CITY OF GREATER GEELONG

MINUTES

ORDINARY MEETING OF COUNCIL

Tuesday, 22 August 2017

Held at the
Council Conference and Reception Centre
City Hall, Little Malop Street, Geelong
commencing at 6.30p.m.

ADMINISTRATORS:

Dr Kathy Alexander (Chair)
Laurinda Gardner
Peter Dorling

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MINUTES OF THE ORDINARY MEETING OF THE GREATER GEELONG CITY COUNCIL HELD AT THE COUNCIL CONFERENCE AND RECEPTION CENTRE CITY HALL, LITTLE MALOP STREET, GEELONG TUESDAY, 22 AUGUST 2017 COMMENCING AT 6.30P.M.

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

Also present: K Spiller (Chief Executive Officer), G Lawler (Acting Director Manager Planning and Development), B Luxford (Director Investment & Attraction), P Godfrey (Acting Director City Services), L Quinn (Director Community Life), P Anderson (Acting Director Finance & Strategy), R Leonard (Executive Manager Legal Services & Governance)

OPENING: The Chair declared the meeting open at 6.30pm

APOLOGIES: Nil

CONFIRMATION OF MINUTES:

L Gardner moved, P Dorling seconded -

That the Minutes of the Ordinary Meeting held on 25 July and the Special Meeting held on 5 August 2017 be confirmed.

Carried.

DECLARATIONS OF CONFLICTS OF INTEREST:

Peter Dorling (Administrator) declared an Indirect Interest in Agenda Item 1, Barwon Heads Structure Plan 2017, in that he had a past interest in previous Structure Plan for Barwon Heads.

Rebecca Leonard (Executive Manager Legal Services and Governance) declared an Indirect Interest in Agenda Item 3, Amendment C332 & Permit 1303/2015 – Barwon Water Depot, Breakwater – Consideration of Panel Report and Adoption in that she is a Director of Barwon Water.

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 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.

Helen Carton submitted a question prior to the Council Meeting which has been responded to.

Dr Michael Leahy submitted a question but was not present at the Meeting. A written response will be provided.

Gary Oraniuk submitted various statements/questions which were not asked at the meeting, but did, however, ask about Council's intended sale of public assets, ie Geelong Saleyards and the Civic Car Park:

Kathy Alexander responded it was not a decision to sell the Saleyards, but a decision to close the Saleyards. In so far as the Civic Car Park is concerned, there has not been any statement from the City in relation to the sale of the Civic Car Park.

Ashley Viccars asked when will a decision be made whether or not we have a Council Election in October?

Kathy Alexander responded the Council election will be held on 28 October in accordance with the legislative requirement of the City of Greater Geelong Amendment Act 2017 dated 17 June 2017.

Sandra Gatehouse asked the following in relation to the Barwon Heads Structure Plan:

We thank the Planners at CoGG for a very comprehensive review and for listening to our community with patience and respect. We are amazed that there is criticism that the process of consultation is inadequate. We thank the Planners for the recommendation "requesting the Minister for Planning to exercise powers under Section 20(4 of the Planning and Environment Act 1987 by applying an interim Environmental Significance Overlay schedule while the formal Planning Scheme Amendment is prepared and considered.

Geoff Lawler thanked Ms Gatehouse for her comments in relation to the Review.

We don't accept the statement "that the recommendation to not extend the settlement boundary will have an influence on how development occurs within the township – please explain this, especially in the context of previous statements that the two are not linked. In light of these statements how much faith can we have in the "controls" that are proposed to stop the incremental erosion of the coastal character of our village.

Geoff Lawler responded that limiting the supply of greenfield land will result in home builders looking to redevelopment sites within the existing areas of Barwon Heads. Current data shows that there is a high level of infill development activity underway. It is not possible to stop all growth and Barwon Heads is required to provide a 'modest' level of growth in line with the G21 Regional Growth Plan.

Please clarify when planning permits for single dwellings are exempt from advertising and third party appeal rights.

Geoff Lawler advised an application for a single dwelling that does not meet the quantifiable designs requirement will trigger a planning permit. When no other overlays apply to the site (Significant Landscape or Heritage) this application will be exempt from advertising and review at VCAT. These application will be assessed by Council's planners against the design objectives and decision guidelines in the Design and Development Overlay.

What are the opportunities for Councillors to call in matters? What triggers this?

Geoff Lawler responded that a Ward Councillor can call in any matter for a decision by the Planning Committee. The Planning Committee comprises all Councillors and has delegation to make decision of permit applications.

We are disappointed there is no recommendation to conduct a further Traffic and Parking Study. If this is not a relevant matter for the current Structure Plan, where is Traffic and Parking relevant and how will this be addressed by the Council?

Geoff Lawler acknowledged the lack of parking and congestion through the town, particularly during the holiday season. However, does not support the need for additional parking and traffic studies as considerable resources have been put into implementing improvement for the town identified in the earlier 2003 study.

Colin Bridges asked the following in relation to the Barwon Heads Structure Plan:

A principle of the current 2010 Barwon Heads Structure Plan is to encourage retention of existing vegetation. The report to Council on the 2017 Plan states that additional tree assessments are being undertaken on public land and road reserves with a view to likely Planning Scheme amendments.

If Council considers protection of vegetation is necessary for public land, why has Council abandoned the existing principle of vegetation protection for private land except for the Warrenbeen Court area when there is abundant evidence of significant vegetation being completely removed from lots prior to commencement of building developments?

Geoff Lawler responded that recognition of the importance of indigenous vegetation on private land has not been abandoned. This is recognised through the new DDO's which requires two canopy trees to be retained in the incremental change area and one canopy tree in the IHDA area. The private land in Warrenbeen Court has for a long time been recognised as needing further analysis and possible planning controls due to the location of Moonah vegetation, State recognition and recognition in the 2010 Structure Plan.

Rusty submitted a question in relation to Civic Accommodation as follows –

Will the current Council be making a decision concerning the consolidated City Hall and Council staff administration accommodation prior to the return of the democratically elected Council?

A written response will be provided.

PETITIONS: Nil.

Peter Dorling (Administrator) declared an Indirect Interest in Agenda Item 1, Barwon Heads Structure Plan 2017, in that he had a past interest in previous Structure Plan for Barwon Heads and left the meeting room at 6.58p.m. prior to discussion of the item.

1. BARWON HEADS STRUCTURE PLAN 2017

Source:	**Planning and Development - Planning Strategy**
Acting Director:	**Geoff Lawler**
Index Reference:	**Barwon Heads Structure Plan Review 2016**

Purpose

To set out the findings and recommendations of the update to the Barwon Heads Structure Plan 2010 and to request that Council adopt the Draft Barwon Heads Structure Plan 2017 (Draft SP) and to give them statutory effect through a planning scheme amendment.

Background

The Barwon Heads Structure Plan was adopted by Council in 2007 and incorporated in the Planning Scheme in 2010. The update to the Structure Plan was initiated in April 2016. The comprehensive update has considered a range of factors around the changing needs of the town and recent changes to state and local policy. This includes changing demographics, development pressures across the township, housing diversity, residential character, climate change, flooding, the natural environment, transport and infrastructure.

Key Issues

- Preparation of the Structure Plan has been accompanied by comprehensive community engagement. The Help Shape the Place community engagement in October and November 2017 had around 120 people attend workshops and drop in sessions, as well as 130 submissions being received. Engagement on the Draft Structure Plan in May and June 2017 resulted in 1,050 submissions.
- Three requests have been received to rezone Farming Zone land outside of the settlement boundary. The Draft Structure Plan does not recommend the westward expansion of the Settlement Boundary.
- The Structure Plan has been informed by a Residential and Landscape Character Assessment that recognises that Barwon Heads has a unique coastal design character. The following changes are recommended:
    1. Rezone Residential Growth Zone to General Residential – Schedule 1.
    2. The Increased Housing Diversity Area (IHDA) to be retained; although removed from land south of Bridge Road and Apply a new Design and Development Overlay – the Barwon Heads IHDA area be applied.
    3. Rezone General Residential Area to Neighbourhood Residential Area and apply a new Design and Development Overlay – Barwon Heads Incremental Change Area be applied.
- The Structure Plan recommends that land in the Warrenbeen Court Area be rezoned to Neighbourhood Residential Zone with a schedule that limits development to one dwelling per lot with a minimum site size of 4,000m^2. Apply an Environmental Significance Overlay to the Warrenbeen Court Area and part of the Farming Zone north of Taits Road and seek interim planning controls from the Minister of Planning.

- The Structure Plan recommends retaining the Comprehensive Development Zoning for 13th Beach Resort.
- Other significant issues that are discussed in the Structure Plan include parking and transport, flooding, stormwater and climate change and the significance of the surrounding environment, landscape character and biodiversity.
- The Draft Structure Plan recommends that there be no set review period for the Structure Plan.

K Alexander moved, L Gardner seconded -

That Council:

1) adopts the Draft Barwon Heads Structure Plan 2017, including the Structure Plan map as shown in Attachment 2;

2) resolves to prepare and exhibit a planning scheme amendment to include the necessary elements of the Structure Plan within the Greater Geelong Planning Scheme, subject to authorisation;

3) requests the Minister for Planning to exercise powers under Section 20(4) of the Planning and Environment Act 1987 by applying an interim Environmental Significance Overlay schedule while the formal Planning Scheme Amendment is prepared and considered.

Carried.

Peter Dorling re-entered the meeting room at 7.02p.m.

Attachment 1

Discussion

Introduction

The update of the Barwon Heads Structure Plan (BHSPU) commenced in April 2016. The Draft Structure Plan 2016 (Draft SP) has been modelled on the City of Greater Geelong's Structure Plan framework to ensure consistency with other Council produced structure plans. The plan includes discussion on policy context, urban growth (demographics and lot supply), settlement and housing (urban environment) infrastructure (services, access and movement and community infrastructure), natural environment (flooding, climate change and key environmental features), economic development and employment (retail analysis, industrial analysis and tourism), and rural areas.

Community Engagement

Comprehensive community engagement has been a key aspect of the BHSPU process. This was in part a response to a residual general lack of trust of Council within the Barwon Heads community resulting from past structure plan consultation processes and that landowners requesting to develop outside of the settlement boundary indicating that there is a silent majority of people who support the extension to the boundary that do not make submissions. To maximise and encourage community participation throughout the BHSPU process Council commissioned the independent consultation company Campbell & Jones to prepare an engagement and communications plan and to subsequently assist with its implementation. The brief clearly sets out the need for Campbell & Jones to consider innovative techniques to ensure that views across the entire community could be achieved.

A submission received by Council on the Draft SP made by a proponent of a landowner who is seeking to develop outside of the settlement boundary has suggested that the consultation process was insufficient and Council should undertake a Citizens Jury process. Given the comprehensive consultation process that has been put in place as set out below this is not considered necessary. Council has dedicated substantial resources and funding to this process. In addition, the landowners themselves have not presented evidence in a submission to support their position of a silent majority and Council continues to receive a large number of submissions that support retention of the settlement boundary.

Internal and stakeholder referrals

Engagement commenced in March 2015 with referrals sent to internal Council departments and external stakeholders and service providers such as Barwon Water, VicRoads, the Department of Environment Land Water and Planning and Barwon Coast Committee of Management. This provided high level background to key infrastructure and land use/ development issues in the town that was incorporated into an Issues Paper and Issues Paper Summary.

Methods used to engage with the community

The community has been continually kept informed of the progress of the project through project bulletin updates. The updates have provided details of the project timing, invitations to get involved in project engagement and reporting on outcomes from the engagement. A number of mechanisms have been used to reach out across the community:

- Consultation database: Those wishing to be involved in the BHSPU process were recorded on a database and have been sent project bulletins and invites to be involved in consultation via email and letters.

- Talking Heads Magazine: Regular project updates and invitations for engagement have been included in this magazine, which is distributed to all Barwon Heads households on the first Saturday of every month.
- Other Media: Adverts for key engagement dates were included in the City News adverts for the Geelong Advertiser and Geelong Independent as well as the Bellarine Times. During the two key engagement periods media releases were prepared and also included on the Council's social media via Geelong Australia webpage.
- Council's website: A BHSPU information webpage has been available on Geelong Australia. Project updates and all engagement documents and background reports have been provided on the website.
- Other representatives: Other groups within the town have their own distribution networks. This includes the Barwon Heads Association, Save Barwon Heads Association and the Barwon Heads Sustainability Group. Key documentation has been included on the webpages of these groups and distributed through their networks. Notices were also placed in key businesses within the town.
- Direct contact to community networks: Emails and letters were sent directly to a range of over 50 groups with the community to recruit groups and their members for community engagement and community leadership. This included groups involved in recreation, community interest and residents groups, government agencies and political representatives, health and education, environment and sustainability groups, landowners and developers and traders.
- Warrenbeen Court Area and land north of Taits Road – Direct Contact (see detailed discussion on Page 11).
- Help Shape the Place engagement

  This was the first major opportunity for the community to get involved. The 40 page Issues Paper noted above provided background information to the community. The engagement involved:

  Help Shape the Place Workshop: The workshop was held on Wednesday 26 October and was open to anyone in the community. The workshop was facilitated by Campbell & Jones and over 60 attendees worked in groups to discuss planning issues and solutions facing Barwon Heads.

  Help Shape the Place Drop in Sessions: Two drop-in sessions were held on Thursday 27 October 2016. The sessions built on the workshops and the community were able to 'drop in' and ask questions of Council officers. A further 60 people attended the sessions.

  Submissions: Any member of the community was able to make written submission on the Structure Plan, either at the engagement sessions or by email, post or online. Council received over 130 written submissions.

  In facilitating the Help Shape the Place engagement activities Campbell & Jones and Council were also supported by Hansen Partnerships who were preparing the Barwon Heads Residential and Landscape Character Assessment.

- Draft Structure Plan Engagement

  A Draft Structure Plan was released by Council on 23 May 2017. Members of the public were able to make a submission on the draft until 23 June via the online form, by email or post. A 'drop in' information session was held on Wednesday 7 June.

  Almost 1,050 submissions were received. Most of these (970) were provided by the Save Barwon Heads Alliance who set up an online response portal that was independent of Council. Primarily the online response form focussed on a respondent to choose pre-written arguments in support of Council retaining the settlement boundary. The supporting arguments related to urban growth, amenity, retaining the seaside feel, tourism, environment, climate change and risk. Respondents were also able to provide other comments. It is noted that of the 970 responses received 66% reside in Barwon Heads and 78% in the Greater Geelong area.

  Of the 67 submissions that were received by Council directly, 20% did not provide an address or were located outside of Greater Geelong. All methods of consultation had some multiple responses within a household.

Key Themes from Consultation and the review of the Structure Plan

The Draft SP largely retains the key principles and directions from the 2008 Structure Plan (refer Attachment 3). As a part of the BHSPU and engagement process, a number of key issues were identified and are set out below. The Draft SP and recommended planning controls as well as a summary of submissions received on the Draft SP have been made available on the Geelong Australia website by visiting the 'Barwon Heads Structure Plan Update' page.

Settlement Boundary

Submissions have been received from the landowners identified in Table 1. Council also received a further 14 submissions that object to the recommendation in the Draft SP to not allow the westward extension of the settlement boundary.

Table 1. Rezoning requests outside of the settlement boundary

Rezoning Request	**Suggested lots (If known)**
Residential Rezoning requests outside of the settlement boundary	
Land on the south side of Barwon Heads Road, west of existing Residential zone (*1900 – 1920 Barwon Heads Road*)	250 – 300
All rural land west of the existing settlement boundary on the north side of Barwon Heads Road to the flood levee *(representing owners of 135 Taits Road, 137 Taits Road and 1941 – 1949 Barwon Heads Road)*	Unknown
2 X submissions for land on the north side of Taits Road, west of existing Residential zone (*122-138 Taits Road*)	Unknown

A summary of the reasons provided to support the change to the boundary include:

- Do not support Council's assessment of coastal settlement policy, including the State and Local Planning Policy Frameworks of the Greater Geelong Planning Scheme (GGPS), the Victorian Coastal Policy Statement and the Bellarine Peninsula Localised Planning Statement;

- Do not agree on Council's position that housing provision should be considered on a municipal basis and other strategies under Clause 11.02-1 of the Greater Geelong Planning Scheme that require planning for urban growth to consider opportunities to consolidate, redevelop and intensify existing urban areas. All towns should provide for some growth;
- Council is too reliant on community opposition and should balance the present and future interests of all Victorians under objective 1(g) of the Planning and Environment Act 1987;
- There is currently not enough affordable or diversity of housing in the township. Development will increase housing options and will provide an injection of improved design, jobs and investment;
- C159 and the Panel set out that limited development is feasible if it provides a net environmental benefit for the Murtnaghurt Lagoon and channel;
- Development can be designed to preserve the natural environment and the wetlands, including separation distances to environmental values – resulting in net environmental impacts;
- Development can be designed to mitigate issues of development regarding concerns raised by Council for environmental impacts, flooding and climate change amenity impacts to the existing townships and the provision of infrastructure. These issues should not preclude development. The proponents for 1900 Barwon Heads Road have submitted specialist reports to support this position;
- Development will enable the delivery of increased community infrastructure and landscaping, including sporting ovals and pedestrian connections, as well as retirement living to meet the needs of the ageing population identified in the Draft SP;
- Inconsistency for sensitivities of wetlands when other development has been allowed in the eastern side of the township near the Barwon River;
- Land is not viable for farming purposes;
- There is a need for tourist accommodation in the town;
- Issues around Council's consultation process (discussed above).

Recommended Council position on the settlement boundary

It is recommended that the settlement boundary for Barwon Heads not be expanded. In the first instance it is considered that there is a lack of policy support 'in principle' to extend the settlement boundary. To support this position Council has received significant community opposition to development through two community engagement processes. Due to the lack of 'in-principle' support for development, Council has not undertaken a detailed feasibility assessment of individual sites. High level advice has been received from referral agencies on aspects such as drainage, environment and climate change and other servicing requirements. It is considered that urban development outside of the settlement boundary would irrevocably erode the "village" atmosphere of the town and undermine the vision of the town, which aspires to be a place, where human impact is managed to support the fragile natural surroundings. These issues are discussed further below.

No policy support. In accordance with PPN36 a settlement boundary can be reviewed and must have regard to changed circumstances and other relevant matters. It is considered that since the last Structure Plan review the arguments that Council made against the extension to the settlement boundary have not changed and in fact have been strengthened.

A key State strategy is the Victorian Coastal Strategy (VCS). The VCS notes that development should occur in areas identified for growth. Development will only be considered where located within existing, modified and resilient environments, where the demand for development is evident and any impacts can be managed sustainably. In the first instance significant environmental and cultural values should be protected.

Both the G21 Regional Growth Plan and Clause 21.06 of the GGPS do not identify Barwon Heads as a town for growth. Further the State and Local Planning Policy Frameworks at *Clause 11.02-1 Supply of Urban Land* seeks to plan for population growth over a 15 year period. Residential land supply is required to be considered on a municipal basis, rather than a town-by-town basis. An analysis of residential supply has shown that there is a significant supply of land that goes well beyond the 15 year period for the Greater Geelong Municipal area, as well as the Bellarine Peninsula Region.

In the context of the adequate supply of land at the municipal level this does not automatically result in no growth whatsoever for a town not identified for growth. On the contrary the G21 plan notes that modest growth can occur, but this must be considered in the context of other policies, such as 21.06 which primarily directs growth to the growth area locations and at the same time promotes urban consolidation in line with the Housing Diversity Strategy 2008. Ultimately modest growth does not necessarily mean outward expansion and Barwon Heads should be considered in terms of its locational context. PPN36 is also relevant in that Council must consider the principle of development constraints. For Barwon Heads there are substantial amounts of growth occurring in the nearby growth area locations of Armstrong Creek and to the north of Ocean Grove. Clearly Barwon Heads cannot be looked at in isolation and Ocean Grove, which is located only 5km from Barwon Heads, is directly linked as a housing market. A housing market can consider key functional linkages between places where people live and work and is not necessarily defined by one township only. This is relevant for Barwon Heads in that as a standalone suburb the town does not have the range of services available to make it self-sufficient.

It is also considered unlikely that extending the settlement boundary will have a marked impact on affordability. As noted above the market for properties is larger than just Barwon Heads. Plus it is debateable that for a small town, new land is going to be priced at a lower point than what is the current market price for Barwon Heads. Across Victoria land in new development areas is often released in a limited or phased manner to keep prices higher at market levels or above. The proponents for landowners have noted that the delivery of housing could be drip fed over a number of years, which would support this argument.

The town centre and the surrounding 400 metre walkable catchment is currently located within an Increased Housing Diversity Area (IHDA), which is supported by the Housing Diversity Strategy 2008 and is part of Council's broader settlement strategy policy. There remains an expectation that there will be a level of development that is facilitated in Barwon Heads in the IHDA as well as through incremental change in surrounding residential areas.

The State Planning Policy Framework (SPPF) for the Bellarine Peninsula has been strengthened by the adoption of the Bellarine Peninsula Localised Planning Statement in 2014. This further enhances the importance of the ecology of the Bellarine Peninsula and the need to protect it from inappropriate urban encroachment.

<u>Undesirable precedent.</u> Any arguments put forward that support development of certain portions of land west of the settlement boundary would also not be supported by Council policy. This would create a precedent for land be developed west of the settlement boundary and would seriously affect the ability to hold this policy position.

Community support.

It is acknowledged that the Panel Report for C159 encouraged Council to reconsider its opposition to development of land at 1900 Barwon Heads Road where limited development can achieve a net environmental benefit. However the panel is clear that this is to be determined by the Council and the Barwon Heads Community. Further, the opposition by the community is not something that the Panel considered it was able to dismiss. The current Structure Plan update process has shown through two community engagement processes that the significant opposition by the community remains. The proposed development for 1900 Barwon Heads Road is also more substantial in terms of the number of houses and land area proposed for residential uses under the 2010 Structure Plan. It is therefore not considered that the scale of development proposed constitutes 'limited' development.

Detailed Land Development

As noted earlier there is no policy support for the development of land outside of the Settlement Boundary therefore a detailed assessment of land development feasibility has not been undertaken.

The proponents for 1900 Barwon Heads Road have submitted reports that were used during preparation of the 2010 Structure Plan that they consider support the development of land outside of the Settlement Boundary. This includes a Drainage and Services Report (2009), a Coastal Vulnerability, Flooding and Stormwater Assessment (2009) and updated biodiversity advice (June 2017). The reports provided are not detailed assessments and are high level at this stage. No similar information has been provided from the landowners north of Barwon Heads Road.

Referral advice from internal and external experts that has been provided to Council does not support the western expansion of development outside of the settlement boundary. Council's Environmental Planning Unit and Engineering Services do not support the proposal to extend the settlement boundary and the Department of Environment Land Water and Planning (DELWP) have also raised concerns. Of the greatest concern is the impact to the internationally recognised Ramsar Wetlands at Murtnaghurt Lagoon and overflow channel that connects the lagoon to Lake Connewarre via the Barwon River. The ecological, biodiversity and ecological importance of the area are well established through numerous studies. The impacts are not restricted to the wetlands themselves, but also from off site impacts of development such as through the development process and subsequent stormwater drainage or indirect impacts of domestic animals and the like. A need to provide buffers to the wetlands is also identified.

Experience from other developments in the City highlights that Council needs to adopt the 'precautionary principle' as outlined in Clause 12 of the GGPS. DELWP have advised that experience from Armstrong Creek has identified that increasing freshwater inflows into a saline wetland system can lead to degradation of the wetland by changing the vegetation community and not allowing the system to dry out as it would occur in the natural system. Further, Council's Engineering Services have noted that there are already stormwater drainage problems in Barwon Heads township and an extension to the settlement would likely exacerbate these impacts. Council also does not accept the use of pumped main drainage systems in this type of broad hectare location due to the ongoing maintenance costs resulting from the low lying nature of the land and salinity levels from ground water.

The proponent for 1900 Barwon Heads Road notes that the proposal will provide community benefits; including the potential for an aged care facility, open space reserve and community oval and a shared path network. The need for expanded community services and land would essentially be driven by the population growth that would result from an expanded settlement boundary, which Council policy does not support. Potential pedestrian connections would have a benefit for the community. Aged care facilities are not supported outside of the settlement boundary.

Residential Character

The recommendation to not extend the settlement boundary will have an influence on how development occurs within in the township and there has been significant residential infill in Barwon Heads over recent years. It is not possible or appropriate to stop all growth and Barwon Heads is required to provide a 'modest' level of growth in line with the G21 Regional Growth Plan. To inform future infill development in Barwon Heads a Residential and Landscape Character Assessment 2017 (Character Assessment) was undertaken by Hansen Consultants to inform the Structure Plan.

Feedback from the community during the Have Your Say engagement was that infill development has been detrimental to the village character of the town and there is concern over the use of the Residential Growth Zone near to the town centre. Most community members supported or understood the need for a diversity of dwellings within Barwon Heads, consistent with existing policies, but are concerned that the scale / form of development allowable under the current controls is out of character. The broad sentiment expressed was that some control was needed, but that this needed to be reasonable and not too onerous. Building height, site cover and building bulk, the need for vegetation/ landscaping and the retention of informal landscapes were seen as key opportunities for introducing planning controls. The extent of the residential growth zone was also an area of concern.

The final Character Assessment notes that Barwon Heads has a unique coastal character that is recognised by its setting and function as a coastal Victorian 'village'. The Character Assessment confirms that there has been significant infill occurring in Barwon Heads over recent years, however, contrary to the perceived community impression, most dwellings (75%) that are being constructed are not increasing densities, but the replacement of a smaller single dwelling with a larger footprint dwelling. The residential and landscape character of Barwon Heads is mixed. Despite the mixed character noted above, Barwon Heads has seen incremental erosion of its 'coastal character' over the last few decades and this trend will continue without the application of controls to manage built form.

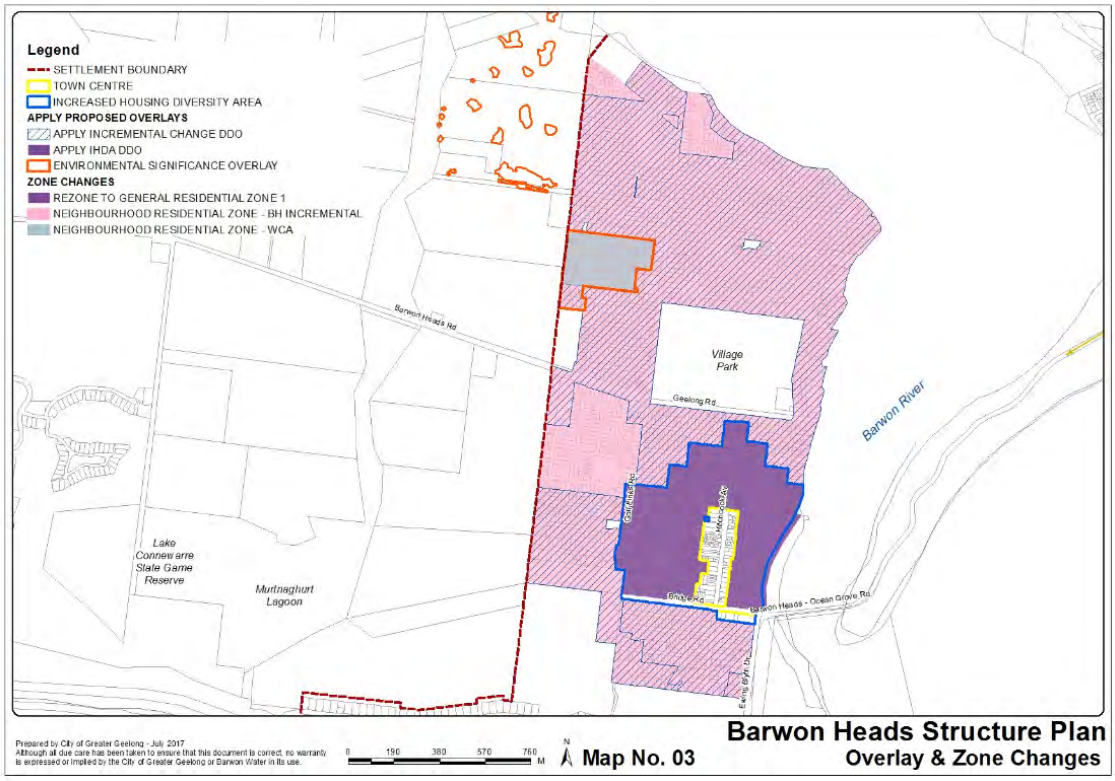
As a result of the Have Your Say engagement and the recommendations of the Character Assessment the following recommendations were released as the Draft SP and planning controls for consultation in May 2017:

- Rezone Residential Growth Zone to General Residential – Schedule 1.
- The Increased Housing Diversity Area (IHDA) to be retained; although removed from land south of Bridge Road and apply new Design and Development Overlay – the Barwon Heads IHDA area.
- General Residential Area to be rezoned to Neighbourhood Residential Area and apply new Design and Development Overlay – Barwon Heads Incremental Change Area.

The design response to recognise the unique coastal design character of Barwon Heads and appropriate zone includes (refer to the map below and Attachment 2):

- A planning permit needed for a single dwelling where certain provisions are not met and a permit needed for the construction of more than one dwelling on a lot;

- Provide space around buildings and separation between buildings, landscaped front gardens and retention/planting of indigenous vegetation;
- Appropriate consideration of building materials and high quality non- suburban design styles will be considered through Decision Guidelines when a permit is required;
- Height of buildings will depend on design and being able to meet the preferred coastal design character outcomes;
- The IHDA Design and Development Overlay encourages a need for smaller dwellings, provided it is the right type and design of dwelling and is in the right design context and scale;
- Planning permit applications for single dwellings to be exempt from advertising and third party appeal rights;
- The choice of residential zones recognises recent State changes to the residential zones; and
- Management of the public realm should recognise existing street trees and the informal landscaping of streets.



There was generally positive feedback received during the consultation on the Draft SP and the recommended planning controls and zone changes. Building height was again the predominant issue that was raised by the community and primarily to restrict height to no more than 2 storeys across the township, including the General Residential Zone. Since the building heights are set as mandatory controls by the State Government under changes made through VC109 there were requests that the entire Barwon Heads residential areas should be rezoned to Neighbourhood Residential Zone (which has a two storey mandatory height limit). The were also a number of submissions received that did not support Council's recommendation to exempt advertising and third party appeal rights for permit applications for single dwellings.

The retention of the IHDA and zoning of residential land as the General Residential Zone recognises Council's broad policy to promote density and change near town centres and the need to encourage increased diversity of housing of the right type, which would include one and two bed units along with older persons housing to recognise the ageing population of the community. It is recommended that the location of the IHDA south of Bridge Road be reduced to support the Hansen recommendations and recognise the unique character and topography of this area. Council has received support from several landowners in the this area and no objections. It is not, however, recommended that the IHDA be extended north to Geelong Road and west to Golf Links Road, which was an option for consideration through consultation on the Draft SP. The community has generally sought that Council reduce the size of the IHDA area and no submissions were received to support the extension.

The approach recommended is a balanced approach that allows for some growth to occur within the Barwon Heads township, while ensuring that this occurs in the right coastal design context for Barwon Heads and the controls are not overly prohibitive. This is supported by the Character Assessment and the height limits for the General Residential Zone are uniform across the State as a mandatory maximum of 11m (3 storeys). The requirement for a relax in the third party rights recognises this balanced approach by not being overly onerous for applicants or on Council resources. If the application involves a multi unit development or there is another overlay in place, for example a heritage application, then there will be opportunity for the community to be involved.

Submissions on the Draft SP have requested that Council implement interim height controls to remove the ability for developers to 'hurry along' a development ahead of Council's recommended zone changes and implementation of planning controls. Interim Planning Controls can only be applied by the Minister of Planning at the request of Council. Interim controls are generally only applied when there is a clearly identified risk, such as the demolition of a heritage building or removal of significant vegetation. Council recommendations are seeking to apply zone changes to the residential zones. Height within the subsequent Neighbourhood Residential and General Residential Zones are determined by the mandatory height requirements of the zones. Therefore it is not considered appropriate for Council to request interim changes to the zones ahead of the proper planning scheme process for the zone changes, which will involve a formal exhibition stage and likely Planning Panels Victoria Hearing.

Parking and transport

The scale of traffic flows through the town and the amount of car parking supply is continuously raised as an issue requiring attention by residents and traders and is one of the major challenges for Barwon Heads. Primarily the feedback received through the community engagement relates to a lack of parking, congestion and slow traffic times through the town that are particularly bad during the holiday season, many weekends, public holidays and school holidays, a need to improve safety and the need for more pedestrian and cycling connections. There were similar comments raised during both consultation exercises. Other feedback received from residents indicated an acceptance of the parking situation and that there is a need for people to consider walking or cycling more often. Often there is an expectation for people being able to park directly outside a shop or service. This is not realistic year round, comparable to many areas across Geelong.

To address parking and traffic issues Council Commissioned GTA to undertake traffic and parking studies in 2003 and an update in 2010. Subsequently a series of actions have been implemented through these studies. Outside of the holiday peak times volumes on the arterial and collector roads are generally within the capacity of these roads. The main 'arterial road' through the township is Barwon Heads Road, Golf Links Road, Bridge Road and across the Barwon Heads Bridge that is managed by VicRoads. Council must work within the limitations which this road alignment, and its management, presents in relation to traffic movements and associated issues for the wider township. Council's Engineering Team have advised that further speed reductions on certain roads in the town will inevitably transfer those problems to other roads. Further, a blanket reducing of speeds across Barwon Heads would likely have a detrimental impact on the overall traffic flows in the town, which could lead to considerable objections from the community (and there have been objections raised in regards to additional pedestrian crossings installed in 2016).

Parking provision is a complex issue, as the significant problems in the holiday peak of around two months skews the impacts and makes it difficult to plan for and to justify further provision of budgets for Council. Further, there are many different views across the community as to what solutions would be appropriate for Barwon Heads. Ultimately Council's Engineering team do not at this stage recommend any significant changes to the parking regime and infrastructure that is available to Barwon Heads. This is continually monitored by the Engineering team who respond to customer requests or complaints where necessary. A number of options have been outlined in the Draft SP that may be considered for implementation in the future by Council if budgets are available and there is community support. This includes residents permit parking or paid metres in the town centre, park and ride or extension to the community bus, council purchase and development of off-street car parks (although this is likely to be cost prohibitive) or a Special Rates and Charges Scheme to fund car parking, parking infrastructure or pedestrian and cycling connections (part or completely funded by the local community).

Council has received submissions requesting that an additional traffic and parking assessment should be undertaken. This is not supported as considerable resources have been put into implementing improvements for the town and as noted earlier Council does undertake its own monitoring of parking and traffic and future options for improvements are outlined in the plan. It is also noted that the Structure Plan is a land use plan and not a traffic plan.

In promoting an improved pedestrian and cycling network the G21 Principal Bicycle Network, Greater Geelong Cycling Strategy and the Barwon Heads Walks Project are used to assist the prioritisation of paths infrastructure where appropriate and Council budgets are available. The informal streets provide an important character element for the town and should generally be protected as recommended by the Character Assessment. There will sometimes be a need to provide footpaths to improve pedestrian connections and active travel around the town; although these are prioritised in high movement areas and/or the most direct route or where identified in an relevant Council plan or strategy.

Flooding and Stormwater

Barwon Heads is susceptible to flooding due to the low lying nature of the town and since it originally made up part of the floodplain for the Barwon River. The majority of the town is well protected from Riverine Flooding by the levee bank to the east, however, the town experiences relatively serious and frequent drainage related or 'stormwater' flooding. To address the stormwater flooding Council has put in place a Special Building Overlay in areas designated flood prone land and has also installed a pumping station in Clifford Parade to cater for more frequent, lower intensity rain events; although this will not eliminate flooding.

The issue of stormwater has the potential to be exacerbated through the pressures from infill development in the town centre, particularly in the context of a Residential Growth Zone being in place within 400m of the Town Centre. It would be impossible to eliminate all flooding by increasing capacity of the underground drain network. Outcomes from this structure plan seek to address the extent of the impacts of stormwater flooding impacts by putting in place the following measures:

- The recommended zone changes from Residential Growth Zone to General Residential – Schedule 1 in the IHDA area;
- The Design and Development overlay that change the zone schedule to decrease site coverage to 40% in the proposed Neighbourhood Residential Zone;
- New development will be required to include measures to restrict stormwater discharge to acceptable level, with major development being informed by a detailed stormwater management plan;
- A future updated Flood Management Plan may recommend the need for planning controls to be put in place to address localised stormwater flooding.

Council's Climate Adaptation Strategy 2011 has lead to the preparation of a 3rd Pass Local Coastal Hazard Assessment (LCHA). The mapping shows that there are some small areas on the coastal edge of the existing town that may be subject to climate change risk to 2070 and 2100 resulting from storm tide events on top of the sea level rise scenarios. The impact of coastal inundation by the year 2100 will require careful coastal planning in the future. Council is currently working with the Borough of Queenscliffe to determine appropriate planning mechanisms to include in the Planning Scheme resulting from the LCHA.

Environment

The natural environment of Barwon Heads plays an important role for the township and is highly valued by the community as evidenced through both engagement processes. It provides intrinsic habitat and biodiversity values that are environmentally significant; not just to the State, but also nationally and internationally. The Structure Plan continues to recognise this environmental context of Barwon Heads.

Submissions have been received requesting that Council implement additional environmental and conservation zone overlays in the private land adjoining the wetlands to protect the wetland ecosystems and the need for appropriate protective buffers. Council's Environment Team have advised that the Council's Biodiversity Strategy is out of date. A future review of the Strategy will consider whether biodiversity is adequately protected across Greater Geelong and whether additional planning controls are needed. Any recommendations of the study would need to be implemented through a planning scheme amendment process.

Warrenbeen Court Area and Taits Road west of Settlement Boundary

The Warrenbeen Court area includes Warrenbeen Court and a small part of Saratoga Avenue. It is a residential area that is located within a unique vegetation and landscape setting. Taits Road west of the settlement boundary is located within the Farming Zone. Council commissioned Ecology Heritage Partners to conduct a significant tree assessment within private land at Warrenbeen Court completed in October 2016 and for land in rural areas north of Taits Road completed in February 2017. Remnant indigenous vegetation in both areas are representative of the Ecological Vegetation Class: Coastal Alkaline Scrub (EVC 858). The area contains indigenous vegetation of State significance, listed as threatened under the Flora and Fauna Guarantee Act 1988 and Endangered within the Otway Plain bioregion.

The study area contains Coastal Moonah woodland community (*Melaleuca lanceolata*) (Coastal Moonah) ranging from poor to good condition. Condition is a representation of the overall vegetation community structure. The presence of poor condition, or relatively poor condition, Moonah woodland is an indication of poor management of the understorey. Further degradation of understorey vegetation throughout the study area remains a high risk and the study recommends that Council protect and improve the diversity of remnant vegetation through planning controls.

Within Warrenbeen Court there are covenant restrictions listed against the titles to benefit other landowners of the area. The covenants seek to protect vegetation on the land through the following restrictions on development:

1. *The owners…shall not allow the erection of more than one dwelling on any single lot or further subdivision of any lot.* [COVENANT X290849N of 01/02/2001 – expires on 31 December 2020]
2. *The owners…shall not develop the land other than in accordance with an approved neighbourhood design plan pursuit to planning permit No.1057/97.*[COVENANT PS412071E of 20/09/1999 – no expiry date. It may be removed (or replaced) only "by agreement of all interested parties"]

To recognise the existing protection in the area and the recommendations of the Ecology Heritage Studies two changes are recommended:

1. Rezone land at the Warrenbeen Court Area from General Residential Zone – Schedule 2 to Neighbourhood Residential Zone with a schedule requiring a minimum lot size of 4,000m^2 and limiting development to one dwelling per lot.
2. For both the Warrenbeen Court Area and the Taits Road area apply an Environmental Significance Overlay (ESO). The ESO would protect the trees and their ecological values and habitats (community). The overlay would also require a permit for most building works.

Landowners in the area have been directly notified by letter as part of the Have Your Say and Draft SP engagements. During the Draft SP engagement a proposed ESO was available. Engagement on the Draft SP has resulted in four neighbour objections being received. In summary the objections include that there is an expectation of development when the covenant restrictions are removed; there are already exemptions for removal of trees through bushfire exemptions; a Vegetation Protection Overlay (VPO) would be more appropriate; and there are issues with the cost of maintenance in the rural areas.

A Supreme Court of Victoria decision (VSC 677) in November 2016 has highlighted that there is a need to prepare planning controls to protect vegetation in the area. The decision involves a dispute between two neighbours in Warrenbeen Court over construction of buildings outside of the building envelopes. The Supreme Court has ruled that there is no longer any legal protection of vegetation in the area excepting in cases where building is proposed outside of the permitted envelope. Whilst the Court recognises the purpose of the covenant as being protection of the vegetation, absent of a breach of the covenant there are no vegetation controls. The decision also confirms that there are two covenants in place and the covenant that restricts development within the building envelopes remains in perpetuity. Therefore the expectation that the land can be developed is incorrect. The whole uniqueness of the area is dependent on the retention of large allotments and retention of vegetation is the primary component of the character. The ability to subdivide or undertake further development would seriously risk this. Further the Neighbourhood Residential Zone has been recommended for the surrounding residential areas and the proposed Warrenbeen Court Area zone is consistent with this.

A VPO is not considered to provide adequate protection of the Coastal Moonah Woodland community. Under a VPO only specific trees are protected, but not necessarily the vegetation community, including the understorey; nor are the trees protected from building or construction works, which have the ability to negatively impact on the vegetation community. Maintenance issues associated with vegetation can potentially be addressed through a planning permit on an ongoing basis.

Clause 52.48 Bushfire Protection – Vegetation Clearance Exemptions

Clause 52.48 results in exempting the requirements of obtaining a planning permit resulting from a prohibition of the removal, destruction or lopping of vegetation. Council considered a Report and wrote to the Minister for Planning in early 2016 to request the Minister investigate the blanket application of this provision as it is seeing vegetation removed in urban areas with no identified fire threat.

The Minister advised in writing in June 2016 that DELWP (the department) is currently investigating a proposed update to the clause based on a more risk based approach and the matter will be considered 'in due course'. No response has yet been received by the Minister. This is a similar approach to the Ocean Grove significant tree assessment and recommended planning controls.

Interim Controls – Warrenbeen Court

It is recommended Council apply for interim controls for the Environmental Significance Overlay while the amendment is being considered. Without interim controls there could be a loss of vegetation as there are currently no planning controls in place. This has become more pertinent as the Supreme Court decision noted above has confirmed that there is effectively no vegetation protection outside of the building platforms. Further, submissions that have been received have indicated a wish to develop the area. There have also been comments made from landowners that the land could be 'moonscaped'.

Interim controls are routinely applied where heritage overlays are proposed and there have been instances where Councils have applied them to vegetation. This includes the recent application of interim planning controls in Ocean Grove resulting from the Ocean Grove Significant Tree Project.

Additional Vegetation Protection

In addition to the vegetation protection noted above, submissions have been received during the Draft SP engagement that consider that Council should be putting in place greater protections for vegetation on public and private land within Barwon Heads. It is noted that Council is currently undertaking additional tree assessments on public land and road reserves in Barwon Heads and across the Bellarine Peninsula. Once this work has been completed and there are available resources, a planning scheme amendment process to incorporate these into the GGPS with community engagement is likely to be instigated. Warrenbeen Court has for a number of years been identified as an EVC that needs to protect vegetation and the area is unique due to its large property sizes. The DDOs that are noted earlier have made recommendations that require additional indigenous canopy trees be retained and protected on site. It is not considered necessary that additional protections be required for private land within Barwon Heads.

