banks Vic 3221
Serbian Parish Youth Club	256 Plantation Road, Lovely Banks, Vic 3221
Polish Community Association in Geelong	35 Ryrie Street, Geelong Vic 3220
Geelong Speedway Drivers Club Inc	1/4 Wood Street, South Geelong VIC 3220
Wood Street Public Recreation Reserve COM Inc.	2/4 Wood Street, South Geelong VIC 3220
Wood Street Public Recreation Reserve COM Inc.	3/4 Wood Street, South Geelong VIC 3220
Geelong Transport Drivers Social Club Inc	4/4 Wood Street, South Geelong VIC 3220
Croatian Community Centre of Geelong (Inc)	172-178 Cox Road, CORIO VIC 3214
Association of Ukrainians - Victoria	16-21 Monastery Court, Lovely Banks VIC 3213

SCHEDULE B

1. Farm Land

Rating Objectives:

- To ensure that all rateable land makes an equitable and efficient financial contribution to the cost of carrying out the functions of Council generally, including the:
 - construction and maintenance of public infrastructure;
 - development and provision of health and community services; and
 - provision of general support services.
- To encourage and support the business of primary production and, where appropriate, expand the business of primary production.

These objectives will be met by setting the Farm Land differential at 100% of the Residential Land differential and by the provision of a farm rebate under Section 169 of the LGA.

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.1

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate less the applicable rebate is the level, which Council considers it necessary to achieve the objectives specified above.

Geographic Location

Wherever located within the municipal district.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the Greater Geelong Planning Scheme.

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2017.

2. Residential Land

Rating Objective:

To ensure that all rateable land makes an equitable and efficient financial contribution to the cost of carrying out the functions of Council generally, including the:

- a) construction and maintenance of public infrastructure;
- b) development and provision of health and community services; and
- c) provision of general support services.

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.2

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

Geographic Location

Wherever located within the municipal district.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the Greater Geelong Planning Scheme.

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2017.

3. Vacant Land

Rating Objectives:

- i. To ensure that all rateable land makes an equitable and efficient financial contribution to the cost of carrying out the functions of Council generally, including the:
 - a) construction and maintenance of public infrastructure;
 - b) development and provision of health and community services; and
 - c) provision of general support services.
- ii. To encourage the prompt development of vacant land to attract new residents and businesses to the City of Greater Geelong.

- iii. To discourage untimely and unnecessary divisions of land.

These objectives will be met by setting the Vacant Land differential at 153% of the Residential Land differential.

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.3

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

Geographic Location

Wherever located within the municipal district.

Use of Land

Any use permitted under the Geelong Regional Planning Scheme.

Planning Scheme Zoning

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the Geelong Regional Planning Scheme.

Types of Buildings

No building must be located on the land or constructed prior to 30 June 2017 save for any uninhabitable shed or shelter that does not exceed more than 5% of the total area of the land.

4. Petroleum Production Land

Rating Objective:

To ensure that all rateable land makes an equitable and efficient financial contribution to the cost of carrying out the functions of Council generally, including the:

- a) construction and maintenance of public infrastructure;
- b) development and provision of health and community services; and
- c) provision of general support services.

The Petroleum Production Land differential is set at 302% of the Residential Land differential with the intention that the Petroleum Production Land differential be at the Industrial Land rate differential from 2017-2018.

Types and Classes

Rateable land having the relevant characteristics described previously 2.3.4

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

Geographic Location

As described in Schedule A.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the Greater Geelong Planning Scheme.

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2017.

5. Industrial Land

Rating Objective:

To ensure that all rateable land makes an equitable and efficient financial contribution to the cost of carrying out the functions of Council generally, including the:

- a) construction and maintenance of public infrastructure;

- b) development and provision of health and community services; and
- c) provision of general support services.

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.5

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

Geographic Location

Wherever located within the municipal district.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the Greater Geelong Planning Scheme.

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2017.

6. Commercial Land

Rating Objective:

To ensure that all rateable land makes an equitable and efficient financial contribution to the cost of carrying out the functions of Council generally, including the:

- a) construction and maintenance of public infrastructure;
- b) development and provision of health and community services; and
- c) provision of general support services.

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.6

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

Geographic Location

Wherever located within the municipal district.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the Greater Geelong Planning Scheme.

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2017.

7. Automobile Manufacture Land

Rating Objective:

To ensure that all rateable land makes an equitable and efficient financial contribution to the cost of carrying out the functions of Council generally, including the:

- a) construction and maintenance of public infrastructure;
- b) development and provision of health and community services; and
- c) provision of general support services.

The Automobile Manufacture Land differential is set at 302% of the Residential Land differential with the intention that it will be at the Industrial Land differential rate from 2017-2018.

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.7

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

Geographic Location

As described in Schedule A.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the Greater Geelong Planning Scheme.

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2017.

8. Mixed Use Land

Rating Objective:

To ensure that all rateable land makes an equitable and efficient financial contribution to the cost of carrying out the functions of Council generally, including the:

- a) construction and maintenance of public infrastructure;
- b) development and provision of health and community services; and
- c) provision of general support services.

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.8

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

Geographic Location

Wherever located within the municipal district.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the Greater Geelong Planning Scheme.

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2017.

9. The Point – Residential Land

Rating Objectives:

- i. To ensure that all rateable land makes an equitable and efficient financial contribution to the cost of carrying out the functions of Council generally, including the:
 - a) construction and maintenance of public infrastructure;
 - b) development and provision of health and community services;
 - c) provision of general support services; and
 - d) management of environmentally sensitive land.
- ii. To ensure that, following the development of the Point Land, and transfer to Council of the management of environmentally sensitive land, including the provision of a range of services around an existing waterway, constructed lake and canal system, an equitable and efficient financial contribution to the cost of Council's management responsibilities will be made by the ratepayers in respect of that land.

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.9

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

Geographic Location

As described in Schedule A.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the Greater Geelong Planning Scheme.

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2017.

10. The Point – Vacant Land

Rating Objectives:

- i. To ensure that all rateable land makes an equitable and efficient financial contribution to the cost of carrying out the functions of Council, generally including the:
 - a) construction and maintenance of public infrastructure;
 - b) development and provision of health and community services;
 - c) provision of general support services; and
 - d) management of environmentally sensitive land.
- ii. To ensure that, following the development of the Point Land, and transfer to Council of the management of environmentally sensitive land, including the provision of a range of services around an existing waterway, constructed lake and canal system, an equitable and efficient financial contribution to the cost of Council's management responsibilities will be made by the ratepayers in respect of that land.

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.10

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

Geographic Location

As described in Schedule A.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the Greater Geelong Planning Scheme.

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2017.

11. The Point – Commercial Land

Rating Objectives:

- i. To ensure that all rateable land makes an equitable and efficient financial contribution to cost of carrying out the functions of Council, generally including the:
 - a) construction and maintenance of public infrastructure;
 - b) development and provision of health and community services;
 - c) provision of general support services; and
 - d) management of environmentally sensitive land.
- ii. To ensure that, following the development of the Point Land, and transfer to Council of the management of environmentally sensitive land, including the provision of a range of services around an existing waterway, constructed lake and canal system, to ensure that an equitable and efficient financial contribution to the cost of Council's management responsibilities will be made by the ratepayers in respect of that land.

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.11

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

Geographic Location

As described in Schedule A.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the Greater Geelong Planning Scheme.

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2017.

12. Cultural and Recreational Land

Has the characteristics of Recreational land as defined by the Cultural and Recreational Lands Act 1963.

Types and Classes

Rateable land having the relevant characteristics described previously in 2.4.1

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

Geographic Location

As described in Schedule A.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the Greater Geelong Planning Scheme.

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2017.

Carried.

Background

The City prepared a Proposed Budget for the 2016-2017 financial year in accordance with Section 127 of the Local Government Act.

The Proposed Budget was received and considered at a Meeting of Council held on 10 May 2016.

At that meeting Council appointed a Budget Submissions Panel to hear submissions made in relation to the Proposed Budget and Differential Rating.

Discussion

Following consideration by Council of the Proposed Budget, an advertisement was placed in the Geelong Advertiser advising that the budget document would be available for public scrutiny and inviting written submissions to be made.

The Budget Submissions Panel met on Tuesday, 10 June 2016 at 5.30pm to consider written submissions and hear any person who wished to address the Panel in support of a submission.

The report of the Budget Submissions Panel is incorporated in Appendix 3. The Budget as presented to Council on 10 May 2016 will be varied with the following changes only:

- a) That \$35,000 be allocated to create a master plan for Drew Reserve in response to the submission from St Joseph's Football & Netball Club.
- b) That Council consider the requested funding shortfall for the Newtown & Chilwell Cricket Club & GAF& NC change room redevelopment project (estimated up to \$430,000) as part of the 2016-2017 Amended Budget process subject to successful negotiation of a funding agreement including confirmation of club commitments identified in the budget submission.

Other announcements relevant to the Budget and Rates Notice include:

1. Grants Commission preliminary advice

The Victorian Grants Commission have advised Council of the proposed 2016-2017 general purpose grant and local road funding grant. The announcement of \$19.29M funding represents an increase of \$115,000 versus the proposed budget assumption. This increase be incorporated into the 2016-2017 Amended Budget.

2. Fire Services Property Levy – 2016-2017 rates

Council collects the Fire Services Property Levy (FSPL) on behalf of the State Government via the Council rate notice. The FSPL rates were announced at the end of May 2016 with an increase of 1% for the fixed residential charge and a decrease of (11.1%) for the residential variable charge. The fixed charge for Primary Production, Commercial, Industrial, Public Benefit and Vacant has increased by 1.4%. The variable charges have increased/(decreased) by (6.1%) for Primary Production, 5.8% for Commercial, 11.2% for Industrial, (8.3%) for Public Benefit and 240.3% for Vacant.

The impact to the rate notice for the average residential ratepayer is as follows:

	2015-2016 Rates on Average CIV \$	2016-2017 Budget Rates on Average CIV \$	
Fire Services Property Levy			
Fixed	104.00	105.00	1.0%
Variable	54.39	51.24	-5.8%
	158.39	156.24	-1.4%

Environmental Implications

The Budget identifies the sources and allocation of the resources to implement the many environmental initiatives that impact on the community as outlined with Council's 2013–2017 (2016-2017 Update) City Plan.

Financial Implications

The Budget has been prepared in compliance with Rate Cap legislation and Ministerial announcement that the cap is 2.5% for 2016-2017. Changes in rates, fees and charges have been structured to meet the financial requirements as proposed for the 2016-2017 financial year.

Expenditure includes the continuation of Council services to the community.

The Budget includes a recurrent operating surplus of \$1.8M.

The gross capital expenditure of \$103.6M includes new funding of \$10.7M on Infrastructure Leisure, \$28.4M on roads, footpaths, kerb & channel and drains and \$24.7M on buildings.

New loans of \$50.6M are proposed for 2016-2017 including \$27.9M deferred loans from 2015-2016. The projected total amount of borrowings as at 30 June 2017 is \$93.3M.

Policy/Legal/Statutory Implications

The Annual Budget has been prepared in accordance with the requirements of the Local Government Act including:

Section 127 of the Local Government Act that requires that a Council prepare a budget for each financial year that contains:

- a) Financial statements in the form and containing the information required by the regulations;
- b) a description of the services and initiatives to be funded in the budget;
- c) a statement as to how the services and initiatives described under paragraph (b) will contribute to achieving the strategic objectives specified in the Council plan;
- d) Major initiatives, being initiatives identified by the Council as priorities, to be undertaken during the financial year:
 - i) for services to be funded in the budget, the prescribed indicators of service performance that are required to be reported against in the performance statement under section 131;
 - ii) the prescribed measures relating to those indicators.
- e) any other information required by the regulations.

The Council must ensure that the budget also contains:

- a) the information the Council is required to declare under section 158(1);
- b) if the Council intends to declare a differential rate under section 161, the information listed in section 161(2);
- c) if the Council intends to declare a differential rate under section 161A, the information listed in section 161(2).

Section 129 of the Local Government Act requires:

- 1) As soon as practicable after a Council has prepared a budget or revised budget, the Council must give public notice.
- 2) A person has a right to make a submission under section 223 on any proposal contained in the budget or revised budget.
- 3) In addition to any other requirements specified by this Act, the notice referred to in sub-section (1) must —
 - a) contain any details required by the regulations; and
 - b) advise that copies of the budget or revised budget are available for inspection for at least 14 days after the publication of the notice at —
 - i) the Council office and any district offices; and
 - ii) any other place required by the regulations.

A copy of the budget or revised budget must be displayed at the places specified under sub-section (3)(b).

Section 130 of the Local Government Act requires that:

- 1) A Council may adopt a budget or revised budget if it has complied with all of the relevant requirement of this Act relating to budgets and revised budgets.
- 2) The Council must give public notice of its decision under sub-section (1).
- 3) The Council must adopt the budget by 30 June each year.
- 4) The Council must submit a copy of the budget or the revised budget to the Minister within 28 days after adopting the budget under subsection (3) or adopting the revised budget under subsection (1).
- 5) The Minister may extend the period within which a Council must comply with sub-section (4).
- 6) If a Council fails to submit a copy of the budget to the Minister within the time allowed, the Secretary must ensure that details of the failure are published in the annual report of the Department.
- 7) A Council must give the Minister any information concerning its budget or revised budget that the Minister requests.
- 8) A Council must comply with sub-section (7) —
 - a) within 14 days of receiving a request in writing for the information from the Minister; or
 - b) within any longer period specified by the Minister in the request.
- 9) A copy of the budget or revised budget must be available for inspection by the public at:
 - a) the Council office and any district offices; and
 - b) any other place required by the regulations.

In addition, a Council must ensure that the current budget or revised budget is published on the council's internet website (see section 82A(2)(ab)(iii)).

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 involved in the preparation of this report have a direct or indirect interest in any matter to which this report relates.

Risk Assessment

Under Section 130 of the Local Government Act Council must adopt the Annual Budget by 30 June each year commencing 2016-2017 Budget.

On 13 October 2015 Council adopted a budget timetable to include community consultation, meetings of the executive and Council to prepare the 2016-2017 Budget/City Plan update. The timetable provides a framework to manage risk in order for Council to meet its statutory obligations and avoid adverse implications if the process is delayed. These include:

- A lack of internal control to monitor the financial position of the City into the new financial year.
- Delays in commencing (and therefore completion) of projects identified within the Annual Budget.
- Delaying the issuing of the first rate instalment notices (due in early September).

Social Considerations

The Proposed Budget identifies the sources and allocation of resources to implement the many social initiatives that impact on the community as outlined with Council's 2013–2017 (2016-2017 Update) City Plan.

Human Rights Charter

There are no known positive or negative effects.

Consultation and Communication

Following adoption of the Budget, a public notice will be placed in the newspaper on Wednesday, 29 June 2016, advising the adoption of the Budget along with the Declaration of the Rates.

APPENDIX 1

2016-2017 BUDGET

APPENDIX 2

RATING STRATEGY 2016-2017

APPENDIX 3

SUBMISSIONS REVIEW PANEL REPORT

MINUTES

BUDGET SUBMISSIONS REVIEW PANEL

HELD IN COUNCIL CHAMBER

COUNCIL CONFERENCE AND RECEPTION CENTRE CITY HALL, LITTLE MALOP STREET, GEELONG ON TUESDAY, 14 JUNE 2016 FOLLOWING COMPLETION OF PANEL HEARING

Present: Dr Kathy Alexander (Chair), Laurinda Gardner & Peter Dorling

Also Present: D Frost (General Manager – Strategy & Performance), W Tieppo (General Manager City Services), L Quinn (General Manager Community Life), P Bettess (General Manager Planning & Development), B Luxford (General Manager Investment & Attraction) M Kelly (Manager – Financial Services), K Fulton (Coordinator – Financial Reporting), T McDonald (Manager Customer Service & Council Business).

The hearing commenced at 5.30pm and closed at 6.45pm.

Apologies: Nil.

Declarations of Interest or Conflicts of Interest: Nil.

Items considered:

On 10 May 2016 the Interim Administrator gave notice of intention to adopt the Proposed Budget 2016-2017. Council received 22 written submissions in relation to the Proposed Budget. Submissions have been listed by the name of the submitter as follows.

1. [Ian Keith \(Life Activities Group, Pedallers Section\)](#)
2. [Jaimie Watts \(North Geelong Football & Netball Club\)](#)
3. [Sarah Holt](#)
4. [Lisa Hunter](#)
5. [Peter Kronborg & Rhonda Biscoe](#)
6. [Rosalind Ellinger](#)
7. [Doug Ellinger](#)
8. [Margot Harrison \(Marcus Hill Vineyard\)](#)
9. [Mark Wilkin \(Marshall Cricket Club\)](#)
10. [Neil Vivian \(Grovedale Sports Club & Grovedale Tigers Football Netball Club\)](#)
11. [David Barnes \(Newtown & Chilwell Cricket Club Inc.\)](#)
12. [Judith Doherty \(Queens Park Golf Club\)](#)
13. [Leon Eyck \(Ocean Grove Tennis Club\)](#)
14. [Megan Dean \(St Albans Netball Club\)](#)

15. [Graeme Scannell \(East Belmont Cricket Club and the Belmont Lions Sports Club\)](#)
16. [Rob Trelfall \(St Joseph's Football & Netball Club\)](#)
17. [Keith Yeo](#)
18. [Maureen Walsh \(Kensington Retirement Village\)](#)
19. [Wendy Fischer](#)
20. [John & Christine Launder](#)
21. [Tony Grgurevic \(Bicycle Users Group\)](#)
22. [Jennifer Bantow \(Geelong & Region Branch, National Trust of Australia \(Victoria\)\)](#)

List of submitters who addressed the panel:

- Helen Woods & Lewis Rowell on behalf of Peter Kronborg & Rhonda Biscoe
- Mark Wilkin (Marshall Cricket Club)
- Gavan Clark (on behalf of Geelong Amateur Football & Netball Club and Newtown & Chilwell Cricket Club)
- Megan Dean (St Albans Netball Club)
- Graeme Scannell (East Belmont Cricket Club and the Belmont Lions Sports Club)
- Rob Threlfall (St Joseph's Football & Netball Club)
- Maureen Walsh (Kensington Retirement Village)
- Tony Grgurevic (Bicycle Users Geelong)
- Jennifer Bantow & Rod Charles (Geelong & Region Branch, National Trust of Australia (Victoria))

The panel reconvened on 21 June, 2016 at 11.30am to consider the submissions and to formalise recommendations concerning the 2016-2017 Budget.

PANEL CONSIDERATION OF SUBMISSIONS MADE TO THE PROPOSED 2016-2017 BUDGET

Portfolio:	Finance
Source:	Strategy & Performance – Financial Services
General Manager:	Dean Frost
Index Reference:	Financial Management / Budget – Fin Yr 2016/2017

Summary

- In accordance with the requirements of the Local Government Act, Council advertised its Proposed 2016-2017 Budget and invited submissions which closed on Tuesday, 7 June 2016 at 5.00pm.
- The purpose of the Budget Submission Review Panel is to consider any submissions received and make a recommendation to the Council Meeting to be held at 5.30pm on Tuesday, 28 June 2016.

