MINUTES

ORDINARY MEETING OF COUNCIL

TUESDAY 24 JULY 2018

7.00PM

COUNCIL CONFERENCE AND RECEPTION CENTRE
CITY HALL
LITTLE MALOP STREET, GEELONG

COUNCIL:
Cr B Harwood (Kardinia Ward)
Mayor

Cr S Asher (Bellarine Ward)
Cr J Mason (Bellarine Ward)
Cr T Sullivan (Bellarine Ward)
Cr E Kontelj (Brownbill Ward)
Cr S Mansfield (Brownbill Ward)
Cr P Murrihy (Brownbill Ward)
Cr R Nelson (Kardinia Ward)
Cr P Murnane (Kardinia Ward)
Cr A Aitken (Windermere Ward)
Cr K Grzybek (Windermere Ward)

CITY OF GREATER
GEELONG

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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, 24 JULY 2018 COMMENCING AT 7.00 PM

PRESENT: Cr B Harwood (Mayor), Crs A Aitken, S Asher, K Grzybek, E Kontelj, S Mansfield, J Mason, P Murnane, P Murrihy, R Nelson, T Sullivan

Also present: M Cutter (Chief Executive Officer), B Luxford (Director Investment and Attraction), J Van Slageren (Acting Director Manager Planning and Development), V Shelton (Acting Director City Services), L Quinn (Director Community Life), P Anderson (Director Finance & Strategy), A Keen (Executive Manager People and Organisation Development), R Leonard (Executive Manager Governance & Legal Services)

OPENING: The Mayor declared the meeting open at 7.00pm

ACKNOWLEDGEMENTS:

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

APOLOGIES: Nil.

CONFIRMATION OF MINUTES:

Cr Grzybek moved, Cr Mansfield seconded -

That the Minutes of the Ordinary Meeting held on 26 June 2018 be confirmed.

Carried.

Cr Kontelj moved, Cr Mason seconded -

That the Minutes of the Special Meeting held on 3 July 2018 be confirmed.

Carried.

DECLARATIONS OF CONFLICTS OF INTEREST: Nil.

QUESTION TIME:

Barry White lodged a question in relation to the old Geelong Gaol which was responded to prior to the meeting.

Anne Kavanagh, President, Rotary Club of Geelong asked the following questions in relation to the Old Geelong Gaol:

The Rotary Club of Geelong has leased the Gaol from the City since 1995. Activites have been developed to raise funds which are all used for community service projects. These include, leasing sections of the Gaol and grounds. Tenants include Barwon Health, GenU, Protective Group and Lazarus Drop in Centre for the homeless. Lazarus is heavily subsidised with lease rates of about half commercial rates. Opening the Gaol at weekends and holidays. Many displays developed. Tours – schools, bus tours, probus clubs, scouts plus more. Tours for Cruise Ships visiting Geelong. Every ship includes at least one tour. Developing "Ghost Tours" – more tourists. Developing "Escape Rooms" – more tourists. Other activities including filming, events and functions. All using volunteers. Fund raised in the last ten years over $1,400,000 has been raised – all used for community projects. Examples (there are many others) include accommodation at McKellar Centre, Geelong Mums, Indigenous Education, Geelong Symphony Orchestra, Tallis Street Primary School grounds and Bethany Father of the Year.

Regarding the sale of the Gaol will provision be made that will allow for the continuation of this project which supports the needy within our community (greater than $1,400,000 over the last ten years, plus numerous hours of volunteer work, attracts many tourists to Geelong and has the potential for significant development?

The Mayor responded he recognized the valuable contribution the Rotary Club has made to supporting various community groups through its involvement with the former Geelong Gaol building. Should the property be sold we will facilitate a meeting between the Rotary Club and the new owner to allow both parties to explore options for when the current tenancy arrangement expires in April 2020. Beyond the Rotary tenancy we have undertaken to continue to support the occupancy of the former Governor's residence at the property by the Lazarus Community Centre until the end of April 2022 and has made this a condition of the property sale. We recognise the high level of community interest in the former Gaol building and its history and have provided in any sale documentation for a future owner to continue to allow community access to the former Gaol for a minimum of 500 hours per annum, as well as to commit to its restoration in accordance with Heritage Victoria permits and the existing Conservation Management Plan.

Frank Thompson asked a supplementary question relating to the 500 hours community access time per annum.

The Mayor responded the time allocated would be a minimum of 500 hours per annum

Tom Gilfillan provided the following statement to Council regarding the Nuchev Goat facility in Lara:

Cr Harwood, as a resident of Lara and still feeling the sting of the extraordinary granting of a permit for the Nuchev goat factory and the community backlash that this created, I have concerns about the rush to potentially build a Waste to Energy plant in the GREP site. Can you tell me the potential addressed within the GREP that are being considered and of the expected size of the facility, how many tonnes of waste per annum it will process and if there will be expansion of the facility allowed once it gets to capacity. What will be the impact of the myriad of trucks entering and exiting the site daily? What will be the allowance routes into and out of the facility?

Considering there is already an incredibly disgraceful rubbish tip in the immediate area can you understand that Lara residents are getting a bit sick of our town being a dumping site for poorly though out projects. To find out about this project in a press release without, apparently, community consultation is very disappointing. What other risks are there associated with such a facility?