13th Beach Resort

During the preparation of the 2010 Structure Plan Council sought to rezone Stage C of the land as Rural Conservation Land. The Panel's report on the subsequent Planning Scheme Amendment C159 supported the retention of the Comprehensive Development Zone (CDZ) given its ability to provide the greatest level of control over future site outcomes and the potential to deliver net environmental benefits to Murtnaghurt Lagoon. The panel noted, however, that the zoning of the land would not necessarily be retained in perpetuity if not acted on in the short term could revisit the land zoning. The site is recommended to remain in the CDZ for the following reasons:

- The redevelopment provides an opportunity to deliver net environmental benefits for the community;
- Economic conditions that would have allowed for redevelopment in a short timeframe have changed;
- This is a nationally recognised golf course that is identified in the Tourism Greater Geelong and the Bellarine Tourism Development Strategy as a key tourism facility for the City;
- The Farming Zone has changed since 2010 and allows for a wider range of land uses;
- A golf course of this nature can provide a high level of visual and landscape amenity;
- There was limited support for the change by the community through engagement; and
- A key requirement is that no residential development should occur on the site.

Other issues.

- A submission was received regarding the development potential of farming zoned land to the north of Barwon Heads at 44 River Parade and 14 Eddystone Court. These areas are located within the settlement boundary, however, are included in the Farming Zone. Further investigations have indicated that this appears to be an anomaly. The two parcels of land were originally linked to the area of land associated by a historical Section 173 agreement. Each parcel is associated with a larger parcel of farming land to the west that is outside of the settlement boundary. The site is also a triangle of land wedged between the Moonah Park at the edge of the settlement boundary. 44 Eddystone Court is also identified as Flood Prone Land. Overall the land is likely to be constrained and it is recommended that the settlement boundary be changed to exclude the land from the settlement area.
- A submission was received requesting the rezone the Jirrahlinga Koala and wildlife Sanctuary to Special Use Zone to uphold the environmental and land use values. The sanctuary is located within the Farming Zone and has existing use rights to operate. Further the land use is privately owned and the submission has not come from the landowners. A rezone is not considered necessary and the use is buffered from residential uses by virtue of being located in the Farming Zone.
- The old kindergarten building in Clifford Avenue is owned by Council and is currently vacant. Council is yet to resolve a way forward for how the site can be used.
- It is not necessary for this Structure Plan to designate future areas for educational purposes, nor consider availability of land for additional educational facilities. An additional Catholic primary school in Barwon Heads is also not required.

- The draft Retail Strategy suggests that to support Barwon Heads there is a floorspace need of 7,200m^2, which means there is currently an excess of land required at 9,800m^2. Taking account of population projections to 2031 it is projected that there is adequate land in Barwon Heads to support the township with the 9,300m^2 floorspace required (with no extension to the settlement boundary);

  A submission was received requesting that Commercial 1 Zone land at 1-3 Clifford Parade and 8-10 Bridge Road be rezoned to Mixed Use Zone. A rezone is not supported. Projections in the draft Retail Strategy that note an excess of 500m^2 of retail land is considered to be insignificant and this is not an absolute figure. Further, the two areas of land that have been requested for rezoning comprise of a total of 3,645m^2;

- The emerging Open Space Strategy does not identify a need for additional open space or land acquisitions to meet the needs of the community. There is a need to improve accessibility to recreation facilities and networks around the town;

- Council continues to support the development of a Round the Heads Trail although the project timeline is currently unknown. Some sections of the trail are already in place. To proceed to detailed design would require permanent or part closure of a section of the Lake Connewarre State Game Reserve, potential acquisition or negotiation of private land and available budget. Submissions have been received that object to the trail due to potential implications on the surrounding wetlands and birdlife. Detailed design planning of the trail would need to consider environmental impacts and would involve community consultation;

- Review period of the Structure Plan. Council received submissions that both supported and opposed the timeframe for review of the Structure Plan. Council's approach it is that a full review of the Structure Plan would only occur if there is significant change to State or Local Policy. It is costly and time consuming for Council to be undertaking reviews of Structure Plans every five years for a plan with a 15 year planning horizon and clear policy direction. This is particularly relevant when the town is not identified as a growth area. Further, this does not provide any certainty to the community. Council is currently preparing a Settlement Strategy at the municipal level and in the future land supply may be considered at broader level rather than on a settlement by settlement basis.

Financial Implications

There will be no significant financial implications on Council as part of the future planning scheme amendment process. All future statutory processes will be covered by respective departmental budgets.

Stakeholder Consultation and Communication

In addition to the informal community consultation outlined in this report, the planning scheme amendment process will include a statutory consultation period (minimum 30 days). Where submissions cannot be resolved, an Independent Panel will be requested.

Policy/Legal/Statutory Implications

The Project has considered the relevant State and local planning considerations. To give proposed controls statutory weight, a planning scheme amendment will be initiated to implement them in the Greater Geelong Planning Scheme.

Alignment to City Plan

This report aligns with the directions of the Sustainable Built and Natural Environments theme in City Plan.

The report aligns with the Greater Geelong community vision to create a clever and creative city-region for a community that is connected, sustainable and resilient, prosperous and designed for people.

Conflict of Interest

No Council officers involved in the development of the Barwon Heads Structure Plan 2017 and preparation of the report have a direct or indirect interest in the issue, in accordance with Section 80C of the Local Government Act, to which this report relates.

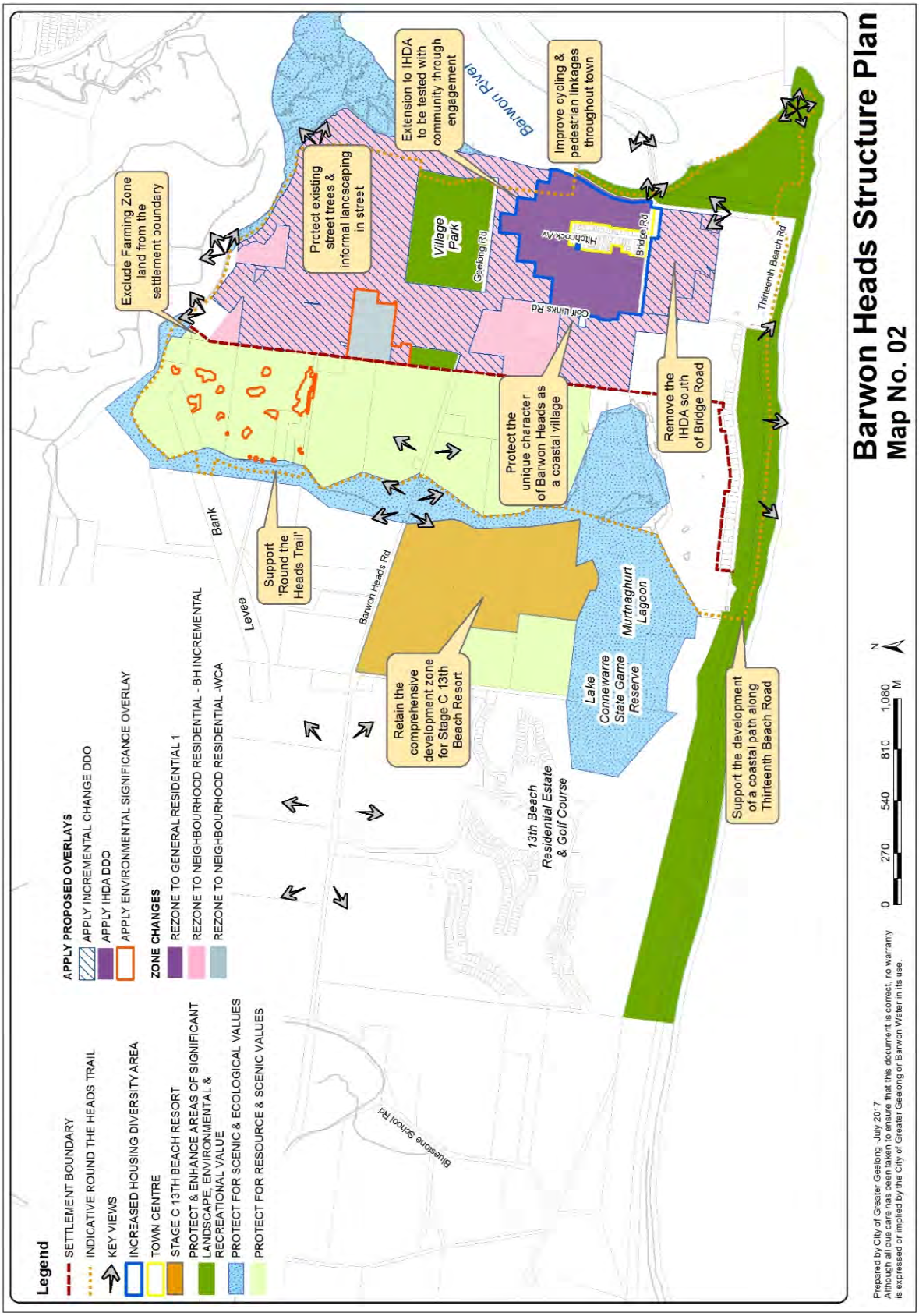
Risk Assessment

There is a risk in not updating the Structure Plan given there have been several changes to State and Local Policy since 2007. The recommendations will result in changes to Clause 21.14 Bellarine Peninsula where it relates to Barwon Heads.

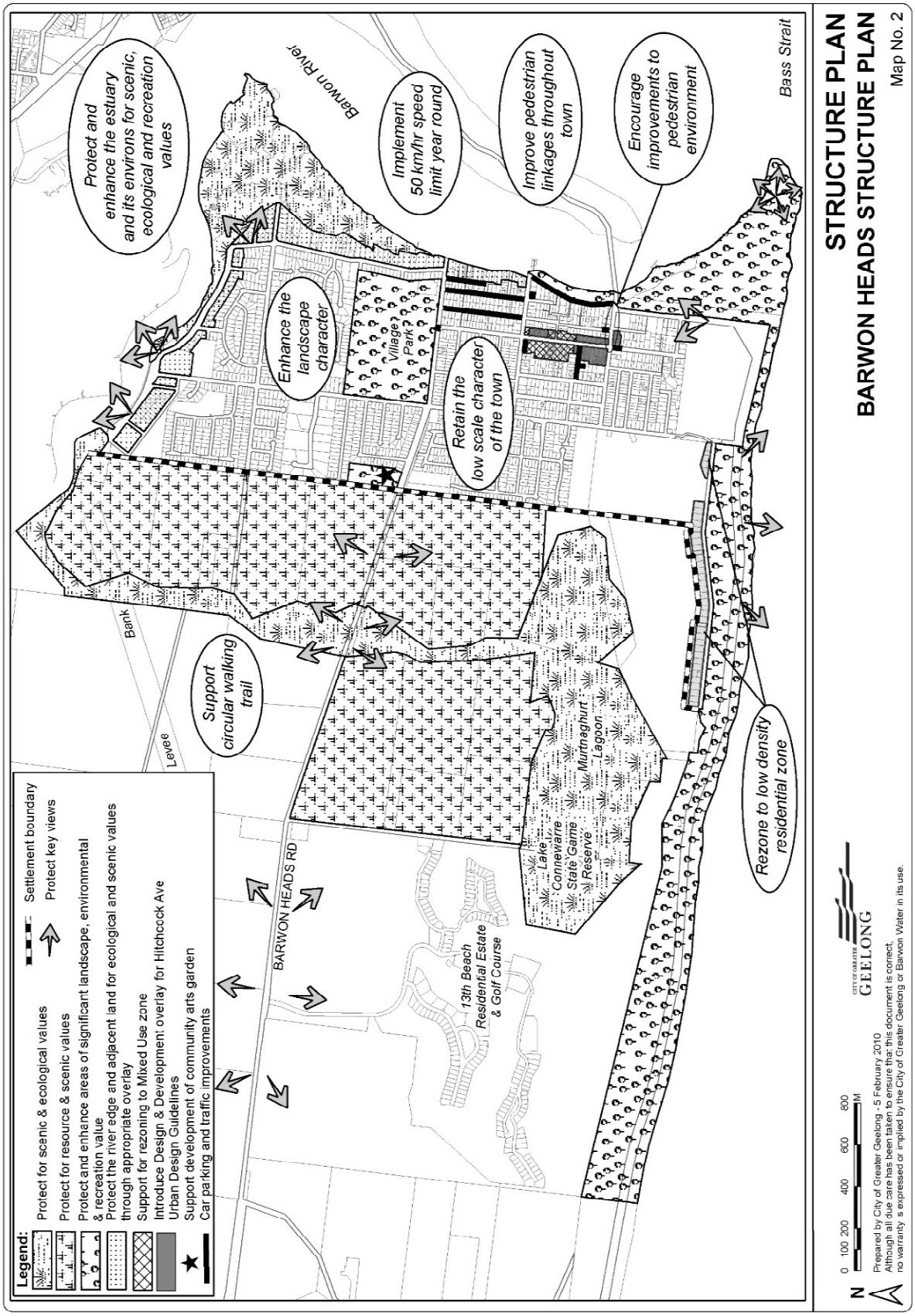
Environmental Implications

Environmental implications have been considered as part of the Structure Plan update and Council's Environment and Waste Team and the Department for Environmental Land Water and Planning have provided a referral response to the Structure Plan. Key environmental features within and around the town have been reviewed and considered in terms of future land use and development and associated impacts.

Attachment 2: Draft Barwon Heads Structure Plan Map 2017



Attachment 3: Barwon Heads Structure Plan Map 2010



2. DRAFT BREAMLEA HOLIDAY PARK MASTERPLAN

Source: **Environment and Waste Services**
Acting Director: **Peter Godfrey**
Index Reference: **Breamlea Caravan Park**

Purpose

To seek Council endorsement for the public exhibition of the Draft Breamlea Holiday Park Master Plan.

Background

- Situated on Crown Land, The City of Greater Geelong (CoGG) acts as Committee of Management (CoM) for the Park and surrounding foreshore on behalf of the Department of Environment, Land Water and Planning (DELWP). Council's Environment and Waste Services Department is responsible for management of the Park, with a contracted caretaker undertaking day to day park management.
- Council has undertaken significant upgrades over the past seven years including the construction of three eco friendly villas, upgrades to the amenity blocks, BBQ areas and general store frontage, improved outdoor lighting, installation of an all abilities toilet, new fencing and improved tree management.
- A survey was issued to site holders and local residents in March 2016 with feedback considered as part of the final Draft Master Plan.
- The Park is operationally profitable.

Key Issues

The Master Plan seeks to align with the requirements of State Government policy and best practice guidelines for foreshore caravan parks. The aim of the Master Plan is to:

- maintain a Park that is financially sustainable and attractive to potential users;
- deliver a mix of accommodation by rationalising location and size of sites by;
    - consolidating six and twelve month permit sites and casual sites as well as providing open areas for group bookings in off-peak times;
    - designating an additional 25 sites as 12-month permit sites;
    - designating an area to be available for use by larger motor-homes;
    - designating an area most suitable for additional cabin accommodation;
- continue to monitor and manage established trees and undertake a tree replacement program using appropriate indigenous species;
- in consultation with the CFA, conduct staged fire safety fuel reduction along the Park boundary to maintain safe a clearance zone from caravan sites and reduce fire risk;
- protect and minimise impact on Aboriginal cultural heritage values;
- upgrade site power and water service arrangements to best practice;

The Master Plan has been prepared to improve the safety, management and facilities of the Breamlea Holiday Park for the next five years until 2022 with a key objective being to maintain financial viability while preserving the intrinsic values of the Park and associated foreshore areas.

Recommendation

That Council endorse for public exhibition, the draft Breamlea Holiday Park Master Plan (Attachment 2).

Carried.

Attachment 1

Discussion

- Breamlea is part of the internationally renowned Great Ocean Road region. Whilst other towns attract large visitor numbers, Breamlea has retained its charm and low profile in part as it's not directly linked to main coastal roads. Breamlea has just over 100 residential homes, with a population (permanent and non-permanent combined) of approximately 230. It is also home to the Bancoora Surf Life Saving Club. Breamlea Holiday Park offers a unique and relaxed holiday experience to holiday makers.
- The combined holiday park, post office and general store are the only commercial facilities in Breamlea and are important to the function and social fabric of the town.
- Breamlea is surrounded by significant environmental areas including the open coast, dunes, and wetlands which are inhabited by a diverse array of flora and fauna.
- Breamlea is an area of high cultural heritage significance with more than 60 known Aboriginal archaeological sites within a 2km radius of the Holiday Park.

Attachment 2 – Breamlea Holiday Park Master Plan

Financial Implications

The cost to implement the full range of actions within the Master Plan over the next 5 years, regardless of whether they rank Mandatory, High, Medium or Low priority is $1.15 million.

Many of the actions will be delivered by Park surplus received from the operation of the Park. Note the current annual income for the park is approximately $430,000 and the surplus is around $60,000.

The following provides a summary of financial implications:

- $30,000 to undertake a Cultural Heritage Management Plan (CHMP) is considered mandatory. This can be delivered from Park surplus.
- $405,000 to replace old cabins is considered a priority in the medium term (3 to 5 years). A proportion can be paid for via Park surplus and through some budget submissions in future years.
- $715,000 for a broad range of low priority, non-urgent actions that are considered discretionary but which in total deliver the level of amenity required.

Some elements of the Master Plan will be dependent on new business cases to be considered in future budgets.

Stakeholder Consultation and Communication

Community and stakeholder consultation has been an important component of development of the Draft Master Plan.

Initial consultation involved a workshop held at the Park with representatives from Council, Park management, DELWP, CFA, the Wathaurung and Parcor Safety Training and Consulting.

Consultation was also sought from the community, regular and casual Park users, visitors and stakeholder authorities. It included a survey where comments and feedback were sought.

As the land owner DELWP were consulted again in May 2017 and have provided in principle support for the Draft Master Plan (see Attachment 3 – DELWP letter of support).

Notification of the endorsement of the Draft Master Plan will occur on Council's website and via letters to site holders and residents and information displayed at Breamlea General Store.

Policy/Legal/Statutory Implications

The changes suggested as part of the Draft Master Plan are consistent with requirements of State Government policy and best practice guidelines for foreshore caravan parks. As the land owner, it is a requirement that DELWP provide their support before any Draft Master Plan becomes a final.

Conflict of Interest

No Council officer involved in the preparation of this report has a direct or indirect interest in the matter to which the report relates.

Risk Assessment

As part of the planning process for the Park, emergency management and OH&S procedures are being reviewed and updated.

The coastal vegetation adjoining the Park which is dominated by Coastal Tea Tree and Coast Wattle with a thick understorey of indigenous ground covers result in a high fuel load and presents a potential fire risk. The Emergency Management Plan requires an annual inspection by the CFA which includes an assessment of whether this risk is being appropriately managed.

By commissioning a CHMP, the Master Plan will minimise risks by providing additional detail around required actions relating to protecting Aboriginal cultural heritage sites.

Environmental Implications

Breamlea is surrounded by significant environmental areas including the open coast, dunes, and wetlands which are inhabited by a diverse array of flora and fauna. The operation of the Park in this sensitive setting is geared around minimising environmental impacts

There is no remnant indigenous vegetation within the Park. The existing large Eucalypts include Southern Mahogany, Tuart and Sugar Gum are not indigenous to Breamlea but contribute to landscape character and amenity.

Ongoing monitoring and management of the trees will continue and a staged tree replacement program using indigenous local provenance Moonah and Coast Manna Gum will be implemented.

PARK ACCOMMODATION

Currently the Park has a total of 136 sites of which 68 (50%) are 12 month permit sites and 59 (43%) are casual sites. There are three new self contained premium villas and five older small basic cabins with one larger basic family cabin. Changes to the current layout and operation of the Park are needed in order to meet State Government policy and best practice guidelines for foreshore caravan parks. These include:

- Renumbering sites and making all sites the same size.
- Adopting minimum standards for on-site vans.
- Adopting State Government permit conditions for 12 month permit sites to increase turnover.
- Upgrade site power and water service arrangements to best practice.

The new Caravan Park layout includes 142 sites comprising 95 (63%) 12 month permit sites, 47 (31%) casual sites as well as 10 cabins. The Plan also creates an area to accommodate larger motor-home vehicles. A

12 MONTH PERMIT SITES

These sites are distributed across the Holiday Park and include fixed annexes and car parks. Currently these sites, along with casual bookings over the Christmas period provide a significant income stream for the Park. The State government requires 12 month permit sites to be kept together within the Park, and therefore the Plan recommends:

- Realign the road and sites west of the Park Office to use space more effectively and remove 'garden' areas that may contribute to increased fire risk. B
- Relocating some 12 month permit sites so they are located together.
- Retain 12 month permit sites in some areas; improve sites and the condition of caravans to meet State Government standards.
- The 12 month permit holders occupying sites that will be identified for relocation will be provided with the opportunity to choose from other available sites.

CABINS AND VILLAS

Cabin and villa accommodation are a popular form of casual year round accommodation. Currently in the Park there are three self contained premium villas and six older cabins. State Government guidelines permit cabins/villas to make up to 15% of park accommodation. Under the current capacity this allows for an additional 11 cabins/villas. Recommendations include:

- Relocate 12 month permit sites away from the villas to establish separation between permit sites and villas/cabins. In the longer term investigate additional en suite cabins adjacent to the villas to consolidate this precinct. C
- In the longer term as funding becomes available, establish a fourth premium villa. D

CASUAL VAN AND CAMPING AREAS

There is currently limited casual use of the Park outside peak holiday periods.

- Investigate how to increase visitation during off peak times.
- Consolidate casual sites and provide dedicated open space areas for winter/off peak school camp use. Groups could potentially have exclusive use of some facilities such as the BBQ area and recreation room mid week.
- Investigate installation of a waste dumping facility for motor-home vehicles.

VEGETATION MANAGEMENT

The existing large Eucalypts contribute to landscape character and amenity of the Park however these trees are not local to Breamlea. Despite ongoing monitoring many of these trees will require removal in the near future. Recommendations include:

- Monitor established trees and continue annual tree assessment and management including dead wooding to ensure public safety.
- Undertake a staged tree replacement program using a mix of local species.

The vegetation next to the Holiday Park in the sand dunes is very dense and close to the Park. It is a significant fire risk to on-site caravans and annexes located against the fence line. In line with CFA recommendations:

- Undertake annual review of fuel management along the Holiday Park boundary fence line and buffer zone ahead of each fire season. Implement clearance zones in accordance with current CFA Guidelines and maintain a less flammable understorey.

CULTURAL HERITAGE VALUES

Breamlea is an area of high cultural heritage significance with more than 60 Aboriginal archaeological sites within a 2km radius of the Holiday Park. Liaise with the Wathaurung to confirm the need for a Cultural Heritage Management Plan prior to undertaking any works involving ground disturbance. Relocate existing sites as required to protect known sites of cultural heritage significance.

EMERGENCY MANAGEMENT

Emergency management procedures are reviewed annually and require regular inspections to ensure appropriate procedures are in place.

- Recommendation is to engage the CFA to undertake an annual inspection as part of the annual review.

DRAWING KEY

- Existing vegetation
- Existing trees
- Existing sealed road
- Existing unsealed road
- Existing unsealed path
- Road alignment to be changed
- Proposed unsealed road
- Pedestrian Access
- Existing fence
- Fence to be removed
- Existing gate
- New gate
- Telephone box
- Junction pits
- Drainage pits
- Light poles
- Taps
- Fire plugs
- Electrical box
- Fire hydrant
- Bollards
- Water main
- Underground electricity cables
- Sewer
- New signage
- Existing buildings
- New buildings
- Casual sites
- Annual sites
- Views from Villas
- Existing features to be removed

OVERVIEW

The Breamlea Holiday Park is crown land owned by the State Government and offers a unique holiday destination nestled between coastal sand dunes and Thompson Creek. The Holiday Park, which includes the general store and post office are the only commercial facilities in Breamlea and are very important to the function and social fabric of the town.

The Master Plan has been prepared to improve the running and facilities of the Breamlea Holiday Park for the next five years until 2022. The Plan also meets the requirements of State Government policy and best practice guidelines for foreshore caravan parks. Key recommendations of the Master Plan include:

1. Slightly modify the layout of the Holiday Park including:
   - renumbering sites
   - making all sites the same size
   - moving some 12-month permit sites so they are located together
2. The addition of 25 new 12-month permit sites.
3. Monitor the health of trees and replace them as needed using local species to maintain the existing character of the Park.
4. Reduce the fire risk by conducting staged fuel reduction along the Park boundary to maintain a safe clearance zone from caravan sites.
5. Protect known sites of Aboriginal cultural significance within the Park.
6. Establish approximately 10 new cabins/villas in the Park over a 5-10 year period as funding becomes available.

PARK OFFICE/GENERAL STORE

A number of improvements have recently been completed to expand and enhance the outdoor seating areas and landscape amenity.

PARK RECREATION FACILITIES

Existing recreation facilities in the Holiday Park include a playground, beach volleyball area, basketball half court and recreation room.

- Recommendation is to upgrade the existing playground. G

AMENITY BLOCKS AND BBQ AREAS

There are two amenity blocks at the Park. The west block has been recently refurbished while the east block is older. Each amenity block has an adjoining covered barbeque area.

The east block has recently been upgraded to include an all abilities family/bathroom facility at the south east corner of the building.

- Recommendation is to continue to upgrade the east amenity block as funding becomes available. F
- Investigate installation of a waste dumping facility. E

HOLIDAY PARK BOOKINGS

Council's website has recently been updated to include detailed information about the Holiday Park and the Park features on several online tourist information websites. There is currently no website booking system. Recommendations include:

- Investigate establishing the Holiday Park's own booking system through the City of Greater Geelong IT Services with any new booking system to explore options for an integrated boomgate system.
- Assess the Park's online presence and hard copy brochures at Tourist Information Centres to ensure sufficient information is available to the public.

RUBBISH/RECYCLING

The central rubbish collection point is on Horwood Drive with individual bins located at barbeque areas, amenity blocks and beach access.

- Recommendation is to establish separate rubbish/recycling bins at all locations.

VEHICLE AND PEDESTRIAN CIRCULATION

Recommendations include:

- Maintain the low speed roads and grass verges for shared access and circulation by vehicles and pedestrians within the park.
- Maintain beach access to Stingray Bay via 46W and 45W tracks through the dunes and the separate track linking through to Bancoora SLSC and beach.

THOMPSON BERRILL LANDSCAPE DESIGN

CITY OF GREATER GEELONG

BREAMLEA HOLIDAY PARK MASTERPLAN

DRAFT

JULY 2017
DWG No. BHP-03
SCALE 1:500 @ A1

0 5 10 15 25m

Department of Environment, Land, Water & Planning

Department of Environment, Land, Water & Planning
70A Camp Road
Anglesea Victoria 3230 Australia
Telephone: (03) 5220 2013
www.delwp.vic.gov.au

Our Ref: 0701582

31 May 2017

Mr Rodney Thomas
Manager
Environment and Waste Services
City of Greater Geelong
PO Box 104
Geelong VIC 3220

Email: rthomas@geelongcity.vic.gov.au

Dear Mr Thomas

DRAFT BREAMLEA HOLIDAY PARK MASTERPLAN

Thank you for your correspondence of 9 May 2017 seeking in principle support to commence community and stakeholder consultation for the Draft Breamlea Holiday Park Master Plan.

The Department of Environment Land Water and Planning (DELWP) is satisfied that the draft master plan be released for public consultation process. Once the consultation is completed, please submit the final plan for DELWP approval under the *Coastal Management Act 1995*.

If you would like to discuss any further queries relating this matter please contact Dianne Moore, Senior Environmental Planner at the Geelong Office on (03) 5226 4745.

Yours sincerely,

Michael Noelker
Program Manager Public Land Administration
Barwon South West Region

Privacy Statement
Any personal information about you or a third party in your correspondence will be protected under the provisions of the Information Privacy Act 2000. It will only be used or disclosed to appropriate Ministerial, Statutory Authority, or departmental staff in regard to the purpose for which it was provided, unless required or authorised by law. Enquiries about access to information about you held by the Department should be directed to the Privacy Coordinator, Department of Environment, Land, Water and Planning, PO Box 500, East Melbourne, Victoria 8002.

VICTORIA State Government

Rebecca Leonard (Executive Manager Legal Services and Governance) declared an Indirect Interest in Agenda Item 3, Amendment C332 & Permit 1303/2015 – Barwon Water Depot, Breakwater – Consideration of Panel Report and Adoption in that she is a Director of Barwon Water, but was not required to leave the room.

3. AMENDMENT C332 & PERMIT 1303/2015 - BARWON WATER DEPOT BREAKWATER - CONSIDERATION OF PANEL REPORT AND ADOPTION

Source: **Planning & Development - Strategic Implementation**
Acting Director: **Geoff Lawler**
Index Reference: **Amendment C332**

Purpose

To consider the Independent Panel Report and adopt Planning Scheme Amendment C332.

Background

Amendment C332 proposes to rezone Barwon Water owned land south of Leather Street in Breakwater concurrent with a 10 lot industrial subdivision. The Amendment is supported by a Section 173 Agreement consistent with Ministerial Direction No. 1 *Potentially Contaminated Land*.

Exhibition of the Amendment from 23 March to 24 April 2017 resulted in the receipt of 5 submissions of which one objected. A Panel Hearing was heard on 23 June 2017 and the Panel has supported the Amendment.

Key Issues

- Barwon Water proposes to reorganise its land for asset storage and infrastructure maintenance. Barwon Water is also progressing the Ovoid Sewer Aqueduct Park plan on 66 hectares of the Barwon River floodplain.
- The objector is concerned that the rezoning will cut off public access and viewing opportunities to the aqueduct structure, and an alternative access point from Tanner Street will create amenity issues for residents in that area.
- Under delegation on 23 May 2017, Council resolved to refer all the submissions to an Independent Panel. Council's position was that there is no relationship between the Aqueduct Park plan and Amendment C332.
- The Panel noted that the strategic merits of the Amendment are not contested.
- The Panel concluded that no changes are required to the Amendment or planning permit to address the issues raised by the objecting submitter.

P Dorling moved, L Gardner seconded -

That Council resolves to:

1) **adopt Amendment C332 in the form as outlined in Attachment 2 of this report;**
2) **recommend to the Minister for Planning that Planning Permit 1303/2015 be granted pursuant to Section 96G of the *Planning and Environment Act* 1987 (the Planning Permit is in Attachment 3 of this report); and**
3) **submit the adopted Amendment together with the prescribed information to the Minister for Planning requesting approval;**
4) **sign and seal the Section 173 Agreement accompanying this Amendment to satisfy Ministerial Direction No. 1 (Attachment 4 is a copy of the Agreement).**

Carried.

Attachment 1

Discussion

In October 2015 TGM Group Pty Ltd on behalf of the Barwon Region Water Corporation submitted a combined Planning Scheme Amendment Application in accordance with Section 96A of the *Planning and Environment Act* 1987 for the rezoning and subdivision of land at 42 Leather Street and 350 Boundary Road, Breakwater.

Barwon Water is seeking to reorganise and better utilise the land for asset storage and infrastructure maintenance. This includes subdivision and the creation of 10 new lots with access to Leather Street. Eight of the lots are proposed to be rezoned to the Industrial 1 Zone for sale to the private sector.

Attachment 5 shows the various rezoning components of the proposal and the subdivision plan is shown at Attachment 6.

Independent of the Amendment Barwon Water, in collaboration with the Barwon River Parklands Steering Committee, is progressing the Ovoid Sewer Aqueduct Park project.

On 2 February 2017 Council resolved under delegation to exhibit Amendment C332 to the Greater Geelong Planning Scheme. Public exhibition commenced on 23 March and closed on 24 April 2017. A total of 5 submissions were received including one objecting submission. None of the submissions refuted the strategic basis of the Amendment.

The objector was concerned that the rezoning and development of industrial land at 42 Leather Street would cut off public access and viewing opportunities to the heritage significant ovoid sewer aqueduct structure – shifting amenity impacts (notably noise and dust) to Tanner Street.

Council and Barwon Water officers met with the objector on 9 May 2017 in an attempt to resolve the objectors concerns, however the objector requested to proceed to a Panel Hearing.

Council (under delegation) then considered a report on the submissions and resolved on 23 May 2017 to request the Minister for Planning appoint an Independent Panel to consider the submissions.

Panel hearing and recommendations

A single person Panel conducted the Hearing on 23 June 2017. A Council officer, the applicant and the applicant's consultant, and the objector attended the hearing. The hearing solely concentrated on the objecting submission.

The objector raised similar themes to its written submission, adding that the Amendment and permit present an opportunity to directly address the potential amenity concerns. The objector requested that Tanner Street be sealed to eliminate potential dust and amenity issues.

Council submitted to the Panel that the concerns of the objector are long-standing and genuine however unrelated to Amendment C332. TGM acting for Barwon Water said there is no logical connection between the Amendment and the ultimate longer term resolution of the establishment of the Aqueduct Park.

In its 12 July 2017 report, the Panel agreed with Council and Barwon Water that the Amendment is strategically justified.

Regarding the objecting submission, the Panel concluded:

- The Amendment will prevent direct access to the ovoid sewer aqueduct via the subject land, but this is an appropriate outcome in the context of safety of the site and the planning for the Aqueduct Park.

- The proposed alternative access point to the Aqueduct Park from Tanner Street may create future amenity issues for residents, but these issues are more appropriately dealt with in the Aqueduct Park planning process.
- No changes are required to the Amendment or planning permit to address the issues raised by the objecting submitter.

A copy of the Panel Report's Executive Summary is in Attachment 7.

Council officer response

The Panel Report conclusions and recommendation are supported.

Planning Permit 1303-2015

It is noted that a minor change to the exhibited permit in consultation with Barwon Water has been made to accommodate the submission of a landowner in Dyson Court, Breakwater. The change (new condition 15g) relates to the construction and maintenance of the eastern boundary internal road reserve created by the subdivision.

This matter was resolved between Council, Barwon Water and the Dyson Court submitter and was not considered by the Independent Panel.

Financial Implications

There are no financial implications.

Stakeholder Consultation and Communication

Council officers have written to the Amendment submitters to advise them of the release of the Panel Report. Submitters will be notified of the final decision of Council and the Minister for Planning.

Policy/Legal/Statutory Implications

The rezoning and permit are consistent with a range of State and Local policies as outlined in the Amendment C332 Explanatory Report.

Alignment to City Plan

The Amendment supports the 'Growing our Economy' strategic direction of City Plan by providing additional industrial land in a serviced estate.

The Amendment aligns with "A Clever and Creative Future" by contributing to a prosperous economy that supports jobs through providing industrial land for development.

Conflict of Interest

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

Risk Assessment

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

Environmental Implications

The environmental site investigation did not identify soil contamination or groundwater conditions that would prevent use of the site for commercial/industrial purposes. The assessment makes recommendations to prepare a Soil Management Plan which are conditioned on the permit.

The Amendment is required to consider Ministerial Direction No. 1 *Potentially Contaminated Land* given the Industrial 1 Zone allows a sensitive use (i.e. Child care centre) to be established (whether or not subject to the grant of a permit). Council and Barwon Water have agreed to enter into a Section 173 Agreement stating the land must not be used as a Child care centre in the absence of a certificate of environmental audit or statement. The Agreement will be signed and registered on title as part of the amendment process, thereby satisfying Ministerial Direction No. 1.

No native vegetation will be removed as a consequence of this application.

A drainage basin is located within the floodplain which shall be the point of discharge for the industrial subdivision. This basin has naturally evolved into a wetland and is in reasonably good health. The TGM Site Stormwater Management Plan adequately addresses stormwater management.

Attachment 2 - Amendment C332 to be Adopted

Planning and Environment Act 1987

GREATER GEELONG PLANNING SCHEME

AMENDMENT C332

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 Maps

The Planning Scheme Maps are amended by a total of 2 attached map sheet.

Zoning Maps

1. Amend Planning Scheme Map Nos. 54 and 67 in the manner shown on the 1 attached map marked "Greater Geelong Planning Scheme, Amendment C332".

Overlay Maps

2. Amend Planning Scheme Map Nos. 54DDO and 67DDO in the manner shown on the 1 attached map marked "Greater Geelong Planning Scheme, Amendment C332".

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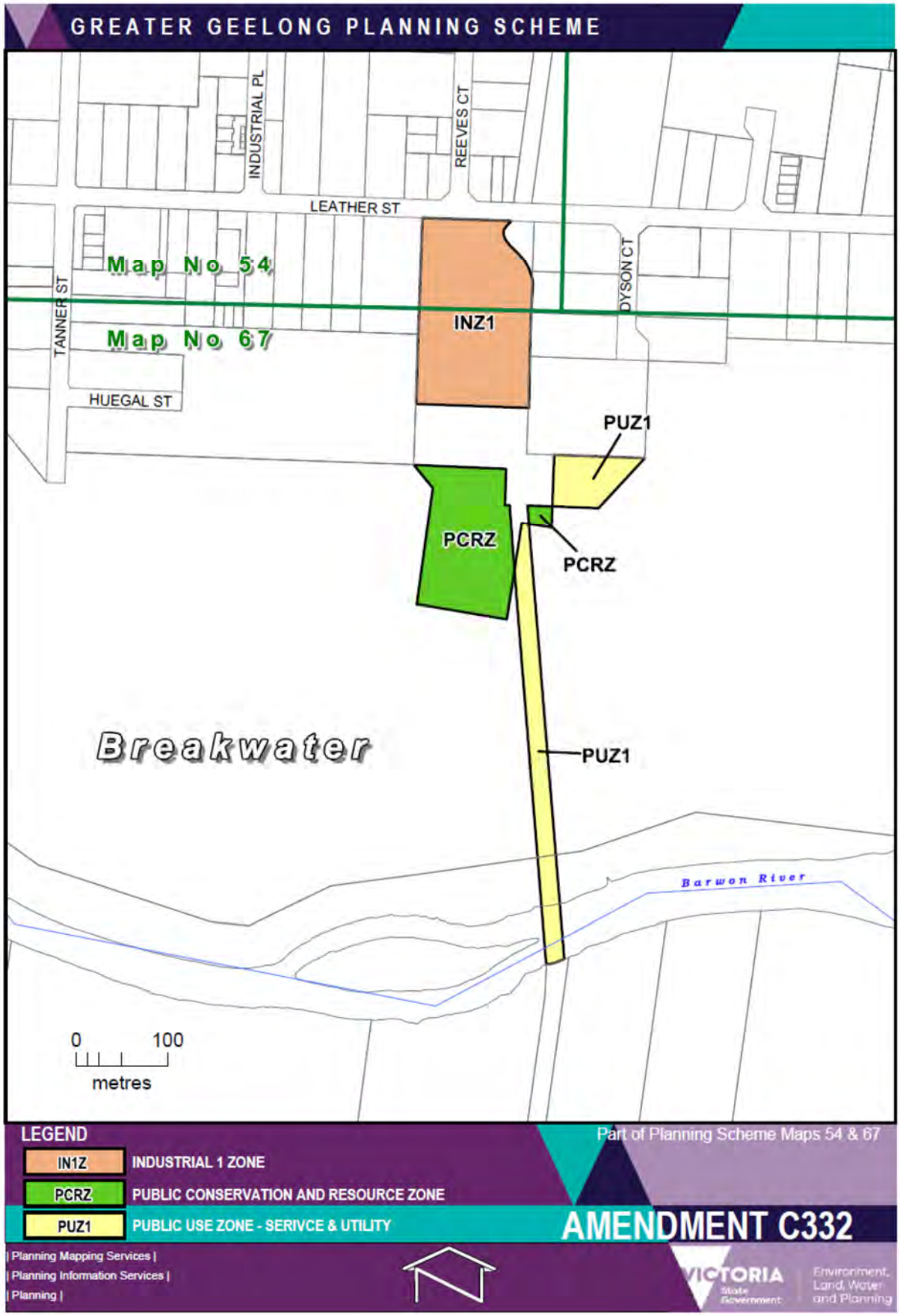
GREATER GEELONG PLANNING SCHEME
INDUSTRIAL PL
REEVES CT
LEATHER ST
DYSON CT
TANNER ST
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Map No 67
INZ1
HUEGAL ST
PUZ1
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Breakwater
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PCRZ
PUBLIC CONSERVATION AND RESOURCE ZONE
PUZ1
PUBLIC USE ZONE - SERIVCE & UTILITY
Part of Planning Scheme Maps 54 & 67
AMENDMENT C332
| Planning Mapping Services |
| Planning Information Services |
| Planning |
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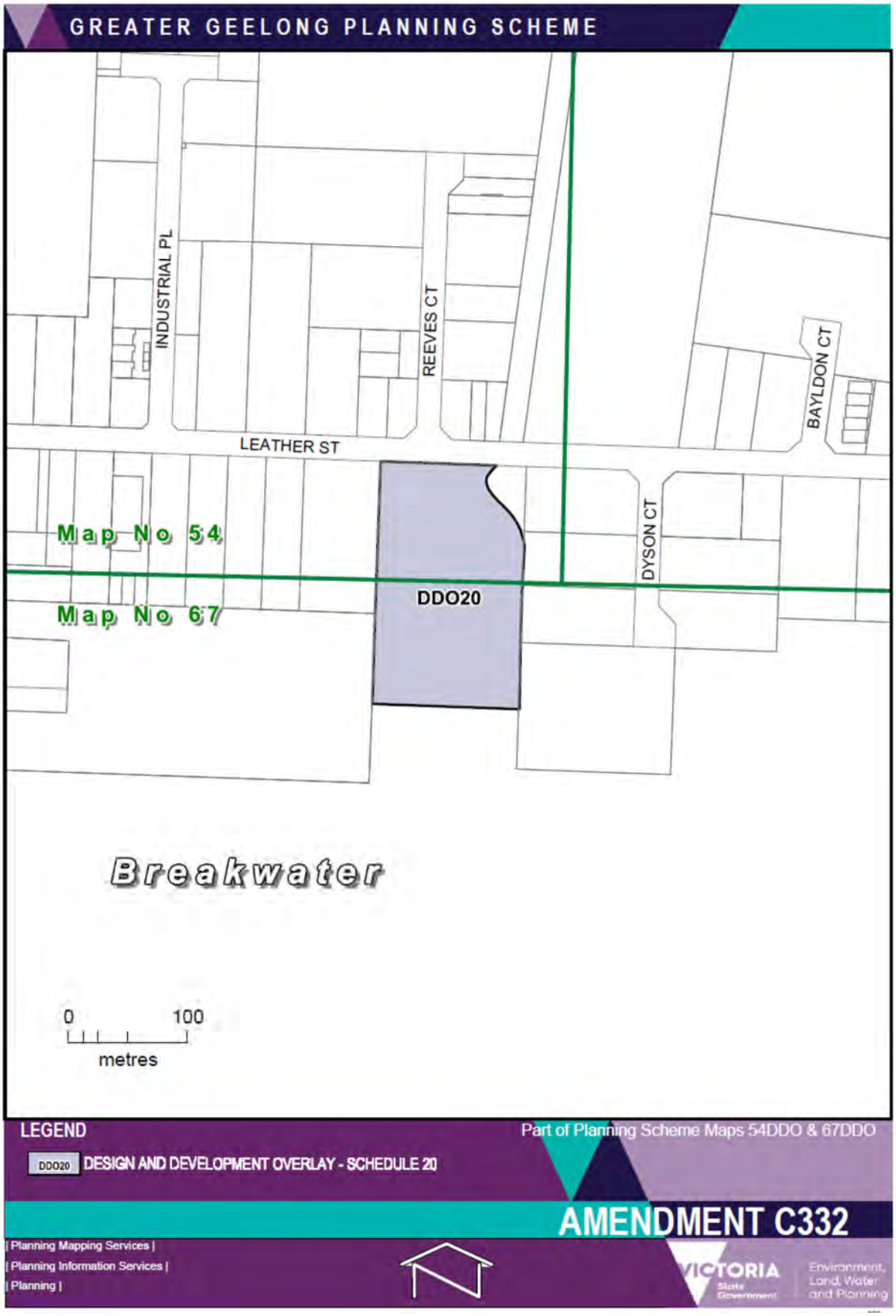
Environment, Land, Water and Planning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DESIGN AND DEVELOPMENT OVERLAY - SCHEDULE 20
Part of Planning Scheme Maps 54DDO & 67DDO
AMENDMENT C332
[Planning Mapping Services]
[Planning Information Services]
[Planning]
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Attachment 3 - Permit for Ministerial Approval

PLANNING PERMIT GRANTED UNDER DIVISION 5 OF PART 4 OF THE PLANNING AND ENVIRONMENT ACT 1987

Permit No: 1303-2015

Planning Scheme: Greater Geelong Planning Scheme

Responsible Authority: Greater Geelong City Council

ADDRESS OF THE LAND: 42 LEATHER STREET & 350 BOUNDARY ROAD BREAKWATER

THE PERMIT ALLOWS: MULTI LOT SUBDIVISION AND ASSOCIATED WORKS INCLUDING THE CREATION, VARIATION AND REMOVAL OF EASEMENTS

THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:

Endorsed Plan

1. The layout and site dimensions of the proposed subdivision as shown on the endorsed plan(s) shall not be altered or modified without the written consent of the Responsible Authority. There are no requirements to alter or modify the endorsed plan if a plan is certified under the provisions of the Subdivision Act 1988 that is generally in accordance with the endorsed plans.