Recommendation

That Recommendation 1 on the agenda for the Meeting of Council on Tuesday, 28 June 2016 be as follows:

- 1) **“Having considered all submissions lodged, together with the report of the Budget Submissions Panel (Appendix 3), the Proposed Budget considered by Council on 10 May 2016 be varied with the following change.**
 - a) **That \$35,000 be allocated to create a master plan for Drew Reserve in response to the submission from St Joseph’s Football & Netball Club.**
 - b) **That Council consider the requested funding shortfall for the Newtown & Chilwell Cricket Club & GAF& NC change room redevelopment project (estimated up to \$430,000) as part of the 2016-2017 Amended Budget process subject to successful negotiation of a funding agreement including confirmation of club commitments identified in the budget submission.**

Report

Background

Council gave formal notice of its Proposed 2016-2017 Budget in the Geelong Advertiser and Geelong Independent, inviting written submissions to Council in relation to the Proposed Budget. The submission period closed on Tuesday, 7 June 2016 at 5.00pm.

Discussion

In accordance with the Local Government Act, the Submission Review Panel appointed by Council must consider every submission received. Further, the person lodging the submission may have the opportunity to speak in support of their submission, providing a specific request is received.

The making of submissions in respect of the Budget is an important opportunity for the community to have input into the budget process.

Having considered any submissions made, the Budget Submissions Review Panel will need to formulate a recommendation to Council, which may either:

- 1) Resolve that having considered submissions received in relation to the Budget, the Budget be adopted without change, or
- 2) That having considered submissions in relation to the Budget, the Budget be varied.

The following formal submissions, summarised in this report, were received in response to Council’s notice of intention to adopt a Budget and the Budget Submissions Panel will review each submission and officer recommendations as follows.

1. Ian Keith (Life Activities Group, Pedallers Section)
--

The Pedallers section of the Life Activities Group support the increased allocation of \$400,000 for cycling infrastructure works, plus \$500,000 provision of the Moorabool Street Bridge Share Path Access Improvements. This will encourage more Geelong residents to use pedal power. They hope future budgets will give similar importance to improve cycling infrastructure.

Officer Comments

As noted, \$900,000 has been allocated to specific active transport projects in 2016-2017, this is a \$700,000 increase on 2015-2016.

Recommendation

That the submission be received and Ian Keith (Life Activities Group, Pedallers section) be thanked for the submission.

2. Jaimie Watts (North Geelong Football & Netball Club)

The Club thanks the City of Greater Geelong for including \$100,000 in its draft budget for a proposed facility upgrade to the Club. They say the State Government backed down on their successful grant application, but the City has now stepped in. The money will be used to improve entry and amenities, allowing for a safer and more female friendly venue from which to host local and statewide sporting competitions including VFL women's state league football.

Officer Comments

The project is strategically supported and addresses identified need. Overall facility rating within the G21 AFL Barwon Strategy as 55 (out of 100). This rates the facility as 19th (out of 25) in comparison to other clubs across the municipality. The change room component rates as 3 (out of 10).

The project is currently sitting within the draft budget.

Recommendation

That the submission be received and Jaimie Watts (North Geelong Football & Netball Club) be thanked for the submission.

3. Sarah Holt

Sarah Holt hopes that CoGG continue to support the East Geelong Men's Shed. The Men's shed creates a safe and meaningful space for people to gather within the community, embracing people of all abilities and ages.

Officer Comments

Proposed Capital Project for 2016-2017 as follows:

C17234 Construction of a shared resource facility at Grinter Reserve, which will provide the Geelong East Men's Shed program with an increased capacity to assist members, local NGO's, disability service providers and schools. Replacement of the current derelict and unsafe building will provide safe asset management for the Moolap Whittington Newcomb Riding Club. A changed building footprint will improve sightlines and increase perceived and real safety at site.

Expenditure: \$76,000.

Income: \$15,000 Contribution from Geelong East Men's Shed.

Recommendation

That the submission be received and Sarah Holt be thanked for the submission.

4. Lisa Hunter

Lisa Hunter hopes that CoGG continue to support the East Geelong Men's Shed.

Officer Comments

Noted. The same officer comments are provided as per previous submitter.

Recommendation

That the submission be received and Lisa Hunter be thanked for the submission.

- | |
|---|
| <ol style="list-style-type: none">5. Peter Kronburg & Rhonda Biscoe6. Rosalind Ellinger7. Doug Ellinger8. Margot Harrison (Marcus Hill Vineyard) |
|---|

Individual submissions have been received from Peter Kronburg & Rhonda Biscoe, Rosalind Ellinger, Doug Ellinger and Margot Harrison regarding the expansion of the Drysdale Landfill site.

Peter Kronburg was not available to attend the meeting and was represented by Helen Woods and Lewis Rowell.

These submitters object to the budget item \$3.6M Cell 5 creation, for the Drysdale landfill. The Committee for Bellarine (Tom O'Connor) also endorses this submission.

The submitters want CoGG to cease the environmental threat posed by the Drysdale landfill. Originally in the early 1980's the municipal government publicly undertook to turn the landfill into a park after fifteen years. The City of Greater Geelong now holds this obligation legally, environmentally and morally.

The submitters want the funding to be redirected to finding more appropriate landfill sites, on restoration and rehabilitation of this one, on the creation of a park and putting the money into a massive recycling program that brings Geelong up to the best international standards of recycling and environmental care.

Officer Comments

1. *The objectors appear to be under the impression that the landfill is being expanded further beyond what they were anticipating. Two of the submitters refer to the initial information they were given about the landfill, that it was going to be run for 15 years and then closed and turned into a park.*

Cell 5 is not an expansion of the landfill. It is part of the licenced landfilling area that has been within the landfill planned development since it started. This has been openly communicated to anyone who has queried Council on the future of the landfill during this period of time. Most of the excavation of Cell 5 has already been completed, as this was required during the construction of both Cell 4A and Cell 6 (which are to the west and east of it). The funding allocated to completing this cell will allow the remaining approximately 30% of this excavation to be completed followed by the more technical aspects of constructing the lining and leachate collection aspects of the cell prior to it being able to accept any waste.

2. *The threat to the Ramsar Wetlands in Swan Bay via sedimentation and also damage to the existing Masons Creek drainage line is a key area of concern for objectors.*

This is an issue that has been raised with Council in the past. The current development works that are occurring at the landfill have presented challenges in managing sedimentation from the site excavations that have been undertaken. However, Council has undertaken significant works over the past two years to assist in managing this issue.

The capacity of the eastern stormwater dam of the site has been significantly enlarged so that the capability of the site to retain any runoff from within the site has been improved many fold.

An external stormwater diversion project has been researched, designed and is now at the stage of implementation. This will ensure that stormwater runoff from the catchment above the landfill is able to be diverted through the site to further enhance the ability to retain runoff water from within the site in the eastern stormwater dam. This will not only assist in managing any sediment within stormwater that falls within the landfill but will also allow the watercourse below the landfill to receive flows from the catchment above it as soon as these flows occur

rather than them being absorbed and held within the landfill's stormwater management system.

The impact of runoff from the landfill on the Ramsar wetlands in Swan Bay has been assessed by the Federal Environment department. The conclusion of this assessment was that there was no impact.

3. *A primary theme in amongst the various arguments that have been presented in the past from objectors to the landfill, and again in this instance, is that they want the landfill closed.*

Council appreciates the obviously passionate interest the submitters have in the Bellarine Peninsula and its environmental wellbeing. However, with respect to the ultimate question of whether the landfill should continue or not, Council doesn't believe that the landfill operations pose such a significant risk to the environment that such extreme action could be warranted. Drysdale landfill is very important to the provision of waste services to the City of Greater Geelong. Further, the landfill also operates under a very strict licence issued and closely monitored by the Environment Protection Authority. This licence is designed specifically to ensure the environmental impacts that the objectors are concerned about do not occur.

The Drysdale landfill is subject to the same strict environmental performance monitoring measures that apply to landfilling waste across the state. These measures have been reviewed in great detail in recent years and now represent possibly the most stringent requirements that apply to any industry operating across the state. The EPA is tasked with the role of regulating landfilling to ensure that it does not impact on the environment.

4. *The objection put forward by Douglas Ellinger asserts that there has been a fundamentally incorrect assumption made throughout the design of the landfill as to the level of groundwater in existence. Mr Ellinger claims that insufficient groundwater bores have been drilled to determine the level of this groundwater and therefore by extension insinuates that the landfill is therefore impacting on the groundwater.*

The assessment and subsequent monitoring of the groundwater beneath and around the landfill has been undertaken with a very high degree of rigour, review and accuracy for many years. Regular groundwater monitoring of the site has been undertaken for more than 20 years and the results collected from this have been analysed and reviewed by independent expert hydrogeologists over this period. Twenty onsite and two offsite monitoring bores are located around the site and all of these indicate that the groundwater exists at significant depth well below the base level of the landfill.

Community Engagement

An inaugural meeting with the Drysdale community was held on Tuesday, 7 June in Drysdale. This meeting was to provide anyone with an interest in the Drysdale landfill an opportunity to participate in a forum to exchange information relating to the operation and management of the Drysdale landfill. Approximately a dozen members of the community attended, along with Council operational and management staff, the acting Regional EPA manager and a facilitator. The meeting was a positive one with good dialogue and information sharing occurring between all in attendance. There was strong support from several community members for the running of regular meetings of this nature on an ongoing basis.

It is anticipated that moving forward, via the running of these meetings, Council will be able to give interested parties a much clearer understanding of the issues, processes, opportunities and solutions associated with running the site. It will also allow a clearer understanding of any issues of concern within the community to be gained by Council. This will assist in working through these issues to reassure the community that the site is indeed run in an environmentally responsible way with significant expenditure, resources and planning being invested to ensure that this occurs.

Recommendation

That:

- 1) **The submission be received and Council note the detailed information provided by officers regarding the management of Drysdale Landfill and Peter Kronborg & Rhonda Briscoe, Rosalind Ellinger, Doug Ellinger and Margot Harrison be advised that Council resolved not to vary the 2016-2017 Budget as a result of their submission.**
- 2) **Peter Kronborg & Rhonda Briscoe, Rosalind Ellinger, Doug Ellinger and Margot Harrison be thanked for the submission and a response be forwarded in terms of the officer comments.**

9. Mark Wilkin (Marshall Cricket Club)

The Marshall Cricket Club is reissuing their business case and submission for the proposed development of a full cricket training and storage facility at South Barwon Reserve.

The Club is seeking funding of \$121,033 from Council, towards their project estimated to cost \$250,000.

Components of the project include new turf wicket, grass behind turf, fences, hard wicket nets, storage shed with provision for the project to include required roadworks. The project costing is supported by quotes.

Officer Comments

Council is undertaking a G21Cricket Strategy in the 2016-2017 financial year which aims to prioritise cricket infrastructure. It is recommended to wait until this strategy is finalised before investing in cricket projects. It is noteable that this project will duplicate facilities at the reserve given the close proximity of South Barwon Cricket Club. This project does not appear to be a partnership between these tenaning Clubs.

Recommendation

That:

- 1) **The submission be received and the Club be advised that the Administrators inspected their facilities on 21 June 2016 and refer their project for consideration in the G21 Cricket strategy.**
- 2) **Mark Wilkin (Marshall Cricket Club) be thanked for the submission and be advised that Council resolved not to vary the 2016-2017 Budget as a result of their submission.**

10. Neil Vivian (Grovedale Sports Club & Grovedale Tigers Football Netball Club)

Neil Vivian is Facilities Manager of the Grovedale Sports Club and the Grovedale Tigers Football Netball Club. The Club is seeking Council funding for a change room redevelopment project, with fully designed and estimated project costs which has Council officers endorsement. Over the last couple of years, the Club has been unsuccessful in applying for a number of grants through Council, State Government members and the Federal Government.

The change rooms are outdated, small and rundown. The facilities do not cater for girls football with communal showers and toilet facilities.

Officer Comments

The Overall facility rating within the G21 AFL Barwon Strategy as 65 (out of 100). This rates the facility as 13th (out of 25) in comparison to other clubs across the municipality. The change room component rates as 3 (out of 10, where 10 is excellent).

The project was submitted to Council as a budget submission in November 2015 with the project identified over three stages. Stage 1 was to build new visitors changerooms, stage 2 is to build a new storage facility and stage 3 is the internal demolition and rebuilding of the home changerooms. Total cost for all stages was estimated at \$659,000.

The project is strategically supported but not awarded with the highest priority in comparison to North Geelong Football Netball Club and Anakie Football Netball Club whose facilities rate overall as 55 (out of 100) and 50 (out of 100) respectively.

It should be noted however, that this project will be recommended by Council to be submitted to the State Government's Community Sport Infrastructure Funding program, for grants of up to \$100,000 within the 2017-2018 financial year. The success of this funding application will require Council to contribute \$200,000 in 2017-2018.

Recommendation

That:

- 1) The submission be received and the Club be advised that the Administrators inspected their facilities on 21 June 2016 and the project will be submitted to the State Government's Community Sport Infrastructure Funding program for 2017-2018.**
- 2) Neil Vivian on behalf of the Grovedale Sports Club & Grovedale Tigers Football Netball Club be thanked for the submission and be advised that Council resolved not to vary the 2016-2017 Budget as a result of the submission.**

11. David Barnes (Newtown & Chilwell Cricket Club Inc.)
--

The Geelong Amateur Football & Netball Club and the Newtown & Chilwell Cricket Club are seeking additional funding to undertake the changeroom upgrade project. The Club is disappointed with the delay to the Queen's Park Sporting Complex change room project and removal of funding.

The Club's submission includes detailed costing estimates of \$654,722 including a lift estimated to cost \$168,000. The Club has separately outlined inkind support to the project valued at \$174,300 for a total project cost of \$831,358.

Officer Comments

Overall facility rating within the G21 AFL Barwon Strategy as 61 (out of 100). This rates the facility as 16th (out of 25) in comparison to other clubs across the municipality. The change room component rates as 2 (out of 10).

The project was initially funded in 2014-2015 with an allocation of \$25,000 for design. Expenditure of \$22,476 has been incurred to date - \$6,870 (2014-2015) and \$15,606 (2015-2016). A budget allocation of \$400,000 with \$20,000 contribution from the Club (\$380,000 from Council) was made in the 2015-2016 Budget to undertake the works, however the project has been put on hold with additional funding to be sought through the 2016-2017 Budget process.

At a Council meeting on 8 December 2015 a notice of motion was put forward and resolved by Council as follows:

"Notes the project can be completed in two linked stages with stage 1 being the upgrade of the change rooms and stage 2 that the sum of \$200,000 be referred to the 2016-2017 Budget for the disability access lift."

With the revised project estimates included as part of the Clubs submission, the total project cost is \$831,358. The funding mix is therefore - Club inkind \$174,300, Club cash \$20,000, Council 2015-2016 Budget allocation \$380,000 with a remaining funding gap of \$257,058 requested for inclusion in the 2016-2017 Budget.

Given the significant in kind value there remains some doubt on the certainty of these commitments to the project. There are concerns with some aspects of the project costing estimates including contingency at 5% versus 10%, Landscape cost estimates, Lift cost estimates (no supporting cost documentation) and estimates for other trades.

It is noted that the lift component required to be delivered as part of this project cannot be removed from scope. It is therefore likely that the actual cost to Council will be more than what is being requested from the Club, current gap funding is estimated at \$430,000.

Recommendation

That:

- 1) The submission be received and the Club be advised that the Administrators inspected their facilities on 21 June 2016 and will consider the requested funding shortfall for the Newtown & Chilwell Cricket Club & Geelong Amateur Football & Netball Club change room redevelopment project (estimated up to \$430,000) as part of the 2016-2017 Amended Budget process subject to successful negotiation of a funding agreement including confirmation of Club commitments identified in the Budget submission.**
- 2) David Barnes (Newtown & Chilwell Cricket Club Inc.) be thanked for the submission and be advised that Council resolved not to vary the 2016-2017 Budget.**

12. Judith Doherty

Judy Doherty has noted the withholding of funding for various sports facilities. Judith has been a member of the Queens Park Golf Club for 35 years and seen the Amateurs Football Clubrooms, which is only used once a week, be refurbished three times and yet the golf club has been refused funding. The club rooms are in dire need of updating.

Judy encourages a visit to be made to the establishments to make a decision as to the real funding need of each facility.

Officer Comments

The refurbishment to the Golf Club is strategically supported within the Queens Park Master Plan, however, no cost estimates or design have been undertaken to support this budget bid.

Recommendation

That:

- 1) The submission be received and Judith Doherty be advised that Council resolved not to vary the 2016-2017 Budget as a result of their submission.**
- 2) Judith Doherty be thanked for the submission and a response be forwarded in terms of the officer comments.**

13. Leon Eyck (Ocean Grove Tennis Club)
--

The Ocean Grove Tennis Club Committee supports the proposed budget allocation to their Club for the upgrade to the kitchen facilities. The grant is appreciated and will have a significant positive impact on their Club.

Officer Comments

The project is currently sitting within the Draft Budget at \$70,000 expenditure and \$20,000 income from the Club. Project C17213 is to make improvements to the kitchen/servery/bar area of the Ocean Grove Tennis Club.

Recommendation

That the submission be received and Mr Eyck on behalf of the Ocean Grove Tennis Club be thanked for the submission.

14. Megan Dean (St Albans Netball Club)

Megan Dean requests that the proposal for the St Albans Football/Netball Club that was submitted as part of the Draft Budget be reconsidered.

The project is to upgrade the current netball court into a compliant two court facility.

Officer Comments

Overall facility rating within the G21 AFL Barwon Strategy as 63 (out of 100). This rates the facility as 14th (out of 25) in comparison to other clubs across the municipality. The main netball court rates as 4 (out of 10).

The submission includes revised project costing at \$328,400. Officers have reviewed the costing estimates and believe the project should be listed as a \$350,000 project including adequate contingency.

The submission is proposing a funding mix with State Government grant \$100,000 (unconfirmed), Club in kind \$54,735 with the balance funded by Council approximately \$195,265 (listed as \$173,665 plus additional contingency \$21,600).

This project is one of importance to AFL Barwon as this facility has only one compliant netball court. As this facility is used for finals games, the need to have two netball courts is justified. This project requires further planning and cost estimates. Council staff will work with the Club to undertake detailed designs for the second netball court for consideration in the 2017-2018 Budget.

Recommendation

That:

- 1) The submission be received and the Club be advised that the Administrators inspected their facilities on 21 June 2016 and request officers to undertake design works for the second netball court in preparation for future budget consideration.**
- 2) Megan Dean (St Albans Netball Club) be thanked for the submission and be advised that Council resolved not to vary the 2016-2017 Budget as a result of their submission.**

15. Graeme Scannell (East Belmont Cricket Club & Belmont Lions Sports Club)

The East Belmont Cricket Club and Belmont Lions Club have operated at the Winter Reserve for over 40 years.

Over the past few years, much discussion has been held with CoGG Councillors, Officers and Federal and State politicians on the need to upgrade the change room facilities (which are devoid of female change rooms and first aid facilities). CoGG Officers have advised that the existing facilities need to be demolished and rebuilt. The significant cost of this project seems to continually push this project out, whereas other projects that can be delivered as upgrades or extensions often receive consideration. The Club is at a distinct disadvantage compared to most other clubs in the region.