The Mayor responded that much of the waste generated in Victoria is currently placed into landfill. Many landfills have a lifespan of less than ten years. New landfills require a lot of area and are very expensive to build and maintain. As such the City, along with many other Councils are in the early stages of investigating alternatives to the disposal of waste in landfills. One of the potential alternatives that is being investigated is 'waste to energy' technology. This technology as the name suggests utilises waste to develop energy or other products. Waste to energy facilities are common in many areas overseas, including within Europe and Asia. Waste to Energy potentially brings a number of benefits including jobs, economic development, large scale investment and the ability to dispose of our waste into the future. At this stage the GREP is one of a number of potential sites. Detailed planning and community consultation will be undertaken as part of the development of waste to energy facilities. Detailed risk analysis would need to be undertaken and a waste to energy facility would be required to meet strict standards, imposed by the EPA and other authorities. Waste to energy facilities have operated for many years in Europe in close proximity to homes and businesses.

The Mayor responded the facility is part of a discussion and no decision whether a waste management plant will be built in this region has been determined. Discussions are continuing, as is consultation.

Cr Aitken added there will be extensive consultation and the same standards would be established for any part of Geelong.

Tom Gilfillan asked the following further question:

Cr Harwood, are you award that in July 2018 Waste to Energy (WTE) proposed for Eastern Creek in New South Wales was refused consent by the Independent Planning Commission regarding concerns of data provided in modelling not representing the actual waste streams proposed to be treated, insufficient evidence that the pollution control technologies are capable of appropriate managing emissions, issues around air quality, uncertainty in relation to health risks and site suitability. The WTE in Fyshwick Canberra was dumped in February 2018 over strong community concerns particularly regarding the incinerator component and emissions and air quality. My concern is the potential long term health effects on the people of Lara if this goes ahead so close to our town?

Are you aware that at the WTE site in Dundee that you visited recently the size of the plant will be 134 metres long and 38 metres high and that the exhaust stack height will be 90 metres – this is to process 110,000 tonnes per annum compared to approximately 300,000 tonnes per annum being considered in the WTE for the waste for Ballarat, Wyndham and Geelong. Can you advise how much bigger than the WTE in Dundee our plant would need to be and do you think considering the size of any proposed plant of this magnitude would be a comfortable fit anywhere in the GREP site?

The Mayor responded he was not familiar with the New South Wales proposal, but added the size of any future plant will need to be determined following extensive planning and community consultation.

Alena Kralova asked about the difficulties experienced regarding public transport and in particular Bus 24.

The Mayor asked Ms Kralova to provide her contact details so a meeting could be arranged to further discuss the issues.

Rieny Nieuwenhof asked questions regarding Cr Kontelj's Notice of Motion regarding Osborne House and the Stables:

I believe a motion is to be put tonight in regard to the future of Osborne House.

The Geelong and District Vietnam Veterans Association are former tenants of part of that building and therefore are one of the stakeholders in regard to what might happen to Osborne House in the future.

As citizens of Geelong we are also concerned that the historic integrity and cultural value of the building also be retained. We believe that Osborne House is a wonderful asset and should not be lost.

Naturally we hope that one day the Vietnam Veterans might return to Osborne House, but above all else we believe the building deserves our protection.

We believe that these objectives can be achieved if the buildings remain in community ownership, that a master plan be developed as was promised before the end of the year, that community consultation begin immediately and that the proceeds of the lease or sale of the adjacent former Council depot or other heritage buildings owned by the City of Greater Geelong goes towards the restoration of Osborne House.

Given these priorities will all Councillors support the motion as proposed by Cr Kontelj?

The Mayor responded the above questions will be addressed during debate of the item.

Sarah Wright asked her question in relation to UNESCO Creative Cities:

Does Council support the principles of smart cities and one planet living where these concepts seek natural drainage rather than constructed conventional infrastructure (Federal, State and Council policy alignment)?

Cr Harwood responded it is part of our policy and we do share those views.

Would Councillors be concerned if officers were taking a position of not supporting a development that incorporates these principles as they do not believe it is within their current development standards and knowledge base?

Cr Harwood took the question on notice.

Graeme Palmer asked his question regarding the Geelong Maritime Museum Future:

The Geelong Maritime Museum is a popular venue for busloads of visitors from aged care facilities as well as other tourist groups. Has any plans been made or suggested for its future. In the past it has been overlooked by Council?

The Mayor responded the above question would be addressed this evening during debate.

PETITIONS:

A petition was presented to Council from Sandra Madex in relation the sale of the Old Geelong Gaol. The petitioners are asking that the Gaol not be sold but to remain in public ownership.

1. LIVE STREAMING AND PUBLISHING RECORDINGS OF COUNCIL MEETINGS POLICY

Source:	**Governance & Legal Services**
Executive Manager:	**Rebecca Leonard**
Index Reference:	**Council Meetings**
Portfolio:	**Strategy and Communication**

Purpose

To seek Council approval of the amended Live Streaming and Publishing Recordings of Council Meetings Policy.

Background

In response to the Citizens' Jury recommendation that Council broadcast Council meetings through multiple media platforms, Council approved the Live Streaming and Publishing Recordings of Council Meetings Policy ("Policy") **(Attachment 2)** in September 2017. The Policy provides a framework for how Council meetings could be streamed and/or recorded and published.

In March 2018 Council resolved to implement live streaming and publishing recordings of Council meetings by 24 July 2018.

Key Issues

- In conjunction with the commencement of live streaming and publishing recordings of Council meetings, the Policy has been reviewed. A number of minor changes are proposed to support the introduction of live streaming and publishing recordings of Council meetings, as follows:
  - The Policy provides for Council meetings to be live-streamed on the Council's facebook page. During the design of equipment the technical process for live streaming of Council meetings, live streaming on the City's webpage rather than directly onto facebook was identified as the preferred method of streaming to provide greater control of content and accessibility to the public. During the meeting, live streaming on the City's website will be promoted on City's facebook page which will be used to refer viewers to the City's website during a Council meeting (clause 5.1);
  - The Chief Executive Officer has the discretion:
    - to not upload or publish a recording of a Council meeting (clause 5.3); and
    - together with the Chairperson, to terminate the live stream of a Council meeting in accordance with the Policy (clause 5.8);
  - The recordings of Council meetings must be maintained in accordance with the City's records and Document Management Policy (clause 5.9);
  - In line with the recommendation adopted by Council in March 2018, the requirement to report on the use and access to live streaming and published recordings of Council meetings will be provided to the Council every six months (clause 6);
  - Notices and disclaimers in Attachments 1-4 in the Policy have been reviewed and amended to more directly communicate with members of the public attending and/or viewing Council meetings.