Council Engineering Conditions

2. Excavated material shall not be carted off the site except with the written approval of the Responsible Authority.

3. No material shall be brought onto the site for use as filling within the subject area under this Permit, unless with the written approval of the Responsible Authority. Prior to any approval being issued by the Responsible Authority for imported filling to be used on the site, the applicant must submit for approval to the Responsible Authority, samples of proposed filling, details of the source of the filling, details of proposed traffic routes to be traversed, soil testing results and reports in regard to the presence of contaminants in the filling, and the suitability of filling to be placed on site.

4. All areas to be filled shall be stripped of vegetation and any top soil shall be removed and stockpiled for reuse over the filled areas. Only approved filling material shall be placed on the site. The filling shall be placed in maximum 150 mm layers, or as approved otherwise by the Responsible Authority, and compacted to the applicable level for filling on allotments and within future roadways in accordance with AS3798, to the satisfaction of the Responsible Authority.

Date Issued:	Date Permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	Signature for the Responsible Authority

5. At the completion of the bulk earthworks, and at completion of the works, all disturbed areas shall be hydro mulched with an approved seed and fertilizer mixture to the satisfaction of the Responsible Authority to suppress dust, and minimise erosion, unless approved otherwise in writing by the Responsible Authority.

6. All works must be undertaken in accordance with the recommendations of any geotechnical reports and/or environmental remediation reports.

7.Prior to the commencement of site works, the developer is required to submit detailed road and drainage construction plans to the Responsible Authority for approval. The plans shall include details of pits and pipes sizes, finished and existing surface levels, creation of appropriate easements, detention basin(s) including any required drainage reserves, water quality treatment and connection to the legal point of discharge in accordance with the Drainage Masterplan. The Consulting Engineer must show that the design for the drainage system complies with the requirements of the Infrastructure Design Manual and any other relevant standards. Site run-off shall be limited to equivalent pre-developed levels for rainfall events up to and including the critical 100 year ARI event. An appropriate on site detention system shall be designed to limit site run-off to the pre-developed levels to the satisfaction of the Responsible Authority. The plans must include, but not limited to:

a) The stormwater drainage system on the site must be designed such that stormwater run-off exiting the land meets the current best practice performance objectives for stormwater quality as follows:

i.80% retention of the typical annual load of suspended solids;

ii.45% retention of the typical annual load of total phosphorous;

iii.45% retention of the typical annual load of total nitrogen; and

iv.70% retention of the typical annual load of gross pollutants.

b) Major culvert augmentation/upgrades must be provided to the satisfaction of the Responsible Authority in accordance with recommendations of the Drainage Masterplan.

c) Minimum finished surface levels on all lots must be 300mm above the relevant 1% AEP flood level.

d) Roadwork construction details including the following:

i.fully sealed pavement with kerb and channel for new internal roads;

ii.any external roadworks and treatments;

iii. concrete footpaths;

iv. line-marking and signage installation

e) Maintenance access tracks shall be of all-weather construction, including adequate drainage to prevent erosion.

Date Issued:	Date Permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	Signature for the Responsible Authority

Note:

Detailed Road and Drainage Design Plans that result in flood levels on existing properties being adversely affected by the proposed works will not be approved for construction.

Construction Management Plan

8. A Construction Management Plan shall be submitted and approved by the Responsible Authority and shall address items including (but not be limited to) the following:

a) The protection of all existing vegetation and waterways;
b) Show access locations for construction vehicles;
c) All appropriate control of site emissions during construction and the defects liability period;
d) A staging plan for all construction phases including indicative dates for commencement and completion;
e) Intended access for construction vehicles;
f) Engineering assessment of assets that will be impacted on by construction and recommended techniques to minimise any adverse impact;
g) Details of actions to be implemented to in the event of damage to abutting assets;
h) Details of where construction personnel will park;
i) Hours/days of construction, including deliveries. (Note: These hours must be consistent with the Environment Protection Authority (EPA) legislation/guidelines);
j) Phone numbers of on-site personnel or other supervisory staff to be contactable in the event of issues arising on site;
k) Details of site cleanliness and clean up regimes;
l) Location of material storage;
m) Dust suppression management;
n) Details of measures to be maintained during the housing construction phase of development to prevent sediment entering downstream drainage infrastructure;
o) Any other measures that are consistent with the following Environmental Protection Authority publications: 'Environmental Management Guidelines for Major Construction Sites', 'Construction Techniques for Sediment and Pollution Control' and 'Doing it Right on Subdivisions'

9. All development and works must be carried out in accordance with the Construction Management Plan endorsed under this permit, all to the satisfaction of the Responsible Authority.

Engineering Prior to Certification

10. Prior to certification of the Plan of Subdivision, easements for the purposes of 'Drainage' and 'Carriageway' must be set aside in favour of the City of Greater Geelong, to the satisfaction of the Responsible Authority.

Engineering Prior to Statement of Compliance

11. Prior to the issuing of a Statement of Compliance, road and drainage works, including basin(s), must be constructed in accordance with the approved plans and specifications to the satisfaction of the Responsible Authority.

Date Issued:	Date Permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	Signature for the Responsible Authority

11. Prior to the issuing of a Statement of Compliance, the design and construction of civil infrastructure to become council assets must be approved and supervised by council. A fee of 3.25% of the cost of the works is to be paid to council for the checking and supervision of these works.

12. Prior to the issuing of a Statement of Compliance, a maintenance bond of 5% of the cost of civil works is to be paid to council and will be returned after successful completion of a 12 month maintenance period. A 24 month maintenance period applies to wetland vegetation.

Street Lighting
13. Prior to the issue of a Statement of Compliance, relevant street sign/s must be erected to the satisfaction of the Responsible Authority.

14. Prior to the issue of a Statement of Compliance, street lighting must be provided within the site and along external frontages in accordance with the relevant Australian Standard(s), unless otherwise agreed in writing by the Responsible Authority and unless it can be demonstrated that existing street lighting is sufficient for public safety to the satisfaction of the Responsible Authority.

Landscaping – Street Trees
15. Unless otherwise approved in writing by the Responsible Authority, prior to the issue of a Statement of Compliance, a detailed streetscape plan, prepared by a person suitably qualified in landscape design, must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The streetscape plan must be drawn to scale with dimensions and three hard copies provided. The plan must show:

a) The layout of proposed new planting in all road reserves and traffic management devices (e.g. medians, islands, and roundabouts).
b) Details of all other infrastructure within the road reserve (e.g. underground services, street lights, stormwater pits, fire plugs etc). A detailed planting schedule of all proposed trees and plants including botanical names, common names, pot sizes, sizes at maturity and quantities for each species
c) All proposed street tree planting using semi-advanced trees with a minimum container size of 45 litres.
d) Tree placement on secondary lot frontages using no more than two (2) trees that grow to an estimated size at maturity of no greater than 5m x 4m.
e) All proposed groundcover & shrub planting with a minimum container size of 150mm.
f) The maintenance schedule for all proposed planting.
g) Landscaping such as the use of gravel or zero maintenance species along the eastern boundary of the internal road reserve and any traffic control measures.

Notes

1. Streetscape plans must be submitted to the Responsible Authority for approval separately to adjoining land including Council reserves.
2. Proposed entry signage must not be located on public land.
3. Landscape treatments within traffic control devices such as medians and roundabouts are subject to specific control measures.
4. Street tree species selection is subject to approval by Powercor in accordance with the requirements of the Distribution Construction Standard, Underground Trenching. Tree location and species type

shall be determined, in consultation with CitiPower/Powercor, based on the specific site and the ability of the tree to both enhance the local amenity and co-exist with utility services infrastructure with all trees to be identified on a 'master services plan' provided by the party planting the trees.

5. The applicant must obtain and provide evidence to the Responsible Authority that Powercor has been consulted and has agreed with the proposed street tree species palette.

Completion of Streetscape Works

16. Unless otherwise approved in writing by the responsible authority, prior to the issue of Statement of Compliance all streetscape works shown on the endorsed streetscape plans for that stage must be completed to the satisfaction of the responsible authority.

17. Where streetscape works forming part of the endorsed plans are not commenced or completed to the satisfaction of the Responsible Authority prior to the applicant seeking Statement of Compliance, the developer may request the approved Streetscape Plan to be appropriately bonded or covered by a bank guarantee. Estimates must be professionally costed and submitted to the Responsible Authority for approval, once approved the bonds or bank guarantees must be submitted to the Responsible Authority separately prior to Statement of Compliance being issued.

a) The incomplete streetscape works bond or bank guarantee must be 125 per cent of the estimated cost of incomplete streetscape works.
b) The maintenance bond or bank guarantee must be 100% of the estimated cost of maintenance activities for a two (2) year period.

Notes

1. A practical completion is required to satisfy this condition and must be organised by the permit holder with two weeks' notice given for onsite inspections. The incomplete works bond will be returned once practical completion has been awarded.
2. Works bonded as outstanding must be enacted within one (1) year of statement of compliance being awarded.

Maintenance of Streetscape Works

18. All works must be maintained to the satisfaction of the Responsible Authority for a period of two (2) years from the date of practical completion. During this period, any dead, diseased or damaged plants are to be repaired or replaced as required.

19. Where the landscape works are bonded, the maintenance period will commence from the date that the works are awarded Practical Completion by the Responsible Authority.

20. A maintenance bond to the value of 100% of the cost of works must be submitted to the responsible authority on application for practical completion of landscaping works to be retained until such time that the works have been accepted by Council for handover.

21. Works that have achieved practical completion will be randomly inspected throughout the maintenance period. Works deemed by the Responsible Authority as being inappropriately

maintained or established will not be accepted and will remain on maintenance until such time that the Responsible Authority deems it acceptable.

Notes

1. A handover inspection is required to satisfy this condition and must be organised by the permit holder with two weeks' notice given for onsite inspections. The maintenance bond will be returned on acceptance of handover.
2. No handovers will be accepted during the summer period, between 30 November and 1 March.

Telecommunications

22. The owner of the land must enter into agreements with

a) a telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and

b) a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network (NBN) will not be provided by optical fibre.

23. Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:

a) a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the item; and

b) a suitably qualified person that fibre ready telecommunications facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

CCMA Conditions

24. The proposed stormwater infrastructure must be constructed in accordance with the Stormwater Management plan dated November 2015.

25. Spoil material generated as part of the construction works must be appropriately disposed of offsite and outside the extent of the 1% AEP flood events.

Note:

Should you have any queries, please contact Geoff Taylor, on (03) 5232 9100 or floodinfo@ccma.vic.gov.au. To assist the CMA in handling any enquiries please quote ***F-2015-0897*** *in your correspondence.*

Powercor Conditions

Date Issued:	Date Permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	Signature for the Responsible Authority

26. The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to Powercor Australia Ltd in accordance with Section 8 of that Act.

27. The applicant shall provide an electricity supply to all lots in the subdivision in accordance with Powercor's requirements and standards, including the extension, augmentation or re-arrangement of any existing electricity supply system, as required by Powercor (A payment to cover the cost of such work will be required). In the event that a supply is not provided the applicant shall provide a written undertaking to Powercor Australia Ltd that prospective purchasers will be so informed.

28. The applicant shall, where buildings or other installations exist on the land to be subdivided and are connected to the electricity supply; they shall be brought into compliance with the Service and Installation Rules issued by the Victorian Electricity Supply Industry. You shall arrange compliance through a Registered Electrical Contractor.

29. Any buildings must comply with the clearances required by the Electricity Safety (Installations) Regulations.

30. Any construction work must comply with Energy Safe Victoria's "No Go Zone" rules.

31. The applicant shall set aside on the plan of subdivision for the use of Powercor Australia Ltd reserves and/or easements satisfactory to Powercor Australia Ltd where any electric substation (other than a pole mounted type) is required to service the subdivision. Document in BDS-DOI (1) 2 Alternatively, at the discretion of Powercor Australia Ltd a lease(s) of the site(s) and for easements for associated powerlines, cables and access ways shall be provided.

Such a lease shall be for a period of 30 years at a nominal rental with a right to extend the lease for a further 30 years. Powercor Australia Ltd will register such leases on the title by way of a caveat prior to the registration of the plan of subdivision.

32. The applicant shall provide easements satisfactory to Powercor Australia Ltd, where easements have not been otherwise provided, for all existing Powercor Australia Ltd electric lines on the land and for any new powerlines required to service the lots and adjoining land, save for lines located, or to be located, on public roads set out on the plan. These easements shall show on the plan an easement(s) in favour of "Powercor Australia Ltd" for "Powerline Purposes" pursuant to Section 88 of the Electricity Industry Act 2000.

33. The applicant shall obtain for the use of Powercor Australia Ltd any other easement external to the subdivision required to service the lots.

34. The applicant shall adjust the position of any existing easement(s) for powerlines to accord with the position of the line(s) as determined by survey.

35. The applicant shall obtain Powercor Australia Ltd's approval for lot boundaries within any area affected by an easement for a powerline and for the construction of any works in such an area.

36. The applicant shall provide to Powercor Australia Ltd, a copy of the version of the plan of subdivision submitted for certification, which shows any amendments which have been required.

Date Issued:	Date Permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	Signature for the Responsible Authority

BARWON WATER CONDITIONS

General

37. The owner shall create easements for 'Pipelines or Ancillary Purposes' and/or reserves in favour of Barwon Region Water Corporation on the plan of subdivision in accordance with Barwon Water's Land Development Manual, without cost to Barwon Water, over existing and proposed water and sewerage infrastructure within the land. If further easements or reserves are required following design of water and sewerage infrastructure these must be added to the plan of subdivision prior to seeking Barwon Water's consent to the issue of a statement of compliance for the subdivision.

38. The plan of subdivision must be referred to Barwon Water in accordance with the Subdivision Act 1988 and any subsequent amendments to the plan provided to Barwon Water.

Water

39. The provision and installation of individual water services including meters to all lots in the subdivision. A dimensioned plan showing location of all meters relative to the allotment boundaries, and its number(s), is to be submitted. Note that tappings and services are not to be located under existing or proposed driveways.

40. The payment of New Customer Contributions for water for each additional connection which includes any new lot on a plan of subdivision and/or any apartment, unit, or premises within the development that is or can be separately metered for water supply.

41. Reticulated water mains or a water main extension are/is required to service the proposed development. This work must be designed by a Barwon Water accredited Consulting Engineer and constructed by a Barwon Water accredited Contractor following the "Developer Works" process.

42. Barwon Water's records indicate existing water services and meters are located on this property. A dimensioned plan showing the location of existing meters, and the location of the meter relative to the existing boundaries, and its number, is to be submitted. Private water service pipes are not permitted to cross allotment boundaries and must be plugged and abandoned at the boundaries of such allotments.

Sewer

43. The provision of sewerage services to all lots in the subdivision. Individual allotment house connection drains are to be provided for and extend into each allotment. Note that if any common drain or drain from another allotment crosses under a proposed dwelling, a "modification to consent" is to be obtained from the Victorian Building Association and presented to Barwon Water with the required drainage plan. It should be noted that the property service sewer drain remains the responsibility of the property owner(s).

Date Issued:	Date Permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	Signature for the Responsible Authority

44. The payment of New Customer Contributions for sewer for each additional connection which includes any new lot on a plan of subdivision and/or any apartment, unit, or premises within the development that is or can be separately metered (for water supply).lot created and/or each additional metered connection within the subdivision.

45. Reticulated sewer mains or a sewer main extension are/is required to service the proposed development. This work must be designed by a Barwon Water accredited Consulting Engineer and constructed by a Barwon Water accredited Contractor following the "Developer Works" process.

Note:

*The developer is to apply to Barwon Water for details relating to costs and conditions required for the provision of water supply and sewerage services to the subdivision. It would be appreciated if all communications between the developer/agent and Barwon Water quote Barwon Water reference number **L012083**.*

CFA CONDITIONS

46. Operable hydrants, above or below ground, must be provided to the satisfaction of CFA.

47. The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of the building envelope, the rear of all lots) must be 120m and hydrants must be no more than 120m apart.

48. Hydrants must be identified as specified in 'Identification of Street Hydrants for Firefighting purposes' available under publications on the Country Fire Authority website (www.cfa.vic.gov.au).

49. Roads must be constructed to a standard so that they are accessible in all weather conditions and capable of accommodating a vehicle of 15 tonnes for the trafficable road width.

50. The average grade must be no more than 1in 7 (14.4%) (8.1 degrees) with a maximum of no more than 1 in 5 (20%) (11.3 degrees) for no more than 50 metres. Dips must have no more than a 1 in 8 (12%) (7.1 degree) entry and exit angle.

51. Roads must have a minimum trafficable width of 7.3 metres.

52. Roads more than 60m in length from the nearest intersection must have a turning circle with a minimum radius of 8m (including roll-over kerbs if they are provided) T or Y heads of dimensions specified by the CFA may be used as alternatives.

PTV Conditions

53. Prior to the commencement of works, the permit holder must ensure that all works (as outlined in the Traffic Report submitted with the application, prepared by ESR Transport Planning dated 30.05.2016, page 7) associated with the bus stop relocation on Leather Street must be completed to the satisfaction of Public Transport Victoria. Works must be undertaken at the full cost to the permit holder and deemed compliant with the Disability Discrimination Act.

54. The permit holder must ensure that public transport infrastructure is not damaged. Any damage to public transport infrastructure must be rectified to the satisfaction of Public Transport Victoria at full cost to the permit holder.

Date Issued:	Date Permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	Signature for the Responsible Authority

55. The permit holder must take all reasonable steps to ensure that disruption to bus operation along Leather Street is kept to a minimum during the construction of the development. Foreseen disruptions to bus operations and mitigation measures must be communicated to Public Transport Victoria fourteen days (14) prior. PTV requires notice of the relocation of the existing bus stop and all associated infrastructure two weeks (2) prior to relocation

EXPIRY

56. This permit as it relates to subdivision will expire if one of the following circumstances applies:

a) The plan of subdivision has not been certified within two (2) years of the date of this permit.

b) A statement of compliance is not issued within five (5) years of the date of certification.

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires or within six (6) months afterwards.

(If the permit has been amended, include the following table indicating the date and nature of amendments included in the amended permit)

Date of amendment	Brief description of amendment

Date Issued:	**Date Permit comes into operation:** (or if no date is specified, the permit comes into operation on the same day as the amendment, to which the permit applies, comes into operation)	**Signature for the Responsible Authority**

IMPORTANT INFORMATION ABOUT THIS PERMIT

WHAT HAS BEEN DECIDED?

The Responsible Authority has issued a permit. The permit was granted by the Minister administering the **Planning and Environment Act 1987** under section 96I of that Act.

WHEN DOES THE PERMIT BEGIN?

The permit operates from a day specified in the permit being a day on or after the day on which the amendment to which the permit applies comes into operation.

WHEN DOES A PERMIT EXPIRE?

1. A permit for the development of land expires if -
   * the development or any stage of it does not start within the time specified in the permit; or
   * the development requires the certification of a plan of subdivision or consolidation under the **Subdivision Act 1988** and the plan is not certified within two years of the issue of a permit, unless the permit contains a different provision; or
   * the development or any stage is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit or in the case of a subdivision or consolidation within 5 years of the certification of the plan of subdivision or consolidation under the **Subdivision Act 1988**.
2. A permit for the use of land expires if -
   * the use does not start within the time specified in the permit, or if no time is specified, within two years after the issue of the permit; or
   * the use is discontinued for a period of two years.
3. A permit for the development and use of land expires if -
   * the development or any stage of it does not start within the time specified in the permit; or
   * the development or any stage of it is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit; or
   • the use does not start within the time specified in the permit, or, if no time is specified, within two years after the completion of the development: or
   • the use is discontinued for a period of two years.
4. If a permit for the use of land or the development and use of land or relating to any of the circumstances mentioned in section 6A(2) of the **Planning and Environment Act 1987**, or to any combination of use, development or any of those circumstances requires the certification of a plan under the **Subdivision Act 1988**, unless the permit contains a different provision-
   * the use or development of any stage is to be taken to have started when the plan is certified; and
   * the permit expires if the plan is not certified within two years of the issue of the permit.
5. The expiry of a permit does not affect the validity of anything done under that permit before the expiry.

WHAT ABOUT APPEALS?

* Any person affected may apply for a review of -
  - a decision of the responsible authority refusing to extend the time within which any development or use is to be started or any development completed; or.
  - a decision of the responsible authority refusing tot extend the time within which a plan under the **Subdivision Act 1988** is to be certified, in the case of a permit relating to any of the circumstances mentioned in section 6A(2) of the **Planning and Environment Act 1987**; or.

Planning and Environment Regulations 2005 Form 9

- the failure of the responsible authority to extend the time within one month after the request for extension is made.

* An application for review is lodged with the Victorian Civil and Administrative Tribunal.
* An application for review must be made on an Application for Review form which can be obtained from the Victorian Civil and Administrative Tribunal, and be accompanied by the applicable fee.
* An application for review must state the grounds upon which it is based.
* An application for review must also be served on the Responsible Authority.
* Details about applications for review and the fees payable can be obtained from Victorian Civil and Administrative Tribunal.

Attachment 4 - Section 173 Agreement

HARWOOD ANDREWS

SECTION 173 AGREEMENT
PLANNING AND ENVIRONMENT ACT 1987

GREATER GEELONG CITY COUNCIL
Responsible Authority

- and -

BARWON REGION WATER CORPORATION
ABN 86 348 316 514
Registered Land Owner

in relation to land at:

42 LEATHER STREET, BREAKWATER

2SSM:21700324

Harwood Andrews
ABN 98 076 868 034
70 Gheringhap Street, Geelong 3220, Victoria, Australia
DX 22019 Geelong
PO Box 101 Geelong Vic 3220

Telephone: 03 5225 5225 Facsimile: 03 5225 5222

THIS AGREEMENT is made the day of

PARTIES:

1. **Greater Geelong City Council** of 30 Gheringhap Street, Geelong 3220 (**Responsible Authority**)

2. **Barwon Region Water Corporation** (as successor in law of Geelong Waterworks and Sewerage Trust and Geelong and District Water Board) ABN 86 348 316 514 of PO Box 659 Geelong, 3220 (**Owner**)

RECITALS:

R.1. The Owner is the registered proprietor of the land known as 42 Leather Street, Breakwater, being the land described in Certificates of Title volume 6734 folio 612, volume 9053 folio 520, volume 9287 folio 379, volume 9922 folio 638, volume 9922 folio 640, volume 10034 folio 728 and volume 10034 folio 729 (**Land**).

R.2. The Responsible Authority is responsible for the administration and enforcement of the Planning Scheme pursuant to the provisions of the Act.

R.3. The Owner has identified the Land as surplus to its requirements as a Regional Urban Water Corporation and seeks to re-zone the Land to the respective underlying zones under the Planning Scheme to facilitate its disposal.

R.4. The Owner does not intend to conduct a detailed survey of the environmental conditions of the Land as part of its application to amend the zoning of the Land.

R.5. The Responsible Authority will consider the re-zoning amendment without a survey of the environmental conditions if restrictions are placed on the future use of the Land.

R.6. This Agreement is entered into between the Responsible Authority and the Owner pursuant to section 173 of the Act in order to advance the objectives of the Planning Scheme and to achieve the objectives of planning in Victoria in respect of the Land.

IT IS AGREED AS FOLLOWS:

1. DEFINITIONS

In this Agreement unless inconsistent with the context or subject matter:

1.1. **Act** means the *Planning and Environment Act 1987* (Vic).

1.2. **Agreement** means this Agreement and any agreement executed by the parties varying or expressed to be supplemental to this Agreement.

1.3. **Certificate of environmental audit** and **statement of environmental audit** have the same meaning as in the *Environment Protection Act 1970*.

1.4. **Child Care Centre** has the same meaning as a Land Use Term as defined under the Planning Scheme.

1.5. **Current Address for Service**

1.5.1. for the Responsible Authority means the address shown under the heading "Parties" in Agreement, or any other principal office address listed on the website of the Responsible Authority; and

1.5.2. for the Owner means the address shown under the heading "Parties" this Agreement or any other address provided by the Owner to the Responsible Authority for any purpose or purposes relating to the Land.

1.6. **Current Email Address for Service**

1.6.1. for the Responsible Authority means statplanning@geelongcity.vic.gov.au, or any other email address listed on the website of the Responsible Authority; and

1.6.2. for the Owner means any email address provided by the Owner to the Responsible Authority for the express purpose of electronic communication regarding this Agreement.

1.7. **Current Number for Service**

1.7.1. for the Responsible Authority means 03 5272 4277, or any other facsimile number listed on the website for the Responsible Authority; and

1.7.2. for the Owner means any facsimile number provided by the Owner to the Responsible Authority for the express purpose of facsimile communication regarding this Agreement.

1.8. **Land** means the land described in Recital R.1 and any reference to the Land includes any lot created by the subdivision of the Land or any part of it.

1.9. **Mortgagee** means the person or persons registered or entitled from time to time to be registered by the Registrar of Titles as Mortgagee of the Land or any part of it.

1.10. **Owner** means the person or persons registered or entitled from time to time to be registered by the Registrar of Titles as the proprietor or proprietors of an estate in fee simple of the Land or any part of it, and includes a Mortgagee in possession.

1.11. **Owner's Obligations** means the covenants, promises, agreements, indemnities, undertakings and warranties given by the Owner under this Agreement including the specific obligations imposed under clause 3.

1.12. **party** or **parties** means the Owner and the Responsible Authority under this Agreement as appropriate.

1.13. **Planning Scheme** means the Geelong Planning Scheme and any successor instrument or other planning scheme which applies to the Land.

1.14. **Responsible Authority** means Greater Geelong City Council in its capacity as:

1.14.1. the authority responsible for administering and enforcing the Planning Scheme; and

1.14.2. a municipal council within the meaning of the *Local Government Act 1989* (Vic),

and includes its agents, officers, employees, servants, workers and contractors and any subsequent person or body which is the responsible authority or municipal council.

2. INTERPRETATION

In the interpretation of this Agreement unless inconsistent with the context or subject matter:

2.1. The singular includes the plural and the plural includes the singular.

2.2. A reference to a gender includes a reference to all other genders.

2.3. Words (including defined expressions) denoting persons will be deemed to include all trusts, bodies and associations, corporate or unincorporated, and vice versa.

2.4. A reference to a person includes a reference to a firm, corporation, association or other entity and their successors in law.

2.5. A reference to a statute includes any statute amending, consolidating or replacing that statute and includes any subordinate instruments made under that statute.

2.6. The Recitals to this Agreement are and will be deemed to form part of this Agreement including any terms defined within the Recitals.

2.7. References to the parties will include their transferees, heirs, assigns, and liquidators, executors and legal personal representatives as the case may be.

2.8. Reference to a document or agreement includes reference to that document or agreement as changed, novated or replaced from time to time.

2.9. Where a word or phrase is given a definite meaning in this Agreement, a part of speech or other grammatical form for that word or phrase has a corresponding meaning.

2.10. Where a word or phrase is not defined in this Agreement, it has the meaning as defined in the Act, or, if it is not defined in the Act, it has its ordinary meaning.

3. SPECIFIC OBLIGATIONS OF THE OWNER

The Owner agrees with the Responsible Authority that:

3.1. Subject to clause 3.2, the Land must not be used for a Child Care Centre.

3.2. The Responsible Authority will consider an application under the Planning Scheme to use the Land for a child care centre if:

3.2.1. a certificate of environmental audit is issued for the Land specifying the environmental condition of the Land is not, or is not potentially, detrimental to any beneficial use of that Land; or

3.2.2. a statement of environmental audit is issued stating that the environmental condition of the Land is not, or is not potentially, detrimental to a sensitive beneficial use.

4. FURTHER COVENANTS OF THE OWNER

The Owner warrants and covenants with the Responsible Authority that:

4.1. It is the registered proprietor (or entitled to be so) of the Land.

4.2. Save as shown in the certificate of title to the Land, there are no mortgages, liens, charges, easements or other encumbrances or any rights inherent in any person affecting the Land or any part of it and not disclosed by the usual searches.

4.3. Neither the Land nor any part of it is subject to any right obtained by adverse possession or subject to any easements, rights or encumbrances mentioned in section 42 of the *Transfer of Land Act* 1958 (Vic).

4.4. It will not sell, transfer, dispose of, assign, mortgage or otherwise part with possession of the Land or any part of it without first providing to its successors a copy of this Agreement.

4.5. It will within 28 days of written demand pay to the Responsible Authority the Responsible Authority's reasonable costs (including legal or other professional costs) and expenses of and incidental to the:

4.5.1. negotiation, preparation, execution and recording of this Agreement;

4.5.2. assessment, negotiation, preparation, execution and recording of any proposed amendment to this Agreement; and

4.5.3. determination of whether any of the Owner's obligations have been undertaken to the satisfaction of the Responsible Authority or to give consent to anything under this Agreement.

To the extent that such costs and expenses constitute legal professional costs, the Responsible Authority may at its absolute discretion have these costs assessed by the Law Institute of Victoria and in that event the parties will be bound by the amount of that assessment, with any fee for obtaining such an assessment being borne equally by the Responsible Authority and the Owner. Such costs payable by the Owner will include the costs and disbursements associated with the recording, cancellation or alteration of this Agreement in the Register.

4.6. It will do all that is necessary to enable the Responsible Authority to make application to the Registrar of Titles to record this Agreement in the Register in accordance with the Act, including the signing of any further agreement, acknowledgment or other document.

4.7. Until such time as this Agreement is recorded in the Register, the Owner must ensure that successors in title will give effect to this Agreement, and do all acts and sign all documents which will require those successors to give effect to this Agreement, including executing a deed agreeing to be bound by the terms of this Agreement.

5. FURTHER ASSURANCE

The parties to this Agreement will do all things necessary (including signing any further agreement, acknowledgement or document) to give full effect to the terms of this Agreement and to enable this Agreement to be recorded in the Register in accordance with the Act.

6. AMENDMENT

This Agreement may be amended only in accordance with the requirements of the Act.

7. NO WAIVER

No waiver by any party of any default in the strict and literal performance of or compliance with any provision, condition or requirement in this Agreement will be deemed to be a waiver of strict and literal performance of and compliance with any other provision, condition or requirement of this Agreement nor to be a waiver of or in any way release any party from compliance with any provision, condition or requirement in the future nor will any delay or omission of any party to exercise any right under this Agreement in any manner impair the exercise of such right accruing to it thereafter.

8. NO FETTERING OF POWERS OF RESPONSIBLE AUTHORITY

The parties acknowledge and agree that this Agreement does not fetter or restrict the power or discretion of the Responsible Authority to make any decision or impose any requirements or conditions in connection with the granting of any planning approval or certification of any plans of subdivision applicable to the Land or relating to any use or development of the Land.

9. INTEREST ON OVERDUE MONEYS

Any amount due under this Agreement but unpaid by the due date incurs interest at the rate prescribed under section 227A of the *Local Government Act 1989* (Vic) and any payment made shall be first directed to payment of interest and then the principal amount owing.

10. NOTICES

All notices and other communications under this Agreement will be sent by prepaid mail, by hand delivery, email or by facsimile to the Current Addresses for Service, Current Email Address for Service or Current Number for Service of the parties, and may be sent by an agent of the party sending the notice. Each notice or communication will be deemed to have been duly received:

10.1. not later than two business days after being deposited in the mail with postage prepaid;

10.2. when delivered by hand;

10.3. if sent by email, at the time of receipt in accordance with the *Electronic Transactions (Victoria) Act 2000* (Vic); or

10.4. if sent by facsimile transmission upon completion of that transmission and production of a transmission report stating that the facsimile was sent to the addressee's facsimile number.

11. COSTS ON DEFAULT

If the Owner defaults in the performance of any obligations under this Agreement it will pay to the Responsible Authority its reasonable costs of action taken to achieve compliance with this Agreement.

12. INVALIDITY OF ANY CLAUSE

Notwithstanding anything to the contrary in this Agreement, if any provision of this Agreement will be invalid and not enforceable in accordance with its terms, all other provisions which are self-sustaining and capable of separate enforcement without regard to the invalid provisions will be and continue to be valid and enforceable in accordance with those terms.

13. AGREEMENT BINDING ON SUCCESSORS OF OWNERS

This Agreement will extend to and bind the Owner's successors, assigns, administrators, transferees and legal personal representatives and the obligations imposed upon them will also be binding on their successors, transferees, purchasers, mortgagees and assigns as if each of them had separately executed this Agreement.

14. JOINT OBLIGATIONS

In the case of each party that consists of more than one person (including in that expression any corporation) each of those persons covenants, agrees and declares that all of the covenants, agreements, declarations and consents contained in this Agreement and made and given by that party have been entered into, made and given and are binding upon that person both severally and also jointly with the other person or persons constituting that party.

15. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties in connection with its subject matter and supersedes all previous agreements or understandings between the parties in connection with its subject matter.

16. COMMENCEMENT AND ENDING OF AGREEMENT

16.1. This Agreement will commence on date that it bears.

16.2. This Agreement will end by agreement between the parties or otherwise in accordance with the provisions of the Act.

EXECUTED AS A DEED

SIGNED SEALED AND DELIVERED on behalf of the **GREATER GEELONG CITY COUNCIL** by Peter Bettess, General Manager Planning & Development pursuant to an instrument of delegation authorised by Council resolution, in the presence of:

.....
P Bettess

.....
Witness

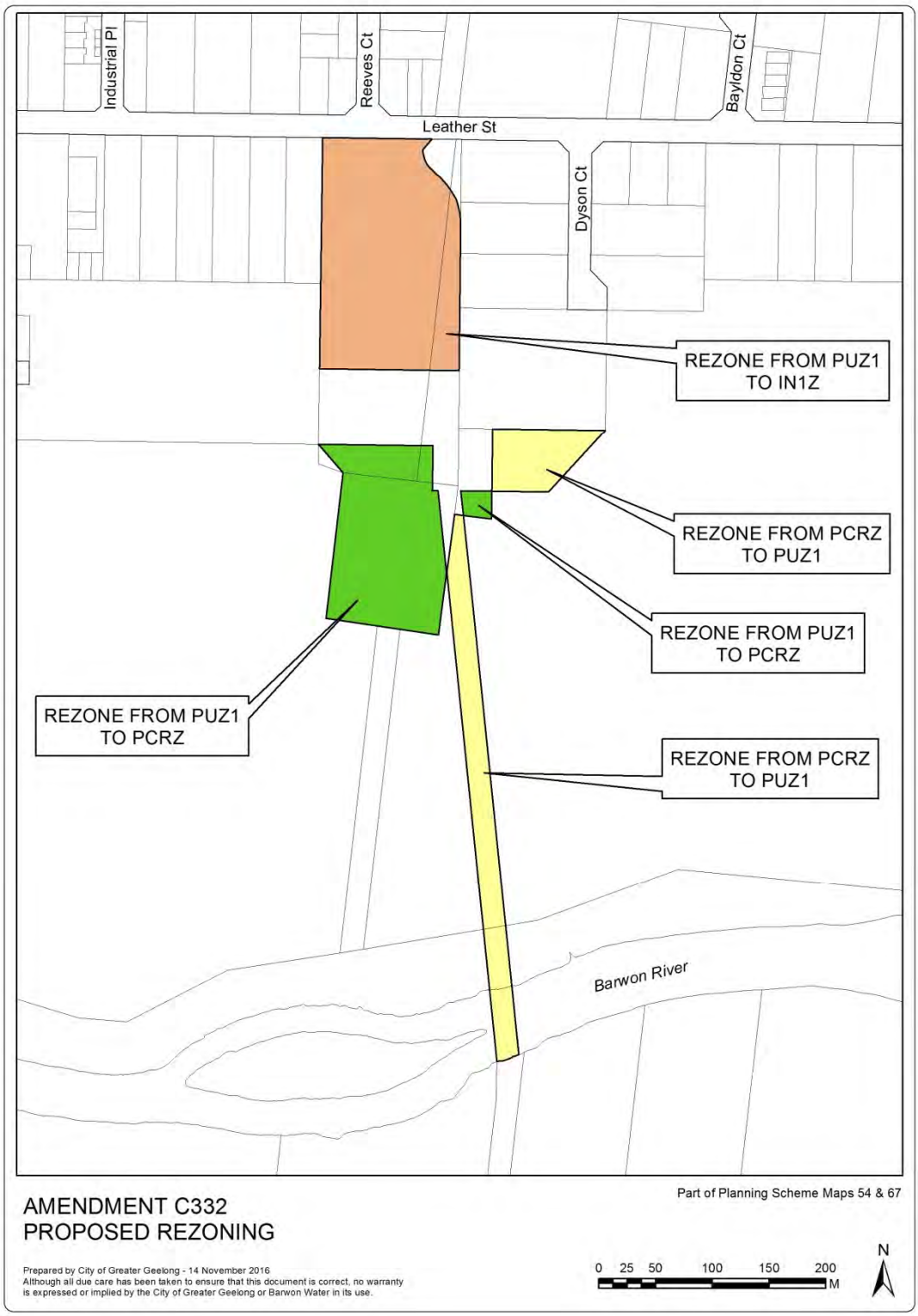
THE COMMON SEAL of **BARWON REGION WATER CORPORATION** was hereunto affixed in the presence of:

Common Seal
BARWON REGION WATER CORPORATION
ABN 86 345 316 514

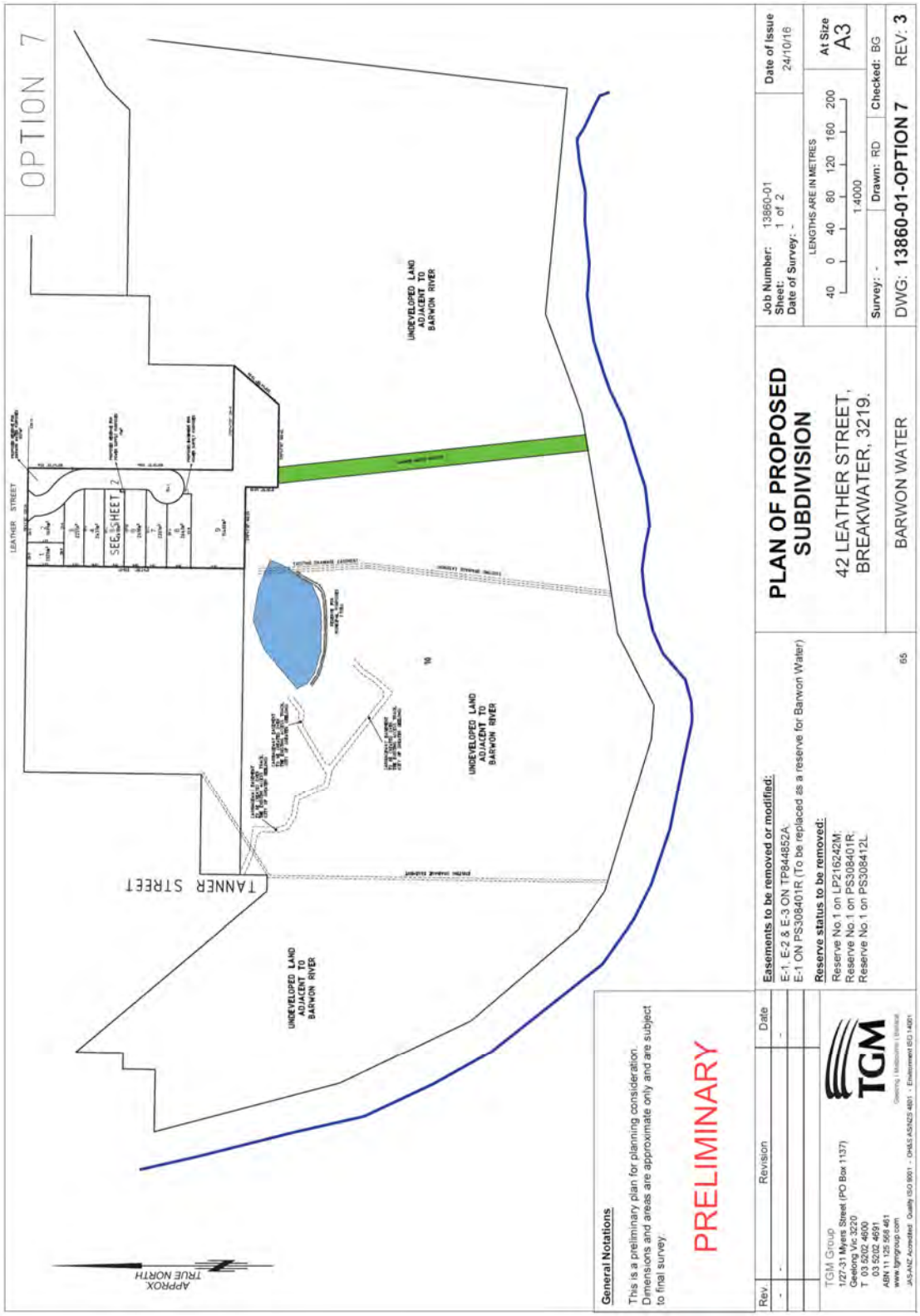
.....
Director **Tracey Slatter**

.....
Secretary **MICHAEL WATSON**

Attachment 5 - Rezoning map



Attachment 6 - Plan of Subdivision



Attachment 7 - Panel Report Executive Summary

Executive Summary

(i) Summary

Greater Geelong Planning Scheme Amendment C332 and Permit 1303/2015 (the Amendment) relates to Barwon Water owned land at 42 Leather Street and 350 Boundary Road, Breakwater. The Amendment seeks to reorganise the land by rezoning that part fronting Leather Street to the Industrial 1 Zone and other parts to the Public Use Zone 1 and the Public Conservation and Resource Zone.

The Amendment also proposes to apply the Design and Development Overlay Schedule 20 to the land being zoned Industrial 1 Zone.

The Amendment is concurrent with a Planning Permit Application (no. 1303/2015) to allow a 10-lot industrial subdivision and associated buildings and works. Lots 9 and 10 will be retained by Barwon Water, and lots 1-8 sold to the private sector.

Barwon Water is progressing the Barwon River Ovoid Sewer Aqueduct Park project on land to the south of the subject land.

The one objecting submitter is concerned that the Amendment will cut off public access and viewing opportunities to the aqueduct structure, and the alternative access point from Tanner Street will create amenity issues for residents in that area.

The Panel has considered the submission made by objector, along with the responses of Council and Barwon Water and concludes that:

- The Amendment will prevent direct access to the ovoid sewer aqueduct via the subject land, but this is an appropriate outcome in the context of safety of the site and the planning for the Aqueduct Park.
- The proposed alternative access point to the Aqueduct Park from Tanner Street may create future amenity issues for residents, but these issues are more appropriately dealt with in the Aqueduct Park planning process.
- No changes are required to the Amendment or planning permit to address the issues raised by the objecting submitter.