The change room demolition and rebuild project is estimated to cost \$1,866,000 and is requested for inclusion in the 2016-2017 Budget. Stage 2 costing estimates of \$2,700,000 and stage 3 costing estimates of \$2,744,000 have also been provided.

Officer Comments

Overall facility rating within the G21 AFL Barwon Strategy as 60 (out of 100). This rates the facility as 17th (out of 25) in comparison to other clubs across the municipality. The change room component rates as 3 (out of 10).

The project is strategically supported but not considered the highest priority in comparison to North Geelong Football Netball Club and Anakie Football Netball Club whose facilities rate overall as 55 (out of 100) and 50 (out of 100) respectively. Designs and detailed cost estimates for this project have been completed.

Independent cost estimates detail \$1,866,000 to construct stage 1 of development. Suggest this is increased by 2.5% for escalation to \$1,910,000.

Recommendation

That:

- 1) The submission be received and the Club be advised that the Administrators inspected their facilities on 21 June 2016 and will consider future funding for the project as part of Council's prioritisation framework.**
- 2) Graeme Scannell (East Belmont Cricket Club & Belmont Lions Sports Club) be thanked for the submission be advised that Council resolved not to vary the 2016-2017 Budget as a result of their submission.**

16. Rob Trelfall (St Joseph's Football & Netball Club)

St Joseph's Football & Netball Club request that Council reconsider it's position regarding the Wedge project, as a priority project with an accompanying funding commitment to ensure the Wedge project is delivered.

The Club's application for Council contribution \$400,000 has not been included in the Draft Budget.

The Wedge Project aims to provide a new building between the two current football/cricket ovals and the two netball courts. It would comprise primarily of change rooms and toilets for netballers, female footballers and cricketers, and participants of all ages with a disability.

The Club reject Council's claim that there is a duplication with two permanent buildings on the reserve that could be used by female participants; and that there is already an existing netball change room in the St Joseph's pavilion. The submission elaborates in detail as to why they reject this duplication argument.

The Club have confirmed that the project is costed at \$500,000 with \$100,000 committed from the Club. The Club have also verbally confirmed that if Council commits at least \$280,000 then State Government funding of \$100,000 (Community Sports infrastructure fund for Female friendly facilities) would be confirmed with \$20,000 from Federal Government (Stronger Communities Program).

Officer Comments

Overall facility rating within the G21 AFL Barwon Strategy as 70 (out of 100). This rates the facility as 4th (out of 25) in comparison to other clubs across the municipality. The netball change facility component rates as 0 (out of 10). This rating however, is due to the current netball change facilities being used for storage, resulting in this area not being considered during the facility audit phase of the strategy.

This project is strategically supported but not considered the highest priority in comparison to North Geelong Football Netball Club and Anakie Football Netball Club whose facilities rate overall as 55 (out of 100) and 50 (out of 100) respectively. Designs and detailed cost estimates for this project have been completed. Better change facilities for females at Herne Hill Reserve are strategically supported but not the highest priority in comparison to the aforementioned facilities. It is noteworthy that the existing football change facilities were renovated in 2011. In addition, further work

needs to be undertaken to investigate existing opportunities within the existing built form at the reserve, albeit these facilities are poorly configured.

The Budget submission from the Club notes the project cost of \$500,000 with \$100,000 cash funding from the Club. In addition, they advise that funding is confirmed from the State Government of \$100,000 and the Federal Government of \$20,000. Letters of support for this funding are included, however formal confirmation of this funding has not been included. Notably, in the letter of support from Christine Couzens (MP), this refers to the State Government's Community Sport Infrastructure Fund - Female Friendly Facilities program. This program requests that Council make submissions on behalf of clubs of which Council are currently recommending an alternate project. It should also be noted that these funds are not available until the 2017-2018 financial year. If the grant funds are realised then Council's contribution may be reduced from \$400,000 to \$280,000 dependent on finalisation of costing.

Recommendation

That:

- 1) The submission be received and the Club be advised that the Administrators inspected their facilities on 21 June 2016 and resolved to allocate \$35,000 in the 2016-2017 Budget for development of a masterplan for Drew Reserve to consider the diversity of infrastructure and safety issues identified by the Club.**
- 2) Rob Trelfall (St Joseph's Football & Netball Club) be thanked for the submission and a response be forwarded in terms of the officer comments.**

17. Keith Yeo

Keith Yeo would like the Waste Service Charge to be reduced from 4.75% to 2.5% in keeping with the rate cap.

The increase in the waste service charge is approximately 3% above CPI, which is unacceptable. Council needs to operate within its means as many people have had to in these difficult economic times. The 4.75% increase in the Waste Service Charge is not in the spirit of the new legislation and is just a way to increase the overall average general rate. Full details of the cost of running Council's Waste Collection Service is requested (both income and expenditure) and appropriate explanation given as the Draft Budget does not provide full and adequate disclosure.

Should the Greater City of Geelong wish to continue with its Waste Service Charge this should also be pegged to the rate capping amount, the same as other Councils in Victoria are doing.

Officer Comments

The Local Government Act provides under section 162 for councils to prescribe a service charge. The City of Greater Geelong declares a service charge in respect to the collection and disposal of refuse. The recycle and waste service is based on the user-pays principle to cover the costs of collection, recycling and landfill disposal. Council operates a standard service to residential properties for domestic garbage, recycling and green waste, providing a three bin service.

The recycling and waste service charge is levied on the following criteria:

- Geographical existence within those areas of the municipal district in which Council provides a domestic refuse collection and disposal service.*
- The charge will be raised irrespective of whether the service is used or not.*

The State Government has excluded charges such as a waste service charge from the rate cap of 2.5%. Council has not used this exclusion to justify higher cost increases to provide revenue for other purposes. The garbage charge represents a fee for service and the 2016-2017 fee at \$270.50 is to recover the budgeted costs of delivering the service. The Charge includes costs associated with kerbside collection, processing and

disposal of waste to landfill. A number of factors have impacted on Council's need to increase the waste service charge by 4.75%, including:

- The charge includes State Government imposed landfill levy charges which have been increasing at rates greater than CPI. The estimated rates for 2016-2017 are at \$62/tonne of waste entering the landfill site, this is equivalent to \$30.75 per waste collection service charge or 11.4% of the total charge.*
- Labour costs for running services internally have increased in line with the Council EA agreement.*
- A large proportion of costs are unavoidable (such as the running of transfer stations, collection of kerbside garbage, recycling, greenwaste and processing costs. Contractual agreements are already in place to deliver these services with annual cost increases.*
- Costs of disposing waste is dictated by landfill prices which includes costs of cell construction, compliance and operating costs which again are not able to be linked to any fixed percentage increase.*

Mr Yeo has been provided with the following information he requested as part of his submission:

Rates and Charges increases over the last five years which includes General Rates, Municipal Charge and Garbage Charge increases:

2015-2016 4.45% (includes Garbage charge 4.75% increase).

2014-2015 4.51% (includes Garbage charge 5.11% increase).

2013-2014 4.84% (includes Garbage charge 3.76% increase).

2012-2013 5.09% (includes Garbage charge 6.00% increase).

2011-2012 5.46% (includes Garbage charge 7.14% increase).

Income and expenditure related to the provision of this service.

**Waste Collection Services
Operating Statement**

	Budget 2015-16	Budget 2016-17	Movement	Comments
Income				
R21305 Waste Disposal Charge - residential	26,703,402	28,438,959	1,735,557	
Expenses				
3810 - Waste Collection services				
R38100 Waste Collection & Recycling Service Man	1,143,663	1,219,531	(75,868)	
R38110 Litter Service	2,115,039	2,194,658	(79,619)	
R38115 Garbage Service	11,016,161	11,495,274	(479,113)	Disposal costs at Drysdale increased \$223K due to increased tonnage and increase in landfill costs. Increase in bin repair costs \$71K.
R38120 Recycling Service	2,049,244	2,116,595	(67,351)	
R38125 Green Waste Service	5,527,633	5,862,930	(335,297)	Green waste disposal costs increased \$411K - reallocation of receival options as cheaper and closer options no longer available.
R38134 Pt Henry Transfer Station	753,400	771,502	(18,102)	
R38135 North Geelong Transfer Station	1,187,911	1,611,027	(423,116)	Management contract up for renewal, projected increase \$180K. Reduction in income \$70K.
R38140 Drysdale Transfer Station	903,806	853,612	50,194	
R38145 Residential Street Cleaning and Public Health	1,100,750	1,128,300	(27,550)	
R38150 Waste Collection & Recycling Strategic De	57,363	119,311	(61,948)	Salaries increase \$51K.
R38155 Barwon Region Waste Management Group	44,500	50,000	(5,500)	
R38156 Hardwaste Service	150,000	150,000	0	
R38157 HACC Hardwaste Support	40,000	40,000	0	
D38111 Waste Management Strategy	50,000	40,000	10,000	
D38112 Resource Recovery Centre Strategic Study	0	40,000	(40,000)	New project.
R15602 Lease & Utilities - Pt Henry Transfer Station Plus	258,838	278,163	(19,325)	
C16303 Composting Site Set Up Works	50,000	350,000	(300,000)	Increase in project cost of \$1,750K amortised over 5 years for the new green waste processing site.
Corporate Overheads & Insurance	62,895	72,329	(9,434)	
IT Overheads	42,529	48,908	(6,379)	
Total Service Cost	26,553,732	28,442,140	(1,888,408)	
Surplus / (Deficit)	149,670	(3,181)	(152,851)	
Equivalent Service Charge per Tenement	258.25	270.50	4.7%	

Recommendation

That:

- 1) The submission be received and Keith Yeo be advised that Council resolved not to vary the 2016-2017 Budget as a result of their submission.**
- 2) Keith Yeo be thanked for the submission and a response be forwarded in terms of the officer comments.**

18. Maureen Walsh (Kensington Retirement Village)
--

Ms Walsh is requesting Council to give favourable consideration to provide a differential rate for retirement villages. The proposal is for a lower differential rate to residential that offsets the infrastructure services provided by Council that are not accessed or available to retirement villages as a whole.

Ms Walsh notes that there is a parliamentary review being conducted of the whole retirement living sector, with indications that the differential rating system being part of the review, including other factors such as valuations and application of guidelines.

They acknowledge that consideration was given to their submission in last year's budget in seeking to have an individual differential rate for retirement villages, but was rejected.

Officer Comments

Under the Ministerial Guidelines for Differential Rating, Retirement Village Land is considered appropriate as a type and category for which a differential rate may be considered.

Since 2013-2014 a number of retirement villages have written to Council requesting the introduction of a retirement village land differential.

Since the introduction of the Ministerial Guidelines, one council has introduced a retirement village differential. Four councils had a retirement village differential prior to the introduction of the Guidelines.

Five out of 79 councils offer a retirement village differential.

As part of the 2014-2015 Budget process, a retirement village differential was considered by Council with a decision that a retirement village differential is not supported.

A Budget submission for the 2015-2016 Budget was received from the Kensington Retirement Village Residents Committee. Council policy was reviewed with no change.

A further Budget submission for the 2016-2017 Budget requests the introduction of a retirement village differential which would require a change to Council policy.

Councils policy position is based on the following:

- Council's Rating Strategy refers to a rating equity principle whereby identical land uses should be treated in the same manner.*
- Residential land means any land that is used exclusively for residential purposes.*
- Retirement villages have identical land use to privately owned residential properties. Therefore, a separate retirement village differential is unnecessary unless Council is prepared to offer a lower differential rate to retirement village properties. A lower rate for retirement village properties would require a higher differential rate to be set for other land use.*

The revenue loss on the introduction of a retirement village differential at 90% of the residential differential rate is estimated at \$133,771.

<i>Average Rates on Residential Property 2016-2017 (\$400,322)</i>	<i>1,096</i>
<i>10% discount</i>	<i>109</i>
<i>Discounted Rates for Retirement Village 2016-2017 (\$400,322)</i>	<i>987</i>
<i>Revenue Loss – 1,220 properties</i>	<i>133,770</i>

Retirement village properties, as a general rule, are valued lower than a comparable residential property outside of the retirement village and therefore, subject to lower rates.

Council's contract valuer has advised that it is difficult to compare the sale price within a retirement village as the owners are reluctant to disclose this information. No acquisition / disposition are completed as the owner has not changed, only the ratepayer (occupier). Retirement villages are generally undervalued as a result of this.

Retirement villages are not the only high density residential housing within the City of Greater Geelong.

The City of Greater Geelong has over 20,000 pensioners claiming the Municipal Rates Concession. Many of these pensioners would not be in retirement villages and would be disadvantaged if a discounted retirement village differential was introduced. Many residents of retirement villages would have access to the Municipal Rates Concession.

		% of residential properties
<i>No. of Pensioners as at June 2016 (102,931 residential properties)</i>	<i>20,658</i>	<i>20.07%</i>
<i>Owner Occupier</i>	<i>19,816</i>	<i>19.25%</i>
<i>Retirement Village Residents (pensioners)</i>	<i>842</i>	<i>0.82%</i>
	20,658	
<i>No. of Retirement Village Residents</i>	<i>1,220</i>	

Retirement villages are owned and run by private individuals or corporations as a commercial operation to return a profit to the owners. Council rates are the responsibility of the property owner and retirement village owners have made a decision to pass on the rates to the occupiers as part of occupier agreements and charges. The agreement between Owner and Occupier is a private matter that should not affect rates charged. Potentially, the beneficiary of a discounted retirement village differential may be the owner of the retirement village and not the resident of the retirement village as the ratepayer.

Recommendation

That:

- 1) The submission be received and Maureen Welsh on behalf of the Kensington Retirement Village be advised that Council resolved not to vary the 2016-2017 Budget as a result of their submission.**
- 2) Maureen Welsh on behalf of the Kensington Retirement Village be thanked for the submission and a response be forwarded in terms of the officer comments.**

19. Wendy Fischer

Wendy Fischer wishes to protest against the minimal amount of money budgeted in relation to roads, footpaths and drainage allocated in the budget. Two examples were provided to show that local and state roads are in a disgraceful condition.

Officer Comments

Council manages significant infrastructure maintenance programs throughout the region with expected spending on Sealed Roads Maintenance \$2.66M, Unsealed

Roads Maintenance \$2.71M, Footpath Kerb & Channel Maintenance \$0.85M, Drainage Works Maintenance \$1.50M.

Additionally, Council has allocated funding for new works and upgrade programs in the areas of \$18M Roads, \$4.4M Drainage, \$4M Footpaths, \$1.9M kerb and channel.

Both Rennie Street service road under the Freeway connecting to Shell Parade and Forest Road extension connecting to the Princes Highway are the responsibility of VicRoads. Note that the responsibility for Roads managed by VicRoads and Council can be found on our website at:

<http://www.geelongaustralia.com.au/roads/article/item/8cdb1338f4d6832.aspx>

Another reference is the Melway index.

The customers concerns regarding the condition of the roads were referred to VicRoads to action.

Recommendation

That:

- 1) The submission be received and Wendy Fischer be advised that Council resolved not to vary the 2016-2017 Budget as a result of their submission.**
- 2) Wendy Fischer be thanked for the submission and a response be forwarded in terms of the officer comments.**

20. John & Christine Launder

John & Christine Launder are pleased to see money allocated to the Ramblers Road Foreshore Shell Fish Reef to stem the damaging effects of wave energy. They also suggest additional planting of appropriate species would be of assistance.

Officer Comments

The Ramblers Road foreshore is low lying, approximately 1.1km long and ranges in width from between 25 to 50 metres. Approximately 40 private dwellings back onto the foreshore which is subject to extremely strong wave action which in recent years has resulted in severe erosion, ultimately reducing the width of the land between their properties and the water.

A number of low cost measures have been taken to prevent and remediate erosion, including small volume beach renourishment and sand fencing with limited success. Hard engineering solutions such as rock seawalls and groynes are unsightly, prohibitively expensive and in some cases increase erosion on adjacent coastal land. An alternative low cost structure in the form of a shellfish reef is proposed that potentially will have the capability to protect not only Council's assets but also those of the immediate residents.

The project will inform how effective these structures are in mitigating coastal erosion. This innovative approach is cost effective in comparison to hard engineering solutions. The project will deliver a pilot shellfish reef, robust modelling techniques, designs and construction plans for these structures that are effective in protecting foreshores from erosion caused by storm tide events. This approach places an emphasis on the use of natural processes to assist with protection from erosion. It also has the potential to provide multiple benefits such as habitat restoration, effective foreshore management and blue carbon capture.

The 2016-2017 Budget includes \$200,000 expenditure for this project and we have recently secured funding of \$80,000 from the State Government under the Victorian Climate Change Grants program to undertake all the necessary investigations, detailed design of the structure and develop monitoring and evaluation program. Net cost to Council is therefore \$120,000.

Recommendation

That:

- 1) The submission be received and John & Christine Launder be advised that Council resolved not to vary the 2016-2017 Budget as a result of their submission.**
- 2) John & Christine Launder be thanked for the submission and a response be forwarded in terms of the officer comments.**

21. Tony Grgurevic (Bicycle Users Geelong)

Bicycle Users Geelong (BUG) are pleased to note the increased funding in the 2016-2017 Budget for the Implementation of the Geelong Cycling Strategy 2008-2013 (\$200,000); shared riding/walking path improvements (\$200,000); and Moorabool Street/Barwon River shared bike/walk ramp improvements (\$500,000).

However, they do not believe this is enough to get more people riding, walking, using public transport or reducing car dependence.

The submission outlines reasons why more money needs to be spent on infrastructure that discourages car use by getting people riding, walking or using public transport.

In summary, BUG request:

- The budget for new roads (\$800,000) be reassigned to active transport initiatives, anticipating that they are not intended to reduce car dependence.
- The Federal Roads to Recovery fundings (\$4,990,000) and any subsequent funding from other grants be only assigned to roads projects if they are determined to reduce car dependence or encourage more sustainable modes of transport (like riding, walking or public transport).

Officer Comments

As noted \$900,000 has been allocated to specific active transport projects in 2016-2017, this is a \$700,000 increase on 2015-2016.

The Roads to Recovery (R2R) program is to contribute to Infrastructure Investment through supporting maintenance of the nation's local road infrastructure asset, which facilitates greater access for Australians and improved safety, economic and social outcomes.

Within the City of Greater Geelong the R2R program aims to:

- Improve road safety by widening road pavement.*
- Improve regional economic development by upgrading road pavements critical to new Central Activities Area infrastructure (i.e. TAC Project).*
- Achieve asset maintenance strategy by stabilising, re-sheeting and sealing roads in rural environments.*
- Improve access for heavy vehicles by constructing thicker pavement and seal compositions.*
- Improve access to remote communities by rehabilitating and widening chronically failed and narrow roads.*
- Improve amenities to residents along unsealed rural roads.*
- Improve equity of access by upgrading road pavement and seals.*

The R2R program of works provides opportunities to facilitate active transport by the inclusion of on road bike lanes on new road pavements (e.g. Moorabool Street, South Geelong and Ewing Blythe Drive, Barwon Heads).

The local roads program (\$800,000) supports complimentary works associated with new residential development. It includes an ongoing program of footpath works and

bicycle infrastructure (e.g. bike racks, shared paths Surfcoast Hwy and Ghazeepore Road).

2016-2017 road programs are being finalised. Identification of active transport related projects included within each program area will be made available pending the approval of the Budget.