Cr Asher moved, Cr Grzybek seconded -

That Council approves and adopts the amended Live Streaming and Publishing Recordings of Council Meetings Policy.

Carried.

Attachment 1

Financial Implications

The cost of upgrading existing equipment and purchasing and installing new equipment to support recording and publishing recordings of Council meetings is expected to be $80,000 over three years. Additional staff attendance may still be required to support the live streaming and publishing recordings of Council meetings with an estimated cost of $30,000 per year.

Community Engagement

The Citizens' Jury considered the issue of live streaming Council meetings. No other community consultation has been undertaken in relation to this policy. In accordance with our Community Engagement Policy, any changes would need to be communicated to the community.

Social Equity Considerations

Council meeting content may be made more accessible to the community through live streaming and/or publishing recordings of Council meetings.

Policy/Legal/Statutory Implications

Legal risks associated with live streaming and publishing recordings are addressed in the Live Streaming and Publishing Recordings of Council Meetings Policy.

Alignment to Council Plan

The live streaming and/or publishing of recordings of Council meetings aligns with the following Council Plan pillars:

- A more inclusive and diverse community;
- Organisational leadership, strategy and governance.

Conflict of Interest

There are no known conflicts of interest for anyone involved in the preparation of this report.

Risk Assessment

A risk assessment has been completed to identify key risks of recording and publishing recordings of Council meetings. Those risks have been considered in the Live Streaming and Publishing Recordings of Council Meetings Policy.

Environmental Implications

No direct environmental implications arise from this report.

CITY OF GREATER GEELONG

COUNCIL POLICY

Live Streaming and Publishing Recordings of Council Meetings	Document No:	CPL40.2
	Approval Date:	
	Approved By:	
	Review Date:	July 2021
Responsible Officer: **Executive Manager, Governance & Legal Services**	Version No	02
Authorising Officer:	**Chief Executive Officer on behalf of Council**	

1. PURPOSE

This Policy outlines the requirements associated with the live streaming and publishing recordings of Ordinary and Special Council Meetings via Council's website. This policy will inform members of the public and Councillors on Council's processes, the potential benefits and any mitigation action to manage potential risks.

Council is committed to improving accessibility and community participation in Council meetings. It is anticipated that the live streaming of meetings and making recordings available on Council's website will provide greater flexibility and convenient access for residents, as it will allow the public to watch the meeting in real time via the internet without the need to attend in person.

This gives the community greater access to Council decisions and debate, and eliminates geographic and time barriers which may prevent the public from attending meetings in person.

2. SCOPE

This policy will apply to all public Ordinary Meetings and Special Meetings conducted by the Greater Geelong City Council (Council) to be live streamed or recorded and published in accordance with this policy. The policy does not extend to any meetings closed to the public in accordance with Section 89(2) of the *Local Government Act (Vic) 1989.*

3. REFERENCES

- Councillor Code of Conduct
- Staff Code of Conduct
- Meeting Procedures Local Law 2017
- Local Government Act (Vic) 1989
- Privacy and Data Protection Act (Vic) 2014
- Freedom of Information Act (Vic) 1983
- Copyright Act (Cth) 1968
- Defamation Act (Vic) 2005 (or its equivalent)

4. DEFINITIONS

Chairperson has the same meaning as defined in the Greater Geelong city Council Meeting Procedures Local Law 2017

City means the Council administration, led by the Chief Executive Officer

City Hall means the Council Conference and Reception Centre, Little Malop Street, Geelong.

Council means the 'Greater Geelong City Council'.

Council Meetings means Ordinary Meetings and Special Meetings that aren't Confidential Council Meetings.

Confidential Council Meeting means a Meeting of the Council which has been closed to members of the public under Section 89(2) of the *Local Government Act 1989.*

Defamation means words which convey a meaning (or "imputation") about a person that lowers the person's reputation in the eyes of reasonable members of the community, or causes the person to be ridiculed, avoided or despised by members of the general public.

Exceptional Circumstances means circumstances where there is:

- a risk or threat to public health and safety;
- a threat of violence or aggression by one or more people attending the Council Meeting against others;
- unlawful conduct by an attendee of the Council Meeting;
- significant disruption of the Council Meeting by the conduct of an attendee; and/or
- a reputational risk to the Council.

Inappropriate Information means information which amounts to, or could be perceived to amount to:

- Defamation;
- infringement of copyright;
- breach of privacy;
- offensive behaviour including discrimination;
- vilification or inciting hatred;
- confidential or privileged; or
- misleading.

Ordinary Meeting means an Ordinary Meeting of the Council, as defined in Section 83(a) of the *Local Government Act 1989*, held at City Hall

Privacy Breach means unauthorised access to, or collection, use or disclosure of personal information in accordance with the Privacy and Data Protection Act (Vic) 2014.

Special Meeting means a Special Meeting of the Council, as defined in Section 83(b) of the *Local Government Act 1989*, held at City Hall

5. COUNCIL POLICY

5.1 Meetings to be Recorded and Streamed Live

Council Meetings may be video recorded and streamed live on the City's website.