(ii) Recommendations

The Panel recommends that Greater Geelong Planning Scheme Amendment C332 be adopted, and Planning Permit 1303/2015 be issued, as exhibited.

4. DEVELOPMENT CONTRIBUTION PLANS - ANNUAL REPORT 2016-17

Source: **Planning & Development**
Acting Director: **Geoff Lawler**
Index Reference: **Development Contribution Plans - Governance**

Purpose

As part of Council's Development Contribution Governance Framework an annual report is presented to Council and the Audit Advisory Committee reporting on the income, expenditure and general performance of Council's seven (7) Development Contribution Plans over the past 12 months. Attachment 1 to this report outlines the key Audit results.

Key Issues

- A robust governance framework has been set up for the management and administration of Development Contribution Plans (DCPs) with a particular emphasis on consistency, accountability, transparency and strategic focus.
- Council's DCPs currently value the required essential infrastructure projects which will service Council's key growth areas at $485M. Over the next 15 - 20 years there is approximately $433M in projects to be delivered with an income of approximately $410M expected. This represents a current funding DCP project funding gap of approximately $22.6M.
- The performance of Council DCPs during the 2016/17 financial year has seen $3.72M in income received (cash) and $10.57M in expenditure ($9.18M in seven works-in-kind projects and $1.39M in thirteen Council initiated projects).
- A fall in the index figure of -2.88% for the 'Victoria Roads and Bridge Construction Index' and a 0.85% decline in the growth of the 'Victoria Building Construction Index' reduced the Development Infrastructure Levy rates and the capital cost of the majority of the DCP projects. The exception being the Jetty Road DCP which uses the CPI and Rawlisons indices.
- Development within Council's major growth area, Armstrong Creek, has continued to show very strong development activity with dwelling activity currently at 58% above original forecasts (2015/16 was 60%). This highlights the importance of continued investment in key DCP projects to meet the needs of this, and other, growing communities around the City of Greater Geelong.

L Gardner moved, P Dorling seconded -

That Council notes the 12 month annual report on Development Contribution Plans and the current funding gap of approximately $22.6M over the next 15-20 years (not including additional costs directly or indirectly linked to urban growth).

Carried.

Attachment 1

Background

Geelong is experiencing significant urban growth across the municipality and with this growth comes the need to efficiently deliver key infrastructure to service these new communities.

One of the key funding avenues to deliver this infrastructure is the use of development contributions, or more formally, the use of a Development Contribution Plan (DCP) or in the future an Infrastructure Contribution Plan (ICP).

A DCP is an incorporated document within the planning scheme that allows Council to levy a charge upon a specific area/precinct of development in order to facilitate the delivery of future projects specifically required to service this area/precinct (e.g. traffic lights, recreation reserves, community centres, etc.).

Over the past seven years the City of Greater Geelong has been implementing a detailed governance framework for the administration of DCPs (refer to table 8 Development Contributions Governance Framework in this report). The framework is aimed at ensuring all DCPs are managed and administered in a strategic, consistent, accountable and transparent manner.

A recognised component of the governance framework was the need to provide an annual report to Council detailing the performance of Council's DCPs over the past financial year.

The report is aimed at summarising the following key features:

- Income received
- Works in Kind projects delivered by developers
- Council expenditure on DCP projects
- Land provided to Council (funded by a DCP)
- Current funding gaps for DCPs
- General growth area development activities

These themes are consistent with the recommendations made by the Standard Development Contribution Advisory Committee responsible for recommending reforms within the State Government's new development contributions system. This new system was implemented in late 2016.

The above themes are also consistent with the template provided by State Government relating to the proposed annual reporting requirements set out under recent changes to the Planning and Environmental Act (Part 3B, Section 46QD).Refer to tables 1 to 4 of this report.

The indexation performance of Council's DCP Levies shows this year an average annual decrease of between 0. 85% and 2.85% per annum for Council's DCP Levies with Jetty Road being the exception with a 2.5% increase. A key factor in this variation is due to DCP levies being indexed via three separate indices for land, civil works and building projects. Land values had declining growth of only 2% across all seven DCPs this year compared to 10.2% last year.

Discussion

DCP INCOME RECEIVED

Six of the Seven DCPs are generating income from either the Development Infrastructure Levy (DIL) or the Community Infrastructure Levy (CIL), or both.

The total cash income received across the DCPs was $3.4M ($2.4M for DIL and $1M for CIL). The whole of life DCP income balance is $3.86M with Council forward funding eight of the thirteen Projects currently underway. For current income by precinct refer to Table 6.

DCP WORKS IN KIND PROJECTS (EXCLUDING LAND)

Works in kind projects are those projects delivered by developers in exchange for a credit against their developments DCP liability.

A total of seven (7) works in kind projects were delivered either in full or in part during 2016-17; Ongoing native plantings and water quality improvement works along the Armstrong Creek environmental corridor, the Surf Coast Highway and Unity Drive intersection, additions to the shared path network and essential drainage and storm water treatment works. The credited value of these DCP projects was $9.18M.

DCP PROJECTS DELIVERED BY COUNCIL

Council has thirteen ongoing DCP projects in 2016/17; with rehabilitation works on Griggs Creek, design work for the Portarlington Road intersection north-south connector road into the Jetty Road growth area and design of major wetlands for the Horseshoe bend precinct. The credited value of these DCP projects was $1.39M.

A detailed breakdown is included in tables 2 and 4 ‘ Ministerial Reporting Requirements’.

DCP FUNDED LAND

During 2016/17 nine land projects were undertaken within Council’s DCP areas. Eight being delivered by Council and the other a developers works-in-kind contribution for a wetlands/retarding basin.

The Council projects included land purchases for the future transit corridor and drainage in the Town Centre Precinct and some legal and administration costs associated with land acquisition projects for the wetlands required for the Horseshoe Bend Precinct and intersections in Lara and Curlewis (Jetty Road).

DCP DELIVERY STATUS

The current delivery status of all seven of Council’s DCPs (whole of life) shows approximately $51.8M or 11% of projects have been completed. This is behind the initial forecast of $79M for 2016 by 34% due mainly to unavailability of land for projects, staged delivery of some infrastructure, accelerated housing growth and no developer activity in the North East Industrial Precinct.

DCP FUNDING GAPS

A critical component of managing Council’s DCPs is a clear understanding of the $22.6M funding gap associated with delivering Council’s legal obligations under the DCPs.

$15.5M of the gap comprises of Council’s known commitment to co-fund key projects including land acquisition and intersection construction costs for Burvilles Road, funding for shared use stadiums in new schools in Armstrong Creek and Lara, Griggs Creek rehabilitation works and contributions towards the future updated Drysdale library.

$6.4M of the gap consists of a partial funding commitment from the Department of Education for the shared use stadiums in schools.

The long term impact of the Community Infrastructure levy cap has been reduced to $1.6M. The previous $900, cap in place since 2003, was increased to $1150/dwelling by the State Government in October 2016 and adopted by the City of Greater Geelong on the 1st January 2017.

For a detailed breakdown of Council's current liabilities and gap funding refer Table 5 - Development Contribution Plans - Whole of Life Remaining Liability, Income and Funding Gap. Table 9 shows the comparison of the development contributions status from July 2016 to July 2017.

The above funding gaps don't include additional costs associated with:

- $7.3M of funding allocated in the DCPs to the future Marshall and Western Employment Precincts which is at risk funding until contribution plans are in place;
- Increases in scope for DCP projects (e.g.: increasing the size, standard, etc. for community centres, pavilions or recreation facilities and playing fields);
- Financing costs associated with forward funding DCP projects in advance of DCP income being available;
- Increased cost of land acquisition program due to legal/administration costs, increased compensation claims and land value escalation;
- The cost of public open space land. Public open space contribution is a separate levy, but has a similar exposure to large land compensation; and
- Unfunded projects not linked to DCPs but are essential to the long term infrastructure/service needs of the community (e.g.: Armstrong Creek's regional library, aquatic centre, multi-purpose stadium and art and cultural facility). It is estimated that on their own these unfunded projects total close to $80M.

DCP GROWTH AREAS – DEVELOPMENT ACTIVITY

Another important aspect of DCP management is understanding the development activity that supports the generation of income for the DCPs and also triggers the need for DCP projects that service these new communities.

Table 7 – Armstrong Creek Annual Dwelling Activity by Suburb (compared to forecast) illustrates the development activity within the City's major growth area, *Armstrong Creek*. The table highlights the need for strong financial planning and early infrastructure investment to ensure Council delivers DCP projects as required under the DCP (e.g. facilities like community and recreation facilities, purchasing land to facilitate other projects and in some case drainage projects required to unlock/service fragmented development fronts).

The table shows the Armstrong Creek growth area (suburbs of Armstrong Creek and Mt Duneed) is delivering dwellings at 58% above that forecast for the 2011/12 to 2016/17 period (i.e.: projected dwellings of 1,929 versus actual dwellings of 3,052). This is a total of 1123 additional dwellings delivered over the six year period.

The Jetty Road growth area has seen continued strong subdivision activity during 2016/17 with 177 lots produced, close to double the annual projection of the growth area approximately 100 lots per annum. The Lara West Growth Area has only recently commenced construction.

Development Contributions Plan General Progress Report

A Development Contributions Plan (DCP) is a mechanism used to fund infrastructure requirements in new developments and apply a levy to stakeholders for contributions as allowed for under the Planning and Environment Act (1987).

Development contributions represent a cash contribution or works in kind credit that is applied across all developable land to ensure that all developers are funding the required infrastructure to service these large development areas.

A DCP specifies the type of infrastructure to be provided, shows cost and apportionment and allows Council to collect development contribution levies.

There are two types of levies, Development Infrastructure Levy which collects funds for Intersections, drainage, community and recreation/sporting projects calculated on a per hectare basis and a Community Infrastructure levy which will fund Community Sports Pavilions (rate capped at $1,150 per dwelling).

The City of Greater Geelong currently has seven active Development Contribution Plans (DCPs). These seven DCPs total $485 million in total project value to the City over their expected 20 year life span.

DCP01 Armstrong Creek North East Industrial Precinct

On 3 June 2010 the North East Industrial Precinct Development Contributions Plan was incorporated into the Greater Geelong Planning Scheme. Development is yet to commence in this precinct.

DCP02 Jetty Road Urban Growth Area Stage 1

On 23 February 2012 the Jetty Road Urban Growth Development Contributions Plan was incorporated into the Greater Geelong Planning Scheme.

The Jetty Road stage 1 development is significantly advanced with *Baywater, Bayview, Coriyule* and *Curlewis Parks* (South) Estates underway and with *Bellaview* and *Curlewis Parks* (North) Estates complete. Council has collected Community Infrastructure Levies for 1,019 dwellings in total with 169 lots during 2016/17.

Council is undertaking detailed design of the Portarlington Road and Tivoli Drive Intersection which will be a crucial link for the residents to the Jetty Road Growth Area and Clifton Springs. Griggs Creek Rehabilitation and Revegetation. Works are well advanced with exotic tree removal and fencing complete along the majority of both sides of the Creek. The land acquisition process has commenced for land to accommodate the new north-south collector road.

DCP03 Armstrong Creek East Precinct

On 12 July 2012 the Armstrong Creek East Precinct Development Contributions Plan was incorporated into the Greater Geelong Planning Scheme.

The first large commercial centre in Armstrong Creek on Barwon Heads Road is currently under construction. Development is progressing on multiple fronts with *Warralily* and *Promenade* Estates near Barwon Heads Road and *Coast* Estate on the Surf Coast Hwy. Works in kind infrastructure contribution including award winning Armstrong Creek drainage and waterway improvement works, intersections along W Boulevard at Surf Coast Highway and Horseshoe Bend Road and works are beginning on the sports ground. Council have begun work on the community pavilion facilities located in the sports ground adjoining the commercial and education centres. *Horizon Cove* are nearing completion of their Estate and *Armstrong Waters* are also progressing development to the west of Barwon Heads Road.

Council has collected Community Infrastructure Levies for 2,141 dwellings in total, 383 lots during 2016/17.

DCP04 Armstrong Creek West Precinct

On 7 March 2013 the Armstrong Creek West Precinct Development Contributions Plan was incorporated into the Greater Geelong Planning Scheme.

Armstrong @ Mt Duneed has continued developing west of Surf Coast Highway contributing to the intersection at Surf Coast Highway and Unity Drive, a wetland retarding basin and shared path.

Council has collected Community Infrastructure Levies for 911 dwellings in total, 320 lots during 2016/17.

Horseshoe Bend Precinct DCP05

On 27 November 2014 the Horseshoe Bend Precinct Development Contributions Plan was incorporated into the Greater Geelong Planning Scheme.

Watermark and *Charlemont Rise* Estates have released their initial stages with works in kind contributions towards stormwater infrastructure and shared paths. *Ashbury Estate* are set to release their first stages later this year. Council has received Community Infrastructure Levies for 141 dwellings in total.

Armstrong Creek Town Centre Precinct DCP06

Armstrong Creek Town Centre Development Contributions Plan was approved by the Minister for Planning on 23 October 2014. The DCP includes eight intersections, shared paths, drainage works and contribution towards the construction of a Regional Library. Development is yet to commence in this precinct.

Lara West Urban Growth Area DCP07

On 17 July 2014 the Lara West Development Contributions Plan was incorporated into the Greater Geelong Planning Scheme. *Manzeene Village* has commenced development to the north of Patullous Rd. Council has received Community Infrastructure Levies for 28 lots during 2016/17 with 3.4ha developed. The land acquisition process has commenced to provide land for the upgrade of the intersection of Elcho, Patullos and O'Hallorans Roads.

Financial Implications

One of the main features of the development contributions system is to ensure that new development funds essential infrastructure required to service these new communities.

The system is also setup to ensure these new development don't create an unfair burden on the existing community. Therefore it is important to recognise the $22.6M funding gap in DCP projects and ensure these funds are included in Council long-term financial plan and various funding strategies are put in place to secure these funds when required with minimal impact to the existing community.

Stakeholder Consultation and Communication

A summary of the report has been included in the draft City of Greater Geelong 2016-17 Annual Report.

Policy/Legal/Statutory Implications

The report has been prepared to reflect Council's obligations under the Victorian Local Government Act (1989) and Planning and Environment Act (1987).

Alignment to City Plan

The report supports the Clever and Creative future of our City Plan, in particular our aspiration of 'sustainable development that supports population growth and protects the natural environment'.

Conflict of Interest

No officers involved in preparing this report have a conflict of interest in the matters contained in it.

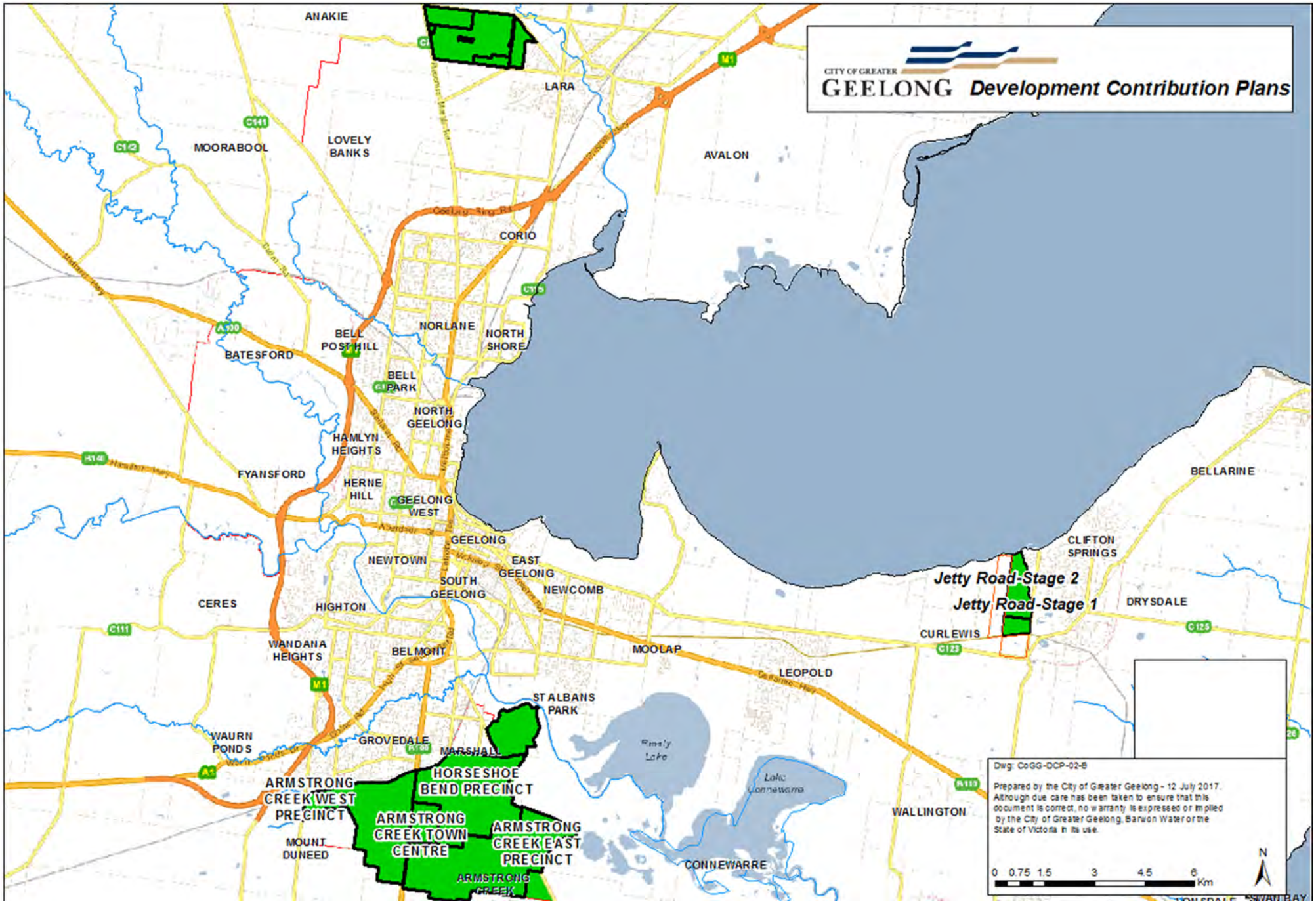
Risk Assessment

As part of the DCP Governance Framework a detailed risk assessment has been undertaken to assist in the management of development contribution within Council. Key risks have been elevated to Council's corporate risk register, while lower risks have been included as part of the DCP administration processes/procedures.

Some of these major corporate risks include failure to deliver infrastructure projects; over expenditure on DCP projects; and early claims for land purchase/compensation.

Environmental Implications

There are no significant environmental impacts as a result of the management and administration of Council DCP system.


CITY OF GREATER
GEELONG
Development Contribution Plans
ANAKIE
LARA
MOORABOOL
LOVELY BANKS
AVALON
CORIO
NORLANE
NORTH SHORE
BELL POST HILL
BATESFORD
BELL PARK
NORTH GEELONG
HAMLYN HEIGHTS
FYANSFORD
HERNE HILL
GEELONG WEST
GEELONG
NEWTOWN
EAST GEELONG
SOUTH GEELONG
NEWCOMB
CERES
HIGHTON
WANDANA HEIGHTS
BELMONT
MOOLAP
LEOPOLD
ST ALBANS PARK
WAURN PONDS
GROVEDALE
MARSHALL
HORSESHOE BEND PRECINCT
ARMSTRONG CREEK WEST PRECINCT
ARMSTRONG CREEK TOWN CENTRE
ARMSTRONG CREEK EAST PRECINCT
ARMSTRONG CREEK
MOUNT DUNEED
CONNEWARRE
WALLINGTON
BELLARINE
CLIFTON SPRINGS
Jetty Road-Stage 2
Jetty Road-Stage 1
DRYSDALE
CURLEWIS
Dwg: CoGG-DCP-02-B
Prepared by the City of Greater Geelong - 12 July 2017.
Although due care has been taken to ensure that this document is correct, no warranty is expressed or implied by the City of Greater Geelong, Barwon Water or the State of Victoria in its use.
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MINISTERIAL REPORTING REQUIRMENTS

Table 1 - Total DCP levies received in 2016/17

DCP name and year approved	Levies received in 2016/17 financial year ($)
DCP01 Armstrong Creek North East Industrial Precinct 2010	-
DCP02 Jetty Road Stage 1 2012	535,147
DCP03 Armstrong Creek East Precinct 2012	2,391,405
DCP04 Armstrong Creek West Precinct 2013	320,250
DCP05 Horseshoe Bend 2014	127,464
DCP06 Armstrong Creek Town Centre 2014	-
DCP07 Lara West 2014	25,704
Total	3,399,970

Table 2 - DCP land, works, services or facilities accepted as works-in-kind in 2016/17

DCP name and year approved	Project ID	Project description	Item purpose	Project value ($)
DCP03 Armstrong Creek East Precinct 2012	DI_DR_2	Armstrong Creek Drainage and Waterway Improvement Works - Section 2 (Barwon Heads Rd to Horseshoe Bend Rd)	Water quality and environmental enhancement works	1,493,909
DCP04 Armstrong Creek West Precinct 2013	DI_LA_1	Drainage Works - Wetland/retarding basins (property 1) - land	Land designated for stormwater & drainage management	642,306
DCP04 Armstrong Creek West Precinct 2013	DI_DR_10	Drainage Works - Wetland/retarding basins (WLRB4) - construction	Water quality and environmental enhancement works	1,368,245
DCP04 Armstrong Creek West Precinct 2013	DI_TR_2	Shared path network - offroad	Shared Pedistrain and Bicycle transport link	102,801
DCP04 Armstrong Creek West Precinct 2013	DI_RO_5	Intersection - Surf Coast Hwy and Main St (MAC)	Traffic control	2,546,778
DCP05 Horseshoe Bend 2014	DI_DR_3	Drainage Works - Reserve Road Retarding Basin to Barwon Heads Road Retarding Basin - Construction of pipeline	Underground drainage infrastructure	3,003,847.38
DCP05 Horseshoe Bend 2014	DI_TR_1	Shared Path Network - Off road	Shared Pedistrain and Bicycle transport link	22,182.52
Total				9,180,068

Table 3 - Total DCP contributions received and expended to date (for DCPs after 2016)

DCP name and year approved	Total levies received ($)	Total levies expended ($)	Total works-in-kind accepted ($)	Total DCP contributions received (levies and works-in-kind) ($)
Nil	Nil	Nil	Nil	Nil
Total				

Table 4

MINISTERIAL REPORTING REQUIREMENTS

Table 4 - land, works, services or facilities delivered in 2016/17 from DCP levies collected

Project description	Project ID	DCP name and year approved	DCP fund expended ($)	Works-in-kind accepted ($)	Council's contribution ($)	Other contributions ($)	Total project expenditure ($)	Percentage of Item Delivered
Griggs Creek- Rehabilitation and Revegetation	OS001	DCP02 Jetty Road Stage 1 2012	23,773	-	160,949	-	184,722	18.0%
Intersection- North South Collector Road Part A and Geelong Portarlington Road	R003	DCP02 Jetty Road Stage 1 2012	24,437	-	-	-	24,437	1.0%
North South Collector Road Part A- Land Acquisition	R002	DCP02 Jetty Road Stage 1 2012	317,695	-	-	-	317,695	87.0%
NAC Community complex - construction	DI_C_1	DCP03 Armstrong Creek East Precinct 2012	312,773	-	-	-	312,773	2.9%
NAC active open space reserve - community pavilion	CI_OS_4	DCP03 Armstrong Creek East Precinct 2012	184,705	-	-	-	184,705	6.2%
Sparrovale Wetlands - Drainage Land	DI_LA_22	DCP05 Horseshoe Bend 2014	3,020	-	-	-	3,020	1.3%
Sparrovale Wetlands - Drainage Land	DI_LA_23	DCP05 Horseshoe Bend 2014	9,931	-	-	-	9,931	0.5%
Sparrovale Wetlands - Management Plan and Implementation Works	DI_DR_13	DCP05 Horseshoe Bend 2014	3,645	-	-	-	3,645	0.1%
Retarding basin & Water Treatment - Central (Land)	DI_LA_8	DCP06 Armstrong Creek Town Centre 2014	89,407	-	-	-	89,407	26.7%
Land Acquisition - Transit Corridor - Boundary Rd to Burvilles Rd	DI_LA_4	DCP06 Armstrong Creek Town Centre 2014	240,030	-	-	-	240,030	9.6%
Intersection - O'Hallorans Rd / Patullos Rd / Elcho Rd - Land acquistion	DI_LA_4	DCP07 Lara West 2014	21,812	-	-	-	21,812	16.6%
Intersection - O'Hallorans Rd / Patullos Rd / Elcho Rd - Land acquistion	DI_LA_3	DCP07 Lara West 2014	50	-	-	-	50	1.0%
Intersection - O'Hallorans Rd / Patullos Rd / Elcho Rd - Land acquistion	DI_LA_5	DCP07 Lara West 2014	50	-	-	-	50	1.0%
Total			1,062,839	-	-	-	1,392,277	

Table 5

Development Contribution Plans - Whole of Life Remaining Liability, Income and Funding Gap

As at 30 June 2017

Development Contribution Plans	Current Remaining Liability	Remaining Income	Funding Gap *	% of Liability the Gap Represent
DCP01 Armstrong Creek North East Industrail Precinct	13,433,886	13,433,886	-	0.0%
DCP02 Jetty Road Stage 1	22,637,383	16,599,399	6,037,984	26.7%
DCP03 Armstrong Creek East Precinct	101,675,377	98,355,206	3,320,171	3.3%
DCP04 Armstrong Creek West Precinct	90,447,229	86,223,681	4,223,548	4.7%
DCP05 Horseshoe Bend	139,378,571	135,780,707	3,597,864	2.6%
DCP06 Armstrong Creek Town Centre	22,361,845	20,625,372	1,736,473	7.8%
DCP07 Lara West	43,574,018	39,821,317	3,752,701	8.6%
TOTAL	**433,508,309**	**410,839,568**	**22,668,741**	**5.2%**

* Gap funding includes Community Infrastructure Levy shortfall (impacted by non-indexed $1,500/dwelling), CoGG contribution and DET contribution

Table 6

Development Contribution Plans - Whole of Life Actual Income and Works

As at 30 June 2017

Development Contributions Plan	Current Income $	Current Projects Complete $ (Works in Kinds & CoGG)	% Total DCP Projects Completed
DCP01 Armstrong Creek North East Industrial Precinct	-	-	0%
DCP02 Jetty Road Stage 1	431,419	6,475,098	22%
DCP03 Armstrong Creek East Precinct	2,611,290	24,563,425	19%
DCP04 Armstrong Creek West Precinct	1,124,128	17,456,515	16%
DCP05 Horseshoe Bend	- 9,671	2,967,335	2%
DCP06 Armstrong Creek Town Centre	- 246,031	331,472	1%
DCP07 Lara West	- 24,254	23,823	0%
TOTAL	3,866,881	51,817,669	11%

Table 7

Armstrong Creek Annual Dwelling Activity by Suburb (Compared to Forecast)

As at 30 June 2017

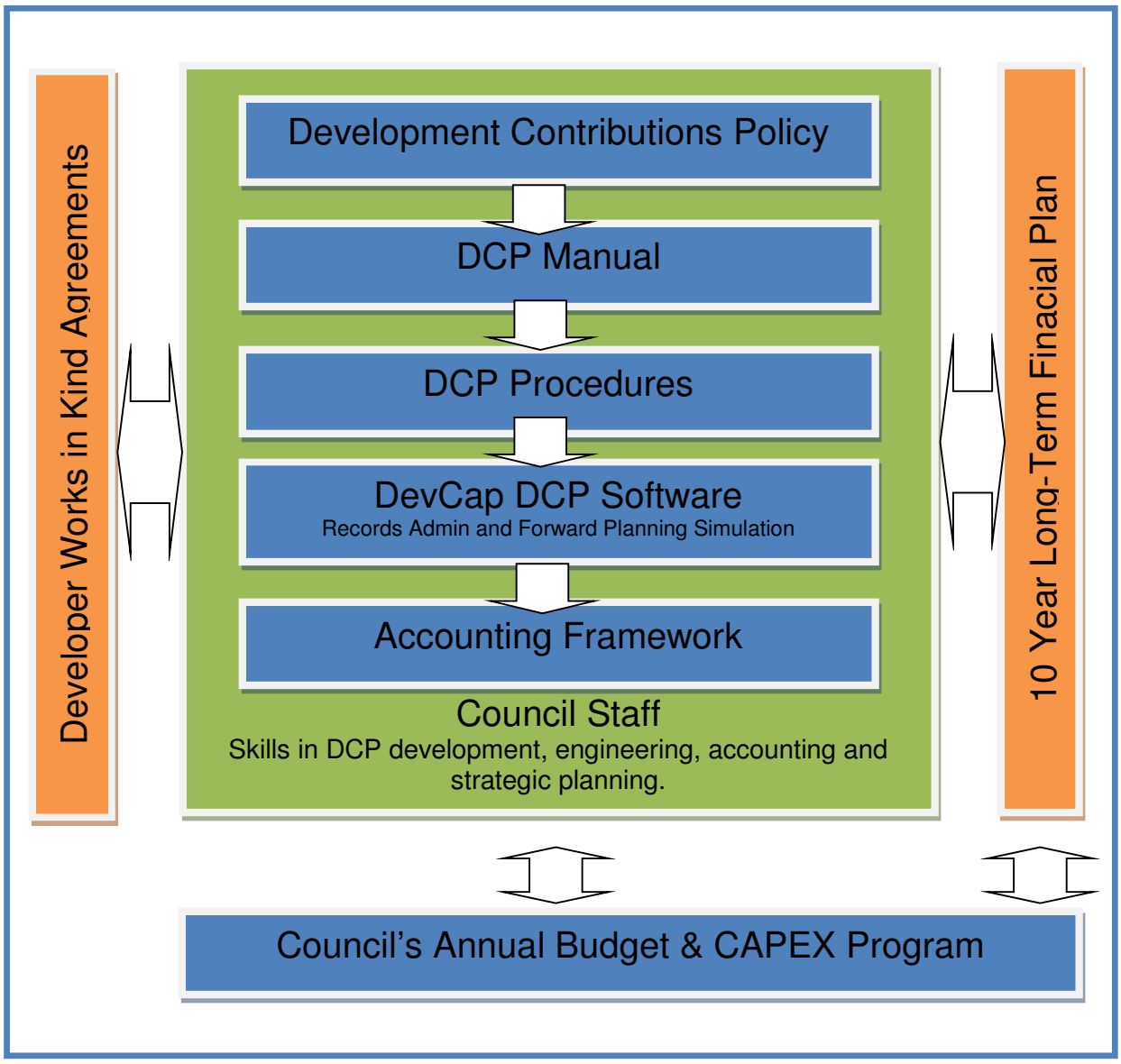
Suburb	Projected or Actual Dwellings #	Dwellings per Year						
		11-Dec	Dec-13	13/14	14/15	15/16	16/17	TOTALS
Armstrong Creek	Projected	40	180	345	346	350	360	**1,621**
	Actual	128	325	449	406	450	383	**2,141**
Mount Duneed	Projected	1	1	0	106	100	100	**308**
	Actual	0	0	71	224	296	320	**911**
TOTALS	**Projected**	**41**	**181**	**345**	**452**	**450**	**460**	**1,929**
	Actual	**128**	**325**	**520**	**630**	**746**	**703**	**3,052**
Difference		87	144	175	178	296	243	**1123**
Cumulative Difference		87	231	406	584	880	1123	-
Percentage Increase		212%	80%	51%	39%	66%	53%	**58%**

Based on City of Greater Geelong Population Forecast (forecast.id) and actual figures based on annual collection of community infrastructure levy ($1,500 / dwelling)

Note – Development has only recently commence in the suburb of Charlemont, and yet to commence in Marshall.

Table 8

CITY OF GREATER GEELONG
DEVELOPMENT CONTRIBUTION GOVERANCE FRAMEWORK



5. SALE OF OLD GEELONG GAOL BY EXPRESSIONS OF INTEREST

Source: **Finance & Strategy – Property & Procurement**
Director: **Joanne Moloney**
Index Reference: **Land Sales**

Purpose

The purpose of this report is to recommend that Council proceed to the sale of the Old Geelong Gaol (the Gaol) at 220 Myers Street, Geelong by Expressions of Interest (EOI) taking into consideration the submission received by the National Trust Australia (Victoria) (NTAV) in relation to the proposed sale and the site's heritage value and prominence.

Background

At the Council Meeting of 26 April 2017, Council resolved to give notice of intention to sell the Old Geelong Gaol. As required notice under s189 of the *Local Government Act 1989* (the Act) was published in the Geelong Advertiser and the Geelong Independent on 5 and 6 May 2017.

It was proposed the sale be undertaken by the EOI process (Attachment 2) which would include upholding the heritage aspects in any development proposal, the participation by the developer in a master plan for the precinct and continued public access to the cell block.

Only one written submission was received under the s189 process. The submission from the NTAV progressed to a public hearing on 8 August 2017 of the Submissions Review Panel (the Panel) as per the requirements of the Act.

Key Issues

- The Panel convened, on 8 August 2017 to hear the submission from the NTAV on the potential sale of the Old Geelong Goal as referred to in the Minutes of the meeting (Attachment 1).
- NTAV's submission noted that the opportunity exists to continue public access to the Gaol and stated an interest in partnering with the future owner of the Gaol to provide public programming and interpretation of its heritage significance. This was noted and discussed by the Panel along with the recommendation that there is potential opportunity for positive heritage and development outcomes that is comparable in other decommissioned Goals within Victoria.
- It was further noted that the NTAV submission suggested that a feasibility study be undertaken which was rejected by the Panel. The Panel were of the opinion that, through the EOI process, potential purchasers would put forward use and/or development opportunities for the site. The Panel convened after considering the issues raised by NTAV and agreed to recommend to Council that the sale of the Old Geelong Goal should proceed by Expressions of Interest.

L Gardner moved, P Dorling seconded -

That Council endorses the sale of the Old Geelong Gaol by Expressions of Interest (Attachment 2).

Carried.

Attachment 1

Minutes of the Submissions Review Panel

Submissions Review Panel
Hearing of Submissions – Proposed Sale of the Old Geelong Gaol

Tuesday 8 August 2017

5.30pm City Hall – Council Chamber

Attendees

Panel Members: Dr Kathy Alexander (Chair), Laurinda Gardner and Peter Dorling
Management: Joanne Moloney (Director Finance & Strategy) and Travis Kirwood (Manager Property & Procurement)

Apologies: Nil

NO	ITEM
1.	**Welcome:** Kathy Alexander welcomed those attending.
2.	**Conflicts of Interest:** Nil
3.	**Item:** Background 26 April 2017 Council resolved to give notice of intention to sell the Old Geelong Gaol by Expressions of Interest (EOI). Notice under s189 of the Local Government Act 1989 was published on 5 and 6 May 2017 in both the Geelong Independent and the Geelong Advertiser. The submissions period closed 6 June 2017. One submission was received from the National Trust of Australia (Victoria) (NTAV). Following the Panel hearing, the Panel will meet to discuss the submission and provide a recommendation to be put to Council.
4.	**Item:** Hearing of Submission from NTAV. Presented by Ms Kristin Stegley OAM and Mr Simon Ambrose Summary of the submission: 1. NTAV recommended that a feasibility study should be completed on the Old Geelong Gaol before proceeding with the sale. 2. NTAV noted that Rotary Geelong have done an excellent job in maintaining the Gaol as tenants. 3. NTAV expressed interest in partnering with any future owner to provide public programming and interpretation at the site. 4. NTAV has been involved in advocating for positive heritage and development outcomes at other decommissioned Gaols in Victoria. 5. NTAV stated there is an opportunity to continue public access to the site and that conservation and interpretation of the site should be a condition of sale.
7.	**Item:** Hearing concluded at 6:03pm.
8.	**Item:** The Panel convened to consider the submission and resolved to recommend to Council that the sale of the Old Geelong Gaol proceed.
9.	**Item:** The meeting of the Panel concluded at 6:21pm.

Attachment 2

Outline of Sale by Expression Of Interest Process

1. Prepare an Expression of Interest (EOI) document for the market based on the Council's standard EOI format providing information about the property and the process.

2. Advertise and market through an appointed estate agent.

3. Information which will be sought in the EOI process is inclusive of:

- price;
- commitment to and details of a proposed maintenance program for the site;
- details of how public access to the cell block will be provided;
- a broad concept design (master plan) for use of the site;
- the experience and capability of the purchaser in development of heritage sensitive sites; and
- any specific contract conditions requested.

4. Council Requirements are inclusive of:

- that the Cell block remains open to the public;
- that full implementation of a maintenance program is implemented;.
- that the purchaser must participate in the development of a master plan for the precinct; and
- that the heritage of the site is a key consideration in any development proposals.

5. EOI's responses will be assessed by a panel to be appointed.

6. The assessment panel will make a recommendation to Council of a preferred purchaser. The EOI assessment process may be a single or two stage process depending on the number of responses received and the level of information provided.

7. The evaluation criteria will be premised on:

- the respondents response to Council requirements;
- the experience and capability of the respondent in development of heritage sensitive sites;
- the proposed concept plan for usage of the site; and
- the proposed purchase price.

The EOI process outlined above is a guide to Council's requirements and the conduct of the process. Council may vary the terms and conditions of the EOI depending upon responses.

Attachment 3

Financial Implications

The Minister for Planning, in June 2013, advised Council that the interest free Government loan of $360,000 taken out by the Council in 1996 for the purchase of the Gaol shall be repayable in full upon the sale of the asset.

However, the Minister also advised that upon repayment of the loan, consideration will be given to establishing a Geelong Heritage Restoration Fund for the conservation of heritage places in the City of Greater Geelong.

Stakeholder Consultation and Communication

All persons, including tenants, have been provided the opportunity to make a submission following the giving of notice of intention to sell the property under s189 of the Local Government Act. Anyone who made a submission has had the opportunity to be heard.

In addition, in 2015 Council publically invited proposals for the future use of the Gaol which allowed for interested parties to have an opportunity to workshop proposals prior to a further report to Council.

Policy/Legal/Statutory Implications

As per s189 of the Local Government Act 1989 (the Act), Council has complied with its obligation to give notice of its intention to sell the Gaol. Council has also complied with its obligation under the Act to receive and hear submissions in relation to the proposed sale and provide a further report to Council prior to placing the property on the market.

The Council is also required to obtain a valuation within six months of the date of sale

Conflict of 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

Ongoing ownership and arm's length management of the property by the Council in the absence of a commitment to fund maintenance and improvements represents an unacceptable risk.

Should the Council continue to own the property, it will be accepting risk relating to the use of buildings for which they were not designed along with growing and unavoidable cost of maintenance and capital improvements.

The risks associated with the sale of the complex can be managed by obtaining appropriate advice and following normal management procedures.

Environmental Implications

While no environmental site assessment has been implemented, there are no known contamination issues on the site.

6. SOCIAL INFRASTRUCTURE PLAN 2014 - 31 REVIEW

Source: **Community Life - Social Planning and Investment**
Director: **Linda Quinn**
Index Reference: **Social Planning and Investment**

Purpose

To adopt a revised set of Social Infrastructure Plan principles and endorse an approach for review of the existing Social Infrastructure Plan 2014 - 31.

Background

Council adopted the Social Infrastructure Plan Executive Summary in October 2015 although the entire Social Infrastructure Plan 2014 - 31 was not adopted or endorsed.

In June 2017 Council resolved to release publicly the entire Social Infrastructure Plan 2014 - 31 and this occurred on 30 June 2017.

Key Issues

The existing Social Infrastructure Plan 2014 - 31 (SIP) has three key components:

a. Planning Policy Framework – that outlines the principles and policy parameters.

b. Social Infrastructure Requirements – that identifies the community need.

c. Social Infrastructure Projects – the social infrastructure planned to be delivered.

The SIP review will occur in two parts. The 'social infrastructure planning framework' (Part A) will be reviewed between September 2017 and March 2018, followed by a review of the 'social infrastructure requirements and projects' (Part B & C) post March 2018.

Key elements of the Part A review process are:

- The community will be 'involved' in the engagement process consistent with the recently adopted City of Greater Geelong Community Engagement Framework.
- The SIP review will be underpinned by five draft principles outlined in the attachment.
- The first phase of consultation occurs September to October 2017. This will focus on further research, data gathering and analysis. This phase will also include a process of seeking preliminary feedback from the community about the current SIP.
- The second phase of consultation is between November 2017 and March 2018. This involves the community through a range of online and face-to-face forums. It is designed to obtain greater community input into the planning policy framework.
- A progress report will be provided to Council in March 2018. This will update Council on the research findings, community engagement outcomes, future policy and planning challenges, and any potential need for revision of the policy and planning framework. This progress report will inform the next stage of the SIP review.

K Alexander moved, L Gardner seconded -

That Council approve:

1) the Social Infrastructure Plan Principles (Attachment 1);

2) the scope of the Social Infrastructure Plan review (Attachment 1);

3) an allocation of $125,000 for the review of the Social Infrastructure Plan 2014-31 from the 2017-18 Budget and refer the outstanding amount of $125,000 for Part B&C of the process to the 2018-19 Budget process.

Carried.

Attachment 1

Discussion

Scope of the Social Infrastructure Plan (SIP) Review

The key objectives of the entire SIP review process is to:

- Ensure there is a sound research and evidence basis for the review and the community is properly and fully informed.
- Ensure that the community's needs, opinions and aspirations are properly considered in the process, alongside the research and evidence.
- To produce a Social Infrastructure Plan that is evidence based and broadly accepted by the community as a sound basis for future decision making.

The Social Infrastructure Plan review will be undertaken consistent with Council's recently adopted Community Engagement Framework 2017 and the International Association of Public Participation (IAP2) best practice.

The research and data gathering methodology utilises Bradshaw's 'taxonomy of social need' as a framework for assessing community needs. This approach identifies four approaches to identifying need, being:

- Felt need (consultation): what can be inferred about community needs by what members of the community say or feel they need.
- Expressed Need (audit): what can be inferred about community need based on observation of current characteristics and patterns of service use.
- Normative need (demographics): what expert opinion, based on research, would identify as community needs (eg: social trends).
- Comparative need (benchmarks): what can be derived about community needs from examining what has worked successfully in other communities.

The proposed community engagement process ensures the community will be 'involved' in the review process for the entirety of the review. A variety of structures, processes and techniques (both online and face to face) will be used including a number of community reference forums.

To ensure the community's involvement is well supported, a rigorous methodology for evidence gathering and research will also be undertaken. This will include establishment of a Stakeholder Advisory Group, being an assembly of experts and service providers in the field of social and infrastructure planning to provide a well-informed evidence and research base for the review.

SIP Review approach

The review of the SIP will occur in two phases being a review of the 'social infrastructure planning framework' (Part A), followed by a subsequent review of the 'social infrastructure requirements and projects' (Part B&C).

Part A of the SIP review is to be undertaken between August 2017 and March 2018.

The aim of Part A is:

- To review the research and data that currently informs the Social Infrastructure Plan 2014 - 2031.
- To 'involve' the community in a review of the vision, principles, models, benchmarks and other policy parameters that underpin the Social Infrastructure Plan 2014 - 2031.

- Provide a progress report to Council in March 2018 that identifies any potential revisions to the Social Infrastructure Planning Framework.

It is critical for Council to undertake this research and engagement to provide a fully informed platform upon which Council can make future decisions and prioritise the renewal and development of social Infrastructure.

Part B&C of the SIP review is to be undertaken between March and December 2018.