Recommendation

That:

- 1) The submission be received and Tony Grgurevic as representative of Bicycle Users Geelong be advised that Council resolved not to vary the 2016-2017 Budget as a result of their submission.**
- 2) Tony Grgurevic as representative of Bicycle Users Geelong be thanked for the submission and a response be forwarded in terms of the officer comments.**

22. Jennifer Bantow (Geelong & Region Branch, National Trust of Australia (Victoria))
--

The National Trust of Australia note that arts, culture and heritage are listed as a high priority in CoGG's Budget according to Strategic Objective: Community Wellbeing, Priority 3 – connected, creative and strong communities. However, there is considerable investment (capital and projects) in sport and recreation, yet arts, culture and heritage are rarely mentioned in the Budget. Council's support is inadequate to enable Geelong's heritage to fully contribute to the life of the community.

The Geelong National Trust are seeking Council's future commitment to retaining and investing in its two state heritage listed buildings, namely, the Old Geelong Gaol and Osborne House, as part of meeting the priority of a 'connected, creative and strong community'.

If the buildings are retained and supported, State Government funding could be attracted towards restoration works through the new Heritage Victoria grants program.

Officer Comments

Old Geelong Gaol: *Since, 2013 Council has considered the future ownership of the Old Geelong Gaol on several occasions, the last being on 28 April 2015.*

At that meeting Council resolved:

That:

- 1) Council, over a 6 month period, investigate alternative ways of retaining ownership while funding the maintenance program and achieving its tourism potential including partnerships with other groups and entities;*
- 2) A report to be brought back to Council with recommendations in November (2015).*

The report requested by the Council has been prepared and will be considered by Council in the next couple of months.

Osborne House: *This is a Council owned property. Council's current position is to retain ownership of the property.*

Recommendation

That:

- 1) The submission be received and Jennifer Bantow of Geelong & Regional Branch of the National Trust of Australia be advised that Council resolved not to vary the 2016-2017 Budget as a result of their submission.**
- 2) Jennifer Bantow of Geelong & Regional Branch of the National Trust of Australia be thanked for the submission and a response be forwarded in terms of the officer comments.**

7. PROCUREMENT POLICY ANNUAL REVIEW

Source: Strategy & Performance – Property & Procurement
General Manager: Dean Frost
Index Reference: Procurement

Purpose

Procurement Policy annual review as per s186a of the Local Government Act 1989 (LGA).

Summary

- Section 186A of the Local Government Act 1989 requires Council to review its policy annually and amend as considered appropriate.
- Proposed amendments to the policy in this review articulate Council's ongoing commitment to Social Procurement through the G21 Region Opportunities for Work Compact (GROW). Refer Section 3.6.
- A copy of the Procurement Policy must be made available for inspection by the public at both the Council Office, and on Council's website.
- This Policy is consistent with the Local Government Best Practice Procurement Guidelines

L Gardner moved, P Dorling seconded -

That Council approves the proposed amendments to the Procurement Policy.

Carried.

Background

The LGA requires Council to review annually its approved Procurement Policy and amend as considered appropriate.

Discussion

The Procurement Policy provides a framework for the purchase of goods, works, and services that emphasises value-for-money while conducting business in a fair and equitable manner.

The purpose of the policy is to:

- Provide guidance, consistency, and controls over procurement activities;
- Demonstrate accountability to rate payers;
- Provide guidance on ethical behaviour in public sector purchasing;
- Demonstrate best practice elements in purchasing;
- Increase probity of obtaining the right outcome when purchasing goods, works, and services.

Proposed amendments to the policy in this review articulate Council's ongoing commitment to Social Procurement through the G21 Region Opportunities for Work Compact (GROW). Refer Section 3.6.

Council expends in the order of \$200m annually on procuring goods, works, and services.

Council is committed to buying from local businesses on a value-for-money basis and supports the engagement of local suppliers, sub-contractors, and apprentices.

The following table reflects Council's procurement expenditure distribution in the G21 Region for the 2013-2014, 2014-2015, and 2015-2016 (to Dec 2015) financial periods.

Postcode Group	2013-2014	2014-2015	2015-2016 (to Dec 15)
Total Procurement	\$157,578,299	\$204,297,077	\$97,330,177
Greater Geelong	\$117,155,026 (74.34%)	\$149,547,903 (73.20%)	\$72,297,364 (74.28%)
Other G21	\$3,137,429 (1.99%)	\$3,785,601 (1.85%)	\$1,908,698 (1.96%)
Total G21 Region	\$120,292,455 (76.33%)	\$153,333,504 (75.05%)	\$74,206,062 (76.24%)

To determine contractor performance in their use of local materials and supplies, use of local sub-contractors, and employment of local apprentices and trainees, an audit was conducted on ten suppliers awarded significant contracts in the 2014-2015 year, and all had achieved their local content objectives as stated in their tender submissions, with some in fact exceeding objectives.

Environmental Implications

This policy states that sustained value must be demonstrated in Council's procurement, including the built and natural environment.

Financial Implications

Application of this policy will reaffirm Council's objective of value-for-money procurement outcomes.

Policy/Legal/Statutory Implications

This review of the Procurement Policy complies with Section 186A of the LGA.

Alignment to City Plan

How We Do Business.

Officer Direct or Indirect Interest

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

Risk Assessment

The Procurement Policy requires that risk management is applied at all stages of the procurement process.

Social Considerations

The Procurement Policy commits Council to Social Procurement and to the G21 Region Opportunities for Work Compact (GROW).

Human Rights Charter

Council's tendering processes provide for community consultation as appropriate.

Consultation and Communication

The Procurement Policy will be made available for public viewing at the Council office and on Council's website as per Section 186A of the LGA.

COUNCIL POLICY

Procurement Policy	Document No:	CPL565.3
	Approval Date:	
	Approved By:	Council
	Review Date:	30 June 2017
Responsible Officer: Manager, Property & Procurement	Version No	06
Authorising Officer: Chief Executive Officer		

1	PRINCIPLES	3
1.1	BACKGROUND	3
1.2	SCOPE.....	4
1.3	PURPOSE.....	4
1.4	TREATMENT OF GST.....	4
1.5	DEFINITIONS AND ABBREVIATIONS.....	5
2	EFFECTIVE LEGISLATIVE AND POLICY COMPLIANCE AND CONTROL	7
2.1	ETHICS AND PROBITY	7
2.1.1	<i>Requirement</i>	7
2.1.2	<i>Conduct of Councillors/Administrators and Council Staff</i>	7
2.1.3	<i>Tender and Quotation Processes</i>	8
2.1.4	<i>Conflict of Interest</i>	8
2.1.5	<i>Fair and Honest Dealing</i>	8
2.1.6	<i>Accountability and Transparency</i>	8
2.1.7	<i>Gifts and Hospitality</i>	9
2.1.8	<i>Disclosure of Information</i>	9
2.1.9	<i>Councils Expectations of Suppliers</i>	9
2.2	GOVERNANCE	9
2.2.1	<i>Structure</i>	9
2.2.2	<i>Standards</i>	10
2.2.3	<i>Methods</i>	10
2.2.4	<i>Responsible Financial Management</i>	11
2.2.5	<i>Probity Advisor/Auditor</i>	11
2.3	PROCUREMENT THRESHOLDS AND COMPETITION	11
2.3.1	<i>Requirement</i>	11
2.3.2	<i>Minimum Spend Competition Thresholds</i>	11
2.4	DELEGATION OF AUTHORITY.....	14
2.4.1	<i>Requirement</i>	14
2.4.2	<i>Delegations</i>	14
2.5	INTERNAL CONTROLS	14
2.6	COMMERCIAL INFORMATION.....	15
2.7	RISK MANAGEMENT	15
2.7.1	<i>General</i>	15
2.7.2	<i>Supply by Contract</i>	15
2.7.3	<i>OH&S and Other Mandatory Requirements</i>	15
2.7.4	<i>Disability Considerations</i>	16
2.8	CONTRACT TERMS.....	16
2.9	ENDORSEMENT.....	16
2.10	DISPUTE RESOLUTION	16
2.11	CONTRACT MANAGEMENT	16
2.12	E-PROCUREMENT.....	16
3	DEMONSTRATE SUSTAINED VALUE.....	17
3.1	INTEGRATION WITH COUNCIL STRATEGY	17
3.2	ACHIEVING VALUE FOR MONEY	17
3.2.1	<i>Requirement</i>	17

3.2.2	<i>Approach</i>	17
3.2.3	<i>Role of Specifications</i>	18
3.3	PERFORMANCE MEASURE AND CONTINUOUS IMPROVEMENT	18
3.4	CORPORATE SOCIAL RESPONSIBILITY	18
3.5	SUSTAINABLE PROCUREMENT	18
3.6	SOCIAL PROCUREMENT	19
3.6.1	<i>Local Businesses and Apprentices</i>	19
3.6.2	<i>Social Enterprises</i>	19
3.6.3	<i>Collaboration with the Industry Capability Network (ICN)</i>	20
3.6.4	<i>Project Delivery</i>	20
4	APPLY A CONSISTENT AND STANDARD APPROACH	20
4.1	STANDARD PROCESSES	20
4.2	PERFORMANCE INDICATORS AND MANAGEMENT INFORMATION	20
5	BUILD AND MAINTAIN SUPPLY RELATIONSHIPS	20
5.1	DEVELOPING AND MANAGING SUPPLIERS	21
5.2	SUPPLY MARKET DEVELOPMENT	21
5.3	RELATIONSHIP MANAGEMENT	21
5.4	COMMUNICATION	21
6	CONTINUAL IMPROVEMENT	21
	REFERENCES:	22

The City of Greater Geelong acknowledges the assistance of the MAV and Landell Consulting Pty Ltd through the provision of a Model Procurement Policy.

1 Principles

1.1 Background

Greater Geelong City Council:

- Recognises that:
 - Developing a procurement strategy and adopting appropriate best practice contracting and procurement principles, policies, processes and procedures for all goods, services and works by Council, will enhance achievement of Council objectives.
 - The elements of best practice applicable to local government procurement incorporate:
 - broad principles covering ethics, value for money, responsibilities and accountabilities;
 - guidelines giving effect to those principles;
 - a system of delegations (i.e. the authorisation of officers to approve a range of functions in the procurement process);
 - procurement processes, with appropriate procedures covering minor simple procurement to high value complex procurement; and
 - a professional approach to all tenders undertaken.
- Requires that Councils procurement activities:
 - support Council's corporate strategies, aims and objectives;
 - take a long term strategic view of procurement needs while continually assessing, reviewing and auditing procedures, strategy and objectives;
 - provide a robust and transparent audit trail which ensures that procurement projects are delivered on time, within cost constraints and that the needs of end users are fully met;
 - are conducted, and are seen to be conducted, in an impartial, fair and ethical manner;
 - achieve value for money and quality in the acquisition of goods, services and works;
 - ensure that risk is identified, assessed and managed at all stages of the procurement process;
 - use strategic procurement practices and innovative procurement solutions, in particular making use of collaboration and partnership opportunities;

- comply with legislation (including Risk Management, Occupational Health and Safety and Competition and Consumer Legislation), Council policies or other requirements, ensuring that all staff responsible for procurement and contract management are aware of and adhere to the legislative requirements, Human Rights Charter, Council standards and best practice;
- support business in the local community where possible; and
- support skills and training of apprentices where possible.

1.2 Scope

This Procurement Policy is made under Section 186A of the *Local Government Act 1989*.

This section of the Act requires Council to prepare, approve and comply with a procurement policy encompassing the principles, processes and procedures applied to all purchases of goods, services and works by Council.

This policy applies to all contracting and procurement activities at Council and is binding upon Councillors/Administrators, Council officers and temporary employees, contractors and consultants while engaged by Council.

1.3 Purpose

The purpose of this Policy is to:

- provide policy and guidance to Council to allow consistency and control over procurement activities;
- demonstrate accountability to rate payers;
- provide guidance on ethical behaviour in public sector purchasing;
- demonstrate the application of elements of best practice in purchasing; and
- increase the probability of obtaining the right outcome when purchasing goods and services.

1.4 Treatment of GST

All monetary values related to this policy **exclude GST** except, where specifically stated otherwise.

1.5 Definitions and Abbreviations

Term	Definition
Act	<i>Local Government Act 1989.</i>
Best and Final Offer (BAFO)	A process is utilised during a tender process which allows Council to invite shortlisted tenderers to submit their best and last technical and priced offer on the basis of the tender requirements. This process is designed to further assist in the demonstration of achieving the value for money principles.
Commercial in Confidence	Information that, if released, may prejudice the business dealings of the party (e.g. discounts, rebates, profits, methodologies and process information). It is information provided for a specific purpose that is not to be used for any other purpose than set out in the initial document.
Conditions of Tendering	Rules governing the content and submission of tenders and the conduct of the tendering process.
Contract Management ⁱ	The process that ensures both parties to a contract fully meet their respective obligations as efficiently and effectively as possible, in order to deliver the business and operational objectives required from the contract and in particular, to provide value for money.
Council Staff (Council Representative / Contracts Officer/ Superintendent)	Includes full time and part-time Council officers, and temporary employees, contractors and consultants while engaged by the Council.
Conflict of Interest	Refer to section 77A of the Act.
Corporate Social Responsibility (CSR)	Corporate Social Responsibility (CSR) is about taking positive action to demonstrate Council's commitment to the local community and environment on which it impacts.
Delegation	A power handed down by the Council or Chief Executive Officer in an instrument to enable a delegate to act on Council's behalf.
Emergency	Sudden or unexpected occurrence requiring immediate action.
e-Procurement	e-Procurement is integral to the overall development of procurement processes and involves the use of electronic systems to acquire goods services and works.
Expression of Interest (EOI)	An invitation for persons to submit an EOI for the provision of the goods, services and works which generally set out in the overview of requirements contained in the document. This invitation is not an offer or a contract.

Probity ⁱⁱ	The dictionary definition of probity refers to uprightness, honesty, proper and ethical conduct and propriety in dealings. Within Government, the word “probity” is often used in a general sense to mean “good process.” A procurement process that conforms to the expected standards of probity is one in which clear procedures that are consistent with the Council’s policies and legislation are established, understood and followed from the outset. These procedures need to consider the legitimate interests of suppliers and ensure that all potential suppliers are treated equitably.
Probity Advisor	Commonly an observer in dealings with tenderers and the evaluation panel at presentations and interviews. The probity advisors would be available to answer questions and provide advice to the evaluation team and/or steering committee.
Probity Auditor	Primarily reviews all processes and documentation throughout the procurement process and provides a report on their findings at the conclusion of the process.
Panel Contract Arrangements	A contract that sets out rates for goods and services which are available for the term of the agreement. However, no commitment is made under the agreement to purchase a specified value or quantity of goods or services.
Procurement ⁱⁱⁱ	Procurement is the whole process of acquisition of external goods, services and works. This process spans the whole life cycle from initial concept through to the end of the useful life of an asset (including disposal) or the end of a service contract.
Social Enterprise	A social enterprise is a revenue-generating business with primarily social objectives whose surpluses are reinvested for that purpose in the business or in the community, rather than being driven by the need to deliver profit to shareholders and owners.
Social Procurement	Social Procurement uses Procurement processes and purchasing power to generate positive social outcomes in addition to the delivery of efficient goods, services and works.
Sustainability ^{iv}	Activities that meet the needs for goods, works and services in a way that achieves value for money on a whole of life basis in terms of generating benefits not only to Council, but also to society and the economy, while minimising damage to the environment.
Tender Process	The process of inviting parties to submit a tender by public advertisement, followed by evaluation of submissions and selection of a successful bidder or tenderer.

Thresholds	The value above which a procurement, unless exempt, is subject to the mandatory procurement processes.
Quotation Process	The process of inviting parties to submit a quotation followed by evaluation of submissions and selection of a successful bidder or tenderer.
Value for Money	Value for Money in procurement is about selecting the supply of goods, services and works taking into account both cost and non-cost factors including: • contribution to the advancement of the Council's priorities; • non-cost factors such as fitness for purpose, quality, service and support, project delivery, risk, economic contribution to the Geelong region, financial capacity; and • cost-related factors including whole-of-life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of the goods, services or works.

2 Effective Legislative and Policy Compliance and Control

2.1 Ethics and Probity^v

2.1.1 Requirement

The Council's procurement activities shall be performed with integrity and in a manner able to withstand the closest possible scrutiny.

2.1.2 Conduct of Councillors/Administrators and Council Staff

2.1.2.1 General

Councillors/Administrators and Council Staff shall at all times conduct themselves in ways that are ethical and will:

- treat potential and existing suppliers with equality and fairness;
- not seek or receive personal gain;
- maintain confidentiality of competing companies information, such as pricing , specifications, quotation, tender, bid, or any other commercial or proprietary information;
- present a high standard of professionalism and probity;
- deal with suppliers in an honest and impartial manner that does not allow conflicts of interest;
- provide all suppliers and tenderers with the same information and equal opportunity;
- be able to account for all decisions and provide feedback on them, and

- maintain fair, equitable and non-discriminatory procedures for addressing complaints and concerns raised by suppliers or members of the community regarding Council's procurement activities.

2.1.2.2 Members of Professional Bodies

Councillors/Administrators and Council Staff belonging to professional organisations shall, in addition to the obligations detailed in this policy, ensure that they adhere to any code of ethics or professional standards required by that body.

2.1.3 Tender and Quotation Processes

All tender and quotation processes shall be conducted in accordance with the requirements of this policy, the Procurement and Contracts Manual and any associated procedures, relevant legislation, relevant Australian Standards and the Act.

2.1.4 Conflict of Interest

Councillors/Administrators and Council Staff shall at all times avoid situations in which private interest's, conflict or might reasonably be deemed to have the potential to conflict, with their Council duties.

Councillors/Administrators and Council Staff shall not participate in any action or matter associated with the arrangement of a contract (i.e. evaluation, negotiation, recommendation, or approval), where that person or any member of their immediate family has a direct or indirect interest, or holds a position of influence or power in a business undertaking tendering for the work.

The onus is on the Councillor/Administrator and Council Staff involved, to promptly declare a direct or indirect, actual or potential, conflict of interest to Council.

2.1.5 Fair and Honest Dealing

All prospective contractors and suppliers must be afforded an equal opportunity to tender or quote.

Impartiality must be maintained in selecting contractors and suppliers so that it can withstand public scrutiny.

The commercial interests of existing and potential suppliers must be protected.

Confidentiality of information provided by existing and prospective suppliers must be maintained at all times, particularly commercially sensitive material such as, but not limited to prices (other than the price of the successful tenderers own fixed price lump sum contract), discounts, rebates, profit, manufacturing and product information.

2.1.6 Accountability and Transparency

Accountability in procurement means being able to explain and provide evidence on the process followed. The test of accountability is that an independent third party must be able to see clearly that a process has been followed and that the process is fair and reasonable.

Therefore the processes by which all procurement activities are conducted will be in accordance with this Procurement Policy and related Council policies and procedures.

Additionally:

- all Council Staff are required to comply with the Code of Conduct for Council Staff, accordingly they must be able to account for all procurement decisions made over the lifecycle of all goods, services and works purchased by the Council and provide feedback on them; and

- all procurement activities are to leave an audit trail for monitoring and reporting purposes.
- Councillors/Administrators must not direct or influence a member of Council staff in the exercise of any power in the performance of any duty or function.