Council commits to live streaming and recording and publishing all Council Meetings where it is practically possible to do so, including that the required equipment and internet connections are available to enable live streaming and recording and publishing.

Where a Council Meeting will be live streamed or recorded, public notice must given as set out in clause 5.6 of this policy..

Confidential Council meetings, or confidential sections of Council Meetings will not be live streamed or recorded.

5.2 Councillors, Council officer, public responsible for their own comments

Council Meetings are an open forum of statements, questions and answers. Occasionally, comments could be made which may contain Inappropriate Information.

By live streaming and publishing recordings of Council Meetings, the potential audience is significantly increased, which also increases the likelihood and/or impact of Inappropriate Information.

Councillors, Council officers and members of the public are solely responsible for their own comments made during Council Meetings which are recorded or live streamed. The comments they make, particularly if they contain Inappropriate Information, could give rise to a cause of action by an aggrieved individual who suffers loss and damage as a result of those comments, and there is a risk that such cause of action could be prosecuted through a court of appropriate jurisdiction.

5.3 Liability of the organisation arising from publication

While Councillors, Council officers and members of the public attending a Council Meeting may be held personally liable for any loss or damage suffered by a person arising from the comments they make, the act of publishing such material on the City's website may also cause the organisation to be liable for any loss and damage suffered by a person because of the published comments.

In recognition of the potential legal risk to the City, the Chief Executive Officer may determine in their sole discretion not to upload or publish a recording of a Council Meeting if it is reasonably believed it may contain Inappropriate Information or where Exceptional Circumstances arise.

5.4 Public attending a Council Meeting may have their image recorded and/or streamed

The City will use its best endeavours to ensure images of people in the public gallery of a Council Meeting are not live streamed or recorded and published.

People in the public gallery of a Council Meeting which will be recorded and/or live streamed must be given appropriate notice of the possibility of their image being recorded and published and/or streamed.

The City expressly provides no assurances to people present in the public gallery of a Council Meeting that their image won't be recorded and published or live streamed.

5.5 No reliance on recording or live stream of Council Meeting

The opinions or statements made during the course of the Council meeting are those of the particular individuals, and not necessarily the opinions or statements of the City. The City does not necessarily endorse or support the views, opinions, standards or information contained in the live streaming or published recordings of the Council Meetings.

The City does not accept any responsibility for the comments made or information provided during Council Meetings and does not warrant nor represent that the material

or statements made during the live streamed or published recordings of Council Meetings are complete, reliable, accurate or free from error. The City does not accept any responsibility or liability for any loss, damage, cost or expense that a person might incur as a result of using or relying on information or statements provided in the live streaming or recording of Council Meetings.

5.6 Notice to the Public

When a Council Meeting is to be recorded and/or live streamed:

- prominent signage informing all attendees of the Council Meeting that the meeting will be recorded and streamed live in the terms set out in **Attachment 1** must be provided;

- at the commencement of each Council Meeting to be recorded and/or streamed live, the Chairperson shall provide a statement to notify the attendees of the Council Meeting that the meeting will be recorded and/or streamed live in the terms set out in **Attachment 2**;

- notice will also be given in the Council Meeting agenda as set out in **Attachment 3**; and

- where the recording is to be published on Council's website, notice will also be given on Council's website in the terms set out in **Attachment 4**;

- a copy of this policy will be referenced in all online notices given under this clause.

The Chief Executive Officer, in his or her discretion, may from time to time update the terms of the notices to be given under this clause without updating this policy.

5.7 Technical Disclaimer

There may be situations where, due to technical difficulties a live stream of the Council Meeting may not be available. Whilst all reasonable efforts will be made to ensure that live streaming and the City's website are functioning, the City takes no responsibility for and cannot be held liable for, the live streaming or the City's website being temporarily unavailable due to technical issues beyond the City's direct control.

Technical issues may include, but are not limited to:

- the availability of the internet connection;
- device failure or malfunction;
- unavailability of social media platforms; and/or
- power outages.

Where live streaming is the subject of a disruption, the City will notify the public on both its social media channels and the City's website (if those channels have not been functionally compromised).

5.8 Termination of live streaming in Exceptional Circumstances

The Chairperson and/or the Chief Executive Officer has/have the discretion and authority at any time to direct the termination or interruption of live streaming of a Council Meeting where:

- there are Exceptional Circumstances; or
- the content of the Council Meeting is considered by the Chairperson to contain Inappropriate Information.

5.9 Access and Storage of Files

All recordings will be uploaded to the City's website within five business days of the meeting. Following a Council Meeting, members of the public will be able to access and watch the recording on City's website.

These recordings of the Council Meetings will be published on the City's website for a period of up to 12 months.

In recognition of the legal and reputational risk to the City, the Chief Executive Officer may determine in their sole discretion not to publish a recording if it is reasonably believed to contain Inappropriate Information or where Exceptional Circumstances are apparent from the recording.

All recordings of Council meetings will be maintained in accordance with City's Records and Document Management Policy and related procedures.

6. REPORTING

Every quarter, Council must be provided with information about the use and access of live streaming or published recordings of Council Meetings.

7. REVIEW

This Policy will be reviewed within six months of a general election..