The aim of Part B&C of the review is:

- To analyse the outcomes of the Part A process (ie: the research findings, community engagement outcomes and identified future policy and planning challenges) against the social infrastructure requirements and projects currently identified in the SIP 2014-31.

- Provide a final draft Social Infrastructure Plan to Council by late 2018, that identifies any potential revisions to the social infrastructure requirements and future priorities for the City of Greater Geelong.

Principles for the SIP Review

The following principles will underpin the Social Infrastructure Plan review:

Equitable - the distribution of service and associated social infrastructure is consistent with the proposed Social Equity Framework.

Accessible – the services and associated social infrastructure are physically accessible and affordable for all people in the community.

Sustainable – the services and associated social infrastructure is financially, environmentally and socially sustainable over time.

Adaptable – the services are able to be responsive to changing needs and the associated social infrastructure has the potential to be reused, repurposed or recycled as needs change.

Integrated – the development of co-located services and infrastructure, combined with collaborative governance and management models that drive the implementation of the social infrastructure principles.

These principles may be further revised during the process to ensure they remain consistent with the Social Equity Framework.

Financial Implications

The costs associated with the Social Infrastructure Plan total $250,000. The expenditure will occur over two financial years with $125,000 required in 2017-18 and another $125,000 required in 2018-19.

Stakeholder Consultation and Communication

The community engagement is positioned at 'involve' in accordance with the International Association of Public Participation's community engagement best practice guidance. This level of community participation recognises the complex nature of the social infrastructure plan review and a clear intention to ensure the community is appropriately engaged in the process.

The proposed community engagement process also seeks to involve a series of government and non-government key stakeholders at a State, Municipal and local level.

A key aspect of the review is the establishment of a Stakeholder Advisory Group that will provide some expert input into the review process.

Policy/Legal/Statutory Implications

This Social Infrastructure Plan 2014 - 31 is a key policy document of Council and was programmed for review in 2017.

It will be undertaken in the context of Council developing the Social Equity Framework that will guide Council's future approach to service and resource allocation.

Alignment to City Plan

In the Greater Geelong Clever and Creative Future, a key objective is for an inclusive, diverse, healthy and socially connected community. Success will be achieved through ensuring that public areas and local services are accessible to all levels of ability and that there is equity in the provision of community infrastructure.

The review of the Social Infrastructure Plan is identified as a key strategic document in achieving the aims of a Clever and Creative Future.

Conflict of Interest

No officer involved in the recommendation of this report has any direct or indirect interest.

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

Source: **Community Life – Healthy Communities**
General Manager: **Linda Quinn**
Index Reference: **Public Health Management – Planning and Strategy – Municipal Public Health Plan 2013-2017 (D17-137585)**

Purpose

To report on the progress of the Geelong Public Health and Wellbeing Plan 2013-2017 and the proposed extension of the Plan to June 2018.

Background

The purpose of the Geelong Public Health and Wellbeing Plan 2013-2017 is to demonstrate how the City of Greater Geelong will work to positively impact on the health of our local community over a four year period.

Conducting an annual review of a Municipal Public Health and Wellbeing Plan is a statutory requirement of councils under the *Public Health and Wellbeing Act 2008*.

Annual reviews of the Geelong Public Health and Wellbeing Plan 2013-2017 have been undertaken for each of the preceding three years.

Key Issues

- Of the 73 actions in the plan:

  20 discreet actions are complete (27%);

  49 actions are embedded as business as usual and are on schedule (67%);

  2 are reported as not started (3%);

  2 are flagged as a minor issue (3%).
- The Geelong Public Health and Wellbeing Plan 2013-2017 fulfils the requirements of the *Public Health and Wellbeing Act 2008* that all Victorian councils prepare a Municipal Public Health and Wellbeing Plan within 12 months of council elections.
- In the absence of Council elections in 2016, the Department of Health and Human Services (DHHS) advised Council in early 2017 that it will extend the current Geelong Public Health and Wellbeing Plan for an additional 12 month period.
- The DHHS requires that Council incorporate actions that respond to the Victorian Government Royal Commission into Family Violence in the interim Public Health and Wellbeing Plans, by 22 October 2017.

L Gardner moved, P Dorling seconded

That Council:

1) **note the progress that has occurred in the implementation of the Geelong Public Health and Wellbeing Plan 2013-2017;**
2) **endorse the existing Geelong Public Health and Wellbeing Plan 2013-2017 to remain in effect until June 2018; and**
3) **endorse the incorporation of measures to reduce family violence.**

Carried.

Attachment 1

Discussion

Of the 73 actions listed in the plan, 20 have been completed and a further 49 have commenced and are reported as on schedule. Only two actions have not yet commenced and two have been reported as a minor issue.

The Geelong Public Health and Wellbeing Plan fulfils the requirements of the *Public Health and Wellbeing Act 2008* that all Victorian councils prepare a Municipal Public Health and Wellbeing Plan within 12 months of council elections.

In the absence of Council elections in 2016, the DHHS advised Council in early 2017 that it will extend the current Geelong Public Health and Wellbeing Plan for an additional 12 month period.

From June 2018 the Geelong Public Health and Wellbeing Plan will be integrated in the Council plan for 2018 – 2021.

An application for exemption from preparing a stand-alone Municipal Public Health and Wellbeing Plan, in line with the requirements of s.27 of the *Public Health and Wellbeing Act 2008*, will be submitted to the Secretary, Department of Health and Human Services in May 2018, when the draft Council Plan is available.

In March 2017, the Victorian Government released a report of the Royal Commission into Family Violence.

This report included a recommendation that all councils report on action they propose to undertake to reduce family violence and respond to the needs of victims in their Municipal Public Health and Wellbeing Plans by October 2017.

In response to this recommendation we propose the follow key actions for 2017//2018:

- Develop and endorse a Family Violence Action Plan to guide the work of our organisation over the next three years;
- Develop a Gender Equity Framework to embed gender equity practices across the organisation; and
- Align the work of Council with the Strategic Plan: Preventing and Addressing Violence Against Women and Children in the G21 region 2016-2020.

Financial Implication

Clearly set out income or expenditure implications on the budget current and future. Highlight any additional staffing or maintenance estimates.

Stakeholder Consultation and Communication

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

A Geelong Preventative Health Survey of 1,500 residents is currently being undertaken with a final report available by the end of September 2017. This survey will provide valuable data on the health and wellbeing of our community and allow the monitoring of changes over time.

Additional stakeholder consultation will occur in the later part of 2017 and early 2018 to inform our directions for 2018-2021. This consultation will “involve” the community according to the IAP2 model of engagement.

Policy/Legal/Statutory Implications

The plan fulfils the requirements of the *Public Health and Wellbeing Act* 2008 that all Victorian councils prepare a Municipal Public Health and Wellbeing Plan within 12 months of council elections.

Alignment to City Plan

The Geelong Public Health and Wellbeing Plan is closely aligned to City Plan and the delivery of the Community Wellbeing strategic directions.

All actions in the Geelong Public Health and Wellbeing Plan seek to address the three strategic priorities for Community Wellbeing: Healthy Lifestyles, Healthy Environments and Connected, Creative and Strong Communities.

Conflict of Interest

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

Risk Assessment

This report ensures compliance with the *Public Health and Wellbeing Act 2008.*

This report fulfils the recommendation of the Victorian Government Royal Commission into Family Violence that all councils report on the measures they propose to take to reduce family violence and respond to the needs of victims in preparing their Municipal Public Health and Wellbeing Plans, by 22 October 2017.

Environmental Implications

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

Attachment 2

Geelong Public Health and Wellbeing Plan 2013-2017

2017 Annual Review Summary

Action Guide 1	**Improving how we do business in health and wellbeing**
	Healthy Communities Department established within the Community Life Division.
	Local support provided to 68 early childhood services, 45 primary schools and 17 secondary schools across Greater Geelong implementing the Achievement Program to create healthy environments.
	Geelong Preventative Health Survey being undertaken with 1500 residents aged over 18 years. Final report due for completion by end of September 2017.
	Key regional and subregional facilities have been completed including: Barwon Heads and Jetty Road Playgrounds, Paddle Sports Pavilion and a Mountain Bike Track.
	Active participation in G21 regional planning for health and wellbeing.
Action Guide 2	**Accessible and Nutritious Food**
	Greater Geelong Food Policy continues to be implemented.
	Active participation and support provided to the Regional Food System Alliance.
	Support for local collection of market basket surveys.
	A Healthy Canteen Expo was held in Aug 2016 showcasing healthier food and drink products. Event attended by 17 producers and over 120 canteen managers and representatives from schools, workplaces, recreation centres & sporting clubs.
	Four Council owned and managed recreation venues continue to work towards providing healthy choices under the Healthy Choice guidelines.
	Menu assessments undertaken for 32 childhood centres and schools based of the Department of Education and Training Healthy Eating in the *National Quality Standard* and the *School Canteens and Other School Food Services Policy*.
Action Guide 3	**Physical Activity and Active Communities**
	The Greater Geelong Physical Activity Strategy continues to be implemented providing significant support for active transport related initiatives.
	Major cycle corridor projects have been submitted for funding including $3.370M for the 'Waurn Ponds Corridor' and $1.325M for Geelong West. A further $2.2M for pedestrian improvement projects will be delivered in Central Geelong this financial year.
	Walk to School held in Oct 2016 with 32 local primary schools participating. With local support Walk to School participation rates have grown from 193 students in 2012 to 7,355 local students participating in 2016.
	A 'Change to Walking' pilot project was delivered in late 2016 supported by a $40K from Victoria Walks. This pilot was delivered through two workplaces with 91 participants.
	Council partnered with GMHBA to deliver a workplace physical activity intervention called 'Active my Way' during Feb-April 2017. This project was supported through a $80K grant from VicHealth. This pilot was delivered through 7 workplaces with a total of 356 employees.
	Geelong Open Space Strategy is nearing completion with expected presentation to Council in August 2017.

Action Guide 4	**Social Inclusion and Community Connectedness**
	The Grovedale Neighbourhood House Plan has been completed.
	A number of activities were held in celebration of Refugee Week including a four-day 'KickStart Your Business – A Multicultural Approach' that connected and empowered CALD communities to celebrate their identities, make sound business decisions and address social cohesion.
	The Community, Culture and Connections Project aims to reduce overall risk of crime and increase community safety. This project is working with approx. 30 Koori and CALD young people to strengthen community connection the development and construction of a walk.
	A community safety grant was received to implement a 'Theft of and from Cars' initiative in partnership with Victoria Police, Bellarine Safety Committee and Geelong Local Safety Committee.
	Crime Prevention Through Environmental Design has seen 5 internal audits completed.
	A review of CCTV management is currently underway.
Action Guide 5	**Reducing harm from alcohol, drugs and problem gambling**
	A new Electronic Gaming Policy was adopted by Council in June 2017. Applications for an increase in Electronic Gaming Machines will not be supported if located with 400m of a Census District in the bottom 20% of the Social and Economic Impact Assessments index.
	Social and Economic Impact Assessments of electronic gaming have been prepared in response to applications from Portarlington Golf Club and the Geelong RSL in Belmont.
	Provision and advice in relation to response and management of alcohol and other drugs via groups and forums such as G21 Regional Justice Group, Geelong Local Safety Committee and the Bellarine Local Safety Committee.
	Run programs around the enforcement of alcohol regulations in accordance with the *Public Health and Wellbeing Act 2008.*
Acton Guide 6	**Tobacco inspections and enforcement completed in line with state protocols in addition to educational visits**
	Recent changes to smoke free outdoor dining legislation has been introduced and it is now illegal to smoke where food is being consumed. An advertising and campaign has been introduced and a letter has been sent to all businesses outlining the changes. This has generally been well supported.
	Support provide to sporting clubs around the provision of smoke-free settings that include child sporting events. It has been noted that compliance in this area has been very good.

8. WOMEN IN COMMUNITY LIFE ADVISORY COMMITTEE

Source: **Community Life – Connected Communities**
Director: **Linda Quinn**
Index Reference: **Women in Community Life Advisory Committee**

Purpose

To endorse new members for the Women in Community Life Advisory Committee.

Background

In July 2013, Council established the Women in Community Life Advisory Committee, with the first meeting being held in November 2013.

The role of the Committee is to provide advice to Council on matters relating to women in community life. The mission statement of the Committee is to achieve equality, inclusion and respect for women in Greater Geelong.

The three key themes that frame the work and direction of the Committee as outlined in the Terms of Reference (ToR) include: Advocacy, Education and Training and Raising Awareness. Attachment 2; ToR currently under review.

Key Issues

- The Women in Community Life Advisory Committee (WiCLAC) / (the Committee) is an important component of Council's work in progressing gender equality.
- Vacancies on the Committee have been created through resignation of some existing members.
- Committee positions were advertised in City News, Women in Community Life Facebook page and local professional and members network between 24 March and 15 May 2017 with applications open to any interested community members.
- After this, three current Committee members assessed the applications against the following key selection criteria; Commitment to furthering women's participation, representation and leadership in community life, commitment to the Victorian Local Government Women's Charter, demonstrated involvement in women's and other networks, commitment and time to actively participate on the Committee and capacity to feedback, share and promote the work of the Committee to others
- A recommendation to appoint five new Committee members was made by the assessment panel. Assessment summary is provided as attachment 3.
- While there has been a reduction in Committee numbers over recent times, participation of existing members remains active with engagement in meetings and working together to develop and implement events and activities.
- The ToR outline the Committee make up, which includes ten to twelve general members and three City of Greater Geelong officers (non-voting).

L Gardner moved, P Dorling seconded -

That Council endorses the appointment of Stevie van der Chys, Petra Goerschel, Simone Stevens, Erica Wastell and Leesa Hanlon to the Women in Community Life Advisory Committee for a two year term.

Carried.

Attachment 1

Discussion

The Committee mission statement of equality, inclusion and respect for women in Greater Geelong is supported by the Victorian Local Government Women's Charter and further supports the work of Council.

It is the ethos of the Committee that all members are encouraged to actively participate in monthly meetings, sub-committee meetings and subsequent activities and events.

The Committee has representation across the municipality and includes a diversity of ages and personal and professional experience.

The Committee is currently chaired by a senior council officer and supported by an additional three Council officers.

Financial Implications

No changes to current budget.

Stakeholder Consultation and Communication

The Community Life Division is responsible for communication relating to this report.

Policy/Legal/Statutory Implications

This Committee is in line Council's position as a signatory to the Victorian Local Government Women's Charter. There are no statutory implications.

The Committee clearly aligns with and is supported by the Human Rights Charter (HRC). Principles of freedom, respect, equality and dignity are promoted by the HRC, and these are incorporated in the Victorian Local Government Women's Charter, which is a guiding document to this Committee.

Alignment to City Plan

WiCLAC aligns with the Community Wellbeing and How we do Business objectives of City Plan.

The strategic direction and activities of the WiCLAC enhances the health and wellbeing of local communities, in particular, matters relating to women and their participation, representation and leadership in community and civic life.

Conflict of Interest

No Council officer involved in the preparation of this report has a direct or indirect interest in the matter to which the report relates.

COMMITTEE TERMS OF REFERENCE

CITY OF GREATER GEELONG

Women in Community Life Advisory Committee	Document No:	CTR295.12
	Approval Date:	25 February 2015
	Approved By:	Council
	Review Date:	March 2017
Responsible Officer: **General Manager, Community Services**	Expiry Date:	N/A
	Version No:	01
Authorising Officer:		**Chief Executive Officer**

1. PURPOSE

The purpose of the Women in Community Life Advisory Committee (WiCLAC) is to provide advice to Council on matters relating to women's participation, representation and leadership in community life.

The target area for the work of the Committee is the municipal boundary of the City of Greater Geelong. The Committee recognises that Geelong is a place where people live, work, study or visit for business, social or leisure based activities, and residents reflect enormous diversity of age, experience and opportunity.

The Committee will promote and celebrate successes, milestones and participation of women. The Committee will advise Council on barriers to women's participation, emerging women's issues, aspirations and initiatives so as to further progress gender equity in the Geelong community.

The Victorian Local Government Women's Charter will inform the direction of the Committee. Each key principle of this Charter assists to create a strong framework for action and change.

Specifically, the Committee is established to:

- Identify barriers to women's participation in the civil, civic and political life of the Geelong community.
- Increase opportunities and access for women to participate in leadership and decision making committees and processes.
- Increase active participation of women in community groups and networks.
- Be inclusive, representative and encouraging of women of all demographics.
- Invite comment and feedback from individuals, community groups and organisations on strategies that address local based priorities for increased women's participation, representation and leadership.
- Provide advice on current or emerging gaps in gender equity, women's participation, representation and leadership.
- Promote open and transparent policies, processes and practices, and highlight the right of all persons, and particularly women, to take part in public life.
- Build on existing links between agencies and community groups.

2. CONTEXT

There is much scope to create and implement strategies and actions to achieve greater gender equity. This Committee also provides an opportunity to showcase areas of best practice by community groups, organisations and government.

Significant milestones and achievements have been reached by women in Greater Geelong. The Committee provides a vehicle to promote and assist in creating new opportunities for women who aspire to participate in community life and decision making processes.

The Committee comes from a combined Community Development and Human Rights approach of working with, and supporting people 'where they are at', while recognising that every person has the right to take part in public affairs without discrimination (Section 18 Victorian Charter of Human Rights and Responsibilities Act. 2006). Through strong links, partnerships, strategies and opportunities, some existing barriers to participation will be diminished. This will enable an increased number and diversity of women in greater decision making processes and participatory events.

The work of the WiCLAC strengthens Council's commitment to the Victorian Local Government Women's Charter, which the City of Greater Geelong Council endorsed in 2010. The Charter identifies support for three principles: Gender Equity, Diversity, and Active Citizenship.

The Committee will embrace and build on the Women in Local Democracy forum in March 2012. This forum was an opportunity to recognise and celebrate the significant work and participation by women in Geelong.

The Committee will utilise the tool, Why Gender Matters, Ten ways local government can advance gender equity, developed in 2012 by the Gender Equity in Local Government Partnership of Victorian councils, regional Women's Health Services, VicHealth and the Municipal Association of Victoria.

3. OBJECTIVES

The objectives for the WiCLAC shall be determined in consultation with the Committee members.

4. DEFINITIONS

WiCLAC – Women in Community Life Advisory Committee

CoGG – City of Greater Geelong

5. TERMS OF REFERENCE

5.1 Number of members and eligibility

- The Committee will consist of 10–12 members plus Council representatives.
- The City of Greater Geelong will seek to select appropriate individuals based on expertise, involvement in women's and other networks, and will recruit a balanced Committee with regard to age, geographic location, etc, where possible.

- Membership of the Committee will be open to both women and men. This recognises that to achieve gender equity, changes in all areas of communities, organisations and Government, understanding, commitment and effort will be required by both men and women.
- The Committee must reflect diversity of local communities.
- Members must live, work, study or visit for business, social or leisure based activities in the City of Greater Geelong.
- Members should attend at least 50% of meetings called within the preceding twelve months. Any action arising from non attendance would be at the discretion of the Committee.
- All members are expected to actively participate on the Committee and use their influence to impact change within their organisations, networks and the wider Geelong community. This could include:
  - recognition of aspirations and initiatives as part of budget development and delivery of services.
  - review and refinement of relevant policy and procedures.
- Committee members are expected to provide feedback, share, and promote the actions and deliberations of the Committee within organisations, networks, and or the wider community.
- Council shall determine appointments to vacancies on the advice of the committee
- Term of appointment for two years. Maximum of two consecutive terms (4 years).
- Casual vacancies can be filled at the discretion of the Committee for the remaining term of the membership.

5.2 Chairperson and Councillor Representatives

- Council will nominate two representatives to the Committee.
- One Council representative will be the Women in Community Life portfolio holder who will chair the Committee.
- The second Council representative will be nominated by Council.
- Other Councillors of CoGG are welcome to participate as non-voting members.

5.3 Timing, place and regularity of meetings

- The Committee will meet quarterly, but may meet more regularly when it deems necessary.
- Calendar of meeting dates will be set annually and updated if required.

5.4 Ability to call meetings at any time

- A meeting of the Committee will not be called with less than two weeks notice to all members, unless there are exceptional circumstances.
- Working group meetings may be called by the Committee.

5.5 Authority of the Advisory Committee

- The Committee is an Advisory Committee for the purposes of the Local Government Act, therefore does not have delegated authority, and reports to Council as required.
- The Committee may appoint working groups to pursue specific projects and issues as appropriate, on the basis of special interest.
- The Committee has no financial delegation authority.

5.6 Numbers constituting a quorum – Six members

- A quorum is six (6) members, not including Council officers or Councillors.
- If less than six members attend, the meeting may proceed but no decisions can be made.

5.7 Conduct of meetings

- The Chairperson shall chair the meetings, taking account of both the need for efficiency and the importance of accountability.
- If the Chairperson is not present the meeting will be chaired by one of the members present.
- A Council officer shall prepare the agenda for every Committee meeting in consultation with the chair and circulate the agenda and any meeting papers to Committee members before the meeting.

5.8 Timing for meeting agendas before a meeting

- Wherever possible distribution time for agendas is one week prior to the scheduled meeting date.
- Minutes from the Committee meeting will be circulated one week after the meeting has been held or as soon as practical.

5.9 Record keeping

- A Council officer will support the Committee.
- Minutes of actions and decisions will be recorded and distributed to Committee members.
- Minutes, reports and correspondence of the WiCLAC will be registered in Council's record keeping software (currently Dataworks).

5.10 Nature and timing of reports

- The Committee shall report to Council providing an update of committee activities as required.

5.11 Evaluation

- The Committee will review its operations every two years.
- A copy of this review will be forwarded to Council.

5.12 Matters constituting conflicts of interest and confidentiality

- If a Committee member determines that they have a Conflict of Interest in any matter which is to be considered at a meeting of the Committee then that person must:
  - If he or she intends to be present at the meeting, disclose the nature of the interest immediately before the consideration or discussion; or
  - If he or she does not intend to be present at the meeting, disclose the nature of the interest to the Chairperson of the Committee at any time before the meeting is held.
- While any vote or discussion is taken on the subject matter the member must:
  - Leave the room and notify the Chairperson that he or she is doing so; and
  - Remain outside the room and any gallery or other area in view or hearing of the room.
- The Chairperson of the Committee must record the declaration and the nature of the interest in the minutes of the meeting.

5.13 Relationship of the committee to Council, CEO and other local government employees

- The Committee will be supported by a Council officer.
- The Committee meetings will be chaired by the Council portfolio holder for Women in Community Life.
- Access to information and request for support from Council departments will be led through the Committee Chairperson.

5.14 Facilities and resources

- The Committee shall not be directly funded. The cost of the Committee administration, programs and events shall be borne by Council within the standard Council budget process.

6. QUALITY RECORDS

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

Record	Retention/Disposal Responsibility	Retention Period	Location
Meeting minutes/agendas	Committee	Permanent	Dataworks
Correspondence	Committee	Permanent	Dataworks
Submissions	Committee	Permanent	Dataworks

7. ATTACHMENTS

- Victorian Local Government Women's Charter

WOMEN IN COMMUNITY LIFE ADVISORY COMMITTEE
Selection Appointment of Members

APPLICATIONS RECEIVED

- Applications were open from 24 March 2017 and accepted until close of business Friday 15 May 2017
- By request, over 15 application information packs were distributed to potential applicants
- 5 applications were received:
    - Stevie van der Chys
    - Petra Goerschel
    - Simone Stevens
    - Erica Wastell
    - Leesa Hanlon

ASSESSMENT OF APPLICATIONS

- Applications were assessed against the response of each applicant against the key selection criteria
- Selection panel members were 3 current members of the WiCLAC:
    - Amanda Sherring
    - Christine Couzens
    - Shurlee Swain
- Each selection panel member received a copy of the applications to pre-read
- A selection panel meeting was held on 2 June 2017, to assess the applications
- Applicants for a position on the Women in Community Life Reference Group must demonstrate capacity in each of the key selection criteria

1. Commitment to furthering women's participation, representation and leadership in community life
2. Commitment to the Victorian Local Government Women's Charter
3. Involvement in women's and other networks
4. Commitment and time to actively participate on the Committee
5. Capacity to feedback, share and promote the work of the Committee to others

SELECTION PANEL OUTCOME

The selection panel determined that each of the applicants **were successful to be offered a position on the WiCLAC based on their experiences, passion and what they can bring to the committee.**

A breakdown of each applicant is as follows:

Name	Stevie van der Chys	Petra Goerschel	Simone Stevens	Erica Wastell	Leesa Hanlon
Age	26	64	39	26	56
Suburb	Geelong West	Leopold	Thomson	Barwon Heads	Newtown
Aboriginal &/or Torres Strait Islander?	No	No	No	No	No
Demonstrated commitment women's participation, representation and leadership in community life	Yes	Yes	Yes	Yes	Yes
Demonstrated commitment VLG Women's Charter.	Yes	Yes	Yes	Yes	Yes
Relevant previous experience	• Owner of SVDC Photography – empowering women through intuitive healing • Instigated and ran fund raising campaigns to support women victims of family violence • Member Business Chicks Committee	• Working with Geelong NILS • Working for Child Protection & a Young Women's Refuge – TAS • Mentoring – for Start Ups – TAS • Community Link and Networking - WA	• City of Greater Geelong's Board of Management 2003 (2yrs) • Deputy Chairperson, Barwon Disability Resource Council (9yrs) • Deputy Chairperson, Victorian Advocacy League for Individuals with Disability (VALID) Board of Management (7yrs)	• Currently focus of study on gender equity and gender equality. • Completed student placement with City of Greater Geelong with project focus on Gender bias.	• 10 years working in the Vocational, Education and Training sector • 6 years working as a Careers/Industry Liaison Officer
Additional qualitative comments from applicants	*Extremely passionate about furthering women's participation, representation and leadership.* *Leading by example as a woman in a male dominated industry.*	*Belief that woman are excluded in so many areas in life. Desire to see equality, respect, appreciation and gratitude for all that woman do.*	*Bring a different perspective to the group and blend in with each individual woman involved as well as give support where needed. Own background, experience and knowledge to the group would be vital to dynamics.*	*The advancement of gender equality is something I am most passionate about – it's becoming increasingly clear that the settings which women participate within the community are not truly reflective or representative of their needs and voices.*	*To broaden my involvement in creating awareness and respect for the recognition of women's skills, abilities, influence and contribution to their chosen career or community life.*

9. PORTARLINGTON GOLF CLUB APPLICATION TO INCREASE NUMBER OF ELECTRONIC GAMING MACHINES

Source: **Community Life – Healthy Communities**
Director: **Linda Quinn**
Index Reference: **Gambling**

Purpose

To present a Social and Economic Impact Assessment (SEIA) regarding the proposed increase of ten electronic gaming machines (EGMs) at the Portarlington Golf Club by the City of Greater Geelong (the City) for submission to the Victorian Commission for Gambling and Liquor Regulation (VCGLR).

Background

The Portarlington Golf Club Inc. (the applicant) has been operating an electronic gaming venue since 1994 and currently has 55 Electronic Gaming Machines (EGMs).

The City adopted its Electronic Gaming Policy in May 2017 which guides Council on how it will respond to applications to the VCGLR.

Key Issues

- While the applicant proposes that there may be some benefits to the community as a result of the application (see Attachment 1), the City has carried out a SEIA and has reached the conclusion that there will be a net detriment to the community for the following reasons:
- The layout of the building does not conform to best practice standards of a gaming venue;
- The venue catchment will result in an EGM concentration above that for the City; and
- There are pockets of high disadvantage located within the catchment and such communities are least able to deal with the negative effects of gambling.

L Gardner moved, P Dorling seconded -

That Council endorses the submission of a SEIA, which finds that a net detriment to the community will occur if the proposal to increase the number of electronic gaming machines at the Portarlington Golf Club is successful, to the VCGLR.

Carried.

Attachment 1

Discussion

The applicant argues that the increase in EGMs at the Portarlington Golf Club will not dramatically increase harm from gambling in the local community as the focus for obtaining the EGMs is to cater to an unmet demand on peak tourist times.

The applicant has also argued that the added income from the EGMs will enable it to redevelop and refurbish the venue at a cost of $1.5 million including:

- A new soft lounge area (24 seats);
- Upgraded bistro and capacity (100 additional seats);
- Relocation of the existing administrative offices;
- Provision of new furniture and equipment throughout;
- Upgrading the existing bar front;
- Upgrading the outdated electrical supply;
- Improving fire services;
- Upgrading the existing air conditioning, and
- An overall improvement to the venue, its layout and internal fit-out.

Along with this there will be an increase in employment of EFT 2.3 employees in the gaming and bar areas and increase in the applicant's community contributions by $10,000.

However, the following concerns arise from the application:

- The layout of the building does not conform to best practice standards of a gaming venue. In particular, families seated at the bistro can see and hear the EGMs in operation. Council staff have commenced discussions with the applicant's representative regarding this matter, however, this issue was not resolved at the time of writing this report.
- While the venue is ideally located, in that it is outside of the town centre and away from day to day residential movements, there are pockets of high levels of disadvantage located within the catchment. Such communities are least financially able to deal with the negative effects of gambling.
- If successful, the resulting EGM concentration will be 9 per 1,000 adults. This is above the city wide average of 6.94 and the Victorian figure of 5.65.

The applicant's social and economic impact assessment of its proposal suggests that the increase in EGMs will not unduly harm the community. Internal surveys conducted by the applicant show that the current number of EGMs are under-utilised during non-tourist times when usage patterns are compared to peak tourist times. The report goes on to argue that the current number of EGMs cannot meet the tourist demands for EGMs and that Portarlington and the wider Bellarine Peninsula population swells during the tourist season.

It can also be argued that a revamped venue with added EGMs has the potential to increase the venue's attractiveness and capacity during the peak tourist times, but also during the non-peak times when locals could reasonably be attracted to the venue. This has the potential to increase problem gambling in the community.

Further information is contained within the City's SEIA in response to the Portarlington Golf Club submission to the VCGLR (Refer Attachment 2).

Financial Implications

This report does not have financial implications for the City's budget.

Stakeholder Consultation and Communication

Meetings have been held with the Portarlington Golf Club staff to express concerns regarding the physical layout of the venue. While a verbal commitment has been given to address the City's concerns, nothing has been received in writing.

Residents have been given the opportunity to comment on the Social and Economic Impact of the proposed addition of 10 EGMs to the Portarlington Golf Club venue. This has been done via City's Have Your Say web portal. There was also an opportunity to attend a public information session at the Portarlington Neighbourhood House. One person attended this session to have their questions answered both from a City of Greater Geelong officer and a representative of the Portarlington Golf Club.

With regard to 'Have Your Say', the webpage received one hundred and forty-three views. Further to this, six on-line responses were received and three were sent directly to a City officer. Of the responses received, two were in favour and seven were against the proposal. Those in favour highlighted the benefits to the community by having a refurbished facility and those against highlighted the harm to the community that gambling on EGMs can cause.

Policy/Legal/Statutory Implications

The Portarlington Golf Club is not required to apply for a planning permit, but is required to have approval from the VCGLR. The City has the opportunity to comment on this application to the VCGLR.

Alignment to City Plan

This report aligns with City Plan Health and Wellbeing priorities.

Conflict of Interest

There is no officer conflict of interest regarding this report.

Risk Assessment

If the Portarlington Golf Club is successful there is a risk of increased problem gambling in the local community.

Environmental Implications

There are no environmental implications of this report.

Attachment 2

Portarlington Golf Club Electronic Gaming Machines

City of Greater Geelong Social and Economic Impact Assessment (SEIA)

CITY OF GREATER GEELONG

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1. EXECUTIVE SUMMARY

The Portarlington Golf Club Inc is seeking approval to install 10 Electronic Gaming Machines (EGMs) at the Portarlington Golf Club venue.

The City of Greater Geelong has undertaken a Social and Economic Impact Assessment (SEIA) of the impact that this proposal would have on the local community. The results of this assessment are contained in this report.

Sections 2 and 3 provide an overview of the proposal and Council's approach. Sections 4.1, 4.2 and 4.3 provide an overview of the legislative and regulatory background to the proposal. The remaining sections of the document further explain the City of Greater Geelong's position on the proposal.

In considering both the negative and the positive impacts of this proposal the SEIA concludes that the proposal, in its current form, would have a negative impact on the local community for the following reasons:

- Some parts of the catchment for the venue, are characterised by disadvantage; and
- The increase in EGMs will result in the catchment, which already has a density of EGMs above the municipal average, having above the average density for the State of Victoria (EGMs per thousand adults).

Consequently the incidence of problem gambling is expected to increase in these areas should the proposal be approved.

A number of benefits can be attributed to the proposal. These include that there will be an increase in employment and venue activities as well as an increase in a community funding program. These benefits however, are modest and remain outweighed by the negative impacts of the proposal.

The venue could be characterised as a destination venue in that it is located on the outskirts of the town of Portarlington and not in a neighbourhood of residential dwellings. However, the venue itself does not conform to Victorian Commission for Gambling and Liquor Regulation (VCGLR) best practice guidelines in that people (including children) who are dining at the bistro have visual and auditory contact with the gaming room.

2. INTRODUCTION

The City of Greater Geelong (the City) was notified by the Victorian Commission for Gambling and Liquor Regulation (VCGLR) on 20 June 2017 that the Portarlington Golf Club Inc. is proposing to install an additional 10 Electronic Gaming Machines (EGMs), at the golf club venue located at 130 Hood Road, Portarlington.

The City has received a copy of the Social and Economic Impact Statement (SEIA) from the venue's Consultant (consultant) 'for the location of 10 gaming machines at the Portarlington Venue'. This will increase the number of EGMs at the venue to 65.

In accordance with the Gambling Regulation Act (3.3.6) the City is also submitting a SEIA in response to the application.

In developing the SEIA, the City has taken a number of steps:

- The establishment of a framework to guide the development of the SEIA. This is based on a review of existing evidence relating to the effects of gambling, as well as previous Supreme Court, Victorian Civil and Administrative Tribunal (VCAT) and VCGLR decisions that guide how the social and economic impacts of EGM applications should be considered.
- An analysis of the venue and its catchment area. This includes an analysis of the demographic and socio-economic profile of the venue's catchment, venue accessibility, existing EGM densities in the local area, and EGM expenditure patterns.
- An analysis of the social and economic impacts of the proposal to increase the number of existing EGMs at the venue by 10. This involved the identification of both positive and negative impacts, which then informed a determination of the net impact on the local community.

3. OVERVIEW OF PROPOSAL

The Portarlington Golf Club Inc is seeking to operate with an increase of 10 EGMs with the resulting total being 65 at the venue which is located in the township of Portarlington, City of Greater Geelong.

Currently the Portarlington Golf Club has indicated that the proposal will result in :

- An increase in an EFT 2.3 employees in the gaming and bar areas
- A redeveloped and refurbished venue

According to the proposal, Portarlington Golf Club is proposing to redevelop and refurbish its venue at an estimated cost of $1.5 million. This will include:

- A new soft lounge area (24 seats);
- Upgraded bistro and capacity (100 additional seats);
- Relocation of the existing administrative offices;
- Provision of new furniture and equipment throughout;
- Upgrading the existing bar front;
- Upgrading the outdated electrical supply;
- Improving fire services;
- Upgrading the existing air conditioning; and
- An overall improvement to the venue, it's layout and internal fit-out.

The Portarlington Golf Club currently operates as a standard golf club facility and offers informal dining and a social meeting place for locals. It also serves as a tourist destination and offers the following facilities:

- Entry Foyer with access to TAB area;

- Gaming Room with 55 EGMs;
- A Bistro Area (approximately 250 seats);
- Function Room (approximately 80 seats);
- Members lounge;
- Existing bar area and gaming servery;
- A private dining room with access to outdoor smoking terrace; and
- Back of House facilities including kitchen, cool rooms, storage areas and change rooms.

The Portarlington Golf Club has pledged to donate an extra $10,000 in cash donations per annum to local communities and sporting clubs of the area.

4. ASSESSMENT FRAMEWORK

4.1 DEFINING SOCIAL IMPACTS

Social impacts can be defined as "the consequence to human populations of any public or private actions that alter the ways in which people live, work, play, relate to one another, organise to meet their needs and generally cope as members of society. This includes cultural impacts involving changes to the norms, values and beliefs that guide and rationalise their thinking about themselves and their society". [1]

The SEIA can be defined as "the process of analysing (predicting, evaluating and reflecting) and managing the intended and unintended consequences on the human environment of planned interventions (policies, programs, plans, projects) and any social change processes invoked by those interventions so as to bring about a more sustainable and equitable biophysical and human environment"[2].

The City's SEIA has adopted the above definitions in seeking to understand the potential impact of the proposed installation of EGMs on the local community.

The SEIA also seeks to understand the direct economic effects of the proposed installation of EGMs at the Portarlington Golf Club. Local economic issues such as employment and local expenditure have social consequences, and therefore were considered as part of the SEIA.

4.2 STATUTORY FRAMEWORK

The legislation and policies that regulate the EGM industry are the primary determinant of how the social and economic impacts of a proposal should be assessed and the scope of impacts that should be considered. The regulatory and policy environment is outlined in this section.

4.2.1 GAMING REGULATION

The location of EGMs in Victoria is regulated by the *Gaming Regulations Act (2003).* The purpose of Chapter 3 of the Act is to establish a system for the regulation, supervision and control of gaming machines and gaming equipment, which includes the aim of fostering responsible gambling in order to: *"(i) minimise harm caused by problem gambling;* and *(ii) accommodate those who gamble without harming themselves or others."*

Chapter 3 of the Act also seeks to: *"(a) provide for the allocation of gaming machine entitlements in order to maximise the financial and social benefits to the Victorian community within the regulatory framework applying to the allocation of entitlements."*

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[1] *The Interorganisational Committee on Principles (2003) Guidelines for Social Impact Assessment*
[2] *Vanclay F (2003) 'International principles for social impact assessment', Impact Assessment and Project Appraisal, vol. 21, no. 1, pp. 5-11.*

Section 3.3.7 of the Act identifies the matters to be considered in determining applications for gaming venues. The VCGLR must not grant an application for approval of premises as suitable for gaming unless satisfied that: *"(c) the net economic and social impact of approval will not be detrimental to the well-being of the community of the municipal district in which they are located."*

A number of cases have provided further clarification regarding interpretation of Section 3.3.7 of the Act. In *Branbeau P/L v VCGR [2005]*, VCAT noted that: *"The test does not require the Commission (or, on review, the tribunal) to be satisfied that there will be a net positive economic and social impact of approval; it is sufficient that the Commission (or, on review, the tribunal) be satisfied that the net economic and social impact of approval will be either neutral or positive."*

In the VCGR's decision in regard to Club Italia Sporting Club Inc (2010), the
Commission accepted the notion that: *"it is not fair enough for the Commission to be satisfied that there may be no net detriment or to undertake the assessment on the basis that certain impacts may occur or that they may be positive. The Commission must be satisfied that there will be no net detriment."*

4.2.2 CONSIDERATION OF PROBLEM GAMBLING

Various VCAT cases have reinforced the need to consider the potential incidence of problem gambling when assessing applications for EGMs. Overwhelmingly, recent decisions have supported two broad notions about the incidence of problem gambling. These notions are also generally supported by academic literature (see Section 3.5):

- The higher the number of gaming machines in a local area, the higher the likelihood of problem gambling in the local community; and
- The incidence of problem gambling is higher in areas characterised by socioeconomic disadvantage.

In the VCAT case *Branbeau P/L v VCGR [2005]*, the tribunal declared: "*Recent legislative and government policy concerning the location of gaming in Victoria seems to be based on two theories. First, problem gambling is more likely if an area has a high number of gaming machines per adult person. Second, problem gambling is more likely if an area is relatively poor. Certainly, these theories form the foundation of the regional limits on gaming provided for in Section 3.2.4 of the Act."*

4.3 LOCAL POLICY FRAMEWORK

Existing VCGLR and VCAT cases have suggested that local policies be given due consideration in the assessment of EGM proposals.

The City has a number of local policies that relate directly to the location of new EGMs within the municipality. The sections of these policies that are most relevant to this proposal are outlined below.

4.3.1 GREATER GEELONG PLANNING SCHEME CLAUSE 22.57

An amendment was made to the City of Greater Geelong Planning Scheme in October 2010 to include a new local gaming policy (Clause 22.57). The clause gives specific guidance as to where gaming machines in the municipality should be located and what venues are considered appropriate.

The content of Clause 22.57 is based upon the recommendations found in the City of Greater Geelong's *Gaming Policy Framework*, developed in October 2007. The inclusion of Clause 22.57 in the scheme went through a process of public exhibition and an independent planning panel assessment.

The local Planning Scheme, in Clause 22.57, notes that:

> *"Greater Geelong has a high overall density of gaming machines and a level exceeding the Melbourne and State averages."*

"Although gaming machines may be accessible to the community as a form of entertainment, they should not be convenient, so that a pre-determined decision is required to gamble."

Clause 22.57 offers guidance regarding the areas that are considered appropriate to locate EGMs. The clause states that gaming machines should be located in areas:

"*Where they will contribute toward a redistribution of gaming machines away from disadvantaged areas as defined by the SEIFA index of Relative Disadvantage."*

"Where socio-economic disadvantage is relatively lower."

"Where the community has a choice of non-gaming entertainment and recreation activities and established social infrastructure, some of which operate during the times that the proposed gaming machines will operate in the local area."

"Where the electronic gaming machine density of the locality and its catchment is equal to or below the overall municipal average."

"Where the population is growing or expected to grow."

Clause 22.57 also offers guidance regarding what would be considered as an appropriate site for EGMs. The clause states that gaming machines should be located on sites:

"That minimise the likelihood of people passing the venue in the course of their usual business or everyday activities."

"Near activity centres, or at a sports or recreation club with a land holding of more than 2 hectares."

Clause 22.57 considers venues that are most appropriate for EGMs to include those that:

"Promote non-gaming activities that increase net community benefit."

"Offer social, entertainment or recreational opportunities other than gaming as the primary purpose of the venue."

"Have a range of entertainment and leisure options."

"Promote responsible gaming practices."

4.3.2 GREATER GEELONG GAMING POLICY FRAMEWORK (2007)

The Greater Geelong *Gaming Policy Framework*, developed in 2007, provides further detail regarding Council's principles for the preferred location of gaming venues.

Location related principles highlighted in the framework include:

"Proposals for gaming machines should be able to demonstrate that the chosen location could reasonably be perceived as a destination in its own right. This would be achieved by gaming machines and associated uses being separated from shopping centres, key public transport facilities and major community facilities involving a high concentration of people undertaking daily activities."

"Gaming machines should not be conveniently accessible to shops."

"Gaming machines and any associated recreation and entertainment facilities should not be located where these uses will be incompatible with the predominant surrounding land use."

"It is preferred that gaming machines are located in venues which:

Have a range of other entertainment and leisure options;

Make non-gaming social and recreational activities the primary purpose of the venue; and Limit their hours of operation."

4.3.3 GREATER GEELONG STRATEGIC GAMING POLICY (2017)

The City of Greater Geelong S*trategic Gaming Policy*, approved by Council in May 2017, formalises and communicates Council's approach to gaming in the Greater Geelong community.

The policy articulates when Council will and will not support applications for gaming machines, based on the socio-economic status of the local population. The primary tool for assessing the socio-economic status being the use of Socio-Economic Index of Areas (SEIFA) Index of Relative Socio-Economic Disadvantage (IRSD) data. The policy provides an evidence-based approach to Council decision-making regarding gaming applications.

Taking into account a 5km radius catchment area, the Portarlington Golf Club has a high EGM concentration of EGMs per adult. This includes the townships of Portarlington and Indented Heads. However the consultant for the applicant has considered the inclusion of St Leonards which has a connection to Indented Heads. Councils SEIA agrees with this approach. This provides a catchment where the EGM density is 9 per 1,000 adults and SEIFA index that largely includes the two primary catchment towns of Portarlington and Indented Heads/St Leonards falling within the bottom 30% of SEIFA locations in the municipality.