2.1.7 Gifts and Hospitality

All Councillors/Administrators and Council Staff are to adhere to Council's Gifts and Hospitality Policy.

2.1.8 Disclosure of Information

Information received by the Council that is Commercial in Confidence must not be disclosed and is to be stored in a secure location.

Councillors/Administrators and Council Staff are to protect, by refusing to release or discuss the following:

- information disclosed by organisations in tenders, quotation or during tender negotiations;
- all information that is Commercial in Confidence; and
- pre-contract information including but not limited to information provided in quotes and tenders or subsequently provided in pre-contract negotiations.

Councillors/Administrators and Council Staff are to avoid references to current or proposed contracts in discussion with acquaintances or outside interests.

Discussion with potential suppliers during tender evaluations should not go beyond the extent necessary to resolve doubt or clarify on what is being offered by that supplier.

At no stage should any discussion be entered into which could have potential contractual implications prior to the contract approval process being finalised.

Tenderers are however advised that a report on a tender process may be presented at an open meeting of Council, and some information arising from the tender will be publicly available.

2.1.9 Councils Expectations of Suppliers

It is Councils expectation that whilst participating in tendering or quotation processes suppliers must not approach, or request any other person to approach, any Councillor/Administrator or Council Staff to solicit support for their bid or otherwise seek to influence the outcome of the process.

The bid of any supplier who engages in this type of conduct may not be considered further by Council.

If a supplier is aware of or concerned about any improper practices being undertaken by Council Staff in relation to procurement activities they are requested to contact Councils Corporate Internal Auditor.

2.2 Governance^{vi}

2.2.1 Structure

The Council shall:

- establish a procurement management responsibility structure and delegations ensuring accountability, traceability and auditable procurement decisions. ensure that the Councils procurement structure:
 - is flexible enough to purchase in a timely manner the diverse range of goods, works and services required by Council;
 - ensures that prospective contractors and suppliers are afforded an equal opportunity to tender/quote;
 - encourages competition; and
 - ensures that policies that impinge on the purchasing policies and practices are communicated and implemented.

2.2.2 Standards

The Council's procurement activities shall be carried out to the professional standards required by best practice and in compliance with:

- the Act;
- Council's policies and procedures;
- Council's Procurement and Contracts Manual;
- Councillor and Staff Code of Conduct;
- Local Government Procurement Best Practice Guidelines; and
- other relevant legislative and policy requirements, such as, but not limited to the Competition and Consumer Act, Charter of Human Rights and Responsibilities Act, Goods Act and the Environment Protection Act, National Competition and Competitive Neutrality.

2.2.3 Methods

The Council's standard methods for purchasing goods, services and works shall be by:

- purchasing card;
- purchase order following a quotation process;
- under contract following a tender or quotation process; or
- under purchasing schemes including collaborative purchasing arrangements with other councils and commercial schemes such as provided by Procurement Australia, Municipal Association of Victoria Procurement, Supply Clusters of Australia, State Purchase Contracts, Whole of Victorian Government Contracts and the Construction Suppliers Register.

Typically a multi-stage tender process may commence with a registration/expression of interest stage followed by a tender process involving the organisations selected as a result of the registration of interest stage.

Expressions of Interest (EOI) may be appropriate where:

- Council wishes to consider ahead of the formal tender process such issues as whether those tendering possess the necessary technical, managerial and financial resources to successfully complete the project;
- tendering costs are likely to be high and Council seeks to ensure that companies incapable of supplying the requirement don't incur unnecessary expense;
- Council wishes to determine the level of interest of suppliers or vendors in tendering for the provision of goods, services or works;
- it is necessary to pre-qualify suppliers and goods to need defined standards; and
- Council is required to gain a greater understanding of its needs, the availability of relevant goods and services and the likely costs.

2.2.4 Responsible Financial Management

The principle of responsible financial management shall be applied to all procurement activities. Where the tender sum exceeds budget allocation, Council will review scope of project or submit a report for expenditure variation to budget.

Council Staff must not authorise the expenditure of funds in excess of their financial delegations.

Council funds must be used efficiently and effectively to procure goods, services and works and every attempt must be made to contain the costs of the procurement process without compromising any of the procurement principles set out in this Policy.

2.2.5 Probity Advisor/Auditor

Council will consider the appointment of a probity advisor or probity auditor for tender requests based on the nature and complexity of the proposed procurement.

2.3 Procurement Thresholds and Competition

2.3.1 Requirement

Council's procurement thresholds will be amended from time to time to alter minimum spend competition thresholds, but at all times clear guidelines will be provided. These will be decided based on the size and complexity of the proposed procurement activities.

2.3.2 Minimum Spend Competition Thresholds

2.3.2.1 Tenders

Purchase of all goods, services and works for which the estimated expenditure exceeds the compulsory tender thresholds pursuant to Section 186 of the Act, must be undertaken by public tender unless approved exemptions are available. There is no specific time limit applicable to the length of a contract which is subject to the thresholds. Council will determine the optimum period for the contract, on the basis of value for money and the efficiency and effectiveness of the procurement and then assess the value of the contract.

Council may undertake a public tender where the value of goods, works and services does not reach the threshold sums. These may be situations where a public tender is preferred or prudent, managing risk considerations are paramount, or there is a desire for greater transparency of the procurement.

As a general rule Council will not accept late tenders, the exception being where it can be substantiated that:

- there was a Council related system failure/interruptions in the case of submission of a electronic tender, or
- access was denied or hindered in relation to the tender box.

The Manager Property & Procurement can accept a late tender where it can be determined the above circumstances prevailed at the time of attempted lodgement.

If the nature of a proposed procurement and the characteristics of the market are such that the public tender process would lead to a better result for the Council, public tenders may be called for purchase of goods, services and works for which the estimated expenditure is less than the compulsory tender thresholds.

Where significant amounts are spent in aggregate on one supplier, or for one service, over time, Council will assess whether greater savings can be achieved by tendering. For this purpose at least two financial accounting periods of category expenditure will be analysed with each category being individually assessed based on its own unique characteristics.

2.3.2.2 Best and Final Offer

Council may, if it receives sufficient Tenders which (in its absolute discretion) it considers acceptable, select two or more Tenderers (**Short-Listed Tenderers**) to negotiate (and if desired by the relevant Tenderer, revise) their Tender and provide to the Principal a best and final offer in relation to all or certain aspects of their Tender.

Without limiting the general nature of the previous paragraph, the stage of the tender process contemplated by this clause (**BAFO Stage**) may involve:

- The Short-Listed Tenderers refining their Tenders, including by investigating any value management proposals put forward by the relevant Short-Listed Tenderer.
- Council and the Short-Listed Tenderers negotiating the Contract Documents including by:
 - each Short-Listed Tenderer withdrawing some or all of its Qualifications;
 - each Short-Listed Tenderer modifying some or all of its Qualifications; or
 - Council accepting in whole or in part some of all of a Short-Listed Tenderer's Qualifications.
- If the relevant Short-Listed Tenderer desires to do so, the Short-Listed Tenderers re-submitting their Tenders to Council.
- Each Short-Listed Tenderer confirming to Council in writing that the offer contained in their Tender (or, if relevant, revised Tender), is binding and will be open for acceptance by Council for up to 90 days from the date of such written confirmation; and
- Council determining which, if either, of the Tenders it will accept.

Council is under no obligation to give Tenderers the opportunity to submit a best and final offer in the BAFO Stage.

2.3.2.3 Quotations

For purchases of goods, services and works having a total valuation of less than compulsory tender thresholds Council will maintain a formalised system of procurement requirements.

Council's procurement guidelines will address, but not limited to the following:

- financial thresholds;
- reporting requirements;
- the type and number of quotations required;
- Advertising
 - Quotations may be advertised at the Council Staff member's discretion. This may occur when a field of potential tenderers hasn't been established, or an innovative approach is required, or the project has broad appeal that may attract keen prices, etc.
- Insufficient quotations
 - The situation may arise where insufficient quotations are received to satisfy the above requirements.

This may occasionally occur where there are few suppliers for the goods, services or works being sought or the work is highly specialised. In this case, the details of the contacted suppliers must be recorded and an appropriate comment recorded.

2.3.2.4 Purchasing Cards

A select number of purchasing cards are available for the low cost and of high volume purchases of goods and services. They must be used in accordance with Council's Purchasing Card policy and are not to be used for personal use.

2.3.2.5 Petty Cash

A petty cash system operates to reimburse legitimate, urgent and operational business expenses incurred by Council staff in the conduct of Council activities.

The maximum claim for petty cash is \$50 and must be authorised by the requesting officer's supervisor.

2.3.2.6 Agency

Council may use the services of a third party agent to undertake a tender on its behalf. Where this engagement is determined Council will:

- endorse the tender and contract specifications, conditions and other contract documentation before public tenders are called;
- ensure proper procurement processes and procedures are in place;
- make a decision to either accept one of the tenders or reject all tenders as allowed by the Act, including reviewing the evaluation panels' assessment of submissions and recommendation to select one tender or a panel of tenderers; and
- exercise discretion in accepting one of the tenders and merely rely on the work undertaken by the agent.

2.3.2.7 Emergencies

Council will enter into a contract, the value of which reaches the threshold amounts, for the provision of goods, services or works without first putting that contract to public tender, if it is resolved that the contract must be entered into because of an emergency.

2.3.2.8 Ministerial Exemption

The Minister for Local Government may exercise his or her discretionary power to approve an arrangement for the purposes of the Act, a contract that Council wishes to enter into without first exposing that contract to public tender. Ministerial exemptions will only be sought in exceptional circumstances.

2.4 Delegation of Authority^{vii}

2.4.1 Requirement

Delegations define the limitations within which Council Staff are permitted to work. Delegation of procurement authority allows specified Council Staff to approve certain purchases, quotations, tender and contractual processes without prior referral to the Council. This enables Council to conduct procurement activities in an efficient and timely manner whilst maintaining transparency and integrity.

Procurement delegations ensure accountability and provide confidence to Council and the public that purchasing activities are dealt with at the appropriate level.

As such, Council has delegated responsibilities as detailed below relating to the expenditure of funds for the purchase of goods, services and works, the acceptance of quotes and tenders and for Contract Management activities.

2.4.2 Delegations

2.4.2.1 Council Staff

Council maintains a documented record of authorised procurement delegations, identifying Council officers authorised to make such procurement commitments in respect of goods, services and works on behalf of Council, including but not limited to the following^{viii}:

- power to authorise and issue order forms for goods and services;
- power to enter into contracts within approved budget;
- sign letters of acceptance on behalf of Council to enter into contracts; and
- contract term extensions and contract variations.

The requisition and authorisation of purchases cannot be processed by the same officer.

2.4.2.2 Delegations Reserved for the Council

Tender recommendations where the expenditure is over the Chief Executive Officer's delegation must be approved by Council:

2.5 Internal Controls

The Council will establish and maintain procurement processes that will ensure:

- more than one person is involved in and responsible for a transaction end to end;

- transparency in the procurement process;
- a clearly documented audit trail exists for procurement activities;
- appropriate authorisations are obtained and documented; and
- systems are in place for appropriate monitoring and performance measurement.

2.6 Commercial Information

Procurement activities will be carried out in a way that supports Council Staff in meeting their obligations to ensure information of a commercially sensitive or confidential nature is obtained, stored, processed, published (where applicable) in an appropriate manner in accordance with the relevant Council guidelines.

2.7 Risk Management

2.7.1 General

Risk Management is to be appropriately applied at all stages of procurement activities which will be properly planned and carried out in a manner that will protect and enhance the Councils capability to prevent, withstand and recover from interruption to the supply of goods services and works.

Risk management will be carried out in accordance with the stated requirements in the Risk Management Policy and the Guidelines for OH&S Management of Contractors and any Federal or State regulatory requirements.

2.7.2 Supply by Contract

The provision of goods, services and works by contract potentially exposes the Council to risk.

The Council will minimise its risk exposure by measures such as:

- standardising contracts to include current, relevant clauses;
- requiring security deposits where appropriate;
- referring specifications to relevant experts;
- requiring contractual agreement before commencement;
- use of or reference to relevant Australian Standards (or equivalent); and
- effectively managing the contract including monitoring and enforcing performance.

2.7.3 OH&S and Other Mandatory Requirements

Council undertakes due diligence activities on all suppliers to ensure compliance to legislative and business requirements. Council requires all contractors, service providers and volunteers to comply with all OH&S legislative requirements. These are mandatory requirements and non compliance will disqualify prospective suppliers. Suppliers must provide evidence of insurances in providing goods, services or works.

2.7.4 Disability Considerations

The legislative requirements of the Disability Act 2006 and Regulations 2007 and Council's Disability Action Plan, are considered to ensure that procurement processes and decisions do not directly and indirectly discriminate against people with a disability.

2.8 Contract Terms

All contractual relationships must be documented in writing based on standard terms and conditions.

Where this is not possible, approval must be sought from the appropriate member of Council Staff listed in the Delegations section or above. A request for such an approval should be supported with procurement and legal advice as relevant.

All contractors must obey and ensure that its employees, sub-contractors and agents obey any Acts, regulations, local laws and by-laws in any way applicable to the performance of a contract. All contractors must also comply with the terms of any relevant Commonwealth and State industrial instruments in respect to its employees and ensure that any agents and sub-contractors of the contractor also comply with these obligations.

To protect the best interests of the Council, terms and conditions must be settled in advance of any commitment being made with a supplier. Any exceptions to doing this expose the Council to risk and thus must be authorised by the appropriate member of Council Staff.

2.9 Endorsement

Council Staff must not endorse any products or services.

2.10 Dispute Resolution

All Council contracts shall incorporate dispute management and alternative dispute resolution provisions to minimise the potential for legal action.

2.11 Contract Management

The purpose of contract management is to ensure that the Council, and where applicable its clients, receive the goods, services or works provided to the required standards of quality and quantity as intended by the contract by:

- establishing a system reinforcing the performance of both parties' responsibilities and obligations under the contract;
- ensuring adherence with Council's Risk Management framework and compliance with applicable Occupational Health and Safety procedures; and
- providing a means for the early recognition of issues and performance problems and the identification of solutions.

Contracts are to be proactively managed by the member of Council Staff responsible for the delivery of the contracted goods, services or works to ensure the Council receives Value for Money.

2.12 e-Procurement

e-Procurement is integral to the overall development of procurement processes and involves the use of an electronic system to acquire goods, services and works.

By utilising e-procurement the aim is to:

- reduce transaction costs
- make processes more efficient;
- improve management information and visibility of spend;
- increasing control and consistency of processes; and
- improve spend compliance.

3 Demonstrate Sustained Value

3.1 Integration with Council Strategy

The Council procurement strategy shall support its corporate strategy, aims and objectives, including but not limited to:

- Community Wellbeing
- Growing the Economy
- Sustainable Built and Natural Environment
- How We do Business.

3.2 Achieving Value for Money

3.2.1 Requirement

The Council's procurement activities will be carried out on the basis of obtaining Value for Money. Lowest price is not necessarily an indicator of value for money and cost is not the only factor for assessing value for money. Other factors such as technical capability to meet specification, risk management, environment and occupational health and safety, financial capacity, economic contribution to the Geelong region, sustainability, quality, customer service, resource management, continuous improvement, fitness for purpose and social considerations may be considered in assessing competing companies' submissions.

3.2.2 Approach

This will be facilitated by:

- developing, implementing and managing procurement strategies that support the co-ordination and streamlining of activities throughout;
- effective use of competition;
- using schedule of rates and panel contract arrangements where appropriate;
- identifying and rectifying inefficiencies in procurement processes;
- more emphasis placed on procurement planning process;
- developing a more cost efficient tender process including appropriate use of e-solutions;
- Council Staff responsible for providing procurement services or assistance within the Council providing competent advice in terms of available products and agreements;
- working with suppliers to create relationships that are professional and productive, and are appropriate to the value and importance of the goods, services and works being acquired;

- undertaking analysis of Council's category spending patterns; and
- ensuring procurement effort corresponds with risk and expected return.

3.2.3 Role of Specifications

Specifications used in quotations, tenders and contracts are to support and contribute to the Council's Value for Money objectives through being written in a manner that:

- ensures impartiality and objectivity as reasonably practicable;
- encourages the use of standard products;
- encourages sustainability; and
- eliminates unnecessarily stringent requirements.

3.3 Performance Measure and Continuous Improvement

Council will establish an appropriate management and reporting systems to monitor performance against targets and compliance with procurement policies, procedures and controls.

Procurement procedures, practices and costs will be benchmarked externally.

Procurement will use the performance measurements developed to:

- highlight trend and exceptions where necessary to enhance performance;
- improve the internal efficiency of the procurement process and where relevant the performance of suppliers; and
- facilitate relevant programmes to drive improvement in procurement to eliminate waste and inefficiencies across key spend categories.

3.4 Corporate Social Responsibility

Corporate Social Responsibility (CSR) is about taking positive action to demonstrate the Council's commitment to the local community and environment on which it impacts. This means the Council maximising the benefits of the services they provide across the community and minimising the negative aspects of their activities.

The Council integrates CSR into its organisational policies and practices through social procurement, sustainability and diversity.

3.5 Sustainable Procurement

Council is committed to reducing its environment impacts and operating in a socially, financially and environmentally responsible manner.

Council will encourage the design and use of products and services which have minimal impact on the environment and human health. This includes, but is not limited to:

- Recycling
- Waste Management
- Emissions Management
- Habitat Destruction
- Toxicity
- Soil Degradation

- Water Conservation
- Energy Management, and
- Green Building Design

Council shall encourage suppliers to adopt good environmental practices.

Council will actively promote green procurement throughout its supply chain and where possible consider selection which has minimum environmental impact.

3.6 Social Procurement

Social procurement is the process of generating positive social outcomes through the delivery of goods, services and works. Social procurement is a key mechanism by which to generate wider social benefits by providing a mechanism for linking and integrating social and economic agendas.

Council is a signatory to the G21 Region Opportunities for Work (GROW) Compact, and are committed to adding value to the G21 Region, including the social benefits generated by investing in local and social businesses and people. Social procurement can effectively contribute to building stronger communities and meeting social objectives and in particular facilitating employment opportunities to target communities in the G21 Region.

3.6.1 Local Businesses and Apprentices

Council is committed to buying from local businesses where such purchases may be justified on Value for Money grounds, while remaining compliant with the Competition and Consumer Act 2010 and other fair trading legislation requirements.

Wherever practicable, Council will fully examine the benefits available through purchasing goods, services or works from suppliers/contractors within the G21 Region.

Council will also seek from prospective suppliers/contractors, where applicable, what economic contribution they will make to the G21 region. A weighting percentage up to a maximum value of 10% will be assigned to this criteria element. The percentage applied to any procurement will be determined by the quotation or tender evaluation panel.

Such examples may include:

- (1) Engaging and contracting with local suppliers
- (2) Engaging local sub-contractors
- (3) Suppliers/contractors participation in any apprenticeship schemes or employment of apprentices when tendering for projects and upon award.
- (4) Contributing to the financial, social and environmental wellbeing of the region
- (5) Enable the business expansion, growth and servicing of local business and contractors.
- (6) Existing local business

3.6.2 Social Enterprises

A social enterprise is a revenue-generating business with primarily social objectives whose surpluses are reinvested for that purpose in the business or in the community, rather than being driven by the need to deliver profit to shareholders and owners.