8. QUALITY RECORDS

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

Record	Retention/Disposal Responsibility	Retention Period	Location

9. ATTACHMENTS

Attachment 1

Public Gallery Notice

The following will be posted in a prominent location at a Council Meeting that is to be recorded or streamed live:

> *This meeting is being publicly broadcast on the internet and the recording will be published on Council's website www.geelongaustralia.com.au after the meeting.*
>
> *As a visitor in the public gallery, you may be filmed. By remaining in the public gallery, you consent to being filmed and for the recording of you to be made publicly available by the Council.*
>
> *Details about the broadcasting and recording of Council meetings is available in the Council's Live Streaming and Recording of Council Meetings Policy which is available in hard copy at this meeting and electronically on the Council's website.*
>
> *If you have any questions about the Council's policy, please speak with one of the City's staff here tonight.*

Attachment 2

Meeting Chairperson's Statement and Agenda Notice

Meeting Chairperson's Statement

The following statement is to be read by the Chairperson at the commencement of each Council Meeting which is to be recorded and/or streamed live:

> *This meeting is being broadcast on the internet and the recording of the meeting will be published on Council's website.*
>
> *As a visitor in the public gallery, you may be filmed. By remaining in the public gallery, you consent to being filmed and for the recording of you to be made publicly available by the Council.*
>
> *A copy of the Council's Live Streaming and Recording of Council Meetings Policy is available at the back of this room and on the Council's website. Please speak with one of our staff members if you have any questions.*

Attachment 3

Agenda Notice

The following statement is to be included at the start of the agenda of any Council Meeting which is to be recorded and/or streamed live:

> *This meeting is being streamed live on the internet and the recording of this meeting will be published on Council's website www.geelongaustralia.com.au after the meeting.*
>
> *Members of the public attending this meeting may be filmed. By remaining in the public gallery once the meeting commences, members of the public give their consent to being filmed, and for the recording of them to be made publicly available and used by Council.*
>
> *Information about the broadcasting and publishing recordings of Council meetings is available in the Council's Live Streaming and Publishing Recordings of Council Meetings Policy which is available on the Council's website.*

Attachment 4

Website Disclaimer

The opinions or statements made during the course of a Council meeting are those of the particular individuals, and not necessarily the opinions or statements of City. The City does not necessarily endorse or support the views, opinions, standards or information contained in the live streaming or recording of the Council meetings.

The City does not accept any responsibility for the comments made or information provided during Council Meetings and does not warrant nor represent that the material or statements made during Council meetings are complete, reliable or accurate. The City does not accept any responsibility or liability for any loss, damage, cost or expense that might be incurred howsoever arising as a result of or in connection with the use or reliance on information or statements made in the live streaming or published recordings of Council meetings.

Whilst Council will use its best endeavours to ensure the live streaming and Council's website are functioning, technical issues may arise and the City cannot guarantee that the live stream will always be available, or that recordings of Council meetings will be complete.

2. REPORT ON THE LEARNINGS FROM THE UNESCO CREATIVE CITIES NETWORK ANNUAL GENERAL MEETING, THE WASTE TO ENERGY STUDY TOUR AND AIR ASIA

Source:	**Investment & Attraction / Economic Development & Events**
Director:	**Brett Luxford**
Index Reference:	**SUB-17-3197 UNESCO Creative Cities**
Portfolio:	**Economic Development**

Purpose

To detail the findings following attendance by the Mayor at the UNESCO Creative Cities Network (UCCN) Annual General meeting in Krakow and Katowice, Poland, a study tour to two Cities of Design Dundee, Scotland and Turin, Italy, which included visits to waste to energy plants, and meetings with Air Asia in Kuala Lumpur.

Background

On the 31 October 2017 Council was notified that the City's application to become a member of the UNESCO Creative Cities Network (UCCN) was successful in the field of design.

Council is the designated Geelong UNESCO Creative City Secretariat, and one of the obligations as Secretariat is for the Mayor, or designated delegate, to attend UNESCO UCCN Annual General Meetings (AGMs). The 2018 AGM was held in Krakow and Katowice, Poland between 12-15 June.

The Mayor's attendance was approved by Council on the 17 April 2018. The Mayor was accompanied by Manager Economic Development and Events, Tim Ellis.

The objectives of attending the UCCN AGM were to better understand the UNESCO UCCN network, to build relationships with like cities, to understand and determine how the City can effectively leverage the UNESCO designation and its benefits to Geelong, to research the governance structures and resources of other cities, and to share Geelong's design projects with the network.

The study tour also included visits to two waste to energy plants in Dundee and Turin. This was to assist Geelong to understand the opportunities that exist in waste to energy and to help Geelong establish a position to progress an alternative solution to landfill for municipal waste.

Following an invitation from the CEO of Avalon Airport, the Mayor also attended meetings with Air Asia in Kuala Lumpur to demonstrate Geelong's commitment to Air Asia and its recent announcement to operate international flights from Avalon Airport to Kuala Lumpur.

Key Issues

- A report detailing the findings from the UNESCO AGM and City of Design (COD) Sub Network meetings, and the COD Sub Network study tour to Dundee and Turin are included in **Attachment 1**. Findings from the visits to the two waste to energy plants in Turin and Dundee are included in **Attachment 2**. Findings from the meetings with Air Asia in Kuala Lumpur are included in **Attachment 3**.
- Attendance at the UCCN AGM supported the objectives of the trip, namely to fulfil one of Geelong's obligations as a designated city.

The trip was successful in creating contacts with like cities, understanding how the network works, sharing Geelong's story and projects on the international stage, learning from others in the network, understanding the structures and resources other cities deploy to support their designation, and to bring back to Geelong examples of projects being delivered around the world.

- The visit to the two waste to energy plants in Dundee and Turin provided valuable insight into the waste to energy operations, the commercial structures, the policies driving the decision by local municipalities to invest and partner with the private sector, the timeframes involved and the challenges encountered to commission a plant.
- The visit to Kuala Lumpur provided a rare chance for representatives from the City to meet with the CEO of Air Asia, and reinforced the links between Asia and Greater Geelong.