It is noted that the concentration of EGMs in the area occupied by the Portarlington Golf Club will increase with the added proposed ten EGMs. The policy prescribes that EGMs should not be located in an area where:

> There is an uneven spread of EGMs in the municipality, Council will discourage an increase in the number of machines in areas where disadvantage (SEIFA levels) and EGM/adult density is higher than the State average. Council notes that the EGM density is above the municipal average of 6.94 EGMs per 1,000 adults and 5.65 for the State of Victoria.

However, Council is also cognisant of the Tribunal's decision in *Werribee Football Club, Wyndham, 2009 (application for EGMs),* "…under this policy, if rigidly adhered to, there is no ability for the council to assess individual applications on their merits."

Council has therefore conducted a social and economic assessment of the proposal to examine the application by the Portarlington Golf Club.

4.3.3.1 COMMUNITY INPUT

Council's Policy expresses a preference that applicants should survey the local community in determining the potential impact on the wellbeing of the community. It is noted that the applicant has chosen not to do so.

Council has provided an opportunity for community input into the process via its "Have Your Say' portal on the City of Greater Geelong webpage. Along with this an information session was held at the Portarlington Neighbourhood House. The session attracted one individual who sought further information on the proposal. A Council officer was in attendance, along with a representative from the Portarlington Golf Club to answer questions.

The Have Your Say webpage attracted one hundred and forty-three page views, six on-line responses and three emailed responses.

Of the nine responses, two were in favour of the application and seven were against. The points in favour included:

- The club is based outside of town and therefore not readily accessible to people experiencing disadvantage.
- The club is supportive of community groups; and
- The club brings business to town.

Those against the proposal raised the following points:

- There should be less EGMs in the community;
- EGMs have been designed to be addictive to members of the community;
- EGMs are damaging to vulnerable members of the community;
- Providing more EGMs will result in an added incentive and opportunity to gamble;
- Portarlington is a poor economic zone with a SEIFA below the area from where they came (Geelong football club in South Geelong);
- 55 EGMs is enough for the club and the community;
- The $10,000 additional donation per year amounts to an average of only $200 per community group;
- More EGMs will divert tourist dollars away from local businesses.

4.4 SOCIAL IMPACT ASSESSMENT CONSIDERATIONS

The variables considered in this assessment have been informed by the scope defined in the *Gaming Regulations Act 2003*, legal precedent, Council's relevant policies and the widely accepted definitions of SEIAs. The following variables are considered:

- The impact and incidence of problem gambling in the local community
- The direct economic impacts of the proposal, including changes in local employment
- The social impact of support funding to be provided to the local community as part of the proposal
- The impact on the local community's recreation and entertainment opportunities.

4.5 PROBLEM GAMBLING

The Productivity Commission, in its 2010 inquiry into gambling, identified the following definition of problem gambling: "Problem gambling is characterised by difficulties in limiting money and/or time spent on gambling which leads to adverse consequences for the gamblers, others, or for the community."[3]

City of Greater Geelong's SEIA adopted the Productivity Commission's definition as it sought to understand the impact that the additional EGMs may have on the local community.

The Productivity Commission estimates that:

- Between 0.5% and 1.0% of Australian adults can be considered to have severe problems with gambling
- Another 1.4% to 2.1% of adults are experiencing moderate risks that make them prone to problem gambling
- Between 20% and 60% of EGM expenditure comes from those that can be considered problem gamblers.[4]

4.5.1 VULNERABLE COMMUNITIES

Academic evidence supports the notion that gaming machines are more likely to be located in disadvantaged areas and that expenditure is higher in these areas[5]. Further to this, communities characterised by socio-economic disadvantage are more vulnerable to problem gambling and the negative impacts of gambling.[6] This view is reinforced in the Productivity Commission's inquiry into Australia's gambling industries.[7] As noted earlier, the regulation of Victoria's gaming industry is, in part, founded upon this notion.

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[3] *Productivity Commission (2010) "Gambling – Inquiry Report Volume 1", Section 3.8, pp. 140*
[4] *Productivity Commission (2010) "Gambling – Inquiry Report Volume 1", Section 5.1*
[5] *Rintoul, AC, Livingstone, C, Mellor, AP & Jolley, D 2012, 'Modelling vulnerability to gambling related harm: how disadvantage predicts gambling losses', Addiction Research & Theory, vol. 21, no. 4, pp. 329–38*
[6] *Livingston, C (2006). "The Changing EGM Industry and Technology", Department of Justice*
[7] *Productivity Commission (1999)*

The Australian Bureau of Statistics (ABS) SEIFA is seen as a valid and reliable measure of general socio-economic advantage or disadvantage in local communities. The SEIFA index has been adopted to help assess the vulnerability of local communities to problem gambling. Specifically, the SEIFA, developed from 2011 ABS Census data, has been used as a proxy for measuring an overall level of socio-economic disadvantage in communities subject to this assessment.

The Productivity Commission has noted that financial stress is the most frequent trigger for problem gambling.[8] An individual's lack of ability to respond to significant financial change (such as a loss of employment, a rise in housing costs, or significant medical costs) can be seen as an indicator of problem gambling vulnerability. Consequently, this assessment will utilise housing stress data, and data on the proportion of low-income households as an additional proxy for measuring problem gambling vulnerability in local communities. In addition, evidence suggests that members of one parent families are more susceptible to problem gambling.[9] This assessment will also utilise data on this demographic group to help assess vulnerability to problem gambling.

4.5.2 EGM ACCESSIBILITY AND DENSITY

Academic literature supports the notion that accessibility to EGMs is related to a community's vulnerability to problem gambling[10]. The literature identifies a number of key variables that influence a community's access to EGMs. These include location, the number of EGMs per adult in the local community (EGM density), number of venues and social accessibility of venues[11]. The availability of gambling products in the community, often termed accessibility, has frequently been linked to problem gambling.[12]

In its 1999 inquiry into Australia's gambling industries, the Productivity Commission found that there is a positive relationship between increases in EGM density and increases in gambling. The Productivity Commission examined this relationship once again using data from 2006-07 and 2008-09[13] and also found a positive correlation.

Research undertaken in Australasia by Storer, Abbott and Stubbs (2009) and Judith Stubbs and Associates (2005 & 2007) since the Commission's 1999 inquiry demonstrated a linear relationship between gaming machine density and the prevalence of problem gaming[14].

A number of Australian studies reviewed in the Productivity Commission's 2010 Inquiry into Gambling (Delfabbro 2002; Stubbs and Storer 2002, 2005 and 2007; Diamond, 2009) have found a positive relationship between gaming machine density and expenditure for smaller area studies (i.e. local government areas, Statistical Local Areas (SLA's) and postcodes). The causal relationship between accessibility and problem gambling has not yet been rigorously tested in smaller areas using longitudinal data.

Relationships between EGM density and problem gambling incidence should be considered carefully. In these populations, existing high levels of gambling expenditure may encourage a greater supply of EGM's to those areas.

As noted in Section 3.2.2, one of the key assumptions that underpins Victoria's system of EGM regulation is that an increase in the number of EGMs in a local community will increase the incidence of problem gambling. This is the key assumption behind the Victorian Government's system of regional caps.

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[8] *Productivity Commission (1999).*
[9] *Abbott, M., Hare, S., Jolley, D., Marshall, P., MacMillen, J., Villaneuva, E and Volberg, R. (2011) The Victorian Gambling Study: a longitudinal study of gambling and public health – wave two findings. Department of Justice, Melbourne.*
[10] Productivity Commission (1999); ANU (2004); KPMG (1999).
[11] ibid
[12] Vasiliadis, SD, Jackson, AC, Christensen, D & Francis, K 2013, 'Physical accessibility of gaming opportunity and its relationship to gaming involvement and problem gambling: a systematic review', Journal of Gambling Issues, vol. 28, pp. 1–46
[13] The 2008-09 data was largely provided by gambling regulators and indicated a weaker, but still positive relationship between gaming machine density and expenditure. 2008-09 results must be compared with caution as they are from a different source than those between 1998-2007.
[14] Judith Stubbs & Associates (2005 & 2007) noted that the linear relationship was not apparent for low or moderate risk gamblers

4.5.3 CONVENIENCE AND DESTINATION VENUES

An additional issue surrounding the relationship between the accessibility of EGMs and the incidence of problem gambling relates to the distinctions between convenience and destination gaming venues. The Productivity Commission, research from the Department of Justice and Regulation (DOJR) and recent VCGLR and VCAT decisions (see over page) have differentiated between both the convenience and destination style gambling venues, and the social impacts of these venue types.

The Productivity Commission cites the Australasian Casino Association's definition of differences between destination and convenience gambling venues. Destination venues are defined as having *"some barriers to the consumption of gaming products, with a degree of effort required. Destination venues involve a pre-meditated decision to travel to the venue, often over a significant distance".* Convenience venues are defined as *"providing facilities a consumer may encounter* during *their daily activities, leading to an impulse decision to gamble. These venues often have a high accessibility to consumers and few barriers to consumption".* [15]

The Productivity Commission has also noted the relationship between the increase in the number of convenience venues in the 1990s and the increase in the negative effects of problem gambling[16]. The Commission pointed to academic literature which argued that community venues provided more of a retreat and escape for problem gamblers than destination style venues (i.e. casinos) *"While some features, such as the venue atmosphere and entertainment facilities, appealed to all gamblers, being attracted to venues that provided an escape was positively related to gambling problems. This particularly applied to community venues, and much less to casinos (which were seen as destinations for a special night out)."*[17]

The 2007 study "*Destination-Style Gambling*" [18] (DSG), commissioned by the Victorian DOJ and undertaken by Charles Darwin University, found that *"in the context of harm minimisation, the principle of convenience gambling reduction through DSG is likely to be a sound policy"*. The report noted that for the DSG model to be successful the introduction of DSG venues would need to be offset with a proportional reduction in convenience venues.

Previous VCAT and VCGLR decisions have also noted the relationship between convenience style venues and problem gambling incidence, for example: In the VCAT decision in *Drayton Manor Pty Ltd v Greater Bendigo CC [2011]*, the Tribunal, in approving the application, noted that the site was more of a destination than convenience venue. The Tribunal concluded that *"the location of the proposed gaming machines would (with some revisions) be sufficiently separated from areas of high pedestrian activity and that the location, design and layout would sufficiently minimise opportunities for convenience gaming."*[19]

In the VCGR's decision in the case of *Koorigal Golf Club (April 2011)* the Commission pointed to the increased location-based risks to problem gamblers of convenience venues *"the Commission is satisfied that the geographical location of the Club makes it primarily a 'destination' venue rather than a 'convenience' venue, and hence risks of problem gambling associated with the location aspect are appropriately mitigated."*[20]

Whilst having EGMs located in a venue that could be classified as a destination venue is preferred by Council, Council has concerns regarding the increase of EGMs in a community subject to social and economic disadvantage.

4.5.4 SOCIAL IMPACTS OF PROBLEM GAMBLING

The impact of problem gambling, on both individuals and communities, is well documented and widely accepted. A brief summary of social impacts associated with problem gambling is provided in the

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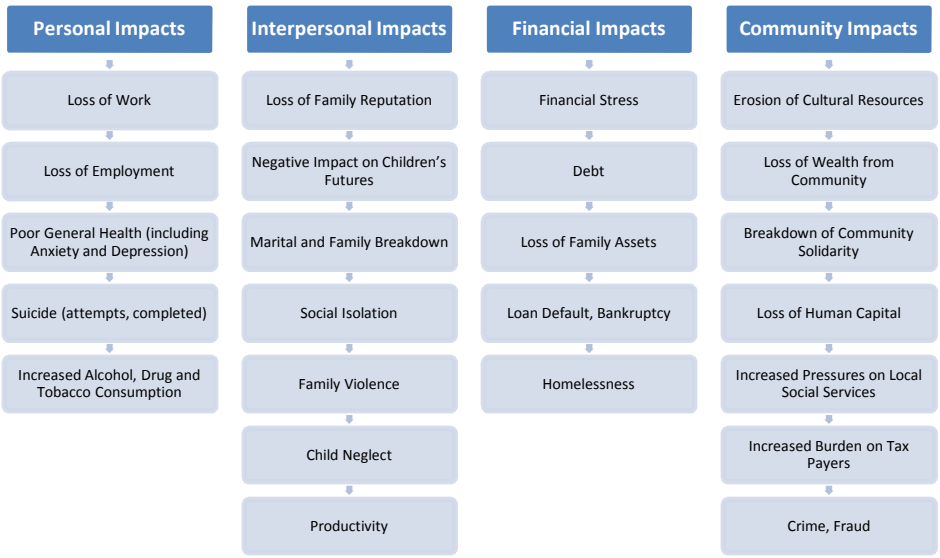
[15] *Productivity Commission (2010) "Gambling – Inquiry Report Volume 1", Section 14.5*
[16] *Productivity Commission (2010) "Gambling – Inquiry Report Volume 1", Section 14.1 (key points)*
[17] *14 Productivity Commission (2010) "Gambling – Inquiry Report Volume 1", Section 6.8 (key points)*
[18] *Victorian Department of Justice (2007) "Destination-Style Gambling", pg 42*
[19] 16 *VCAT Case Drayton Manor Pty Ltd v Greater Bendigo CC (2011), Section 45*
[20] *VCGR Decision for the Koorigal Golf Club, April 2011, Section 41*

following table, drawing upon a summary developed by the South Australian Centre for Economic Studies for the Tasmanian Government.

TABLE 1: SOCIAL IMPACTS OF PROBLEM GAMBLING[21]

Table 1 SOCIAL IMPACTS OF PROBLEM GAMBLING



4.6 ECONOMIC IMPACTS OF GAMING

It is generally recognised that gaming venues create some level of employment in local communities. Ongoing employment opportunities created by gaming venues are generally in the hospitality sector, and are generally part-time positions.[22]

The VCAT decision in the Laurimar Venue case *(Whittlesea CC v George Adams Pty Ltd [2011])* determined that consideration of employment impacts at a proposed EGM venue should be limited to those that relate specifically to gaming activity. That is, other employment associated with non-gaming activities at a Venue club (e.g. bar workers or bistro staff) should not be considered as benefits of a gaming application.

In general, the gaming sector is a capital-intensive sector that provides low levels of employment relative to the revenue (player expenditure) that is generated. A study in Bendigo determined that for every $1 million spent on EGMs, 6 full-time jobs were generated. This compares to 10 full-time jobs for the equivalent expenditure in the retail sector.[23]Another study prepared for the Victorian Department of Justice estimated that the employment generated by gaming venues is 3.2 full-time positions for every $1 million spent on EGMs. This figure compares to 20 full-time positions in the restaurant and café sector. [24]

Research undertaken by the former Victorian Casino and Gaming Authority found that approximately 30% of employees at gaming venues were directly involved in the gaming operations of a venue.[25] Research conducted in Victoria has demonstrated that those employed in venues with gaming machines are 6 times more likely to experience problem gambling than the general Victorian population.[26]

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[21] The South Australian Centre for Economic Studies (2008) "*Social and Economic Impact Study into Gambling in Tasmania: Volume 1*", pp. 225-235.
[22] Hames Sharley (1997) "*Impact of Electronic Gaming Machines on Small Rural Communities*"
[23] Ian Pinge (2008) *"Electronic Gaming Machines in Bendigo – assessing their economic impact"*
[24] The South Australian Centre for Economic Studies (2005) "*Community Impacts of Electronic Gaming Machine Gambling – Part A*"
[25] Victorian Casino and Gaming Authority (1997) *"The Effect of Gambling on Employment in Victoria"*
[26] Hing, N (2009) 'Examining gambling by staff from Victorian gaming venues: a comparison with the general Victorian population', *Gambling Research*, vol. 21, no. 2, pp. 35-52.

5. VENUE CONTEXT

5.1 LOCATION AND SURROUNDS

The Portarlington Golf Club is located within the township of Portarlington. The venue is proximate but not adjoining residential and public park and residential zones.

FIGURE 1: LOCATION SHOWING LAND-USE ZONES

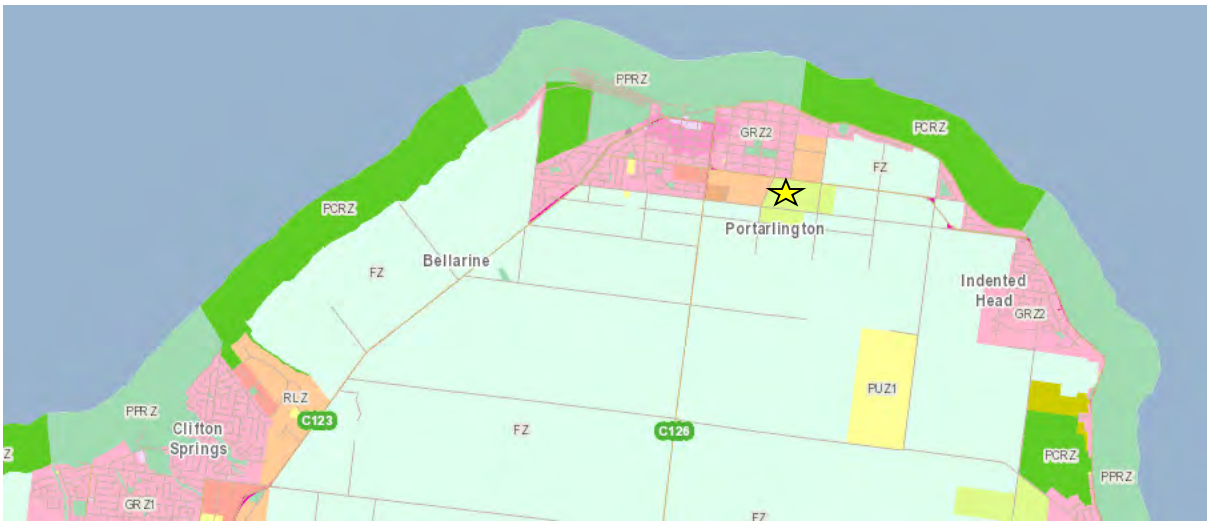


Figure 1: location showing land-use zones

1:71,000

http://services.land.vic.gov.au/maps/pmo.jsp

C1Z	Commercial 1
PPRZ	Public Park and Recreation
RDZ2	Road Category 2
RGZ2	Residential Growth
GRZ2	General Residential
RDZ1	Road Category 1

The venue is located in Portarlington in the 3223 postcode which also includes the townships of Portarlington, St Leonards and Indented Heads. The venue is located in on 130 Hood Road. It is located outside of the main thoroughfare of Portarlington.

5.2 THE VENUE SITE

The Venue is located at 130 Hood Road, Portarlington. It currently includes : bar, bistro providing seating for 250 persons, and private function space.

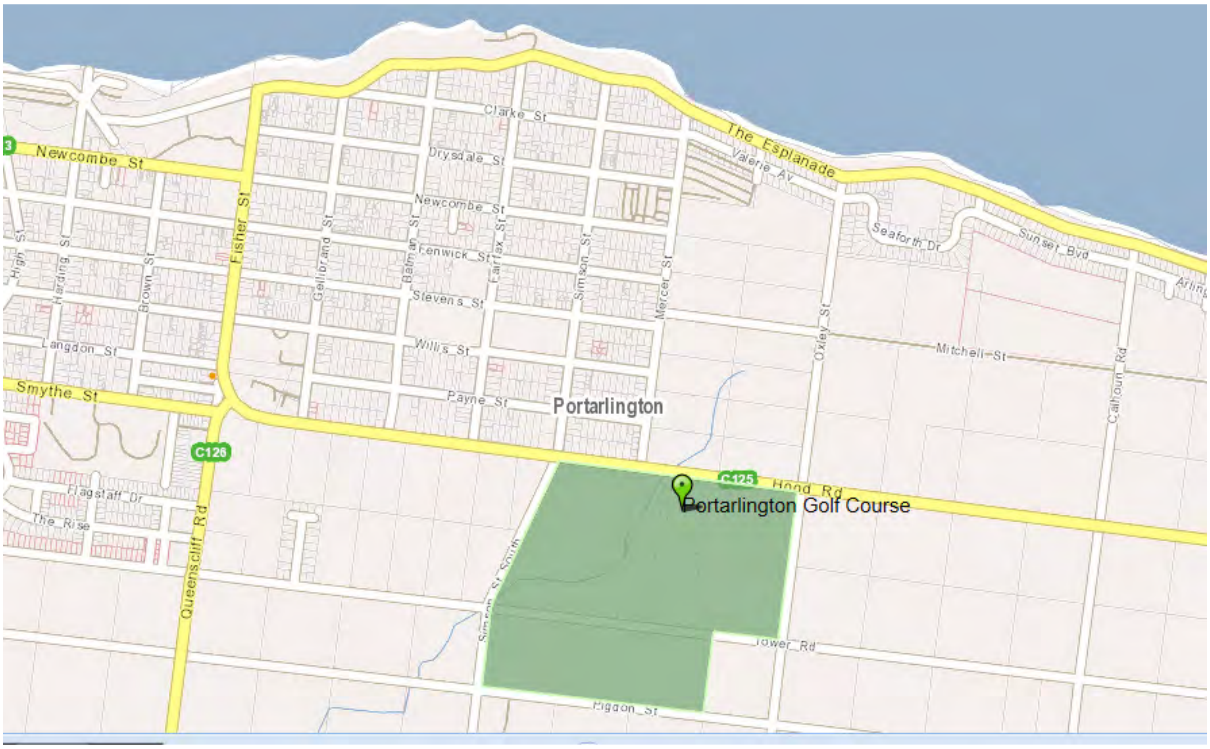
5.3 PROPOSED LOCAL DEVELOPMENTS

The area which is proximate to the venue is zoned general residential.

5.4 ACCESSIBILITY

The Venue is located on Hood Road which is a rural sub-arterial road and is managed by VicRoads. A sub-arterial road typically carries less than 4000 vehicles per day.

FIGURE 2: ROAD ACCESS



5.5 COMMUNITY CONTRIBUTIONS

It is noted that the submission by the Portarlington Golf Club that it will contribute an added $10,000 annually to the local community.

6. SOCIO-ECONOMIC ANALYSIS

6.1 VENUE CATCHMENT

The consultant for the Portarlington Golf Club has identified a catchment for the venue. This SEIA accords with consultant who maintains that although that most people (in a rural environment) will travel up to, on average, 5 kilometres to access gaming machines that the catchment in this case should include the allied town to Indented Heads of St Leonards[27] . The catchment including the townships of Portarlington, St Leonards, Indented Heads has a population of 6,187 persons (at the 2011 Census).

See overleaf for map of catchment area plus St Leonards.

[27] Reference in Portarlington Golf Club Social and Economic Impact Assessment by Ratio Consultants Pty Ltd (6.4)

FIGURE 3: CATCHMENT (5km radius)

6.1.1 EGM DENSITY

Table 2 depicts the density of EGMs per 1,000 persons for the catchment. It demonstrates that the density ratio of EGMs would be 9 should the application for the Geelong be successful. This is above that for City of Greater Geelong.

TABLE 2: EGM DENSITY

Venue Catchment	EGM density/1,000 people	Number of EGMs	Losses	NMR
Portarlington Golf Club	9	65	**4,095,122**	$74,457
Greater Geelong	6.94	1,265	111,854,043	$87,881
Total Clubs Geelong		659	52,578,469	$79,785
This includes the townships of Portarlington, Leonards and Indented Heads. The population of this area (at the 2011 Census) was 7,212 persons				

Council notes that the EGM density is above the municipal average of 6.94 EGMs per 1,000. Council accepts the argument that the venue operates in tourist destination area and that during times of tourism, especially during the Christmas and Easter school holidays, that the EGM density ratio relative to the resident population would be reduced. The applicant has also argued in its SEIA to the VCGLR that its current number of EGMs are underutilised during non-peak periods. At the time of writing this report, Council did not have access to the full amount of data as there were missing pages from the SEIA. Nevertheless, of concern to Council is the burden of an increased EGM density on the local population during low tourism times.

6.2 SOCIO-ECONOMIC PROFILE

A number of demographic and socio-economic measures have been considered to determine the level of disadvantage in the local community surrounding the proposed venue. As detailed in Section 4.5, literature suggests that these measures correlate with vulnerability to problem gambling in local communities. The measures utilised in this assessment include SEIFA scores, as discussed in Section 4.5 as well as the following:

- The number of single person households and one parent families.
- The number of low-income households.
- The number of households experiencing mortgage or rental stress.

The socio-economic and demographic measures have been analysed for the venue catchment area as defined by the City of Greater Geelong as depicted in Figure 3 and will focus on the townships of Portarlington and Indented Heads/St Leonards.

6.3 SEIFA INDEX OF DISADVANTAGE

Table 3 shows that the townships of Portarlington of St Leonards are located within the 26% percentile of the lowest SEIFA deciles for the municipality.

Table 3: SEIFA INDEX OF DISADVANTAGE

Area	2011 index	Percentile
Wandana Heights ABS State Suburb	1,103.10	96
Waurn Ponds ABS State Suburb	1,099.70	95
Barwon Heads ABS State Suburb	1,077.70	88
Rural South	1,072.70	86
Highton ABS State Suburb	1,068.80	84
Newtown ABS State Suburb	1,061.80	80
Ocean Grove ABS State Suburb	1,051.00	75
Geelong - South Geelong - Drumcondra ABS State Suburbs	1,039.20	68
Leopold ABS State Suburb	1,033.80	65
Lara ABS State Suburb	1,030.90	63
East Geelong ABS State Suburb	1,029.80	63
Manifold Heights ABS State Suburb	1,026.40	61
Drysdale ABS State Suburb	1,022.80	59
Clifton Springs ABS State Suburb	1,020.00	57
Grovedale - Marshall ABS State Suburbs	1,019.20	57
Rural North	1,017.90	56
Geelong West ABS State Suburb	1,010.80	52
Hamlyn Heights ABS State Suburb	1,000.70	46
Belmont ABS State Suburb	995.6	43
City of Greater Geelong	**992.9**	**42**
St Albans Park ABS State Suburb	989.1	40
Herne Hill ABS State Suburb	974.5	34
North Geelong - Rippleside ABS State Suburbs	970.1	32
Bell Post Hill ABS State Suburb	956.3	27
Portarlington ABS State Suburb	**953.4**	**26**
St Leonards - Indented Head ABS State Suburbs	**946.9**	**23**
Newcomb - Moolap ABS State Suburbs	942.1	22
Bell Park ABS State Suburb	922.7	16
Thomson - Breakwater ABS State Suburbs	864.6	7

Corio ABS State Suburb	857	7
Whittington ABS State Suburb	824.9	5
Norlane - North Shore ABS State Suburbs	745.5	3

FIGURE 4: CITY OF GREATER GEELONG, INDEX OF RELATIVE SOCIO-ECONOMIC DISADVANTAGE, USUAL RESIDENCE

The following map also demonstrates that the catchment area has a mix of low and high relative disadvantage.

6.4 ONE PARENT FAMILIES

The number of one parent families[28], as a proportion of all families in each of the towns that border the catchment area, is detailed in Table 5 below. The proportion of one parent families in the Portarlington is compared to the Victorian and City of Greater Geelong averages.

One parent families consist of a lone parent with at least one dependent child (under 15) who usually reside in the family household. The family may also include any number of other related individuals such as a sister of the lone parent. Dependent children include adopted, step and foster children. The population for calculation of percentages is all families in the area. Table 5 shows that the Catchment township display a reduced proportion of one parent families to the Victorian (10.5%) and City of Greater Geelong (11,5%) averages.

[28] Data for one parent families within the catchment area is derived from the Social Atlas developed for the City of Greater Geelong by id Consulting, based on data from the 2011 Census.

TABLE 4. PROPORTION OF ONE PARENT FAMILIES WITHIN THE CATCHMENT AREA BY SUBURB, 2011

One parent families with children, 2011

City of Greater Geelong - Enumerated

Area	Number	Total households	Percent %
Norlane - North Shore ABS State Suburbs	756	3,662	20.6
Corio ABS State Suburb	1,114	5,662	19.7
Whittington ABS State Suburb	306	1,650	18.5
Thomson - Breakwater ABS State Suburbs	190	1,261	15.1
Bell Park ABS State Suburb	281	2,064	13.6
Bell Post Hill ABS State Suburb	258	1,962	13.2
Newcomb - Moolap ABS State Suburbs	367	2,812	13.0
St Albans Park ABS State Suburb	244	1,911	12.8
Herne Hill ABS State Suburb	189	1,559	12.1
Lara ABS State Suburb	570	4,799	11.9
Clifton Springs ABS State Suburb	339	2,912	11.7
North Geelong - Rippleside ABS State Suburbs	136	1,239	11.0
Hamlyn Heights ABS State Suburb	273	2,505	10.9
Leopold ABS State Suburb	365	3,369	10.8
Belmont ABS State Suburb	660	6,161	10.7
Ocean Grove ABS State Suburb	515	4,814	10.7
Grovedale - Marshall ABS State Suburbs	643	6,139	10.5
East Geelong ABS State Suburb	168	1,618	10.4
Manifold Heights ABS State Suburb	105	1,067	9.8
Geelong West ABS State Suburb	292	2,988	9.8
Portarlington ABS State Suburb	**127**	**1,449**	**8.8**
Drysdale ABS State Suburb	126	1,531	8.3
Newtown ABS State Suburb	319	3,887	8.2
Highton ABS State Suburb	496	6,050	8.2
Barwon Heads ABS State Suburb	111	1,371	8.1
Waurn Ponds ABS State Suburb	113	1,416	8.0
St Leonards - Indented Head ABS State Suburbs	**102**	**1,315**	**7.8**
Geelong - South Geelong - Drumcondra ABS State Suburbs	197	2,792	7.0
Wandana Heights ABS State Suburb	43	638	6.7
City of Greater Geelong	**9,568**	**83,391**	**11.5**
Victoria	212,303	2,031,211	10.5

Figure 5 (see overleaf) shows that there are some pockets of higher levels of single parent families in the catchment.

FIGURE 5: ONE PARENT FAMILIES

6.5 LOW INCOME HOUSEHOLDS

The number of low income households in the Portarlington, as a proportion of all households, is detailed in Table 6. The proportion of low income households in Portarlington compared to the Victorian and City of Greater Geelong averages.

Low income households are those households with a combined gross income of less than $600 per week before tax. This threshold was chosen because it is close to the bottom 25% of households Australia wide.

The population for the calculation of percentages is all dwellings containing family, group or lone person households.

The following table shows that Portarlington has one of the highest proportions of low income households in City of Greater Geelong and Rural Victoria. This is closely followed by the area of St Leonards/Indented Heads.

See overleaf for table and map

TABLE 5. PROPORTION OF LOW INCOME HOUSEHOLDS (LESS THAN $600 PER WEEK), 2011[29]

Low income households (less than $600 per week), 2011

City of Greater Geelong - Enumerated

Area	Number	Total households	Percent %
Norlane - North Shore ABS State Suburbs	1,447	3,662	39.5
Thomson - Breakwater ABS State Suburbs	445	1,261	35.3
Portarlington ABS State Suburb	**482**	**1,449**	**33.2**
St Leonards - Indented Head ABS State Suburbs	**427**	**1,315**	**32.4**
Whittington ABS State Suburb	529	1,650	32.0
Newcomb - Moolap ABS State Suburbs	829	2,812	29.5
Bell Park ABS State Suburb	596	2,064	28.9
Bell Post Hill ABS State Suburb	555	1,962	28.3
Corio ABS State Suburb	1,601	5,662	28.3
Herne Hill ABS State Suburb	432	1,559	27.7
North Geelong - Rippleside ABS State Suburbs	326	1,239	26.3
Belmont ABS State Suburb	1,568	6,161	25.4
Drysdale ABS State Suburb	384	1,531	25.1
Hamlyn Heights ABS State Suburb	610	2,505	24.4
Geelong West ABS State Suburb	701	2,988	23.5
St Albans Park ABS State Suburb	442	1,911	23.1
Grovedale - Marshall ABS State Suburbs	1,337	6,139	21.8
Manifold Heights ABS State Suburb	229	1,067	21.5
Clifton Springs ABS State Suburb	585	2,912	20.1
Geelong - South Geelong - Drumcondra ABS State Suburbs	544	2,792	19.5
East Geelong ABS State Suburb	306	1,618	18.9
Newtown ABS State Suburb	733	3,887	18.9
Ocean Grove ABS State Suburb	906	4,814	18.8
Leopold ABS State Suburb	620	3,369	18.4
Highton ABS State Suburb	1,104	6,050	18.2
Lara ABS State Suburb	754	4,799	15.7
Barwon Heads ABS State Suburb	209	1,371	15.3
Wandana Heights ABS State Suburb	70	638	11.0
Waurn Ponds ABS State Suburb	118	1,416	8.3
City of Greater Geelong	**19,379**	**83,391**	**23.2**
Victoria	388,345	2,031,211	19.1

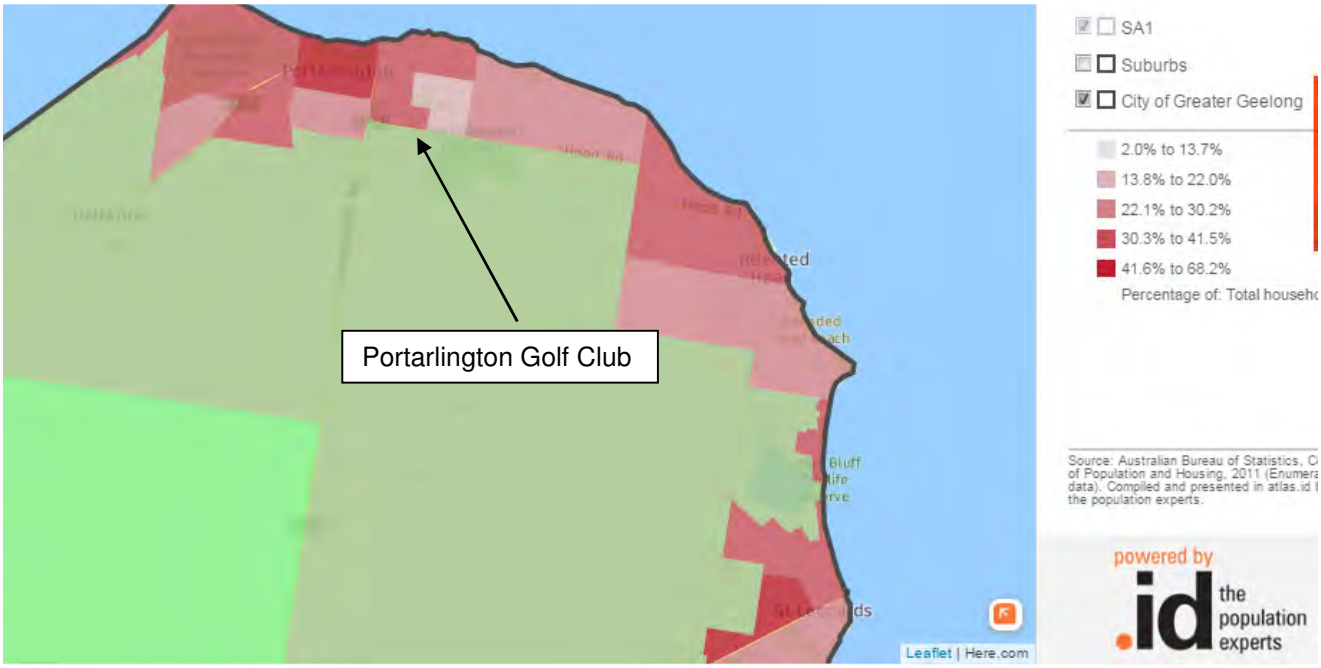
Source: Australian Bureau of Statistics, Census of Population and Housing 2011. Compiled and presented in atlas.id by .id , the population experts.

http://www.id.com.au

[29] Data for low income households within the catchment area is derived from the Social Atlas developed for the City of Greater Geelong by id Consulting, based on data from the 2011 Census

Figure 6 shows that there are some high pockets of low income households in the townships of Portarlington and Indented Heads/St Leonards

FIGURE 6. LOW-INCOME HOUSEHOLDS.



6.6 HOUSING STRESS

6.6.1 RENTAL STRESS

Rental stress is defined as per the National Centre for Social and Economic Modeling (NATSEM) model as households in the lowest 40% of equivalised incomes (income adjusted using equivalence factors to remove the effect of household size on income) across Australia, who are paying more than 30% of their usual gross weekly income on rent.

Table 6 shows that Portarlington is the third highest area experiencing rental stress in Greater Geelong. This area is only surpassed by the townships of St Leonards/Indented Heads which is within the catchment and Drysdale which is just outside of the 5km catchment radius.

TABLE 6. PROPORTION OF HOUSEHOLDS EXPERIENCING RENTAL STRESS BY SUBURB, 2011[30]

Rental stress, 2011

City of Greater Geelong - Enumerated

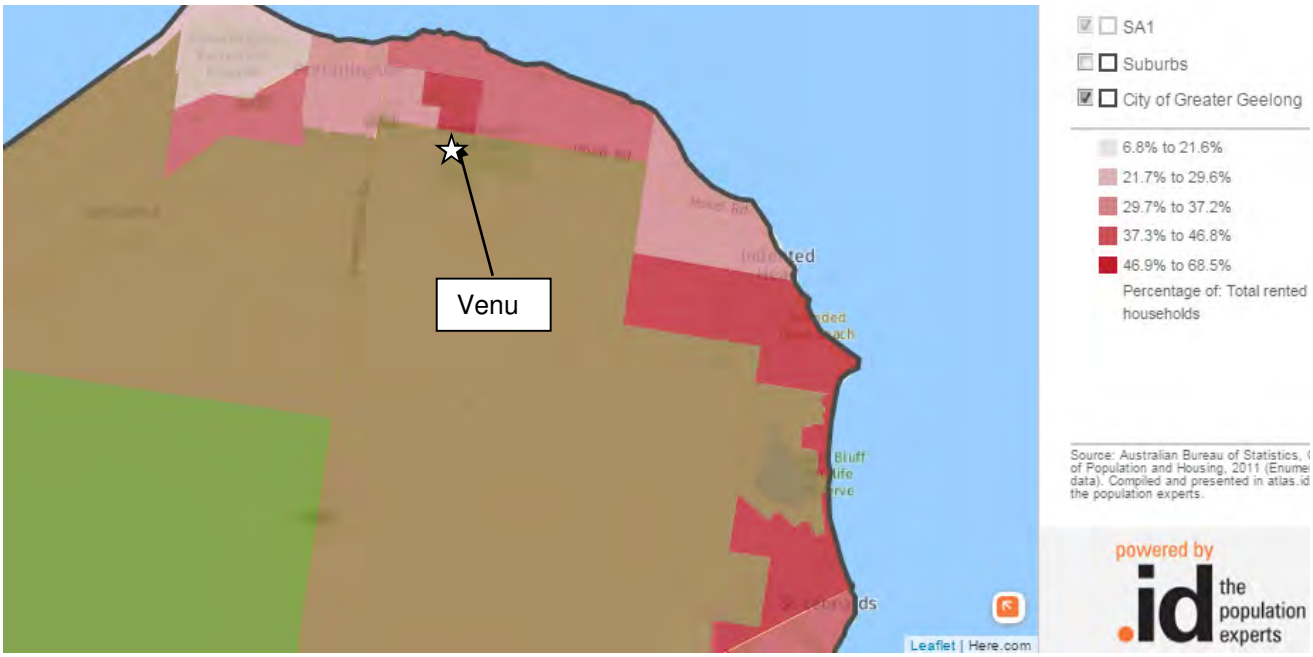
Area	Number	Total renting households	Percent %
St Leonards - Indented Head ABS State Suburbs	**147**	**311**	**47.1**
Drysdale ABS State Suburb	93	217	42.8
Portarlington ABS State Suburb	**133**	**334**	**39.9**
Herne Hill ABS State Suburb	193	495	39.0
St Albans Park ABS State Suburb	139	360	38.6
Newcomb - Moolap ABS State Suburbs	267	733	36.4
Bellarine - Inner SLA	732	2,155	34.0
Manifold Heights ABS State Suburb	103	318	32.4
Whittington ABS State Suburb	191	610	31.3
Hamlyn Heights ABS State Suburb	169	541	31.2
Corio ABS State Suburb	593	1,917	30.9
Bell Post Hill ABS State Suburb	112	368	30.5
Bell Park ABS State Suburb	149	497	30.0
Leopold ABS State Suburb	135	452	29.9
Ocean Grove ABS State Suburb	309	1,045	29.5
Norlane - North Shore ABS State Suburbs	482	1,664	28.9
Belmont ABS State Suburb	542	1,876	28.9
Lara ABS State Suburb	278	971	28.7
Grovedale - Marshall ABS State Suburbs	344	1,219	28.2
Thomson - Breakwater ABS State Suburbs	138	499	27.7
Highton ABS State Suburb	340	1,243	27.3
Newtown ABS State Suburb	289	1,067	27.1
Geelong West ABS State Suburb	298	1,104	27.0
Clifton Springs ABS State Suburb	135	505	26.7
North Geelong - Rippleside ABS State Suburbs	98	369	26.6
Wandana Heights ABS State Suburb	16	63	26.0
East Geelong ABS State Suburb	116	475	24.5
Waurn Ponds ABS State Suburb	55	226	24.4
Geelong - South Geelong - Drumcondra ABS State Suburbs	235	1,040	22.6
Barwon Heads ABS State Suburb	68	304	22.4
Victoria	133,138	525,579	25.3
City of Greater Geelong	**6,270**	**21,229**	**29.5**

Source: Australian Bureau of Statistics, Census of Population and Housing 2011. Compiled and presented in atlas.id by .id , the population experts.
http://www.id.com.au

[30] Data for housing rental stress within the catchment area is derived from the Social Atlas developed for the City of Greater Geelong by id Consulting, based on data from the 2011 Census.

Figure 7 shows that there are a number of SA1s with a high proportion of households experiencing rental stress.

FIGURE 7. PROPORTION OF HOUSEHOLDS EXPERIENCING RENTAL STRESS BY SA1, 2011



6.6.2 MORTGAGE STRESS

Mortgage Stress is defined as per the NATSEM (National Centre for Social and Economic Modelling) model as households in the lowest 40% of incomes who are paying more than 30% of their usual gross weekly income on home loan repayments.

Housing affordability is a significant social problem with many households struggling to afford to buy their dwelling and spending a large proportion of their income to service the mortgage. While stress can be very dependent on individual circumstances (and macro-economic factors such as interest rates), using Census data to analyse mortgage stress in the City of Greater Geelong provides a good indicator of the likely locations where people are having difficulties meeting their financial commitments.

Table 7 shows that the area of Portarlington (12.2%) and the township of Indented Heads/St Leonards (14.3%) have a higher level of mortgage stress compared to City of Greater Geelong and Victoria.