These organisations are commonly referred to as social benefit suppliers and they include social enterprises, Australian Disability Enterprises, Fair Trade Businesses and Indigenous Businesses and can also include women owned and minority owned businesses.

Council will identify opportunities to work with social enterprises and other not-for-profit businesses in the G21 Region which deliver social outcomes as part of doing business, either directly or as part of our supply chain.

3.6.3. Collaboration with the Industry Capability Network (ICN)

Council has committed to further engaging with local suppliers through collaboration with the ICN. Wherever practicable, Council will utilise ICN's network to alert local suppliers of relevant work opportunities with Council.

3.6.4 Project Delivery

The engagement/employment of apprentices or trainees will form part of the project delivery criteria in determining the awarding of a contract for construction projects. Tenderers must provide details of direct and indirect employment of apprentices or trainees to be engaged during the course of a project.

4 Apply a Consistent and Standard Approach

4.1 Standard Processes

The Council will provide effective commercial arrangements covering standard products and standard service provisions across the Council to enable employees to source requirements in an efficient manner.

This will be achieved via a combination of the following areas:

- use of Council's Preferred Supplier System;
- pricing where relevant;
- processes, Procedures and techniques;
- tools and business systems e.g. e-tendering, e-quotation sourcing arrangements;
- reporting requirements; and
- application of standard contract terms and conditions.

4.2 Performance Indicators and Management Information

A list of indicators will be developed to measure procurement performance. They will include criteria such as:

- the proportion of spend against corporate contracts;
- user and supplier satisfaction levels measuring the success of procurement initiatives e.g. procurement cards; and
- the proportion of Eco-friendly spend.

Council will also use external sources of management information to assist with the procurement decision making process.

5 Build and Maintain Supply Relationships

Council recognises that in order to achieve sustainable value, appropriate relationships must be developed and maintained with suppliers.

5.1 Developing and Managing Suppliers

Council recognises the importance of effective and open working relationships with its suppliers, and is committed to the following:

- managing existing suppliers, to ensure the benefits are delivered;
- maintaining approved preferred supplier lists and compliance with Council's requirements for insurances, OH&S etc; and
- developing new suppliers and improving the capability of existing suppliers where appropriate.

5.2 Supply Market Development

A wide range of suppliers will be encouraged to compete for Council work.

5.3 Relationship Management

Council is committed to developing constructive long-term relationships with suppliers. It is important that the Council identifies its key suppliers so that its efforts are focused to best effect. Such areas may include:

- size of spend across the Council;
- criticality of goods / services supplier, to the delivery of the authorities services;
- availability of substitutes; and
- market share and strategic share of suppliers.

5.4 Communication

External communication is very important in ensuring a healthy interest from potential suppliers and partners to Council. The external website will be developed and updated to provide:

- information about Council and how to become an approved supplier;
- guidelines for doing business with Council;
- standard documentation used in the procurement process;
- links to other relevant sites; and
- where applicable, a list of upcoming tenders.

6 Continual Improvement

Council will focus on developing and maintaining effective working relationships with external and internal stakeholders, to assist in delivery of Council's strategic objectives.

Council's procurement strategy aims to support Council's objectives by implementing continuous improvement and value for money opportunities in the following areas:

- Technology
 - Develop innovative procurement techniques, tools and methods.
- Process and Governance
 - Procurement activities shall be performed with integrity and withstand closest possible scrutiny.
- People and Skills
 - Maintain the level of knowledge, skill and expertise of staff in respect to procurement processes and procedures.
- Strategy and Organisation
 - Review buying patterns across Council and deliver savings from tendering goods and services, as appropriate.
- Leadership and Influence
 - Adopt best practice procurement and contracting principles, policies, processes and procedures.
- Sourcing and Collaboration
 - Realise opportunities from increased economies of scale through collaboration with other Council's and public sector agencies for particular goods and services.
- Supplier Management
 - Source and maintain suppliers that demonstrate compliance with Council's regulatory requirements and support key stakeholder requirements.

REFERENCES:

- Procurement and Contracts Manual
- Councilors - Code of Conduct Policy
- Confidential Information Policy
- Fraud Control Policy
- Gifts & Hospitality Policy
- Goods & Services Tax Policy
- Occupational Health & Safety Policy
- Risk Management Policy
- Staff Code of Conduct Policy
- Council Purchasing Card Policy
- Environment Management Strategy Sustainable Water Use Plan
- Local Government Act 1989
- Competition and Consumer Act 2010
- Human Rights and Responsibilities Act 2006
- Disability Act 2006 & Regulations 2007
- G21 Region Opportunities for Work Strategic Plan

Acknowledgements

- i Ian McPhee, Auditor-General for Australia, “Contract Management in the Public Sector – an ANAO Better Practice. Perspective” Paper delivered at the Australian Government Procurement Conference
- ii Landell Consulting definition
- iii From MAV Procurement Policy Workshop slides – April 2009
- iv Adapted from the definition attributed to the World Commission on Environment and Development
- v Draws from Procurement Policy information provided from several Victorian Councils, as well as comments received during the MAV Procurement Policy Workshops in April 09.
- vi Based on MAV workshop slides – April 09 complemented from information provided from several Victorian Councils.
- vii Based on Procurement Policy information received from several Victorian Councils
- viii Indicative amounts, individual councils will insert their own values.

8. LOCALITY BOUNDARY REALIGNMENT FYANSFORD / HERNE HILL

Source: Strategy & Performance – Financial Services
General Manager: Dean Frost
Index Reference: Subject/Financial Management - Reporting
Subject/Roads, Footpaths & Streets

Purpose

To realign a section of the locality boundary in Fyansford and Herne Hill due to expansion of the residential property developments.

Summary

- Council approved to commence a process of investigation into the realignment of the locality boundary at its meeting held on 15 March 2016.
- Principle 3(A) of the Guidelines for Geographic Names 2010 stipulates that locality boundaries should align with the cadastral fabric, road centre lines or easily distinguishable topographical features.
- The current locality alignment is dissecting properties into two separate localities.
- Letters have been sent to all affected property owners advising the need for a locality realignment and a proposal was suggested.
- Advertisements were placed in the Independent newspaper on 1 April 2016 and the Geelong Advertiser newspaper on 2 April 2016.
- Council received one submission on the proposal, which was in favour of the change.
- Appendix 1 shows the current and the proposed alignment.

L Gardner moved, P Dorling seconded -

That Council approves the locality realignment for Fyansford / Herne Hill as per the Proposal in Appendix 1.

Carried.

Background

Council approved at its meeting held on 15 March 2016, to begin a process of investigation into the realignment of the locality boundary of Fyansford and Herne Hill.

The current developments within this area are creating new properties which are being dissected into two separate localities (i.e. a single property is located in Fyansford and the other half is in Herne Hill).

Realigning the current locality boundary will enable newly created properties to be located within the single locality of Fyansford.

Discussion

It is considered necessary to realign the locality boundary of Fyansford / Herne Hill to align with the current development occurring. To achieve this, Council must comply with Principle 3(A) of the Guidelines for Geographic Names 2010 (The Guidelines).

The Guidelines stipulate that the locality boundary should align with the cadastral fabric, road centre lines or easily distinguishable topographical features.

Current subdivisions are creating properties that are being dissected into two separate suburb localities (i.e. half of a property in Fyansford and the other half in Herne Hill).

Selling agents are incorrectly advertising properties as Fyansford that are officially in Herne Hill.

There is a need to realign the current boundary to incorporate newly created properties within the Fyansford locality. It would also be appropriate to align the suburb locality with the residential zoning.

Retaining the current boundary alignment will cause confusion with emergency services, owners and visitors to the area.

The focus of the investigation was to recommend the least disruptive alignment to ensure properties are located within the same suburb locality.

It is recommended that the suburb of Fyansford be expanded by moving the eastern boundary of Fyansford that follows the Moorabool River, further east to align with the ridge line. The new Fyansford boundary will run north from Hyland Street (following the significant western property alignment of Barwon Water's Montepellier-Lovely Banks water main) to meet the existing southern boundary of Hamlyn Heights at the Church Street Road Reserve.

The proposed boundary conforms to the Guidelines in following the cadastral fabric and road centrelines.

Notification has been sent to all adjoining and affected property owners advising of Council's proposal to realign the Fyansford / Herne Hill locality boundary. The suggested realignment has direct impact on two property owners who are the subdivision developers in the affected area.

The proposed realignments were advertised in the Independent newspaper on 1 April 2016, and the Geelong Advertiser newspaper on 2 April 2016.

One submission has been received regarding this proposal. The submission suggests to move the Fyansford boundary further east and across the ridge line to Hunt Road.

The realignment of the boundary to Hunt Road has been considered. However, confusion with residents and emergency services is seen as a real possibility. Hunt Road could be used for the realignment although it is not a main roadway and as such would not be seen as a significant locality divider.

The recommended boundary realignment takes into account the topographical feature of the Barwon Water pipeline title. To move the boundary alignment to Hunt Road, the boundary alignment would need to follow a zig zag course along private title boundaries with no clear alignment distinction. Due to the topography of the area the only access to Hunt Road is from Herne Hill.

This submission has not taken into consideration the development to the immediate north of this area that would also require the alignment to zig zag around title boundaries.

For the reasons stated above, the proposal in the submission is not recommended.

Environmental Implications

There are no environmental issues arising from this report.

Financial Implications

The approximate cost to Council is \$300. This includes advertising, notification to authorities and notification to owners and residents.

Policy/Legal/Statutory Implications

The Local Government Act 1989, The Geographic Place Names Act 1998, the Guidelines for Geographic Names 2010 have been 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 localities 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

Correspondence has been sent to all adjoining and affected property owners advising the proposed realignment of the locality.

The proposal was advertised in the Independent newspaper on 1 April 2016 and the Geelong Advertiser newspaper on 2 April 2016.

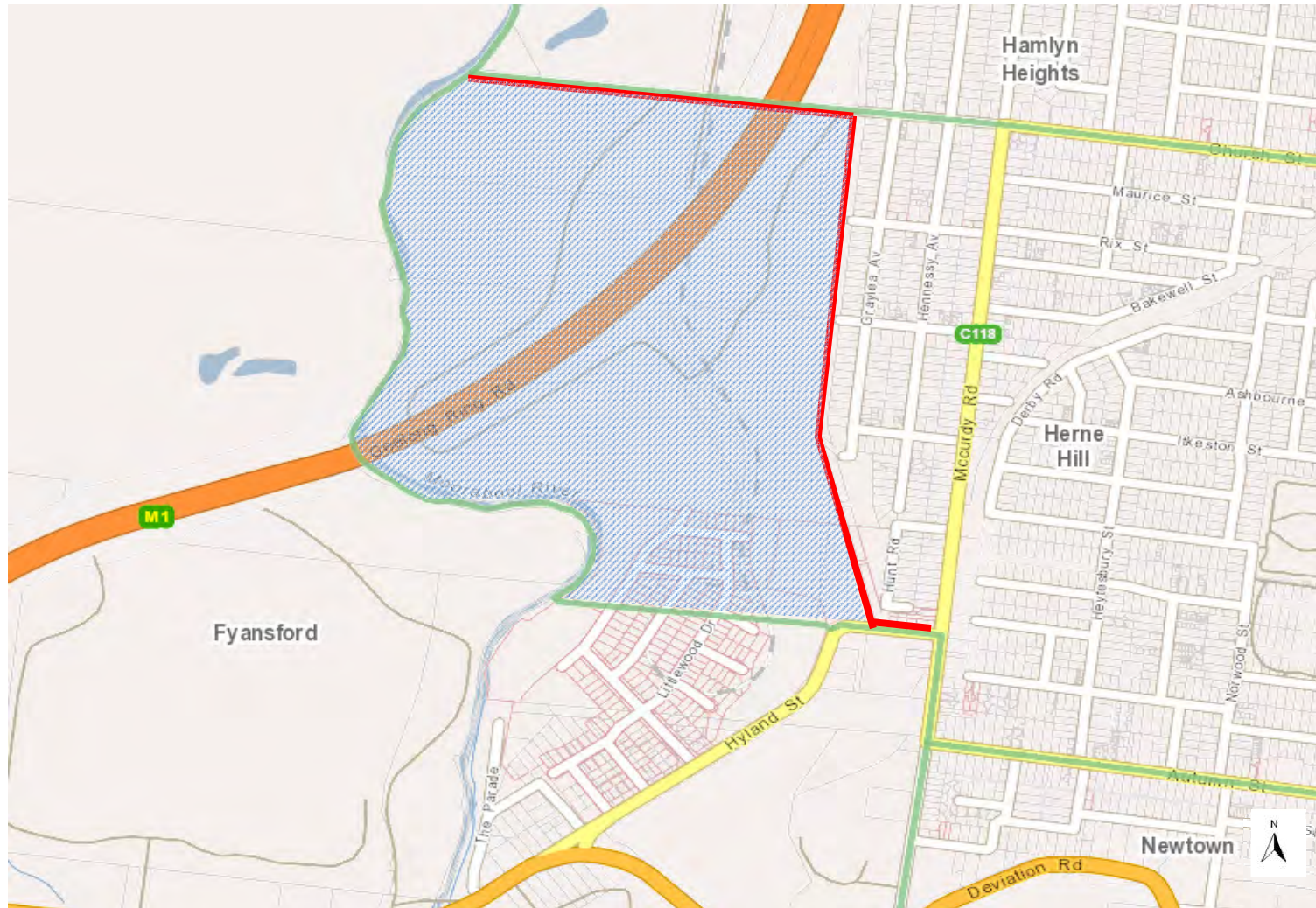
The proposal was also advertised on Council's Geelong Australia website for 30 days as per the Guidelines for Geographic Names 2010.

One submission has been received regarding this proposal. The submitter will be advised of Council's decision.

Subject to Council and the Registrar of Geographic Names approval, the relevant authorities and affected property owners will be notified of the official registration of this locality realignment.

Appendix 1

Proposed Locality Realignment



Key:

Current Alignment

Proposed Alignment

This area is currently
Herne Hill and proposed
to become Fyansford



9. ROAD NAMING - UNNAMED LANEWAY TO GILLINGHAM LANE, GEELONG

Source:	Strategy & Performance - Financial Services
General Manager:	Dean Frost
Index Reference:	Subject/Financial Management - Reporting
	Subject/Roads, Footpaths & Streets

Purpose

To seek approval to name an unnamed laneway in Geelong to Gillingham Lane.

Summary

- A proposal was received from adjoining property occupier to name the unnamed laneway which runs between Little Myers and McKillop Streets, Geelong. It is situated to the rear of properties 283-297 Latrobe Terrace, Geelong (Appendix 1).
- The name chosen is from Council's ANZAC register.
- The proposed renaming was advertised in the Independent newspaper on 11 March 2016 and the Geelong Advertiser newspaper on 12 March 2016.
- Council received one submission on the proposal, which was in favour of the name.

P Dorling moved, L Gardner seconded -

That Council approve the naming of the unnamed laneway to "Gillingham Lane, Geelong".

Carried.

Background

Council is the responsible authority for naming and renaming roadways under the Local Government Act 1989. To administer this Council is required to utilise the Guidelines for Geographic Names 2010 (the Guidelines).

Council received a proposal from an adjoining business to name the unnamed laneway to the rear of their property in Geelong. The unnamed laneway is situated to the rear of properties 283-297 Latrobe Terrace, Geelong.

It is proposed to name this laneway after a nurse who served with the Red Cross during World War 1.

Letters have been sent to adjoining property owners and residents advising them of the proposal and the intention to name the unnamed laneway to "Gillingham Lane, Geelong".

Discussion

It is proposed to name the unnamed laneway running between Little Myers and McKillop Streets being to the rear of properties 283-297 Latrobe Terrace, Geelong as "Gillingham Lane, Geelong". This name has been chosen from Councils ANZAC register.

A number of businesses abutting this roadway are health care providers.

Sister Ethel Gillingham, (born in Newtown) served as a nurse with the Red Cross during World War 1.

Records show that Sister Gillingham volunteered to serve as a nursing sister with the Second British Red Cross Mission in Serbia in 1915. During this time Sister Gillingham, and her companions, were captured by the invading German and Austro-Hungarian troops in November of 1915. She was repatriated to Britain in 1916.

Sister Gillingham was awarded the Serbian Cross of Mercy Medal for her service.

The name Gillingham is in accordance with the Guidelines for Geographic Names 2010.

The proposed naming was advertised in the Independent newspaper on 11 March 2016 and the Geelong Advertiser newspaper on 12 March 2016.

Council received one submission on the proposal and that submission was in favour of the name.

Environmental Implications

There are no environmental issues arising from this report.

Financial Implications

The approximate cost to Council is \$750.00. This includes advertising, notification to authorities and street signage.

Policy/Legal/Statutory Implications

The Local Government Act 1989, the Geographic Place Names Act 1998 and the Guidelines for Geographic Names 2010 have been 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

If an emergency situation occurred, Council's proposal to name this unnamed laneway could minimise the risk of failure to be able to access a situation in a timely manner.

Social Considerations

The naming of this unnamed laneway will allow for easier identification for the general public and emergency services.

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

Correspondence has been sent to all adjoining property owners and residents advising them of the proposed naming and inviting submissions.

The proposal was advertised in the Independent newspaper on 11 March 2016 and the Geelong Advertiser newspaper on 12 March 2016.

The proposal was published on Council's Geelong Australia website for 30 days as per the Guidelines for Geographic Names 2010.

Following the initial proposal from the adjoining resident only one other submission was received. That submission was in favour of the name.

All submitters will be notified of Council's decision.

Subject to Council and The Registrar of Geographic Names approval, the relevant authorities and abutting owners and residents will be notified of the official registration of this road naming.

Appendix 1



10. ROAD RENAMING - WESTERN SECTION KINCAID COURT, NORLANE

Source:	Strategy & Performance - Financial Services
General Manager:	Dean Frost
Index Reference:	Subject/Financial Management - Reporting
	Subject/Roads, Footpaths & Streets

Purpose

To seek approval to rename the western section of Kincaid Court, Norlane to Coulson Place, Norlane.

Summary

- Confusion exists with the location of properties in the section of Kincaid Court, Norlane that runs to the west of Barcelona Street, Norlane.
- Kincaid Court is a disjointed roadway crossing a main road with entrances to eastern and western section being off this roadway (Appendix 1).
- It is proposed to rename the western section of Kincaid Court.
- The name chosen is "Coulson" who was the first Principal of the historic school site adjoining this roadway.
- The proposed renaming was advertised in the Independent newspaper on 11 March 2016 and the Geelong Advertiser newspaper on 12 March 2016.
- No submissions were received.

P Dorling moved, L Gardner seconded -

That Council approve the renaming of the section of Kincaid Court, Norlane that runs west of Barcelona Street to "Coulson Place, Norlane".

Carried.

Background

Council is the responsible authority for naming and renaming roadways under the Local Government Act 1989. To administer this Council is required to utilise the Guidelines for Geographic Names 2010 (the Guidelines).

Council has been made aware of confusion in the location of properties within the western section of Kincaid Court, Norlane. This roadway is dissected by Barcelona Street and property numbering begins in the eastern section and runs in that direction.

The western section of Kincaid Court abuts the land which was previously occupied by Norlane High School. Alan Coulson was the founding Headmaster of Norlane High School.