Cr Mansfield moved, Cr Mason seconded -

That Council:

1) note the findings and next steps from the attached report and attachments;

2) use the findings from the attached report to progress the development of a plan, share learnings and to continue to build relationships with other Cities of Design to effectively deliver on our obligations and opportunities, and to continue to raise awareness of Geelong's UNESCO City of Design status; and

3) progress discussions with other Councils to explore opportunities for a waste to energy operation west of Melbourne, while continuing to advocate for a circular economy as the City of Greater Geelong's primary waste management objective.

Carried.

Attachment 1

Financial Implications

The travel costs for the Mayor and Council officer to attend the 2018 UCCN AGM 2018 and the visits to Turin, Dundee and Kuala Lumpur were $19,696.

Community Engagement

Key stakeholders were engaged in the development of the application for the City of design designation including Deakin University, and the Australian Centre for Innovation and Design (ACID), Councils Arts and Culture Unit and Creative Geelong.

There will be significant ongoing community and stakeholder engagement as the activities to support Geelong's city of design designations progresses.

Any proposed waste to energy solution will require significant transparent engagement and communications with the community.

There will be ongoing engagement and communications in relation to international flights to Kuala Lumpur with the community, as well as the tourism and agribusiness industries.

Social Equity Considerations

One of the primary aims of the UCCN is a commitment to the UNESCO Sustainable Development Goals and in particular Goal #11, Sustainable Cities and Communities. Member cities are tasked with developing and influencing policy in support of this objective.

Through our membership we reiterated our commitment to the network's Mission Statement and Strategic Framework, further integrating culture and creativity within initiatives, policies and projects implemented at the local level. This includes a commitment to promoting diversity, gender equality and youth empowerment.

Policy/Legal/Statutory Implications

There are no legal or statutory implications in this report.

As a member of the network, we commit to using the membership to drive policies, strategies and activities towards the United Nations Sustainable Goal #11.

Alignment to City Plan

All three aspects of the study tour align with the current Council Plan 2018-22. Pursing the UNESCO City of Design designation to secure economic development projects aligns with section eight - A Thriving and Sustainable Economy. Supporting international flights via Avalon and attracting international visitors aligns with section nine - Growing Our Tourism and Events. Waste to energy supports Council Plan section five - Effective Environmental Management, Identify Waste to Energy Options For Our Region.

Conflict of Interest

No Council officers who provided advice in relation to this report have declared a conflict of interest regarding this report.

Risk Assessment

There are no notable risks associated with this report, however, as the projects in this report are scoped in more detail, there are likely to be risks, particularly as it relates to Council's future management of municipal waste and the community social license to progress a waste to energy plant.

Environmental Implications

Council has identified the need to take a leadership role to address waste, climate change and environmental challenges. As Geelong continues to experience annual growth of 2.5% the implications for waste management and the environment will continue to increase. Pursuing a waste to energy solution is potentially an option to manage the environmental implications and community expectations.

Attachment 1

REPORT FINDINGS

UNESCO CREATIVE CITIES NETWORK (UCCN) ANNUAL GENERAL MEETING AND CITY OF DESIGN (COD) SUB NETWORK MEETINGS

COD SUB NETWORK STUDY TOUR, DUNDEE, SCOTLAND AND TURIN, ITALY

UCCN LEARNINGS AND OPPORTUNITIES FOR GREATER GEELONG

Introduction

On 31 October 2017, Council was notified that its application to become a member of the UNESCO Creative Cities Network (UCCN) was successful in the field of design.

Geelong is Australia's first (and only) City of Design and the only non-capital city in Australia to have a UCCN designation. Other Australian members of the UNCCN are Melbourne (Literature), Sydney (Film) and Adelaide (Music).

The UNESCO Creative City designation is a key step in Greater Geelong's journey to transform our community's clever and creative vision into reality.

One of Council's obligations as designated Secretariat was for the Mayor, as Council's lead representative, to attend UCCN Annual General Meetings. The 2018 Annual General Meeting was held in Krakow and Katowice, Poland, from 12-15 June 2018, which the Mayor and Council Officer Tim Ellis, Manager Economic Development and Events, attended.

The UCCN AGM hosts 180 creative cities from throughout the world, across seven creative designations. Geelong is a Creative City of Design, which boasts 31 member cities, known as the City of Design (COD) Sub Network.

The AGM included a series of meetings for all delegates, along with specific events for Mayors and for supporting officers at the relevant sub network meeting. The majority of the delegated cities are supported by their relevant governments, in line with the country's government structure. This, as you would expect, varies across the world.

Objectives

To attend the UCCN AGM in Krakow and Katowice, Poland, and to visit two other Cities of Design, Dundee and Turin, to further explore how they have leveraged their City of Design designation.

Desired outcomes

- To better understand and determine how best Council can leverage its UNESCO designation;
- To deliver on our obligation as Secretariat to attend the UCCN AGM, and to gain an understanding of how the network operates;
- To start forming relationships with other designated cities, and to learn more about the opportunities the network provides;
- To understand the various governance structures and resources other cities have adopted to support their designations;

- To understand/hear about the projects and activities other cities have developed and implemented, and whether these would be beneficial to implement in Geelong;
- To share the Geelong story and the projects that we're currently pursuing in support of our designation, including our Clever and Creative Vision, Geelong Regional Library and Heritage Centre,, Revitalising Central Geelong, Kardinia Park/ GMHBA stadium redevelopment, Mountain to Mouth, ManuFutures and Back To Back Theatre;
- Based on the findings from the study tour, to use these findings to determine Geelong's approach to establishing a Secretariat to coordinate awareness-raising activities, to facilitate a strategic advisory group, to create and coordinate the delivery of a number of project management plans (i.e. a strategic plan, a communications and marketing plan and a stakeholder engagement plan), and to support other stakeholders in the region to leverage off the UCCN designation.