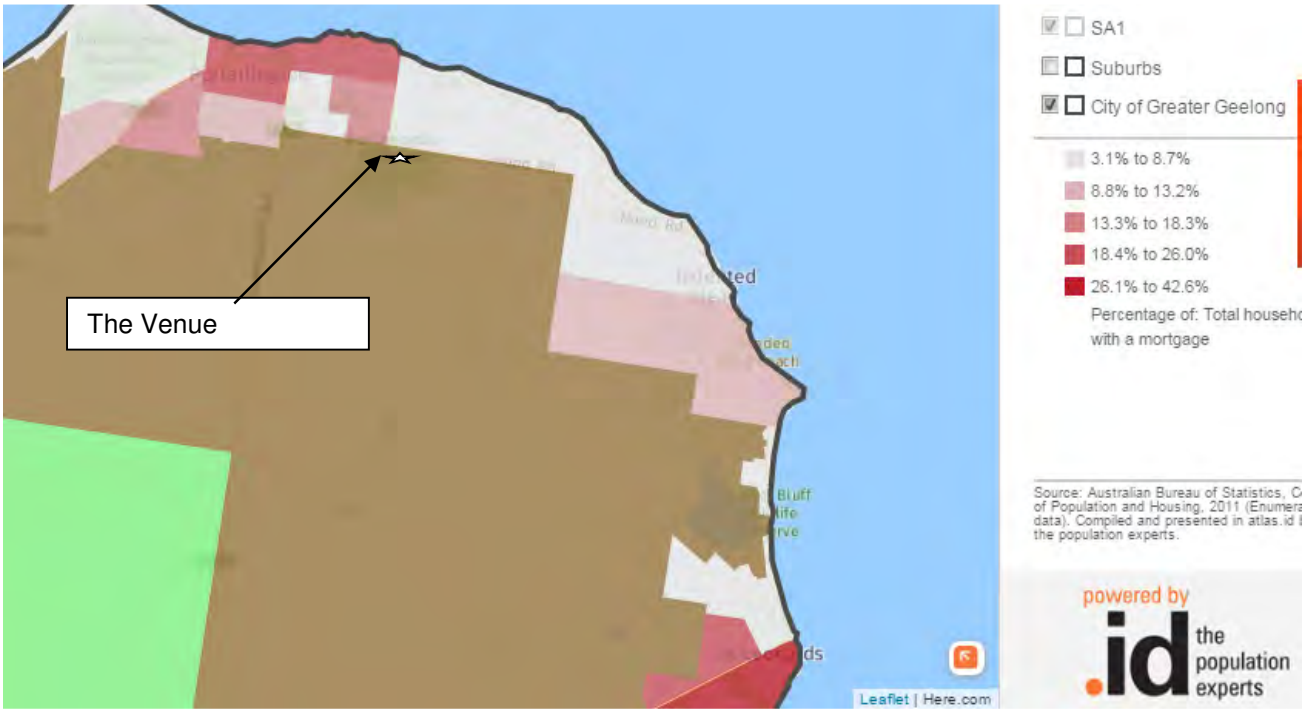
TABLE 7. PROPORTION OF HOUSEHOLDS EXPERIENCING MORTGAGE STRESS BY SUBURB, 2011[31]

Area	Number	Total households with a mortgage	Percent %
Norlane - North Shore ABS State Suburbs	132	719	18.4
Whittington ABS State Suburb	69	445	15.6
Corio ABS State Suburb	258	1,687	15.3
St Leonards - Indented Head ABS State Suburbs	**43**	**298**	**14.3**
Clifton Springs ABS State Suburb	152	1,132	13.5
Thomson - Breakwater ABS State Suburbs	43	327	13.0
St Albans Park ABS State Suburb	110	860	12.8
Portarlington ABS State Suburb	**38**	**308**	**12.2**
North Geelong - Rippleside ABS State Suburbs	39	327	11.9
Bell Park ABS State Suburb	73	613	11.9
Grovedale - Marshall ABS State Suburbs	258	2,361	10.9
Newcomb - Moolap ABS State Suburbs	92	857	10.7
Drysdale ABS State Suburb	56	533	10.6
Wandana Heights ABS State Suburb	31	289	10.6
Ocean Grove ABS State Suburb	177	1,768	10.0
Bell Post Hill ABS State Suburb	51	524	9.7
Barwon Heads ABS State Suburb	46	491	9.4
Lara ABS State Suburb	200	2,186	9.2
Leopold ABS State Suburb	132	1,450	9.1
Belmont ABS State Suburb	166	1,824	9.1
Geelong West ABS State Suburb	83	951	8.7
Rural South	33	399	8.3
Hamlyn Heights ABS State Suburb	65	791	8.2
Manifold Heights ABS State Suburb	27	342	7.9
East Geelong ABS State Suburb	45	573	7.8
Waurn Ponds ABS State Suburb	61	805	7.5
Highton ABS State Suburb	145	2,062	7.0
Newtown ABS State Suburb	82	1,168	7.0
Geelong - South Geelong - Drumcondra ABS State Suburbs	47	678	6.9
Herne Hill ABS State Suburb	29	454	6.4
City of Greater Geelong	**2,809**	**27,826**	**10.1**
Victoria	82,082	700,562	11.7

[31] Data for housing mortgage stress within the catchment area is derived from the Social Atlas developed for the City of Greater Geelong by id Consulting, based on data from the 2011 Census.

FIGURE 8. PROPORTION OF HOUSEHOLDS EXPERIENCING MORTGAGE STRESS BY SA1, 2011

Figure 8 shows that the proportion of households experiencing mortgage stress varies significantly within the catchment area. St Leonards has a pocket of high mortgage stress along with some parts of Portarlington.



6.7 LONE PERSON HOUSEHOLDS

Table 7 shows that the township of Portarlington is experiencing higher levels of lone person households[32] than City of Greater Geelong and Regional Victoria.

TABLE 8. LONE PERSON HOUSEHOLDS, 2011

Lone person households, 2011

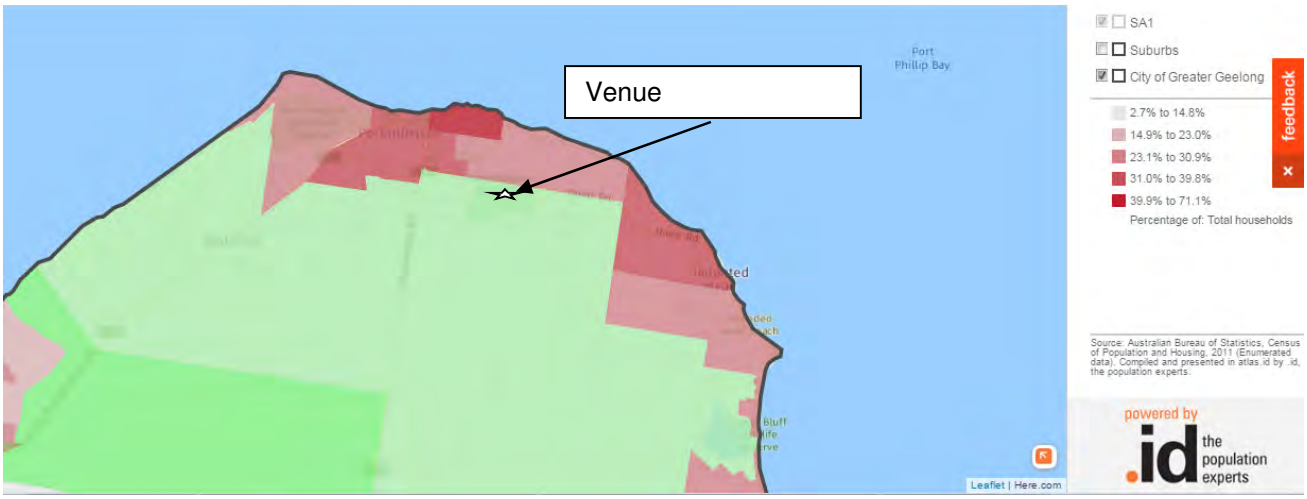
City of Greater Geelong - Enumerated

Area	Number	Total households	Percent %
Thomson - Breakwater ABS State Suburbs	477	1,261	37.8
Herne Hill ABS State Suburb	569	1,559	36.5
Geelong West ABS State Suburb	1,053	2,988	35.2
Norlane - North Shore ABS State Suburbs	1,282	3,662	35.0
Manifold Heights ABS State Suburb	352	1,067	33.0
Newcomb - Moolap ABS State Suburbs	916	2,812	32.6
Belmont ABS State Suburb	2,002	6,161	32.5
Portarlington ABS State Suburb	**470**	**1,449**	**32.4**
Geelong - South Geelong - Drumcondra ABS State Suburbs	883	2,792	31.6
Whittington ABS State Suburb	518	1,650	31.4
Hamlyn Heights ABS State Suburb	763	2,505	30.5
North Geelong - Rippleside ABS State Suburbs	377	1,239	30.4
Bell Park ABS State Suburb	625	2,064	30.3
St Leonards - Indented Head ABS State Suburbs	**397**	**1,315**	**30.2**
East Geelong ABS State Suburb	489	1,618	30.2
Newtown ABS State Suburb	1,138	3,887	29.3
St Albans Park ABS State Suburb	487	1,911	25.5
Grovedale - Marshall ABS State Suburbs	1,504	6,139	24.5
Corio ABS State Suburb	1,384	5,662	24.4
Drysdale ABS State Suburb	353	1,531	23.0
Ocean Grove ABS State Suburb	1,091	4,814	22.7
Bell Post Hill ABS State Suburb	443	1,962	22.6
Highton ABS State Suburb	1,367	6,050	22.6
Barwon Heads ABS State Suburb	298	1,371	21.8
Clifton Springs ABS State Suburb	600	2,912	20.6
Leopold ABS State Suburb	641	3,369	19.0
Lara ABS State Suburb	852	4,799	17.7
Waurn Ponds ABS State Suburb	165	1,416	11.6
Wandana Heights ABS State Suburb	70	638	10.9
Victoria	476,915	2,031,211	23.5
City of Greater Geelong	**22,049**	**83,391**	**26.4**

[32] Data for lone person households within the catchment area is derived from the Social Atlas developed for the City of Greater Geelong by id Consulting, based on data from the 2011 Census.

Figure 9 Shows that there a high pockets of lone person households in the catchment, most notably in Portarlington.

FIGURE 9. PROPORTION OF LONE PERSON HOUSEHOLDS BY SA1, 2011



6.8 PERSONS AGED 65+

Table 9 shows that the township of Portarlington is experiencing the highest level of persons aged 65 and over in the municipality. This is also higher than Regional Victoria.

TABLE 9. PERSONS AGED 65 AND OVER, 2011

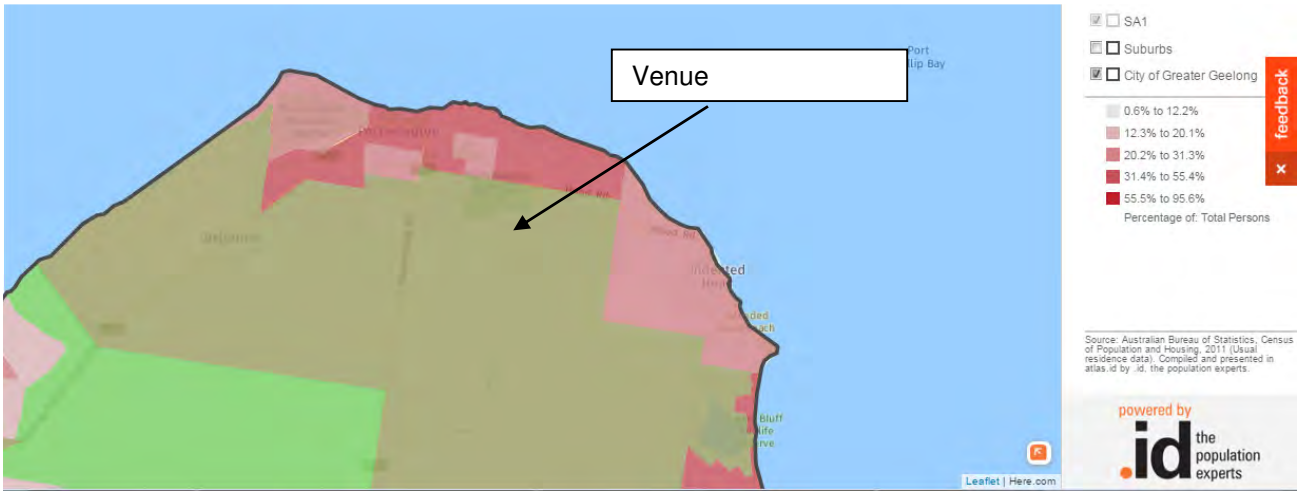
City of Greater Geelong - Enumerated

Area	Number	Total population	Percent %
Portarlington ABS State Suburb	**1,022**	**3,049**	**33.5**
St Leonards - Indented Head ABS State Suburbs	**753**	**2,797**	**26.9**
Drysdale ABS State Suburb	887	3,934	22.5
Bell Park ABS State Suburb	1,121	5,150	21.8
North Geelong - Rippleside ABS State Suburbs	626	2,924	21.4
Newcomb - Moolap ABS State Suburbs	1,303	6,329	20.6
Bell Post Hill ABS State Suburb	945	4,790	19.7
Belmont ABS State Suburb	2,552	13,798	18.5
Clifton Springs ABS State Suburb	1,336	7,318	18.3
Hamlyn Heights ABS State Suburb	1,077	5,983	18.0
Grovedale - Marshall ABS State Suburbs	2,788	15,671	17.8
Norlane - North Shore ABS State Suburbs	1,450	8,251	17.6
St Albans Park ABS State Suburb	860	4,893	17.6
Thomson - Breakwater ABS State Suburbs	441	2,589	17.0
Highton ABS State Suburb	2,533	15,428	16.4
Leopold ABS State Suburb	1,453	8,916	16.3
Geelong - South Geelong - Drumcondra ABS State Suburbs	1,143	7,055	16.2
Ocean Grove ABS State Suburb	1,827	11,993	15.2
Herne Hill ABS State Suburb	491	3,262	15.0
Whittington ABS State Suburb	604	4,033	15.0
Barwon Heads ABS State Suburb	479	3,369	14.2
Newtown ABS State Suburb	1,333	9,484	14.1
Manifold Heights ABS State Suburb	344	2,534	13.6
Corio ABS State Suburb	1,842	15,215	12.1
East Geelong ABS State Suburb	429	3,777	11.4
Geelong West ABS State Suburb	708	6,542	10.8
Lara ABS State Suburb	1,389	13,874	10.0
Wandana Heights ABS State Suburb	174	1,902	9.1
Waurn Ponds ABS State Suburb	257	4,876	5.3
City of Greater Geelong	33,780	207,611	16.3
Victoria	737,191	5,307,025	13.9

Source: Australian Bureau of Statistics, Census of Population and Housing 2011. Compiled and presented in atlas.id by .id , the population experts.
http://www.id.com.au

FIGURE 10. PERSONS AGED 65 AND OVER BY SA1, 2011

City of Greater Geelong Figure 10 shows that there are large proportion of people aged 65 or over in the townships of Portarlington and St Leonards.



7. GAMING CONTEXT

7.1 GAMING IN THE CITY OF GREATER GEELONG

The City of Greater Geelong is located within capped region number 8, under the State Government's Regional Caps system. The cap recognises the high number of EGMs per person in the municipality. A maximum of 1,421 gaming machines are permitted to operate within the combined areas of Greater and Geelong and the Borough of Queenscliffe.

There are currently 1,302 EGMs operating within Greater Geelong. Details of EGM venues are provided in Table 11. According to the VCGLR, there are 6.9 gaming machines for every 1,000 adults residing in the municipality, this compares to 6 gaming machines for every 1,000 adults in the state of Victoria. According to the VCGLR, a total of $111,854,043 million was lost on EGMs in Greater Geelong during the 2016-2017 financial year. Table 10 shows that player losses on gaming machines in Greater Geelong and the Borough of Queenscliffe have shown a slight but steady increase despite having a slight but steady decrease in the number of EGMs

The annual EGM losses in the City of Greater Geelong equate to $613 per adult residing in the City. This figure compares to $558 per annum, per adult, in the state of Victoria. Overall, the City of Greater Geelong is characterised by a large number of gaming machines, and large player losses, relative to the size of the local population. The large number of gaming machines and higher level of player losses in the City of Greater Geelong is not necessarily explained by Geelong's role as a regional centre. While Geelong is a regional centre, it primarily serves the large population contained within the municipal boundaries.

It is understood that this proposal involves the purchase of machines from the Geelong Football Club (Cats Venue) to the Portarlington Golf Club. it will result in the effective transfer of machines from the Cats Venue, it will not result in an increase in EGMs in the municipality. It is worth noting that the catchment that the Cats Venue records a lower level of disadvantage than that for the Portarlingon Golf Club.

TABLE 10. EGM EXPENDITURE IN CITY OF GREATER GEELONG (2014-17)

Victorian Commission for Gambling and Liquor Regulation

Electronic Gaming Machine LGA Level Expenditure

NOTE: Yellow highlight below represent filterable fields. Place cursor on field to access filter options.

LGA SELECTION: CITY OF GREATER GEELONG

MONTH	2016 / 2017			2015 / 2016			2014 / 2015		
	Expenditure	of Egm	No of Venues	Expenditure	No of Egms	No of Venues	Expenditure	No of Egms	No of Venues
JULY	$ 9,970,678	1294	26	$ 9,977,382	1334	27	$ 9,868,130	1415	28
AUGUST	$ 9,971,415	1295	26	$ 10,143,424	1332	27	$ 10,022,300	1403	28
SEPTEMBER	$ 9,901,734	1295	26	$ 9,325,084	1332	27	$ 9,259,366	1403	28
OCTOBER	$ 10,181,862	1295	26	$ 9,609,926	1374	27	$ 9,696,222	1414	28
NOVEMBER	$ 9,704,044	1286	27	$ 9,172,511	1300	26	$ 9,503,186	1414	28
DECEMBER	$ 9,954,004	1302	27	$ 9,489,636	1295	26	$ 9,808,782	1414	28
JANUARY	$ 9,835,729	1305	27	$ 9,963,004	1295	26	$ 10,202,176	1404	28
FEBRUARY	$ 8,715,713	1305	27	$ 8,843,296	1295	26	$ 8,411,648	1404	28
MARCH	$ 9,417,176	1304	27	$ 9,535,248	1295	26	$ 9,021,187	1404	28
APRIL	$ 9,278,985	1305	27	$ 9,403,470	1294	26	$ 9,178,412	1404	28
MAY	$ 9,324,395	1302	27	$ 9,026,780	1295	26	$ 9,198,782	1404	28
JUNE	$ -	0	0	$ 8,715,228	1295	26	$ 8,850,758	1396	27
TOTAL:	$ 106,255,735			$ 113,204,988			$ 113,020,950		

Source: VCGLR

Year	2016/17	2015/16	2014/15
July – May	$106,255,735	$104,489,759	$104,170,192
Average EGMs	1299	1329	1409
Average NMR	**$81,804**	**$78,612**	**$73,951**

7.2 GAMING IN THE CATCHMENT AREA

From Figure 12, shows the distribution of gaming venues within the Bellarine Peninsula and the broader municipality of Greater Geelong.

FIGURE 11. LOCATION OF EGM VENUES WITHIN CITY OF GREATER GEELONG

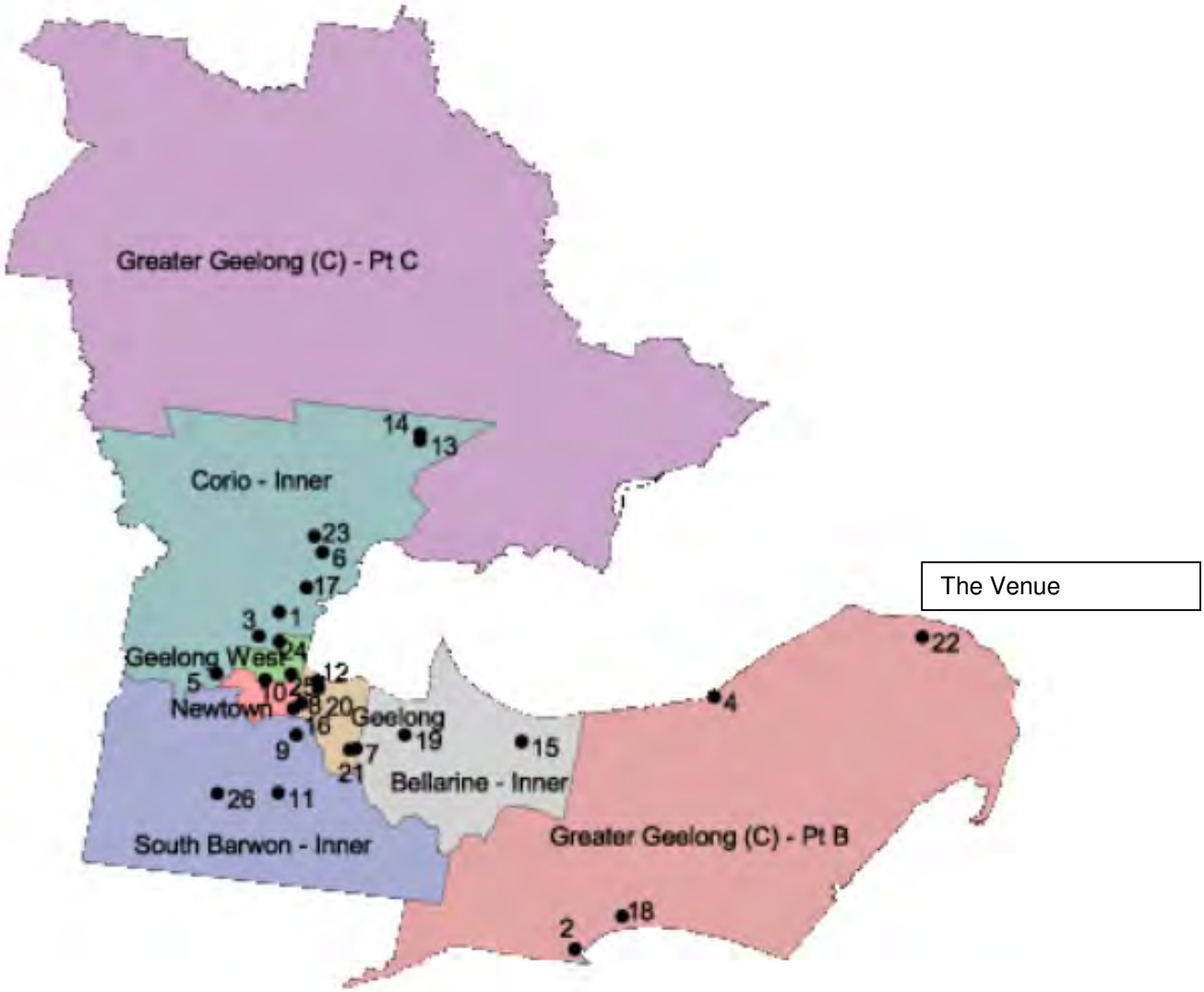


TABLE 11 DETAIL OF EGM VENUES IN THE CITY OF GREATER GEELONG

	Venue	Attached Entitlements	Expenditure (July 2015 - June 2016)	In Catchment
1	Australian Croatian National Hall	30	$2,981,781	No
2	Barwon Heads Hotel	5	$1,074,035	No
3	Bell Park Sport & Recreation Club	28	$737,273	No
4	Clifton Springs Golf Club	40	$3,308,352	No But Proximate
5	Fyansford Hotel	27	$1,166,611	No
6	Gateway Hotel	50	$6,215,020	No
7	Geelong Combined Leagues Club	105	$9,130,249	No
8	Geelong Football Club	70	$684,399	Ceased Operation
9	Geelong RSL	42	$3,655,221	Yes
10	Great Western Hotel	36	$4,158,640	No
11	Grovedale Hotel	80	$10,882,465	No
12	Jokers On Ryrie	47	$3,741,527	No
13	Lara Hotel	40	$2,380,714	No
14	Lara Sporting Club	50	$1,401,801	No
15	Leopold Sportsmans Club	35	$2,974,168	No
16	Lord Of The Isles Tavern	60	$6,535,957	No
17	Norlane Hotel	84	$7,393,599	No
18	Ocean Grove Bowling Club	60	$4,290,532	No
19	Peninsula Hotel Motel	55	$6,410,412	No
20	Phoenix Hotel	28	$3,306,177	No
21	Polish Community Assoc In Geelong	35	$1,132,464	No
22	Portarlington Golf Club	55	$4,095,112	Yes
23	Shell Club	77	$5,858,966	No
24	Sphinx Entertainment Centre	67	$9,431,423	No
25	St George Workers Club	35	$3,581,126	No
26	Valley Inn Hotel	29	$0	No
27	Waurn Ponds Hotel	70	$5,326,018	No
		1,340	$111,854,043	

7.4 PROBLEM GAMBLING SERVICES

Gamblers Help Service data is not available at the time writing this report.

7.5 PROPOSED COMMUNITY FUNDING

The Portarlington Golf Club has proposed that should the installation of EGMs at the venue be approved, the company will donate an added $10,000 per annum in community contributions.

The details of the proposed community funding program appear unclear. For example, no specific detail is given as to who will select projects under the program, who would be eligible to apply for funding and what criteria may be utilised in determining projects to be funded under the program.

An analysis of the proposed community funding, as a proportion of gaming revenue at the venue, is provided in Table 12. The table shows that the proposed annual community donations would be equivalent to approximately 0.5% of player losses on EGMs at the venue. The donation would be equivalent to around 2.5% of problem gambler player losses at the venue. Research undertaken by Uniting Care analysed the proportion of player losses, at EGM venues, that are redirected as community benefits (inclusive of community funding). Uniting Care analysed these figures for the various Commonwealth Electoral Divisions (CEDs), including the two electoral divisions that fall within the catchment area of the proposed venue (Corangamite and Corio). The research shows that in the CED of Corio, 2.2% of player's losses are redirected into community benefits. In the CED of Corangamite, 3.8% of player's losses are redirected into community benefits. In Victoria, the average is for 2.4% of player losses to be redirected into community benefits.[33]

From these figures it would appear the community funding proposed by the venue (as a proportion of player expenditure) is equivalent to proportion of player losses that are claimed by EGM venues as a community benefit, in Victoria as a whole.

TABLE 12. ANALYSIS OF PROPOSED COMMUNITY CONTRIBUTIONS

Total annual EGM losses at venue (from lower estimate as supplied)	**$4,095,112**
Potential annual EGM losses from problem gamblers (assuming 20% revenue from problem gamblers[34]	**$819,000**
Annual community contribution of approx. $11,000 plus proposed new contribution of $10,000 per year	**$10,000**
Annual community contribution as a proportion of all EGM losses	**0.5%**
Annual community contribution as a proportion of potential problem gambler EGM losses	**2.6%**

8. ASSESSMENT OF IMPACTS

This study assesses the social and economic impact that the installation of an extra 10 EGMs at the Portarlington Golf Club will have on the local community. The catchment of the venue, as described in Section 5.1, constitutes the study area.

Potential impacts, both positive and negative, are considered in this assessment. The assessment makes a determination as to the "net economic and social impact" on the local community, in light of Section 3.3.7 of the Gaming Regulations Act. The assessment framework developed in Section 3 of this report informs the variables that are considered in the impact assessment.

[33] *C Livingstone, C Kipsaina, A Rintoul (2012) "Assessment of poker machine expenditure and community benefit claims in selected Commonwealth Electoral Divisions"*

[34] The Australian Productivity Commission (2009) estimates that between 20% and 60% of EGM expenditure comes from problem gamblers, with an average of 40%. This calculation is based on the lower end of the Productivity Commission's estimate.

8.1 PROBLEM GAMBLING

8.1.1 VENUE CHARACTER AND ACCESSIBILITY

The venue, has the characteristics of a destination venue. The venue is located on a secondary rural arterial road (Hoods Rd). However with respect to the venue itself, it is highlighted that families including minors who are seated at the bistro have direct visual and auditory contact with the gaming room. Whilst preliminary discussions with venue management have indicated that that the venue is willing to address this, no written evidence has yet been received as to how this situation will be rectified. At this meeting a Council officer provided an example of best practice such as the Valley-Inn Hotel which has airlocks between the various entry points to the gaming room.

8.1.2 DISADVANTAGE AND PROBLEM GAMBLING VULNERABILITY

The catchment can on the whole be characterised by disadvantage compared to the Victorian and City of Greater Geelong averages.

8.3 EMPLOYMENT

As noted in Section 3, the VCAT decision regarding the Laurimar Venue case *(Whittlesea CC v George Adams Pty Ltd [2011])* highlighted that consideration of employment impacts at a proposed EGM venue should be limited to those that relate specifically to gaming activity at the venue. In the application to the VCGLR by the Portarlington Golf Club, it is stated (item 4.2.1) that 2.3 equivalent full time direct gaming and bar employment positions will be created. The submission to the Commission, does not make it clear how the 2.3 equivalent full-time positions have been calculated.

The gaming related components of venues are generally low generators of employment. Research suggests that gaming generates as few as 3.2 full-time positions for every $1 million in player expenditure (see Section 3). It is difficult therefore to see how 10 machines with an expected net gaming machine expenditure of $61,415 and $90,265 (as per 8.18 in applicant to VCGLR for premises license approval) would directly generate 2.3 equivalent full-time, gaming related positions. It is also worth noting that this compares poorly to other hospitality sectors (e.g. restaurants and cafes).

It should also be noted that research has found that those employed in gaming venues are more likely to develop problem gambling issues themselves (see Section 4). The employment benefits of the additional positions at the Portarlington Golf Club will be offset to some degree by the increased potential for problem gambling amongst employees should the venue be approved. Consequently, it is considered that the social and economic benefit related to increased, ongoing employment at the venue to be modest. With regard to the proposed renovations at the Venue:

The Portarlington Golf Club have indicated that following the works the in the proposed development the Venue will employ:

- 1 staff on a full time basis; and
- Up to 2 staff on a casual basis.

8.4 COMMUNITY FUNDING

The applicant has indicated that $10,000 per annum in community donations will be provided should the added10 EGMs be approved. This figure represents 0.5% of annual player expenditure forecast at the venue.

There is insufficient information regarding the focus and administration of the proposed community funding program to make definitive conclusions in regards to the benefit of this program. As detailed in Section 6.5, the details of the program and its intentions are unclear.

In the case of the Portarlington Golf Club Venue, significant areas within the catchment of the venue are characterised by relative disadvantage (see Section 5). Contributions toward community programs and services (as suggested in the applicant's impact assessment), that focus on counteracting the harm caused by problem would assist in creating a modest benefit to the local community.

8.5 NET SOCIAL AND ECONOMIC IMPACT

The following provides a summary of the social and economic impacts associated with the proposal as described above. There are positive benefits to the proposal. They are counteracted by the negative impacts associated with the current proposal. Whilst these negative impacts may not be as significant as at some other venues, they still outweigh the modest benefits. Giving consideration to these factors, on balance, the application will be detrimental to the local community.

TABLE 12. SUMMARY OF IMPACTS ASSOCIATED WITH PORTARLINGTON GOLF CLUB PROPOSAL

Topic	Positive Impacts	Negative Impacts
Employment	Modest employment benefits may be attributed to the gaming activities at the venue.	The installation of EGMs at the venue is likely to increase problem gambling vulnerability amongst existing and new staff members. This will detract from some of the benefits of increased employment attributed to the development.
Recreational and social opportunities	There are some modest benefits of improved facilities available at the Valley Inn Venue. It should be noted that the proposal includes the expansion and improvement of existing facilities and services rather than the introduction of new facilities at the Venue (outside of the 10 EGMs).	Families including minors who are seated at the bistro have direct visual and auditory contact with the gaming room. Whilst preliminary discussions with venue management have indicated that that the venue is willing to address this, the matter is yet to resolved.
Problem gambling		Significant portions of the catchment are characterised by low SEIFA scores. The proposal will result in an increase in EGM density for the catchment. This is an issue when considering the damaging effects of problem gambling in the catchment. The SEIA by the applicant did not show plans to eliminate visual and auditory access to the gaming room by families in the bistro. It has been recommended to the venue that they consider use of airlocks to all entry points to the gaming room. Whilst discussions between the City and the applicant have commenced, the issue was not resolved at the time of preparing the City's SEIA.
Community funding	The Portarlington Golf Club has indicated that it will provide an added annual community contribution of $10,000. The specific detail of this proposal remains unclear. It is therefore difficult to definitively assess the full benefits associated with this aspect of the proposal.	

10. MAYOR AND COUNCILLORS' MEDIA ENGAGEMENT POLICY

Source: **Office of the CEO - Corporate Communications & Marketing**
CEO: **Kelvin Spiller**
Index Reference: **Corporate Communications**

Purpose

To present the revised *Mayor and Councillors' Media Engagement Policy* (refer Attachment 2) for endorsement by Council, noting that this revision is consistent with the revised Code of Conduct – Councillors, and takes into account recent electoral changes in ward and council structures, as well as ongoing changes in the Media landscape – particularly social media.

Background

Council adopted the *Mayor and Councillors' Media Engagement Policy* in October 2015 to clarify the differing media engagement roles undertaken by the mayor and councillors, and to enhance the mayor's role as the 'principal spokesperson' for council.

At the time, some councillors' roles overlapped with the mayor's role as the 'principal spokesperson' for the council.

The City has followed the policy up until the Victorian Government's removal of the elected council in April 2016.

Key Issues

- The mayor of the Council is the principal spokesperson for Council, representing its views, and those of the community; and responsible for carrying out the civic and ceremonial event duties of the Office (Local Govt Act 1989).
- In addition to the Act, guidance is required on who fulfils these roles in the mayor's absence, and for the roles of individual councillors in engaging with media.
- Without such guidance, there is a risk for councillors and the organisation's reputation.
- The revised Mayor and Councillors' Media Engagement Policy addresses these risks, and accommodates changes to make it consistent with the Code of Conduct – Councillors.
- Other changes take into account the lack of councillor portfolio responsibilities; the municipality's new four-ward structure; the recognition of the City's Clever and Creative 30-year vision; and further clarification on the appropriate use of the City's social media channels, in line with contemporary best-practice.

K Alexander moved, P Dorling seconded -

That Council adopt the Mayor and Councillors' Media Engagement Policy 2017 (Attachment 2).

Carried.

Attachment 1

Discussion

This policy's revision will provide support to a new mayor and councillors, in line with a recommendation from the Commission of Inquiry.

The revision also acknowledges the need to maintain adequate governance over City publication and communication with external audiences – including via social media – to help ensure consistent and appropriate communication and engagement.

Financial Implications

Nil

Stakeholder Consultation and Communication

Corporate Communications and Marketing Services has consulted with and monitored the activities of other 'like councils' as to how they manage media engagement. Notably, the City has based this policy on the City of Melbourne policy (revised July 2017).

Policy/Legal/Statutory Implications

The attached policy is in line with relevant Victorian Government Acts for the good governance of local councils generally, and the role of the mayor in particular.

Alignment to City Plan

The revised policy aligns with *City Plan's* 'How We Do Business' by improving and facilitating appropriate engagement and communication between our councillors and the community they serve.

Conflict of Interest

City staff have had no conflict of interest in the preparation or submission of this report.

Risk Assessment

The *Mayor and Councillors' Media Engagement Policy* will help generate effective communication and engagement between the council and its community.

Environmental Implications

Nil.

COUNCIL POLICY

MAYOR AND COUNCILLORS' MEDIA ENGAGEMENT POLICY	Document No:	CPL
	Approval Date:	Draft
	Approved By:	Council
	Review Date:	13-12-2019
Responsible Officer: **Manager Corporate Communications and Marketing Services**	Version:	02
Authorising Officer:		**Chief Executive**

1. PURPOSE

To outline the roles of the mayor, deputy mayor and other councillors whenever they engage with Media on behalf of the City of Greater Geelong (the City) and its Council.

2. SCOPE

This policy applies to all internal and external engagement with Media involving the mayor, deputy mayor, and other councillors, such as:

- photo, video and other opportunities
- attendances at events and launches; and
- the City's internal and external corporate communication run via City-operated Communication Channels (namely: print, radio and TV, online/web and social media).

3. REFERENCES

The mayor, deputy mayor, other councillors, the City's Chief Executive Officer, Executive Leadership Team and all City officers are expected to demonstrate high standards of professional conduct and behaviour consistent with relevant legislation, regulations and policies – such as:

- *Local Government Act 1989*
- *City of Greater Geelong Act 1993*
- *City of Greater Geelong Amendment Act 2017*
- *Code of Conduct – Councillors*
- *Councillors' Expenses and Facilities Policy*
- *Community Engagement Policy*
- *Media Liaison Procedure*
- *Media Issues Management Procedure*
- *Publication Policy*
- *Disciplinary Policy; and*
- *Plaques and Memorials Procedure.*

City officers are also expected to observe the City's purpose and organisational values:

- Respect and encourage each other
- Create a healthy and safe environment for all
- Embrace new ideas and better ways to work
- Make people the centre of our business

4. DEFINITIONS

Act means the *Local Government Act (Vic) 1989*.

City means City of Greater Geelong, referring to the organisation led by the City's Chief Executive Officer that implements Council policy.

City Plan means a four-year plan that sets the City's strategic directions, priorities, and strategies during the term of the Council that approved the plan, informed by the *Clever and Creative Vision.*

Clever and Creative Vision means the local community's 30-year strategic vision for the City and its municipality.

Communication Channels means any vehicle used to convey information to and from a sender to a receiver – typically: print (newspapers), radio, TV, online/web and social media.

Corporate Communications and Marketing Services means the Manager, Corporate Communications and Marketing Services or his or her delegate or team members.

Council means the mayor, deputy mayor and other councillors who form the City's Council.

Issue means activities, policies or decisions the City or Council generate that could create significant public interest – and affect the City's or Council's reputation.

Mayoral Media Engagement Responsibilities are determined by the Manager, Corporate Communications and Marketing Services and generally meet one or more of these criteria:

- key City announcements regarding:
    - *Clever and Creative Vision*
    - *City Plan* and *City Plan* updates
    - the City's annual budget and rate notices, and
    - the City's *Annual Report*;
- announcements or commentary relating to premier events, major projects or key community infrastructure the City is planning or undertaking;
- any matter involving the City (or one of its committees) that could generate state, national or international level dialogue;
- controversial matters that could impact the reputation of the municipality, its Council, or the City as an organisation;
- the outcomes of any Council decisions (made at Council Meetings or Special Meetings);
- civic and ceremonial duties involving the City or Council, as determined by custom, history or practice (ANZAC Day, Christmas program, or citizenship awards);
- a City or Council event or activity involving the prime minister, premier or other senior leaders or dignitaries – including interstate and overseas guests or visitors;
- a significant natural or human-induced emergency – local, state or international; and
- any issue where the community would reasonably expect to hear from the City's primary Council spokesperson.

Media Engagement means how the City, mayor, deputy mayor and councillors engage with the community via the Media, to disseminate news, views, ideas and information regarding their responsibility to develop, implement and deliver the City's strategic vision, policies, programs and services.

Media means any accredited organisation whose primary activities focus on the dissemination of news and information to the public using various Communication Channels.

Media Release means any information the City or Council *proactively* provides to Media, including via the City's website and social media.

Media Response means any information the City or Council *reactively* provides to Media in response to a specific request or inquiry.

Stakeholder means any individual, group or organisation who could be affected by a City or Council decision, or who might have an interest in or influence over a pending City or Council decision.

5. COUNCIL POLICY

5.1 The mayor's role as principal Council spokesperson

Pursuant to the *Act,* the functions of the mayor are to:

a. chair all meetings of Council at which he or she is present, to lead its decision-making process;

b. act as the principal spokesperson for Council – to represent its views, and those of the community; and

c. carry out the civic and ceremonial duties of the Mayor and Councillors.

This policy recognises the mayor as the principal Council spokesperson to be quoted in all reactive or proactive engagement with Media, relating to the Mayoral Media Engagement Responsibilities.

5.2 Delegation of mayor's spokesperson role to the deputy mayor

If the mayor is unavailable, the deputy mayor becomes Council's principal spokesperson.

5.3 Delegation to other councillors

If both the mayor and deputy mayor are unavailable then the mayor, or in his or her absence, the deputy mayor, can delegate the Mayoral Media Engagement Responsibilities to any other councillor. Without this delegation, no other councillor can engage with Media on behalf of Council.

5.4 Attendance of all councillors at Media Engagement events

All councillors are welcome to attend any official City or Council Media Engagement opportunity or event involving the mayor (or deputy mayor).

No councillor will be included in any City-organised Media Engagement opportunities – including photos or video for the City's social media – unless invited by the mayor.

5.5 Involvement of other councillors at Media Engagement events

The mayor (or deputy mayor) can invite other councillors to also participate in any Media Engagement opportunity, especially if it relates to that councillors' ward.

Such Media Engagement may be conducted jointly with the mayor (or deputy mayor), and other eligible councillors, and may typically involve:

- a public, Media or event spokesperson role (as an MC, or to deliver a speech);
- participation in a staged Media opportunity or event (a photo shoot, radio or TV interview);
- being quoted in a proactive City Media Release or Media Response (approved by the mayor);
- and being included in any other relevant proactive City Media Engagement – including all social media, print and online.

5.6 Assigning order of representation for councillors

If the mayor invites a councillor (or councillors) to participate in a City-organised Media Engagement, the mayor (or deputy mayor) will generally:

- speak first on behalf of Council
- be the focus of any City-organised Media Engagement
- and be first quoted in any City Media Release or other content (including *Community Update* and the City's social media, if appropriate).

If several councillors attend a Media Engagement event then the mayor will determine which order these councillors might speak and/or appear, if at all (including on the City's social media).

5.7 Media Engagement matrix

Corporate Communications and Marketing Services will liaise with the Mayor and Councillors' Support Unit to advise relevant parties of potential Media Engagement opportunities according to the following matrix:

Media Engagement opportunity	Spokesperson: order of delegation			
	Mayor	**Deputy mayor**	**Councillor(s)**	**CEO or delegate**
Media has asked for an interview or comment on an issue that meets the criteria of a **Mayoral Media Engagement Responsibility**.	Primary speaker	Secondary speaker If delegated by the mayor.	If delegated by the mayor (or deputy mayor)	
Media has asked for an interview or comment on an issue that does *not* meet the criteria of a **Mayoral Media Engagement Responsibility** – but clearly relates to a councillor **ward** issue.	Secondary speaker		Primary speaker	
Media has inquired about a City **operational, administrative, or regulatory** matter.	Secondary speaker (if required by the CEO)			Primary speaker With courtesy advice to all councillors

As a general guide: Corporate Communications and Marketing Services, in consultation with the Mayor and Councillors' Support Unit, will propose Media Engagement opportunities to relevant councillor(s).

Where a Media Engagement opportunity clearly focuses on a ward-based matter, the Mayor and Councillors' Support Unit will offer *all* councillors from that ward the opportunity to participate or contribute.

If multiple councillors from that ward accept the offer, then they will collaboratively determine who speaks first; if they cannot, the Mayor will decide.

5.8 Communication support for Mayoral Media Engagement Responsibilities

The Mayor and Councillors' Support Unit will liaise with Corporate Communications and Marketing Services to offer the mayor (or deputy mayor) support to perform the Mayoral Media Engagement Responsibilities.

Any councillor invited by the mayor to officially represent the City or Council in a Media Engagement opportunity will receive similar support.

All support requests should be made to the Mayor and Councillors' Support Unit as early as practicable to ensure quality delivery by deadline.

5.9 Briefing other councillors and the City's Chief Executive Officer on Mayoral Media Engagement

The Mayor and Councillors' Support Unit will inform other councillors in a timely manner (online, via the councillor portal), and the City's Chief Executive Officer, of any Media Engagement the mayor performs on Council's behalf.

5.10 Limits of Mayoral Media Engagement Responsibilities

Any Media Engagement regarding the City's day-to-day operations and management is the responsibility of the Chief Executive Officer (Section 94A of *The Act*).

The mayor and councillors must promptly refer on any Media inquiries they receive to Corporate Communications and Marketing Services.

5.11 Respecting the Media's editorial independence

Media representatives attending a City-organised Media Engagement will make their own editorial decisions as to which councillors they invite (or do not invite) to appear in any staged presentation, event, photo, video or similar activity.

It is inappropriate for any councillor – including the mayor – to influence or determine the Media's editorial needs or decisions.

6. KEY PRACTICE GUIDELINES

6.1 Official City statements issued by the mayor, deputy mayor or other councillors – including those prepared and/or issued on their behalf by Corporate Communications and Marketing Services – must:

- be consistent with the City's current policy and position
- support the reputation of the City, its staff, its Council, and its councillors
- be respectful of the mayor, other councillors, the City's Chief Executive Officer, City officers, and all members of the public
- not commit the City or its resources to a course of action without prior Council discussion and/or resolution
- not be in breach of any laws (such as privacy, defamation, racial vilification, or equal opportunity), or the *City's Code of Conduct – Councillors*; and
- avoid any admission of legal liability.