Letters have been sent to adjoining property owners advising them of the proposal and the intention to rename this section of road to "Coulson Place, Norlane". 'Place' has been chosen as a suitable identifier for this roadway due to it being a short narrow enclosed roadway.

Discussion

It is proposed to rename the western section of Kincaid Court to “Coulson Place, Norlane”.

This name has been chosen in honour of Mr Alan Coulson, who was the founding Headmaster of Norlane High School in 1957. Norlane High School was situated on the land abutting this roadway. Mr Coulson remained Headmaster until 1961 when he was transferred to another Victorian High School as Headmaster. Norlane High School closed in 2010 and the land is now vacant.

The name “Coulson” is in accordance with the Guidelines for Geographic Names 2010.

The proposed naming was advertised in the Independent newspaper on 11 March 2016 and the Geelong Advertiser newspaper on 12 March 2016. Council received no submissions in regards to this proposal.

Environmental Implications

There are no environmental issues arising from this report.

Financial Implications

The approximate cost to Council is \$400. This includes advertising, notification to authorities and street signage.

Policy/Legal/Statutory Implications

The Local Government Act 1989, the Geographic Place Names Act 1998 and the Guidelines for Geographic Names 2010 have been followed.

Alignment to City Plan

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

Officer Direct or Indirect Interest

There are no known Council Officers with direct or indirect interest involved in this report.

Risk Assessment

If an emergency situation occurred, Council’s proposal to rename this section of roadway could minimise the risk of failure to be able to access a situation in a timely manner.

Social Considerations

The renaming of this roadway will allow for easier identification for the general public and emergency services.

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

Correspondence has been sent to all adjoining property owners advising them of the proposed renaming and inviting submissions.

The proposal was advertised in the Independent newspaper on 11 March 2016 and the Geelong Advertiser newspaper on 12 March 2016.

The proposal was published on Council's Geelong Australia website for 30 days as per the Guidelines for Geographic Names 2010.

Council was unable to indentify and thus consult with any surviving members of Mr Coulson's family.

No submissions have been received in favour or against this proposal.

Subject to Council and the Registrar of Geographic Names approval, the relevant authorities and abutting owners and residents will be notified of the official registration of this road naming.



11. REVOCATION OF FLOOD-PRONE AREA DESIGNATION OF NEW LOTS AT WARRALILY, STAGES 82, 107, 109 AND NEIGHBOURHOOD ACTIVITY CENTRE (NAC)

Source	City Services – Engineering Services
General Manager:	William Tieppo
Index Reference	Subject: Drainage - Floods

Purpose

The purpose of this report is to present a revision to the flood mapping for existing conditions produced within the stages of the development of Warralily, Stages 82, 107, 109 and NAC.

Summary

- The flood mapping is subject to a revision due to the subdivision and development at 2 – 80 Lake Road, 112 – 140 Stewarts Road and 722 – 770 Barwon Heads Road, Armstrong Creek. Prior to subdivision the parent lot was considered to be liable to flooding. This development site, which is also known as Warralily, Stages 82, 107, 109 and NAC, achieves flood immunity for newly created lots for flood events up to and including the 100 year Average Recurrence Interval (ARI) event due to approved internal earthworks.
- The earthworks undertaken have resulted in the floodwaters from the 100 year ARI event being contained within the boundaries of the road network.
- Council has a statutory obligation under the Building Regulations 2006 to designate land as liable to flooding where it reasonably knows it to be prone to flooding. Conversely, there is an obligation to remove the encumbrance of designation from land that is no longer considered to be flood-prone.
- It should be noted that designation is separate to the creation of flood overlays within the Planning Scheme, which generally follows designation. In the case of this development, the planning scheme amendment to create post-development flood zones or overlays is proposed after the design of the proposed precincts.
- The current designated flood mapping (refer to Attachment 1) was designated by Council at its meeting of 12 December 2006, under the provisions of the Building Regulations 2006. Designation of land as liable to flooding enables the control of floor levels for acceptable building permit applications, or refusal of consent to building applications where there is likely to be a danger to life, health or safety due to flooding. Designation also enables disclosure of flood status within statutory information certificates.

L Garnder moved, P Dorling seconded -

That Council revoke the Council designation of 12 December 2006 of flood affected land Warralily, Stages 82, 107, 109 and NAC as liable to flooding pursuant to Regulation 802(2) of the Building Regulations 2006.

Carried.

Background

Designation of land as liable to flooding under Regulation 802 of the Building Regulations 2006 enables the control of floor levels for acceptable building permit applications, or refusal of consent to building applications where there is likely to be a danger to life, health or safety due to flooding. Designation also enables disclosure of flood status on the Building Information Request Form.

The subject of this report is the residential land at Warralily, fronting 2 – 80 Lake Road, 112 – 140 Stewarts Road and commercial land, fronting 722 – 770 Barwon Heads Road, Armstrong Creek. Prior to subdivision the parent lot was used primarily as farmland.

The subdivision at 2 – 80 Lake Road, 112 – 140 Stewarts Road and 722 – 770 Barwon Heads Road, Armstrong Creek was named Warralily by the developer. The current designated flood extent affects multiple residential and commercial lots within the Estate Stages 82, 107, 109 and NAC.

Discussion

Overland flows that may occur within the subdivision during the 100 year ARI flood event are now contained within road and drainage reserves in accordance with accepted best practice for development within flood-prone areas. Best practice requires that any overland flows within residential and commercial areas satisfy public safety criteria with respect to velocity and depth of flow.

Council has a statutory obligation under the Building Regulations 2006 to designate land as liable to flooding where it reasonably knows it to be prone to flooding. Conversely, there is an obligation to remove the encumbrance of designation from land that is no longer considered to be flood-prone.

Attachment 1 shows the existing flood designation. Attachment 2 shows the change in flood mapping at 2 – 80 Lake Road, 112 – 140 Stewarts Road and 722 – 770 Barwon Heads Road, Armstrong Creek after construction of the subdivision.

Environmental Implications

The revocation of flood-prone areas designation and designation of revised flood data does not result in any known adverse environmental impacts.

The removal of a minimum floor level requirement for new dwellings may result in a minor reduction in energy and material usage during construction. In addition, concrete slab-on-ground construction, which is normally used for a non-elevated floor, achieves the minimum energy rating more readily than a timber floor on stumps.

Financial Implications

The costs of proceeding to revoke the existing designation and to designate the revised flood mapping at 2 – 80 Lake Road, 112 – 140 Stewarts Road and 722 – 770 Barwon Heads Road, Armstrong Creek, in accordance with the requirements of the Building Regulations 2006, are provided for within the annual recurrent budget.

Policy/Legal/Statutory Implications

The City has various statutory responsibilities for drainage management and flood management (prevention, response and recovery) as set out in the Local Government Act 1989, Local Government Regulations 1990, Planning and Environment Act 1987, Building Regulations 2006, Water Act 1989, Subdivision Act 1988 and Emergency Management Act 1986.

Regulation 802(2) of the Building Regulations 2006 provides Council with the powers to 'designate' land liable to flooding. Regulation 802(3) provides that consent must be obtained from Council for an application to build on land liable to flooding.

Section 27 of the Interpretation of Legislation Act 1984 provides the power for Councils to 'repeal or amend a subordinate instrument made in the exercise of that power'.

Section 807 of the Building Regulations 2006 requires Council to update the municipality's designated special area maps at the Building Control Commission in the event of alterations to a designated special area. Designated special areas include areas designated as being liable to flooding.

Regulation 326 of the Building Regulations provides for the issue of an information certificate containing prescribed information, including the flood status of properties.

The revised flood data for 2 – 80 Lake Road, 112 – 140 Stewarts Road and 722 – 770 Barwon Heads Road, Armstrong Creek will assist the City in meeting its statutory obligations with regard to flood data.

The revised flood data will also assist in fulfilling the recommendations of the Municipal Emergency Management Committee adopted by Council in November 1998 (i.e. mapping of 1 in 100 year flood levels)

Alignment to City Plan

The recommendations of this report are consistent with City Plan, in relation to Growing our Economy and promoting a sustainable built environment, sustainable land use and development.

Officer Direct or Indirect Interest

There are no officer direct or indirect interests with respect to this report.

Risk Assessment

Council also has some risk exposure with any failure to disclose the flood-prone status of a property in a Land Information Certificate.

The designation of the flood data produced by the flood study is a key step toward minimising Council's exposure to these risks.

Council has a risk exposure through its statutory obligations under the Building Regulations 2006 to:

- 1) designate land as liable to flooding where it reasonably knows it to be prone to flooding;
- 2) specify minimum floor levels in consultation with the relevant floodplain management authority (CCMA); and
- 3) refuse consent to building applications where there is likely to be a danger to life, health or safety due to flooding.

Council also has some risk exposure with any failure to disclose the flood-prone status of a property in a Land Information Certificate.

The designation of the flood data produced by the flood study Armstrong Creek UGP project is a key step toward minimising Council's exposure to these risks.

Conversely, there is an obligation to remove the encumbrance of designation from land that is no longer considered to be flood-prone.

Designation of land as being liable to flooding can result in extra construction costs and concerns regarding saleability, in some cases.

Social Considerations

Council has a responsibility to the community to provide the best possible information on areas that are flood-prone.

Human Rights Charter

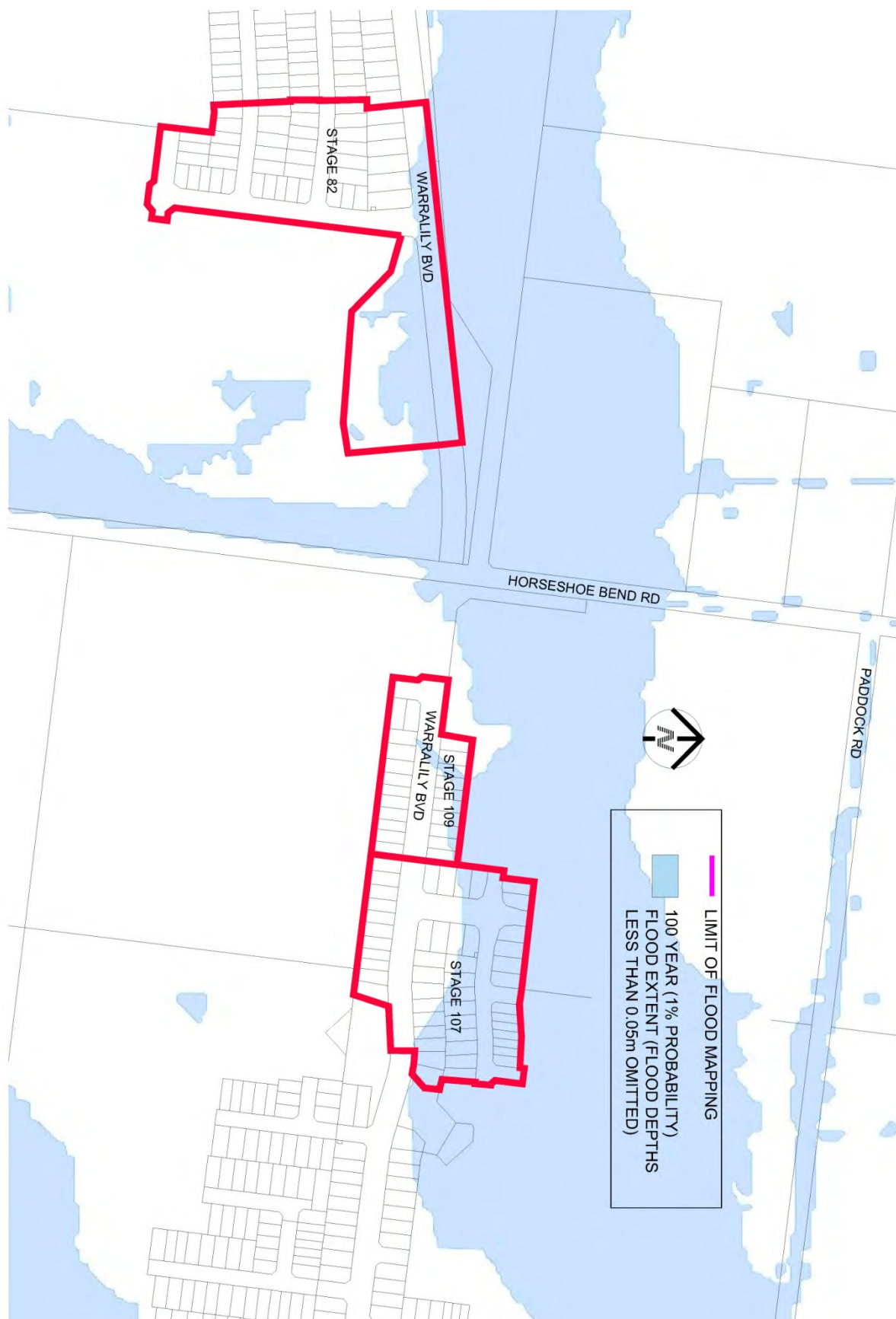
We have taken into consideration the human rights relative to the subject matter of this report, which improves protection of private property.

Consultation and Communication

A revocation of designation does not warrant public consultation as it constitutes the removal of an encumbrance on land.

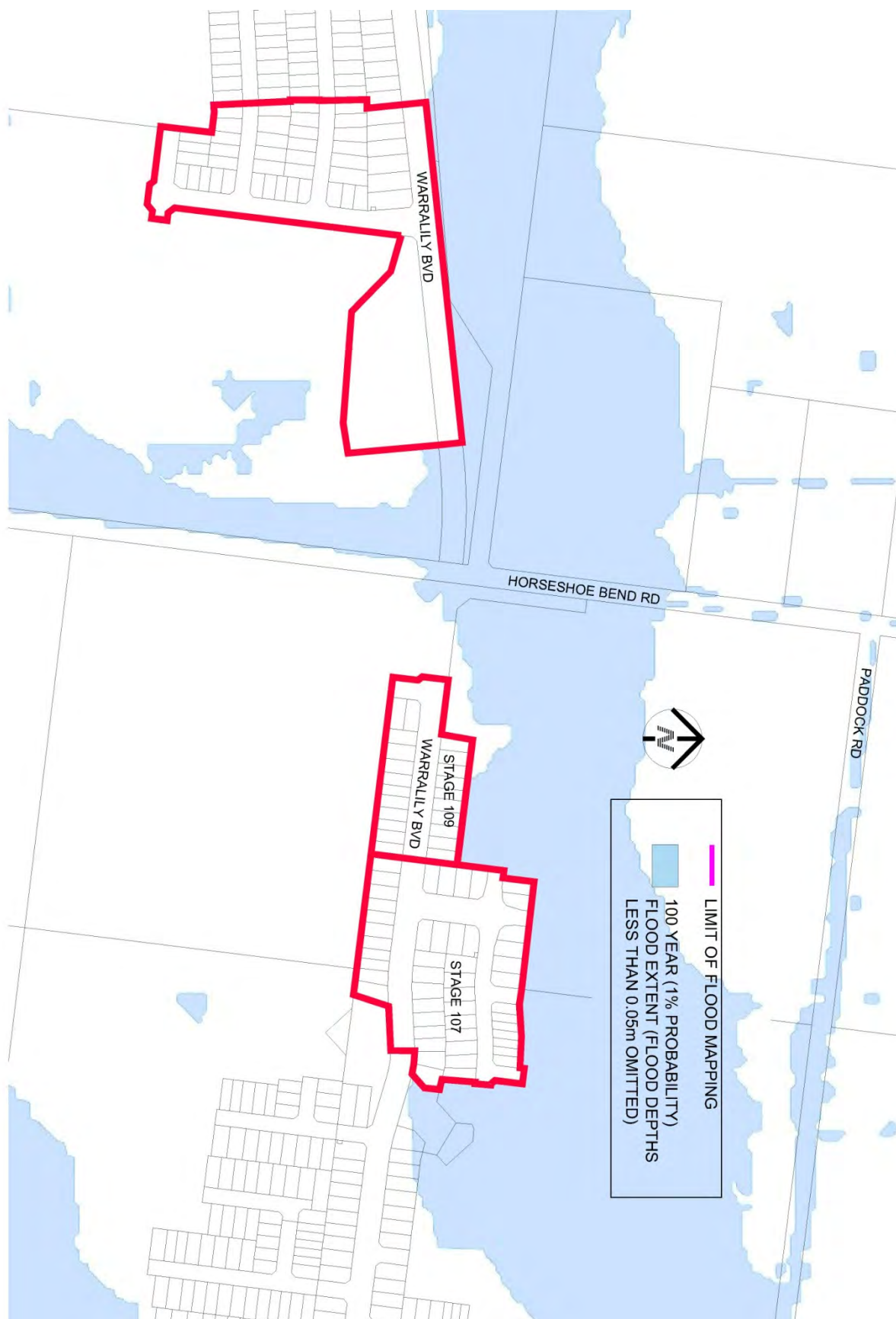
Relevant Council databases and flood maps will be revised and updates sent to the Corangamite Catchment Management Authority and Building Control Commission.

Appendix 1 CURRENT FLOOD MAP





Appendix 2 REVISED FLOOD MAP





12. CONSIDERATION OF TENDER SUBMISSIONS FOR TENDER NO. T1600032 - LEGAL SERVICES

Source: Strategy & Performance – Property & Procurement
General Manager: Dean Frost
Index Reference: Tender Submission T1600032

Purpose

The purpose of this tender is to establish a consultant panel of legal firms that will provide advice and interpretation of law as it applies to Council.

Summary

- Council has sought tenders from experienced legal firms to establish a panel of preferred suppliers providing legal services to the City of Greater Geelong. The panel arrangement will operate for a three year term commencing 1 June 2016 with the option to extend for two additional periods of 12 months each.
- A total of eleven (11) suppliers submitted tenders for the provision of these services.
- Following a detailed evaluation of each of the submissions received the following suppliers have been recommended for inclusion to the panel of preferred suppliers:-

Hall & Wilcox Lawyer

Holding Redlich

Maddocks

Russell Kennedy Pty Ltd

Macquarie Local Government Lawyers

The Lantern Legal Group Pty Ltd (Harwood Andrews)

L Gardner moved, P Dorling seconded -

That Council:

- 1) **accept the tender submission/s from Hall & Wilcox Lawyers, Holding Redlich, Macquarie Local Government Lawyers, Maddocks, Russell Kennedy Pty Ltd and The Lantern Legal Group Pty Ltd (Harwood Andrews) for Tender No T1600032 – Legal Services for the associated schedule of rates exclusive of GST;**
- 2) **the Chief Executive Officer be authorised to Sign the contract documents for and on behalf of the City of Greater Geelong Council.**

Carried.

Background

The City of Greater Geelong appoints a legal services panel to complement Council's in-house legal advisory capability.

Tenders for the provision of Legal Services were invited via public tender on Saturday 20 February 2016. At the close of tenders on Wednesday 16 March 2016 the following submissions were received (in alphabetical order):

Tenderer

FOI Solutions
Hall & Wilcox Lawyers
Holding Redlich
Landers & Rogers
Maddocks
Macquarie Local Government Lawyers
Meerkin & Apel
Russell Kennedy Pty Ltd
Switch Legal Pty Ltd
The Lantern Legal Group Pty Ltd (Harwood
Andrews)
Wisewould Mahony Lawyers

Discussion

The tender submissions associated with this service were evaluated by a panel of authorised Council Officers.