UNESCO CREATIVE CITIES NETWORK (UCCN) ANNUAL GENERAL MEETING AND CITY OF DESIGN (COD) SUB NETWORK MEETINGS

City of Design (COD) Sub Network

The COD Sub Network consists of 31 member cities. Following the UCCN AGM the COD Sub Network met to discuss projects, opportunities and sub network matters.

Projects shared by COD cities

Saint Étienne introduced an exhibition '*Are you talking to me'*, which was co-produced with Enghien les bains (a spa town in the northern suburbs of Paris) for the UCCN AGM in 2017. The exhibition ran for a month in Enghien les bains, and for five months in Saint Etienne, with workshops for professionals, businesses and children on connected objects in Saint-Etienne.

Dundee introduced a design parade project with local communities and children, with a 'COD /31 cities!' theme. Children engaged in the international celebration (inspired by the design parade in Saint Étienne).

Detroit introduced its City of Design Action plan which outlines a plan for developing Detroit as a global leader in the practice of inclusive design, which considers the entire spectrum of human diversity and individual experiences to create solutions with a social impact. The plan calls for three areas of strategic focus: developing and promoting 21st century talent that is representative of Detroit; investing in Detroit's design businesses and resources to advance design-driven industries; and developing a policy environment that embraces inclusive design.

Shenzhen introduced the Shenzhen Design Award for young talent, a Shenzhen design week and a global design competition.

Nagoya introduced a project to rebuild its castle. Nagoya used the opportunity to link tradition and design culture.

Kobe introduced a Design Strategy 2020, focussing on how designers can be embedded with technical staff to find new solutions to challenges the city is facing, specifically the decline of young people and an aging population. The group felt that the promotion of the place of designers in urban policy needed to be highlighted, and that the example of Kobe could be replicated in other cities.

Kobe has now created a process for the appointment of designers from the private sector on two to three year contracts as part of the city's administration, under the direction of the city's

Director of Creative Design. The city's design team receives 'design challenges', from which they select projects to implement. The team uses design process as a way of looking at the challenges arising from the Kobe 2020 vision.

The workshop heard specific examples of the way in which innovative thinking was addressing challenges, such as the ageing population and decrease in the number of young people, and a surplus of vacant houses and flats.

The main point, however, was the belief that Kobe city had benefitted from the involvement of designers in its urban policy process. To different extents other cities, such as Helsinki, Dundee and Singapore, have also used this as a strategic approach.

Montréal introduced its new design strategic plan, which includes a new design policy for the whole of Montreal. Montreal intends to animate this workshop to broaden the appeal and assist with communicating it to a larger community audience.

Graz introduced a project of 'worldwide things collection'. This project was prepared as a prototype with Montreal and Mexico, with the aim of building bridges for economic models.

Kortrijk introduced 5x5 - a project to match designers with business for a 12-month period to design a product or service that is showcased at its annual design week. A junior and a senior designer is assigned to a business to develop the products. This is a license model and business are expected to pay a fee for access to the designers.

Helsinki introduced a participatory game for its civil servants to improve the services it delivers to the community. The game facilitates new ideas through design thinking, and encourages increased participation within the organisation.

Design thinking by definition "is a method for the practical, creative resolution of problems using the strategies designers use during the process of designing".

It is a design methodology that provides a solution based approach to solving problems and typically has five stages. Empathise (understand the problem you are trying to solve) , Define (define the problem statement), Ideate (generate ideas / new solutions), Prototype (the proposed solution to the problem), and Test (test and refine).

Agreements

a) The COD Sub Network committed to use the following hashtags on social media when posting content that is relevant to the network

#UNESCOCitiesOfDesign #DesigningTheWorld

b) The COD Sub Network agreed on the following working groups for sub network meetings

- Design and Business: moderated by Graz, Berlin and Istanbul;
- Design Policy: moderated by Montreal, Kolding and Dundee;
- Design and Schools: moderated by Helsinki, Kobe, Singapore and Bandung;
- Communications: moderated by Puebla, Brasilia and Bilbao.

c) The COD Sub Network agreed to adopt proposed guidelines for global design competitions

UCCN Cities of Design have agreed to use a set of guidelines for global design competitions. The guidelines were proposed by Montreal to endorse competitions shared by member cities. Endorsement will be noted on the designcities.net website and through email communication among members.

Examples of COD Sub Network governance structures and resourcing

CITY	STRUCTURE	PEOPLE	BUDGET	PROJECTS / COMMENTS
DUNDEE, SCOTLAND	Local Government, led by the City of Dundee's General Manager of Recreation and Culture	2 full-time equivalent (FTE) positions (1 council position, 0.7 university position, 0.3 administration)	500k pounds over three years, (250k local, 250k Scottish)	Driven by a culture strategy and a creative strategy
GRAZ, AUSTRIA	Independent organisation	10 FTE positions (8 independent positions and 2 positions within council, from the economic development unit)	500k EU a year, provided by Local Government, Chamber of Commerce and State Government	Deliver design week, design forums and business engagement
KORTRIJK, BELGIUM	Joint venture with five partners, including Local Government, chamber of commerce, the local university and private sector	4 FTE positions		Well-established prior to designation. Projects include design week and 5x5, promoted by all five partners
KOLDING, DENMARK	Led by Local Government	5 FTE positions		Design for life Design for public sector
TURIN, ITALY	Local Government, led by the Deputy Mayor of Culture	2 FTE positions, within a department of 60 people		Accessible culture for all – physical, social and financial, with a focus on heritage
HELSINKI, FINLAND	Local Government, led by the economic development unit	180 staff in the economic development unit, however there are zero dedicated staff for the UCCN designation		10-year program, focussing on design thinking built into everything the council does. Excellent youth/kid education programs

KOBE, JAPAN	Local Government and independent design organisation	3 FTE positions		Designers employed in council to develop community services Education focus and community services focus

COD SUB NETWORK STUDY TOUR, DUNDEE, SCOTLAND AND TURIN, ITALY

Dundee, Scotland

Dundee was designated a City of Design in 2014 and is an excellent example of a city that is using culture to transform itself. The City of Dundee has used its UCCN designation to embed design thinking across its organisation, and to improve the liveability and attractiveness of the city.