6.2 If a councillor chooses to express a *personal* opinion or view that differs from the Council's agreed position, the councillor must clearly identify their opinion or view as *their own*. In that case, the City's resources will not be available for their communication or engagement requirements.

6.3 All councillors quoted in City-generated Media content (such as Media Releases, Media Responses, and in *Community Update*) will have an opportunity to approve their comments in a timely manner, prior to an advised deadline.

6.4 The Manager Corporate Communications and Marketing Services will, in his or her professional judgement and in consultation with the Director Finance and Strategy, determine what constitutes a Mayoral Media Engagement Responsibility.

6.5 The City's Chief Executive Officer can ultimately determine the interpretation or application of this policy.

6.6 Under the City's *Publication Policy*, the City's Chief Executive Officer delegates to Corporate Communications and Marketing Services the ***editorial control*** for the content and publication of all City-organised Communication Channels, including (but not restricted to):

- Social media (for the City and the mayor)
- *Geelong Australia* website
- *Community Update* and *City News*
- the City's *Annual Report* and *City Plan.*

7. SOCIAL MEDIA

7.1 Corporate Communications and Marketing Services will exclusively manage all City-owned mayoral social media accounts, and hold all passwords.

7.2 Corporate Communications and Marketing Services will use the mayoral social media accounts to promote activities and opportunities listed in this policy under Mayoral Media Engagement Responsibilities.

7.3 The City will not solicit or pay for any followers (or similar) on any City-owned social media accounts.

7.4 The mayor and councillors are *wholly responsible* for maintaining any *private* social media accounts they might hold, create or operate *under their own name,* and accept all legal responsibilities for such accounts.

7.5 All councillors should alert the Manager Corporate Communications and Marketing Services of any existing *private* social media accounts they operate, or any they create, during their term of office.

7.6 City officers shall not assist any councillor with the creation or operation of any *private* social media account – unless approved by the Chief Executive Officer.

7.7 All councillors should operate any private social media accounts in strict accord with the **KEY PRACTICE GUIDELINES** in Section 6 of this policy, and the *Code of Conduct – Councillors*.

8. QUALITY RECORDS

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

Record	Retention/Disposal Responsibility	Retention Period	Location
Media Inquiries (via email alerts) Media Releases Media Responses Official speaking notes, speeches and other event-related information	Corporate Records	Permanent – as required by law	In Rex, lodged via Corporate Communications and Marketing Services and / or the Mayor and Councillors' Support Unit

9. ATTACHMENTS

- Nil

11. FEES AND CHARGES POLICY

Source: **Finance & Strategy – Financial Services**
Director: **Joanne Moloney**
Index Reference: **Financial Reporting**

Purpose

To approve a Fees and Charges Policy, incorporating a Fees and Charges Framework. This policy will ensure a clear, transparent and consistent approach to Council decision making in setting and/or reviewing Fees and Charges.

Background

In April 2016 an independent Commission of Inquiry established by the Minister for Local Government reported on the City of Greater Geelong against a framework for good governance.

As a result of the Commission of Inquiry, Administrators were appointed to perform the powers, functions and duties of the Council. In order to inform the Administrators an independent review of the financial position and strategies of Council was completed by Ernst & Young, resulting in 18 recommendations.

One of the recommendations from Ernst & Young was for Council to develop a policy/procedure framework to ensure a consistent Council wide approach to fees and charges and service costing to be applied uniformly across the organisation.

This recommendation was also identified under Council's Transformation Project (Management stream) to establish a Fees and Charges Policy and Framework by June 2017.

Key Issues

- Financial resources are required to deliver the service objectives outlined in Our Future and City Plan.
- Council decision making on the level of rate revenue compared to the revenue raised from specific users allocated to the service should be transparent and accountable.
- Fees and Charges set during the budget process should be based on the same methodology across the organisation.
- Growth and rate capping require long term planning in order for Council to fund services in a financially sustainable manner.

L Gardner moved, P Dorling seconded -

That Council adopt the Fees and Charges Policy (Attachment 2).

Carried.

Attachment 1

Discussion

Council, in response to the Ernst & Young Report, commissioned CT Management to develop an organisation wide process for the development of fees and charges which could be consistently applied, improve transparency and inform Council decision making.

The process is based on a framework specified in the Fees and Charges Policy (Attachment 2) underpinned by the following objectives:

1. To ensure resources are used efficiently and effectively to finance the service delivery objectives outlined in Our Future and City Plan.
2. To identify the level of rate contribution provided to individual services to ensure transparency and accountability in decision making.
3. To ensure Councils long term financial sustainability user pays principles will be considered as part of determining the most appropriate way to fund services.

The framework provides a standardised approach in determining a target rate contribution applicable to a service. The target rate contribution will allow service managers to develop individual fees and charges based on the required total revenue from fees and charges. The framework is based on a User Fee Decision matrix.

The User Fee Decision Matrix provides uniformity and improved transparency, in the decision making process, by demonstrating the level of rate contribution, cost recovery and fee setting criteria as shown in the table below:

Target Rate Contribution (% Rate Contribution)	**Cost Recovery**	**Fees and Charge Setting Criteria**	**Impediments/ Constraints**
100% Rate contribution	No Cost recovery	No Fee or Charge Levied	N/A
Partial Rate Contribution	Partial Cost recovery	Fee set by Council (Discretionary)	Impediments may prevent targeted cost recovery (e.g. set by statute)
0% Rate contribution	Full Cost Recovery	**Options** 1. Fee Set by Statute 2. Fee Set by Local Law 3. Fee set by Funding Agreement 4. Fee set by Council (Discretionary)	Impediments may prevent full cost recovery (e.g. set by statute)
0% Rate contribution	Market Driven (must be Full Cost Recovery plus Margin)	Fee set by Council (Discretionary)	This service is a significant business activity and subject to National Competition Policy

The decision making process is also assisted by additional evaluation of other criteria which are outlined in the Policy. A worked example has been provided by CT Management (Attachment 3) for Family Services, to demonstrate the standard approach to be implemented for Council services.

In developing the Annual Budget and setting fees and charges the process is as follows:

Action	Responsibility
User Fee Decision Matrix completed for defined services	Council to review.
Target level of rate contribution	Council to review the level of rate contribution to service and determine the gross user fee income for the service.
Set Fees and Charges	Council to understand the required movement in Fees and Charges
Monitoring and reporting	Actual Variances to budgeted revenue reported to Council as part of the quarterly financial reporting process.

The target level of rate contribution, known as the base level of rate contribution, for each service will be recognised as the levels approved within the 2016-17 Budget. Where there is a material difference between the required level of rate contribution and the base level of rate contribution Council will consider phasing increases in over a period of time. The phase-in period will be determined following consideration of the user's capacity to pay, commercial implications and the funding pressures on Council.

Any increase in rate contribution due to change in service or service level will require approval as part of the annual 'budget bid' process.

The framework also, provides a consistent methodology which can be incorporated into Council's long term planning in response to changes in the cost of service delivery.

Financial Implications

This Policy will apply to all fees and charges listed in the annual budget as well as any new fee or charge which Council is eligible to charge under the Local Government Act which has not previously been included in the schedule of fees and charges.

Stakeholder Consultation and Communication

The Fees and Charges Policy has been developed based on the findings of the Ernst and Young Report and the review completed by CT Management.

An information session was conducted at the commencement of the project to inform the Executive and Senior Leadership Team about the project. A session was also held at the conclusion of the project to provide an overview of the findings and to seek feedback.

Individual sessions were held with Leisure Services, Aged Services, Waste Services, Family Services and Sport and Recreation to test the framework prior to finalising the report.

Policy/Legal/Statutory Implications

The Policy complies with the Local Government Act 1989, specifically to sections 136-150 Financial Management. All legal and statutory obligations are referred to in the Policy.

Alignment to City Plan

This policy aligns to three of City Plan's objectives - How We Do Business, Community Wellbeing and Growing the Economy, as it provides a framework which will enable Council to continue to provide services to the community in a financially sustainable manner.

Conflict of Interest

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

Risk Assessment

This policy exists to ensure Council's legislative compliance in managing financial resources.

Environmental Implications

There are no environmental issues arising from this report.

Attachment 2

COUNCIL POLICY

Fees and Charges Policy	Document No:	CPL505.2
	Approval Date:	**Draft**
	Approved By:	Council
	Review Date:	Annually
Responsible Officer: **Manager – Financial Services**	Version No	00
Authorising Officer:		**Chief Executive Officer**

1. PURPOSE

Council provides a wide range of services to its community. In undertaking this role Council assesses community needs through its planning process and determines which services Council will support. Of those identified services, Council can advocate for the service, facilitate the service or actively participate and deliver the service.

Some of these services are required due to statutory or legislative obligations, whilst for other services Council has discretion whether or not to provide the service and at what level and quality.

In planning for a service Council must decide on the level of rate contribution it will allocate to support the service. Once the rate contribution to the service has been determined the balance of the cost of service which is unfunded will need to be recovered from the users as a Fee or Charge or other revenue stream, such as grant income.

The setting of Fees and Charges requires a standard methodology which is applied consistently across the organisation in order to enhance accountability and provide transparency to the community in the decision making process.

2. SCOPE

The Policy applies to all fees and charges listed in the annual budget as well as any new fee or charge which Council is eligible to charge under the Local Government Act which has not previously been included in the schedule of fees and charges.

Council must consider the application of this policy when:

- Setting fees and charges (excluding rates); and
- Reviewing fees and charges.

3. REFERENCES

- *Fees and Charges – Cost Recovery by Local Government. Victorian Auditor-General's Report April 2010.*
- *Fees and Charges for Outdoor Sporting Facilities – Greater Geelong City Council CPL285.9.*
- *Local Government Best Practice Guide Revenue and Rating Strategy Department of Transport, Planning and Local Infrastructure 2014.*
- *National Competition Policy (NCP).*
- *The Local Government Act 1989.*

4. DEFINITIONS

Cost recovery is the level of costs to be recovered from users of the service. To achieve this the full cost of delivering a service will be calculated using direct costs and indirect costs and an overhead allocation for those services which are deemed significant business activity. The target rate contribution and any other revenue, such as grants, will be subtracted from this amount. The residual amount will be recovered from fees and charges.

Direct costs are those costs, captured at an activity level, which can be readily attributed to the service because they are incurred exclusively for the particular service.

Indirect costs are departmental costs which support the service (e.g. Manager and department administration costs).

National Competition Policy means application to the significant business activities of publically owned entities, and not to the non-business, non-profit activities of those entities.

Overhead costs are those costs which support the service at an organisational level such as payroll, risk management, information technology, payables, receivables and insurance.

Rate contribution means the dollar amount identified in the annual budget to be contributed to the cost of service delivery from properties (Council rates).

Service means a collection of tangible and intangible benefits that can be offered and consumed. Service provision requires work to be done by one or more people for the benefit of others.

Significant business activity means service which is defined as commercial and competes against other providers of the same service.

5. COUNCIL POLICY

Fees and charges are a component of Councils' revenue raising strategy and represent 19% of Councils' budgeted recurrent revenue.

Fees and charges are raised for a number of reasons:

a. To increase revenue available to Council to support the cost of service delivery;

b. To support Council's medium to long term service delivery objectives; and

c. To help users of Council service understand the value and benefits they obtain when accessing those services.

In setting Fees and Charges Council is committed to:

a. ensuring resources are used efficiently and effectively to finance the service delivery objectives outlined in Our Future and City Plan

b. identifying the level of rate contribution provided to individual services to ensure transparency in decision making.

c. ensuring Council's long term financial sustainability by considering user pays principles as part of determining the most appropriate way to fund services.

5.1. Fees and Charges Framework

5.1.1. Council's Fees and Charges Policy is underpinned by the User Fee Decision Matrix which provides a standardised approach in determining the target rate contribution to be provided to a service.

5.1.2. Council will provide improved transparency to the community in the decision making process by demonstrating the level of rate contribution, cost recovery and fee setting criteria as shown in the table below:

Target Rate Contribution **(% Rate Contribution)**	**Cost Recovery**	**Fees and Charge Setting Criteria**	**Impediments/ Constraints**
100% Rate contribution	No Cost recovery	No Fee or Charge Levied	N/A
Partial Rate Contribution	Partial Cost recovery	Fee set by Council (Discretionary)	Impediments may prevent targeted cost recovery (e.g. set by statute)
0% Rate contribution	Full Cost Recovery	**Options** 1.Fee Set by Statute 2.Fee Set by Local Law 3.Fee set by Funding Agreement 4.Fee set by Council (Discretionary)	Impediments may prevent full cost recovery (e.g. set by statute)
0% Rate contribution	Market Driven (must be Full Cost Recovery plus Margin)	Fee set by Council (Discretionary)	This service is a significant business activity and subject to National Competition Policy

5.1.3. All Council services will be subject to the User Fee Decision matrix.

5.1.4. Council will review and endorse the User Fee Decision Matrix annually as part of the budget process.

5.2. User Fee Decision Matrix

Council's User Fee Decision Matrix is based on the following:

5.2.1. Identification of services which Council provides.

5.2.2. Classification of the services between external services (those that have a direct interface with external customers and internal services (activities which support the provision of the external services). Fees and charges will only apply to external services.

5.2.3. Determining if the service has general or specific users. Generally services which are provided for the broader community, such as public open space, will not attract fees and charges.

5.2.4. Understand the Fee setting criteria. The type of fees and/or charges for the service may be subject to statute, local law, schedule of fees or the discretion of Council. The type of and/or charges will determine any restrictions on setting the price.

5.2.5. Determining if the service is a significant business. Under National Competition Policy competitive neutrality adjustments, to ensure full cost reflective pricing, are required if the service is a significant business.. To comply with National Competition Policy, councils need to identify their significant business activities and adjust their prices, where relevant, to neutralise any competitive advantage when competing with the private sector. Cost reflective pricing includes recognition of private sector equivalent costs such as rate of return, regulatory costs not incurred by Council and taxes

5.2.6. Classification of the cost recovery for the service will determine the total revenue from fees and charges. Individual fees and charges will then be set based on fee and charge setting criteria.

5.2.7. Target rate contribution will be determined by Council based on community needs and policy objectives. Services that are likely to attract a rate contribution are those which provide a broader community benefit as well as benefits to the individual users. The target that is set will be endorsed by Council and used by Service Managers to calculate required total fee and charge revenue. Service Managers will then set individual fees and charges based on expected usage. Each service will initially be assessed under the categories:

a. 100% rate contribution (no cost recovery);

b. Partial rate contribution; or

c. 0% rate contribution (full cost recovery).

5.2.8. Uniform pricing services which are provided at a similar level or standard will have the same fees across the municipality.

5.3. Costs excluded in setting fees and charges

Costs which are incurred for the benefit of Council, the Chief Executive, Directors and Legal Services and Governance Department will be excluded.

These costs are not considered indirect costs but a cost of being a Council.

These costs will be assessed in the calculation for the municipal charge (a fee on all rateable assessments to cover the fixed and unavoidable costs of governance).

5.4. Ancillary Services

In some instances a service which has been defined as having ‘general’ users and would not normally set a fee may charge users to access facilities/grounds e.g. weddings.

Cost recovery of these services will be market driven and reflect full cost recovery plus margin.

5.5. Uniform Pricing

In order for users of a service to be confident that the fee charged will provide them with a similar level of service regardless of their social equity or location, Council will endeavour to adopt uniform pricing for like services.

5.6. Transition period

The base level of rate contribution for each service will be recognised as the levels approved within the 2016-17 Budget.

Where there is a material difference between the required level of rate contribution and the base level of rate contribution Council will consider phasing increases in over a period of time.

The phase-in period will be determined following consideration of the user’s capacity to pay, commercial implications and the funding pressures on Council.

5.7. Policy Review

The Fees and Charges Policy will be reviewed annually during budget development, with consideration given to service levels and productivity.

5.8. Access

The community will be able to access information about fees and charges from Council's website in the annual budget document.

6. QUALITY RECORDS

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

Record	Retention/Disposal Responsibility	Retention Period	Location
Adopted Budget	Manager – Financial Services		Corporate Records

7. ATTACHMENTS

Nil

Attachment 3

Example Fees and Charges Framework – Family Services prepared by CT Management

Service Group	Service	Service	Internal/ External	General / Specific User Service	Fees and Charge Setting Criteria	Competitive Neutrality Compliance Required	Grants / Other Revenue	Target Rate Contribution	Cost Recovery
Service Group A	Service 1	Service	External	Specific	Fee set by Council (Discretionary)	Yes	No	0% Rate contribution	Full Cost Recovery
	Service 2	Service	External	Specific	No Fee or Charge Levied	No	No	100% Rate contribution	No Cost recovery
	Service 3	Service	External	Specific	Fee set by Council (Discretionary)	Test	No	0% Rate contribution	Full Cost Recovery
	Service 4	N/A	Internal	Indirect costs. These costs will be distributed across each service based on a pro rate percentage.					
	Service 5	Service	External	Specific	Fee set by Council (Discretionary)	No	No	Partial Rate Contribution	Partial Cost recovery
	Service 6	Service	External	Specific	No Fee or Charge Levied	No	Partial	Partial Rate Contribution	No Cost recovery
	Service 7	Service	External	Specific	Fee set by Council (Discretionary)	No	No	0% Rate contribution	Full Cost Recovery

12. ROAD RENAMING - LANNASTER ROAD, CHARLEMONT

Source:	**Finance & Strategy - Financial Services**
Director:	**Joanne Moloney**
Index Reference:	**Financial Management Reporting**

Purpose

To seek approval to rename Lannaster Road, Charlemont to Precinct Road, Charlemont.

Background

A subdivisional development occurred in Charlemont which has resulted in a roadway being named Lannaster Road. The Office of Geographical Names (OGN) made contact with the City to raise concerns for the assignment of the name Lannaster.

The OGN found the name Lannaster to be non-compliant as it believes the name contravenes *Principle B – recognising the public interest* of the Naming Rules. The OGN requested that Council engage with the developer to assign a new road name that is compliant to the Naming Rules.

The name "Precinct" was supplied by the developer, in response to a request by the City. This name meets the required criteria under the Rules, and is the proposed new road name for Lannaster Road.

Council is responsible as a naming and numbering authority designated under the Local Government Act 1989 and is required to utilise the Naming Rules for Places in Victoria 2016 (The Rules).

Key Issues

- Appropriate naming is essential to identify locations for managing emergencies and delivering goods and services. The Rules stipulate that a road name must not cause offense to the general public and must not be detrimental to the preservation of longstanding community values.
- This road renaming will result in 13 properties requiring re-addressing. Letters have been sent to all affected and adjoining property owners (17) including a survey for response.
- Responses have been sent to all survey submissions advising that Precinct Road has been selected for the road name.
- The proposed renaming was advertised in the Geelong Advertiser newspaper on 24 June 2017 along with being placed on our Council Website for 30 days as per statutory requirement.

P Dorling moved, L Gardner seconded -

That Council approve the renaming of Lannaster Road, Charlemont to Precinct Road, Charlemont.

Carried.

Attachment 1

Discussion

The west section of Lannaster Road proposed to be renamed is the only section where titles have been released. This section will require re-addressing. The east section of roadway can be renamed within the subdivision process.

The developer of the subdivision supplied the name Precinct Road due to it being the roadway leading to a proposed shopping precinct. A compliance check has been completed, as per the Rules, and the name meets these requirements. The OGN has agreed to the use of the name Precinct for the roadway.

The map included (Attachment 2) shows where Lannaster Road is located. The section outlined in grey shows where titles have already been released for Lannaster Road. This section of roadway requires re-addressing. The section outlined in pink shows where Precinct Road will become the registered road name following further title release in this subdivision.

All returned surveys have been considered as per the Rules and replied to based on their submission.

Financial Implications

The approximate cost to Council is $680. This includes advertising, notification to adjoining and affected property owners, notification to authorities and street signage.

Stakeholder Consultation and Communication

Correspondence has been sent to all adjoining and affected property owners advising them of the proposed renaming and inviting submissions by returning a survey.

Seven surveys were returned to Council. Four surveys were in favour of the renaming and three surveys were against the renaming.

The proposal was advertised in the Geelong Advertiser newspaper on 24 June 2017. No submissions were received from the advertisement to the proposal.

The proposal was published on Council's Geelong Australia website for 30 days as per the Naming Rules for Places in Victoria 2016.

Subject to Council and the OGN approval, the relevant authorities and abutting owners will be notified of the official registration of this road name.

Policy/Legal/Statutory Implications

The Local Government Act 1989, the Geographic Place Names Act 1998 and the Naming Rules for Places in Victoria 2016 have been followed.

Alignment to City Plan

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

Conflict of 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 rename this section of roadway could minimise the risk or failure to be able to access a situation in a timely manner.

Environmental Implications

There are no environmental issues arising from this report.

Attachment 2

13. EMERGENCY MANAGEMENT - MUNICIPAL EMERGENCY MANAGEMENT PLAN 2017-2019

Source:	**City Services - Emergency Management and Fire Prevention**
Acting Director:	**Peter Godfrey**
Index Reference:	**Subject: Municipal Emergency Management Plan 2017-2019**

Purpose

This report recommends the adoption of the Municipal Emergency Management Plan 2017-2019.

Background

The Municipal Emergency Management Plan (MEMPlan) undergoes an annual update, and every three years the MEMPlan undergoes a full review in preparation for an external audit. If necessary, the MEMPlan is amended following the audit and is then presented to the Municipal Emergency Management Planning Committee for endorsement and then to Council for adoption.

Key Issues

- Part 4, s21(3) of the *Emergency Management Act 1986* (the Act), requires a municipal council to appoint a Municipal Emergency Management Planning Committee (MEMPC) constituted by persons appointed by the municipal council being members and employees of the municipal council, response and recovery agencies and local community groups involved in emergency management issues;

- Part 4, s21(4) of the Act states that the function of a MEMPC is to prepare a draft municipal emergency management plan for consideration by the municipal council;

- Part 4, s21(5) of the Act requires that the MEMPC must give effect to any direction guidelines issued by the Co-ordinator in Chief, i.e. the Minister of Police and Emergency Services;

- The City of Greater Geelong Municipal Emergency Management Plan (MEMPlan) complies with the abovementioned provisions of the *Emergency Management Act 1986* and undergoes an annual update so as to ensure it reflects the agreed arrangements, new developments or directions issued by the Co-ordinator in Chief.

- Every 3-years the MEMPlan undergoes full and extensive review prior to an external independent audit which is required under Part 4, s21A of the Act; and

- The 2017-2019 MEMPlan is the revised and audited Plan which was endorsed by the Municipal Emergency Management Planning Committee at its November 2016 meeting. The Committee recommended that it go before the Council for adoption.

P Dorling moved, L Gardner seconded -

That Council endorse the Municipal Emergency Management Plan 2017-2019 (Attachment 5).

Carried.

Attachment 1

Discussion

The Municipal Emergency Management Plan (MEMPlan) underwent an external audit by a Panel that consisted of representatives from State Emergency Service (Chair), Department of Health and Human Services and Victoria Police.

This Audit Panel considers the MEMPlan along with audit specific supporting evidence that must be provided as well as interviewing council officers and a selection of members from the Municipal Emergency Management Planning Committee. The Audit Panel then produces a report, copies of which are sent to VicSES (Melb) and Council.

Following receipt of the audit report, the Victorian State Emergency Service's Chief Officer, Operations, Mr Trevor White, wrote to council and advised that the MEMPlan 'has been assessed as complying fully or more than adequately with the guidelines issued by the Minister.' Out of the twenty-four audit questions, the MEMPlan received twenty-two best practice results.

The 2017-2019 MEMPlan is the revised and audited document which was endorsed by the Municipal Emergency Management Planning Committee at its November 2016 meeting. The Committee recommended that it go before the Council for adoption.

In order to maintain its currency, the 2017-2019 MEMPlan will continue to receive annual updates that are approved by the Municipal Emergency Management Planning Committee. These updates will occur in November 2017, 2018 and will be followed by the next scheduled external audit during late 2019.

Financial Implications

The cost of maintaining the MEMPlan has been fully funded within the 2016-2017 recurrent budget. Copying the MEMPlan to USB sticks and the distribution of same has also been funded from the Emergency Management & Fire Prevention Unit's approved recurrent budget.

Stakeholder Consultation and Communication

Prior to the MEMPlan coming to the Council, a copy of the Plan was placed on the GeelongAustralia website. This copy of the MEMPlan had all names, contact numbers, email addresses removed for privacy reasons. Early June a notice was placed in the Geelong Advertiser requesting feedback from the community on the MEMPlan.

No comments were received.

Policy/Legal/Statutory Implications

In accordance with the *Emergency Management Act 1986*, Council has a statutory responsibility to resource, plan, respond and provide assistance to emergency situations. Council is also required to have a Municipal Emergency Management Plan and appoint officers to particular positions under this Act and the *Country Fire Authority Act 1958*. Council is, via the Municipal Emergency Management Planning Committee, required to review the MEMPlan annually and undertake an on-going risk assessment program via the Community Emergency Risk Assessment (CERA) program. Council is meeting these obligations.

The 2017 - 2019 MEMPlan complies with the *Emergency Management Act 1986* along with recent amendments to the Emergency Management Manual Victoria.

Alignment to City Plan

Responding to emergency events ties into City Plan 2013-2017 Community Wellbeing strategic direction. These responses are provided as per the agreed arrangements outlined by the Municipal Emergency Management Plan (MEMPlan) which is also listed as a master plan to assist in delivering Community Wellbeing priorities

Conflict of Interest

No council officers associated with writing this report have any direct or indirect interest, in accordance with Section 80 (C) of the *Local Government Act 1989*.

Risk Assessment

The annual update and 3-year review of the MEMPlan will ensure, as far as is practicable, that the MEMPlan will pass the next external audit process which is scheduled for 2019.

Environmental Implications

It is an important fact that many emergency events do have an impact on the environment. Well planned and coordinated response and recovery practices will only assist to minimise this impact. This is an important reason for why Council needs to pay close attention to its emergency management role and has a plan that guides these practices.

Attachment 2

MEMPLAN AUDIT SUMMARY

	complies more than adequately *(Best Practice)*	complies	falls short
Question 1 (Legislative Requirement)	☑	☐	☐
Question 2 (Legislative Requirement)	☑	☐	☐
Question 3 (Legislative Requirement)	☑	☐	☐
Question 4 (Legislative Requirement)	☑	☐	☐
Question 5	☑	☐	☐
Question 6 (Legislative Requirement)	☑	☐	☐
Question 7 (Legislative Requirement)	☑	☐	☐
Question 8	☑	☐	☐
Question 9	☑	☐	☐
Question 10	☑	☐	☐
Question 11	☑	☐	☐
Question 12	☑	☐	☐
Question 13	☑	☐	☐
Question 14	☑	☐	☐
Question 15	☑	☐	☐
Question 16	☑	☐	☐
Question 17(Legislative Requirement)	☑	☐	☐
Question 18	☑	☐	☐
Question 19 (Legislative Requirement)	☐	☑	☐
Question 20	☑	☐	☐
Question 21	☐	☐	☐
Question 22	☐	☑	☐
Question 23	☑	☐	☐
Question 24	☑	☐	☐
Totals	22	2	

Attachment 3

ADMINISTRATION:

Does the plan cover the geographical area of more than one municipal district?
YES / NO

If so has approval been received from the Coordinator in Chief appointed for one of the municipal councils to be appointed the principal municipal council in relation to emergency management?
YES / NO / NA

AUDIT QUESTIONS

QUESTION 1 (LEGISLATIVE REQUIREMENT)

Describe and demonstrate how the MEMPlan reflects and incorporates the characteristics of the municipal district.

QUESTION 2 (LEGISLATIVE REQUIREMENT)

Describe how Council has prepared and maintained the MEMPlan in relation to the identification, use and coordination of municipal resources for emergency management activities.

QUESTION 3 (LEGISLATIVE REQUIREMENT)

Outline who has been appointed by the council, to coordinate, support and manage municipal emergency management activities.

QUESTION 4 (LEGISLATIVE REQUIREMENT)

Provide evidence that the Council has appointed a Municipal Emergency Management Planning Committee (MEMPC) and that the plan identifies appropriate representation of agencies/ groups

QUESTION 5

How often and under what circumstances does the Municipal Emergency Management Planning Committee (MEMPC) convene?

QUESTION 6 (LEGISLATIVE REQUIREMENT)

Explain the process by which the MEMPlan has been developed and maintained.

QUESTION 7 (LEGISLATIVE REQUIREMENT)

Explain how the MEMPlan has been reviewed by the MEMPC and the frequency.

QUESTION 8

Explain the process by which the contact directory is reviewed, updated and maintained.

QUESTION 9

Provide evidence that the MEMPlan has been presented to the Municipal Council for consideration.

QUESTION 10

Explain the process for the distribution of amendments to the MEMPlan, and to whom.

QUESTION 11

Describe and elaborate on the linkages between the MEMPlan and other municipal plans or strategies.

QUESTION 12

Outline the process by which the emergency risk management process is conducted and reviewed.

QUESTION 13

Explain what process has been undertaken to analyse and evaluate the identified risks.

QUESTION 14

Outline the process which was undertaken to develop an action plan for the treatment of risks.

QUESTION 15

Provide evidence that sub-plans are consistent with the risk profile of the municipal district.

QUESTION 16

Explain and demonstrate where the MEMPlan addresses the frequency of and details for exercises, which test elements of the MEMPlan.

QUESTION 17 (LEGISLATIVE REQUIREMENT)

Demonstrate that arrangements are in place for community awareness and information.

QUESTION 18

Demonstrate how the MEMPlan has considered and identified the response arrangements and whether these are consistent with State and Regional level plans.

QUESTION 19 (LEGISLATIVE REQUIREMENT)

Outline what procedures and arrangements are in place for the management of municipal response activities.

QUESTION 20

Demonstrate how the MEMPlan has considered and identified the emergency relief and recovery arrangements and whether these are consistent with Regional and State Emergency Relief and Recovery Plans?

QUESTION 21

Outline the procedures and policies in place for municipal emergency relief arrangements in relation to the coordination, management and provision of emergency relief activities.

QUESTION 22

Outline the procedures and policies in place for municipal recovery arrangements in relation to the coordination, management and service provision of emergency recovery activities.

QUESTION 23

Outline what procedures and arrangements are in place for municipal emergency relief and recovery arrangements in relation to the gathering and processing of information?

QUESTION 24

Outline what procedures and arrangements are in place for the establishment and functioning of Community Recovery Committee.

Attachment 4

Summary of amendments to the Municipal Emergency Management Plan 2017-2019

As at Nov 1st 2016

Amendment Summary– Part 1 Preface & Introduction

Version Number	Amendment Date	Change/ Reason for Change
2017 – 2019	Sept 2016	1. Header & footer updated 2. p3 Key Contacts – Council Officers updated 3. p4 Signature Page updated with new CEO and Chief Administrator details 4. S1.1 population figures updated 5. S1.5 2016 MEMPlan Audit result included 6. S1.9.1 requirements for providing a copy of the MEMPlan amended as per email received from the Geelong VICSES Office on 8th July 2016

Amendment Summary – PART 2 Risk Management

Version Number	Amendment Date	Change/ Reason for Change
2017-2019	Aug 2016	1. Header & Footer amended 2. S 2..2.1 Demographic Tables updated 3. S 2.2.2. Lone Person Household Table updated 4. S 2.2.3 Household Tenure Table updated 5. S 2.2.4 Growth Projections Table updated 6. S 2.4.2 (b) Significant & Man made structures list Updated 7. S 2.6 Risk Assessments Updated 8. S 2.8 Marine Traffic Updated 9. S 2.9.2 VFRR data updated 10. S2.4.4 Histories of emergencies updated

Amendment Summary – PART 3 Preparedness Arrangements

Revision Number	Amendment Date	Change/ Reason for Change
2017-2019	Aug 2016	1. Header & Footer Amended 2. S 3.1 MEMPC Committee Membership table updated 3. S3.2 Key council EM positions edited and details included in new Attachment A

Amendment Summary – PART 4 Response

Version Number	Amendment Date	Change/ Reason for Change
2017-2019	Sept 2016	1. Header & Footer amended 2. S 4.1 re-worded Coordination, Control and Command and added Consequence M'ment and Communications 3. S 4.1.1 added Classes of Emergencies 4. S 4.2 Incident Tier Teams updated 5. S 4.3.3 Response Operations table updated 6. S 4.5 Evacuation updated 7. S 4.6.1 Special note added re VPR and the impact of the NDIS 8. S 4.8 Reworded to reflect the removal of MECCs from the EMMV 9. S 4.10 Event Specific Arrangements - Bushfire updated and edited 10. S 4.11 Event Specific Arrangements - Floods updated and edited 11. S 4.12. Event Specific Arrangements - Severe Weather updated and edited 12. S 4.13 Event Specific Arrangements - Heatwave updated and edited 13. S 4.14 Event Specific Arrangements - Other Events updated and edited 14. Attachment A: BSWR Single Incident Response Protocol added 15. Attachment C: Rivers/Creeks and Catchment Map added

Amendment Summary – PART 5 Recovery

Revision Number	Amendment Date	Change / Reason for Change
	October 2016	• Relocation of sections to improve flow • Referencing the Community Development Recovery Guidelines and Procedures Manual • Mention of events outside the municipality as they may impact on residents • Reworded and moved the Displaced persons section • Added section on donations • Changed the vulnerable members section • Added a vulnerable facilities section • Reviewed the Public Health section • -review language and duplications give it is part of section 5 not a separate plan -Added the Pandemic plan to the infectious disease control • Added a section called animal management/ relocation • Mention of other plans

Amendment Summary – PART 6 Ancillary Arrangements

Revision Number	Amendment Date	Change/ Reason for Change
2017-2019	Sept 2016	1. Header & Footer amended 2. s6.1 Support Service Response table deleted and reference back to EMMV included 3. s 6.2 Assistance and Agencies Relief & Recovery new info added 4. s6.5 additional information added re community buses 5. s6.5 new contact added for shuttle buses 6. s6.6.1 MoUs updated 7. s6.8 Fencing updated & text box added 8. s6.9 Animal Welfare updated 9. s6.10 Essential Water Replacement and waste water updated and text box added

Amendment Summary – PART 7 Communications & Warnings

Revision Number	Amendment Date	Change/ Reason for Change
2017-2019	Sept 2016	1. Header & Footer amended 2. s7.2 Special note inserted and additional public contact numbers added 3. various references to the EMMV updated 4. s7.3 reworded and reference to VERIL inserted 5. s7.3.3 & 7.3.4 removed as MECCs no longer exist 6. s7.5.2 additional information dissemination methods added 7. s7.5.3 reworded 8. s7.5.7 reworded 9. s7.6.3 amended to now refer to the VERIL System 10. s7.6.7 and 7.8 added 11. s 7.9 (ie old 7.10) deleted as MECCs no longer exist 12. s7.16.1 edited and reference given to EMMV 13. s7.7 Communications expanded

Amendment Summary – PART 8 Training

Revision Number	Amendment Date	Change/ Reason for Change
2017-2019	Sept 2016	1. Header & Footer amended 2. Various – MECC related training deleted

Amendment Summary – PART 9 Finance

Revision Number	Amendment Date	Change/ Reason for Change
2017-2019	Sept 2016	1. Header & Footer amended 2. S9.3.1Assisting Agencies –Response reworded 3. S9.4.1 text box added 4. S9.4.4 text removed and EMMV reference inserted 5. S9.4 NDFA funding arrangements for council reworded 6. Old s9.8 Fencing and Control Line Rehab deleted

14. ACQUISITION OF LAND

Source: **Planning & Development - Urban Growth**
Acting Director: **Geoff Lawler**

K Alexander 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 COUNCIL RECORD

Chief Executive Officer: **Kelvin Spiller**
Source: **Legal Services and Governance**

Summary

- Section 80A (2) of the Local Government Act 1989 requires the record of an Assembly of Council be reported to the next practicable Ordinary Meeting of Council.
- A record of Assembly of Council meeting(s) is attached as an Appendix to this report.

P Dorling moved, L Gardner seconded -

That the information be received.

Carried.

RECORD OF ASSEMBLIES OF COUNCIL
(Council Meeting 22 August 2017)

Assembly Details	Administrators	Officer Attendees	Agenda Items	Conflict of Interest Disclosures
Weekly Briefing Session **27 June 2017**	Kathy Alexander Laurinda Gardner P Dorling	K Spiller (CEO) P Bettess(DIR) W Tieppo (DIR) L Quinn (DIR) J Moloney (DIR) B Luxford (DIR) R Leonard (EXEC MGR) G Russell (MGR) R Miscolla (	• Social Equity Framework and Social Infrastructure Review • Moolap Development	Nil
Weekly Briefing Session **4 July 2017**	Kathy Alexander Laurinda Gardner	K Spiller (CEO) P Bettess(DIR) L Quinn (DIR) J Moloney (DIR) B Luxford (DIR) A Keen (EXEC MGR) R Leonard (EXEC MGR) T Ellis (MGR) G Russell (MGR)	• Relocation of Comcare to Geelong • Library Funding and Service Model • Public Realm Framework	Nil
Weekly Briefing Session **11 July 2017**	Kathy Alexander Laurinda Gardner P Dorling	K Spiller (CEO) P Bettess(DIR) L Quinn (DIR) P Godfrey (A/DIR) J Moloney (DIR) B Luxford (DIR) R Leonard (EXEC MGR)	• CBD Parking • Drysdale Bypass • Settlement Strategy • Asset Valuation Process	Nil
Weekly Briefing Session **18 July 2017**	Kathy Alexander Laurinda Gardner P Dorling	K Spiller (CEO) P Bettess(DIR) F Reidy (A/DIR) P Godfrey (A/DIR) B Luxford (DIR) A Keen (EXEC MGR) R Leonard (EXEC MGR)	• Agribusiness Strategy Consultation Process • Our Future – Clever and Creative	Nil

Community Engagement *(Drysdale)* **19 July 2017**	Kathy Alexander Laurinda Gardner	K Spiller (CEO) P Bettess(DIR) P Godfrey (A/DIR) F Reidy (A/DIR) B Luxford (DIR) A Keen (EXEC MGR) R Leonard (EXEC MGR) R Thomas (MGR) V Shelton (MGR) S Rayner (CO ORD) M McKenzie (OFF) K Waters (OFF)	• Opportunity for residents to raise general questions.	• Nil
Council Briefing **8 August 2017**	Kathy Alexander Laurinda Gardner Peter Dorling	K Spiller (CEO) L Quinn (DIR) P Godfrey (A/DIR) R Grant A/(DIR) P Bettess (DIR) J Moloney (DIR) R Leonard (EXEC MGR) A Miller (A/EXEC MGR) G Russell (MGR) F Finlayson (OFF) J Thomas (ADV TO CEO) J Naughton (CO ORD)	• Land Acquisition *(Confidential)* • Development Contribution Plans Annual Report 2016/17 • Amendment 332 and Permit 1303/2015 – Barwon Water Depot Breakwater – Consideration of Panel Report and Adoption • Barwon Heads Structure Plan 2017 • Revitalising Central Geelong – West End Action Plan • Central Geelong Public Realm Study • Mayor and Councillors' Media Engagement Revised Policy • CEO Quarterly Headline Report • Fees and Charges Policy • Road Renaming – Lannaster Road, Charlemont • Annual Review of the Geelong Public Health & Wellbeing Plan • Northern Arc Strategy • Social Infrastructure Plan 2014-31 Review • Social Equity Framework • Women in Community Life Advisory Committee • Portarlington Golf Club Application to Increase Number of Electronic Gaming Machines • Draft Breamlea Holiday Park Masterplan • Emergency Management – Municipal Emergency Management Plan 2017-2019	• P Dorling declared an Indirect Interest in Barwon Heads Structure Plan 2017, and left the meeting room prior to discussion.

PLANNING DELEGATIONS – JULY 2017

Source: **Planning & Development - City Development**
Acting Director: **Geoff Lawler**
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.

P Dorling moved, L Gardner seconded -

That the information be received.

Carried.

Planning Decisions Report July 2017

App Number	Location	Application Type	Decision Date	Description	Authority Description
PP-1501-2016	14 Wyuna Parade, BELMONT VIC 3216	Construction of Three (3) Dwellings and Three (3) Lot Subdivision	7/7/2017	NOD - Planning Permit	Development Hearings Panel
PP-227-2015	Unit 1/78 Stevens Street, PORTARLINGTON VIC 3223	Two (2) Lot Subdivision	21/7/2017	Refusal to Grant a Planning Permit	Development Hearings Panel
PP-3-2013	2-20 Lings Road, WALLINGTON VIC 3222	Use and Development of a Single Dwelling	31/7/2017	PI - Extended Planning Permit	Delegated Authority
PP-377-2017	PARENT - 223 Yarra Street, SOUTH GEELONG VIC 3220	Use of an Existing Building for the Purposes of a Convenience Shop	21/7/2017	NOD - Planning Permit	Development Hearings Panel
PP-845-2016	25-31 Bostock Avenue, MANIFOLD HEIGHTS VIC 3218	Use and Development for a Child Care Centre, Construction of a Church Hall, and Reduction of the Standard Car Parking Requirement	7/7/2017	Refusal to Grant a Planning Permit	Development Hearings Panel
PP-1032-2016	30 Waymouth Street, HAMLYN HEIGHTS VIC 3215	Construction of Two (2) Dwellings and Two (2) Lot Subdivision	31/07/2017	NOD - Delegate	2 - Objections
PP-1034-2016	92 Settlement Road, BELMONT VIC 3216	Building and Works Associated with the Construction of a Second Dwelling and Alteration of Access to a Road Zone Category 1	10/07/2017	NOD - Delegate	1 - Objection
PP-1490-2016	9A Philip Street, MANIFOLD HEIGHTS VIC 3218	Construction of Three (3) Dwellings and a Four (4) Lot Subdivision	06/07/2017	NOD - Delegate	5 - Objections
PP-210-2017	152 Minerva Road, MANIFOLD HEIGHTS VIC 3218	Buildings and Works for the Construction of Two (2) Dwellings and a Two (2) Lot Subdivision	13/07/2017	NOD - Delegate	2 - Objections
PP-245-2017	3 Herbert Street, BELMONT VIC 3216	Construction of a Second Dwelling and Carport for Existing Dwelling	13/07/2017	NOD - Delegate	1 - Objection
PP-328-2017	121 Noble Street, NEWTOWN VIC 3220	Buildings and Works for the Demolition of Existing Dwelling and Construction of a Dwelling and Garage in a Heritage Overlay	19/07/2017	NOD - Delegate	1 - Objection
PP-363-2017	5-7 Evans Street, BELMONT VIC 3216	Development of Three (3) Dwellings and Three (3) Lot Subdivision	26/07/2017	NOD - Delegate	1 - Objection
PP-392-2017	28 Fenwick Street, PORTARLINGTON VIC 3223	Buildings and Works for the Construction of Three (3) Dwellings	19/07/2017	NOD - Delegate	2 - Objections

PP-517-2017	31-33 Walsgott Street, NORTH GEELONG VIC 3215	Use and Development of the Land for Four (4) Dwellings and Buildings and Works Associated with a Shop and Office	21/07/2017	NOD - Delegate	3 - Objections
PP-944-2016	93A Sunset Strip, OCEAN GROVE VIC 3226	Buildings and Works Associated with the Removal of Vegetation for Drainage Works	11/07/2017	NOD - Delegate	4 - Objections

The Meeting was closed to the public at 7.27pm

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 7.31pm

As there was no further business the meeting closed at 7.31pm. Tuesday, 22 August 2017.

Signed: _____
Dr Kathy Alexander (Chair)

Date of Confirmation:_____