Stage One – Mandatory Criteria

Mandatory Requirements do not apply to this Tender.

Stage Two – Comparative Criteria

Tender submissions were assessed based on the tender response in the following areas:

Criteria

Project Delivery - Capability
Project Delivery - Experience (in Local Government)
Project Delivery - Flexibility and Responsiveness
Project Delivery - Staffing
Value Added Services
Economic Contribution to Geelong Region

At the conclusion of the evaluation of the tender submissions the following six were the highest ranked with a clear margin to the next tier of tender submissions.

Tenderer (in alphabetical order)

Hall & Wilcox Lawyers

Holding Redlich

Maddocks

Macquarie Local Government Lawyers

Russell Kennedy Pty Ltd

The Lantern Legal Group Pty Ltd (Harwood
Andrews)

Overview of Preferred Suppliers

Hall & Wilcox Lawyers is currently contracted to provide Legal Services to Council. The firm has a strong focus across all aspects of the local government sector. Hall & Wilcox provided a comprehensive tender response addressing all aspects of Council's requirements with particular reference to customer service.

Holding Redlich is a large legal practice with extensive legal resources in terms of experienced staff supporting all aspects of the Council's requirements as outlined in the tender documentation. Holding Redlich offered the most competitive rates for service.

Maddocks is a current contracted provider of Legal services to Council with an excellent reputation. The Maddocks submission demonstrated how the firm would deliver the contract with evidence of sound systems and customer support practices.

Macquarie Local Government Lawyers is a specialist in providing services to Local Government with a significant number of Councils as clients. Macquarie Lawyers is a medium sized firm with sufficient support staff and very experienced senior staff.

Russell Kennedy Pty Ltd is also an incumbent supplier of legal services to Council. Russell Kennedy has a strong background in Local Government with staff that are suitably experienced to provide high quality services.

Environmental Implications

Any environmental implications associated with this contract will arise from the execution of these works. 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 funds allocated in Council's various re-current budgets. The budget allocation for this service is approximately \$650,000 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

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

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 are no communication issues associated with the acceptance of this tender. Council's representative will liaise with affected community groups.

13. CONSIDERATION OF TENDER SUBMISSIONS FOR TENDER NO. T1600015 - OPERATION AND MANAGEMENT OF THE GEELONG RESOURCE RECOVERY CENTRE

Source: City Services: Environment and Waste Services
General Manager: William Tieppo
Index Reference: T1600015

Purpose

The purpose of this tender is to arrange for the appointment of a contractor to operate and manage the Geelong Resource Recovery Centre.

Summary

- Council has sought tenders for the operation and management of the Geelong Resource Recovery Centre (GRRC) at 100 Douro Street, North Geelong for a two year period commencing 1 July 2016 with an option for Council to extend the period by three (3) x twelve (12) month terms.
- The GRRC predominantly receives and processes Allowable Waste delivered by residential, small commercial and industrial property owners. A significant proportion of this Allowable Waste is suitable for reuse and recycling. The GRRC provides for the convenient receipt of Allowable Waste (so that property owners do not need to enter landfill sites), while maximising the recovery of Recyclables and thereby reducing waste to landfill.
- A total of five (5) 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 of GDP Industries is preferred.

P Dorling moved, L Gardner seconded -

That Council:

- 1) accept the tender submission from Geelong Disabled Peoples Industries (GDP) for an annual sum of \$1,465,348.34 exclusive of GST. The period of the contract will be for two (2) years with an option for Council to extend the period by three (3) x twelve (12) month terms; and**
- 2) authorise the Chief Executive Officer to sign the contract documents for and on behalf of the City of Greater Geelong Council.**

Carried.

Background

Tenders for the Operation and Management of the GRRC were invited via public tender on Saturday 13 February 2016. At the close of tenders on Friday 1 April 2016 the following tender submissions were received (in alphabetical order):

Tenderer
Endeavour Foundation, Queensland
GDP Industries (Geelong Disabled Peoples Industries)
Great Lakes Community Resources Inc TA Resource Recovery Australia
Karingal Inc. (Vic) Limited Liability trading as Kommercial
Urban Service Solutions Pty Ltd

Discussion

The tender submissions associated with this service were evaluated by a panel of authorised Council Officers.

Stage One – Mandatory Criteria

1. A Mandatory Site Visit to the GRRC was arranged for on 23 February 2016. All five tenderers were in attendance.
2. The tender documentation informed prospective tenderers that the City of Greater Geelong in support of Social Procurement is seeking to provide meaningful employment for people with significant disability or an equivalent barrier to entering the workforce. This criteria also has links with Council's Disability Plan 2014-2017.

Stage Two – Comparative Criteria

Tender submissions were assessed based on the tender response in the following areas:

Criteria

Project Delivery – Experience, Capability, Staffing Levels, Methodology and Site Management
Social Procurement - (employment of people with disabilities)
Customer Service
Environment and Risk Management
Price – Total Annual Cost
Economic Contribution to the Geelong Region

At the conclusion of the evaluation of the tender submissions the tender from GDP Industries was deemed to be the preferred tenderer and offers best value for money to Council.

Overview of Preferred Suppliers

GDP Industries has been operating and managing this facility since its inception in 1993. GDP Industries within its staffing of the GRRC continues to provide meaningful employment for people with disabilities.

GDP's workforce structure includes a combination of able bodied and disables persons that will provide the contracted services.

The Evaluation Panel concluded that GDP Industries has the experience and ability to continue to successfully undertake the operation and management of this facility.

Environmental Implications

GDP Industries has provided an outline of their quality and environmental plans based on current working processes for the GRRC as part of their tender submission and will be required to submit complete plans prior to the commencement of the new contract and then to operate in accordance with these plans for the term of the contract.

The nature of this service is predominantly about recovery of resources from the waste material with the environmental benefits from reduction in the use of raw materials, production energy and waste to landfill.

Financial Implications

Funding for this contract is within the budget allocation of \$3.1 million in the Budget Code 388135 Recurrent.

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

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

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

This project aligns with City of Greater Geelong's strategic objectives and policy in supporting Social Procurement. Council is a signatory to the G21 Region Opportunities for Work (GROW) Compact, and are committed to adding value to the G21 Region, including the social benefits generated by investing in local and social businesses and people.

The operation and management of the GRRC provides meaningful employment for people with significant disability or an equivalent barrier to entering the workforce who may otherwise not be able to work.

Human Rights Charter

The Tenders have been considered in relation to the Victorian Charter of Human Rights and Responsibilities, and there are no known positive or negative impacts.

Consultation and Communication

The contract requires the contractor to provide information to users of the facility regarding recycling and re-use options for unwanted goods.

14. CONTRACTUAL MATTER

Source: Planning and Development
General Manager: Peter Bettess

P Dorling moved, L Gardner seconded -

That in accordance with Section 89 (2) (d) of the Local Government Act 1989, this contractual matter 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

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.

L Gardner moved, P Dorling seconded -

That the information be received.

Carried.

RECORD OF ASSEMBLIES OF COUNCILLORS
(Council Meeting 28 June 2016)

Assembly Details	Interim Administrator	Officer Attendees	Agenda Items	Conflict of Interest Disclosures
Councillor Briefing 7 June 2016	Dr Kathy Alexander Laurinda Gardner Peter Dorling	K Spiller (CEO) W Tieppo (GM) D Frost (GM) B Luxford (GM) P Bettess (GM) L Quinn (GM) P Jane (MGR) S Sodomaco (MGR) D Lever (Auditor) R Bourke (CO ORD) S Rayner (CO ORD)	<i>Items Discussed:</i> • Councillor Code of Conduct • Reappointment of External Representatives to the Audit Advisory Committee • Audit Advisory Committee Summary Report (Confidential) • Sport and Recreation Victoria 2017/18 Community Sport Infrastructure Fund • Flinders Peak Sporting Club Facilities Options Analysis • City Plan 2013/17 progress Report to 31 March 2016 • Old Geelong Gaol – Invitation for Proposals • Revocation of Flood Prone Area Designation of New Lots at Warralily. Stages 82, 107, 109 and Neighbourhood Activity Centre (NAC) • Consideration of Tender Submissions for Tender T1600015 – Operation and Management of the Geelong Resource Recovery Centre • Amendment C336 – 402-404 Bellarine Highway, Moolap – Consideration of Panel Report and Adoption of Amendment • Contractual Matter (Confidential) • Consideration of Tender Submissions for Tender T1600032 – Legal Services <i>Items not discussed:</i> • Geelong Gallery Annual Report 2014-2015 • Back to Back Theatre 2015 Annual Report • Road Naming – Unnamed Laneway to Gillingham Lane • Road Naming – Western Section Kincaid Court, Norlane • Procurement Management Policy (Review) • Locality Boundary Realignment Fyansford/Herne Hill	• Nil

PLANNING DELEGATIONS – APRIL/MAY 2016

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.

L Gardner moved, P Dorling seconded -

That the information be received.

Carried.

PLANNING DECISIONS REPORT - APRIL 2016

App Number	Location	Application Type	Decision Date	Description	Authority Description
1198/2015	82-150 Burrows Road, SWAN BAY VIC 3225	Two Dwellings	8/4/2016	Refusal to Grant a Planning Permit	Development Hearings Panel
1265/2015	152 Dare Street, OCEAN GROVE VIC 3226	Development of the Land for Two (2) Dwellings Over 7.5 metres in Height and Two (2) Lot Subdivision	12/4/2016	No Appeal Lodged Permit Issued	Development Hearings Panel
1509/2015	99 The Terrace, OCEAN GROVE VIC 3226	Change of Use including Building and Works Associated with the Construction of a Motel that Exceeds 7.5mts in Height	8/4/2016	NOD - DHP - Planning Permit	Development Hearings Panel
1578/2015	7-9/138-140 Pakington Street, GEELONG WEST VIC 3218	Restaurant/Cafe Liquor Licence, Reduction of Car Parking and Bicycle Spaces, External Buildings and Works, Including Partial Demolition and Display of Advertising Signage, Including Internally Illuminated Signage.	12/4/2016	PI - No Appeal Lodged Permit Issued	Development Hearings Panel
1663/2015	Shop No. 6/2-20 Kingston Downs Drive, OCEAN GROVE VIC 3226	Use of Land for the Sale of Packaged Liquor	12/4/2016	PI - No Appeal Lodged Permit	Development Hearings Panel
670/2015	25 Summit Avenue, BELMONT VIC 3216	Construction of Two (2) Single Storey Dwellings	8/4/2016	NOD - Planning Permit	Development Hearings Panel
84/2016	550 Elcho Road, LOVELY BANKS VIC 3213	Development and Use of a Second Dwelling	22/4/2016	Refusal to Grant a Planning Permit	Development Hearings Panel
870/2012	20 Gilmores Road, BALLIANG VIC 3340	Use and Development of Part of the Land for Materials Recycling	22/4/2016	Refusal to Grant a Planning Permit	Development Hearings Panel
879/2014	85 Mill Road, LARA VIC 3212	Use of Land for a Helicopter Landing Site	22/4/2016	Refusal - Permit Refused	VCAT
1324/2015	135 West Fyans Street, NEWTOWN VIC 3220	Construction of Four (4) Dwellings and Subdivide the Land into Four (4) Lots and Alter Access to a Road Zone Category 1	21-Apr-2016	NOD - Delegate	Objectors - 1
1373/2015	2/5 Canterbury Court, WANDANA HEIGHTS VIC 3216	Construction of Two (2) Dwellings and Two (2) Lot Subdivision	4-Apr-2016	NOD - Delegate	Objectors - 3

1423/2015	451-471 Moorabool Street, SOUTH GEELONG VIC 3220	Change of Use to Motor Vehicle Sales Including Partial Demolition and Additions to Existing Building, Demolition of Outbuildings, Construction of a Showroom and Workshop, Installation and Display of Business Identification and Internally Illuminated Signage and Alteration of Access to a Road Zone Category 1	11-Apr-2016	NOD - Delegate	Objectors - 2
1440/2015	2/168-170 Fyans Street, SOUTH GEELONG VIC 3220	Use and Development for a Warehouse/Restricted Retail Premises, Advertising Signage and a Reduction of Car Parking.	11-Apr-2016	NOD - Delegate	Objectors - 1
1471/2015	1 Lookout Road, OCEAN GROVE VIC 3226	Construction of a Dwelling Over 7.5 metres in Height and Removal of Vegetation	7-Apr-2016	NOD - Delegate	Objectors - 1
1498/2015	3 Coquette Street, GEELONG WEST VIC 3218	Demolition of Outbuildings, Construct a Second Dwelling and Subdivide the Land into Two (2) Lots, Construct a Fence, Garage and Crossover.	7-Apr-2016	NOD - Delegate	Objectors - 1
1515/2015	86 Tuckfield Street, OCEAN GROVE VIC 3226	Construction of Two (2) Dwellings on a Lot and Alteration of Access to a Road Zone	12-Apr-2016	NOD - Delegate	Objectors - 2
1586/2015	Shop No. 1/2-4 Waverley Road, LARA VIC 3212	Use of Land for Sale & Consumption of Liquor Associated with a Cafe/Restaurant Licence and Erection & Display of Business Identification Signage	29-Apr-2016	NOD - Delegate	Objectors - 0
1587/2015	8-9 Arbour Grove, BELMONT VIC 3216	Construction of Three (3) Double Storey Dwellings and a Three (3) Lot Subdivision	22-Apr-2016	NOD - Delegate	Objectors - 3
1597/2015	60 Warrawee Road, LEOPOLD VIC 3224	Two(2) Lot Subdivision and Construction of Two (2) Dwellings	5-Apr-2016	NOD - Delegate	Objectors - 1
1665/2015	1 George Street, GEELONG WEST VIC 3218	Partial Demolition and Construction of an Extension to a Dwelling including a Garage and Fence	14-Apr-2016	NOD - Delegate	Objectors - 1
1670/2015	Unit 3/69-71 The Avenue, OCEAN GROVE VIC 3226	Alterations and Additions to Existing Dwelling on a Lot Less than 300sqm	20-Apr-2016	NOD - Delegate	Objectors - 2
202/2016	21-23 Heal Street, CERES VIC 3221	Buildings and Works for the Construction of a Dwelling Exceeding 7.5m in Height from Natural Ground Level	19-Apr-2016	NOD - Delegate	Objectors - 2
380/2015	6 Crows Road, BELMONT VIC 3216	Construction of Five (5) Dwellings and a Five (5) Lot Subdivision	11-Apr-2016	NOD - Delegate	Objectors - 2
427/2015	27 Maitland Street, GEELONG WEST VIC 3218	Partial Demolition and Buildings and Works for Extension to a Dwelling, and Construction of a Garage, Swimming Pool and Fence	15-Apr-2016	NOD - Delegate	Objectors - 1

PLANNING DECISIONS REPORT - MAY 2016

App Number	Location	Application Type	Decision Date	Description	Authority Description
1032/2015	2-30 Batman Road, BELLARINE VIC 3223	Use and Development of a Restaurant and Associated Car Parking	20/5/2016	Refusal to Grant a Planning Permit	Development Hearings Panel
1221/2012	161 Newcombe Street, PORTARLINGTON VIC 3223	Construction of Seven (7) Dwellings (one single storey and 6 double storey)	20/5/2016	Extended Planning Permit	Delegated Authority
1509/2015	99 The Terrace, OCEAN GROVE VIC 3226	Change of Use including Building and Works Associated with the Construction of a Motel that Exceeds 7.5mts in	4/5/2016	No Appeal Lodged Permit Issued	Development Hearings Panel
1613/2015	8-10 Gravel Pits Road, SOUTH GEELONG VIC 3220	Use of the Land for Materials Recycling (Pyrolysis Plant - Tyre Shred Storage and Processing)	20/5/2016	Refusal to Grant a Planning Permit	Development Hearings Panel
195/2016	22 Eastern Beach Road, GEELONG VIC 3220	Demolition of Existing Dwelling and Outbuildings and Construction of a Dwelling, Garage and Fence	20/5/2016	NOD - Planning Permit	Development Hearings Panel
48/2008	PARENT - 6 Lansbury Crescent, HIGHTON VIC 3216	Construction of Two (2) Double Storey Dwellings and Two (2) Lot Subdivision	17/5/2016	Extended Planning Permit	Delegated Authority
670/2015	25 Summit Avenue, BELMONT	Construction of Two (2) Single Storey Dwellings	4/5/2016	No Appeal Lodged	Development
1425/2015	2 Regent Street, BELMONT	Construction of Two (2) Dwellings and a Two (2) Lot	16-May-2016	NOD - Delegate	Objectors - 1
1438/2015	4 St David Street,	Buildings and Works Associated with the Construction of	4-May-2016	NOD - Delegate	Objectors - 1
1507/2015	1-5 Callistemon Court, OCEAN GROVE VIC 3226	Construction of Six Dwellings and Six Lot Subdivision and Removal of Native Vegetation within the Street Reserve	10-May-2016	NOD - Delegate	Objectors - 1
1667/2015	49-51 The Terrace, OCEAN GROVE VIC 3226	Construction of Four (4) Dwellings Exceeding 7.5 Metres in Height and Retaining Less Than 30% Site Permeability in a Significant Landscape Overlay	20-May-2016	NOD - Delegate	Objectors - 4
2/2016	128 The Parade, OCEAN GROVE VIC 3226	Construction of Two (2) Dwellings, Creation of Access to Road Zone Category 1 and Subdivision of the land into Two (2) Lots.	18-May-2016	NOD - Delegate	Objectors - 2
227/2016	21 Lorikeet Court, LEOPOLD VIC 3224	Vary Restrictive Covenants (Covenant AB522679R- to exclude Lot 48 from only being able to construct, build, erect or remain one dwelling on the land) and (Covenant PS440897R- to exclude Lot 48 from being burdened by Restrictions 1 and 2)	3-May-2016	NOD - Delegate	Objectors - 2
237/2016	6 Aquilae Street, OCEAN GROVE VIC 3226	Construction of Two (2) Dwellings and Subdivision of the Land into Two (2) Lots	18-May-2016	NOD - Delegate	Objectors - 2

245/2016	15 Orton Street, OCEAN GROVE VIC 3226	Construction of Two (2) Dwellings, Two (2) Lot Subdivision and Creation of Access to a road in a RDZ1	26-May-2016	NOD - Delegate	Objectors - 2
282/2016	5 Frank Street, NEWTOWN VIC 3220	Construction of Second Dwelling and Two (2) Lot Subdivision	26-May-2016	NOD - Delegate	Objectors - 1
295/2016	14 Ocean Mist Court, ST LEONARDS VIC 3223	Buildings and Works Associated with the Construction of Dwelling Greater than 7.5 metres in Height	5-May-2016	NOD - Delegate	Objectors - 5
447/2013	130 Pousties Road, AVALON VIC 3212	Carrying out of Earthworks	24-May-2016	NOD - Delegate	Objectors - 1

L Gardner moved, P Dorling seconded –

That the meeting be closed to the public.

Carried.

The Meeting was closed to the public at 6.50pm

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 6.55pm

As there was no further business the meeting closed at 6.55pm. Tuesday, 28 June 2016.

Signed: _____
Dr Kathy Alexander - Chair

Date of Confirmation: _____