Culture is valued throughout the organisation, particularly at a political level with support from all sides of government. Culture is not just seen as an opportunity to bring more dollars to the region but as something that provides a social return.

Dundee has recently completed the build of its Victoria and Albert Museum, an 80 million pound investment on its waterfront. The potential economic impact of 300,000-plus new visitors to the region is anticipated to be significant.

The city is, however, experiencing some difficult social problems, including its long-term unemployment and homelessness statistics for middle-aged men being some of the highest in the UK.

Dundee's City of Design-related activities are driven by a 10-year culture strategy, with the UNESCO designation firmly embedded into the actions. Dundee council also has very strong relationship with Creative Dundee, and organisation that provides a collaborative space for creative people, and runs creative programs for the city.

One program that Creative Dundee delivers is a series of Pecha Kucha nights. Pecha Kucha Nights run in more than 1,000 cities throughout the world, and are a quick-fire way of hearing from people across the city and beyond. At Pecha Kucha Night Dundee there are 12 diverse individuals who speak about whatever they like in a speedy format – presenters have 20 images and 20 seconds per image. So, in under seven minutes speakers present interesting, thought-provoking and inspiring topics to an audience of more than 300 people.

Other projects have included a parade (for which Geelong provided a replica canoe from the Mountain to Mouth event) and 'WeDundee', which invited Dundee citizens to provide 80 words on how they would describe Dundee, with a view to engaging the community in its city of design designation. The results of the engagement were presented on a website.

Dundee is also currently collating an international database to ensure the right contacts are engaged for various activities, and that there is a sharing of data about activities with the organisations and people that engage internationally.

Turin, Italy

Turin was one of Italy's main industrial centres that has now transitioned into a creative hub. Turin council manages its designation through its culture department, headed by an appointed Deputy Mayor. Turin's focus for 2018 is on heritage and accessibility (accessibility in its broadest terms, i.e. social, physical and financial). Turin recognises that culture is an important asset for its city and innovation in design can, and does, support business growth.

Turin runs an annual design week in partnership with 40 stakeholders across the city, including museums, businesses and the university.

Turin is also in the process of embedding design thinking for staff through training in capacity building and design thinking processes. The council hopes this will change the nature of their service delivery and service design.

Turin is deploying a number of programs to enable the community to engage with culture, whether by free 'culture passports', a 'finance to culture card' or a culture passport for mothers of newborn babies to access cultural assets in the city.

Turin is currently developing a framework to oversee and guide its projects and to assist with reporting. There is an opportunity for Geelong to work with Turin to determine if there are learnings that will assist our region as we head down a similar path.

Turin has a full annual program of design events, which include UCCN activities, is engaged with the other Italian UNESCO designated cities, and is now mapping businesses engaged in design and cultural activities.

Turin has a dedicated innovation team, whose goal is to be a centre for entrepreneurs that want to trial and test their ideas. The aim of the group is to make it easy to start up and test your idea in the city. This has led to innovations, such as a robot bar and cultural events. The department also includes a smart city unit and a data analytics unit. Turin has expressed an interest in collaborating with Geelong, and this provides a number of opportunities for both cities.

Turin has held its design designation for more than 10 years, and would be an ideal UCCN city for Geelong to partner with.

LEARNINGS AND OPPORTUNITIES FOR GREATER GEELONG

Learnings

The main learning from the UCCN AGM, COD Sub Network meetings and COD Sub Network cities study tour to Dundee and Turin was an appreciation of the variety of ways cities use design as a means to develop and deliver services to their communities, to improve community liveability or to tackle problems their city faces. The activities are broad- ranging from health, to design weeks, to business programs to events.

All of the cities have a strong link and relationship with the universities located in their cities, whether through design education, access to students, job placements, design competitions, research programs, funding and staff secondments.

The COD Sub Network meetings highlighted the level of collaboration between the cities to share and work on projects together.

Another key learning from the visit to Dundee and Turin, and a main reason for selecting these cities to visit, is the similarities to Geelong.

All three cities have transitioned from a traditional manufacturing background, and all are located to close to other capital / major cities – Melbourne, Edinburgh and Milan. As these major cities grow so do Geelong, Milan and Dundee and this has to be planned for.

The impacts on transport, employment, connectivity all become challenges for the municipalities to manage. Geelong can learn from the experiences and examples of how Turin and Dundee have handled these challenges and how they have embed design thinking into our growth planning.

UCCN benefits and opportunities

Council's designation to the COD Sub Network will benefit the Greater Geelong community in the following ways:

- **Improving Greater Geelong's liveability** by encouraging policy that supports design thinking, which will transform the community's clever and creative vision aspirations into reality. This will be achieved by drawing on an international network of practitioners to share best practice, help solve problems and pursue funding.
- **Strengthening Greater Geelong's international profile and leadership** by providing visibility for our innovative policies, strategies and activities towards design thinking and sustainable urban development.
- **Increasing Greater Geelong's regional and international attractiveness** to economic investors and stakeholders, skilled design professionals and visitors, and to encourage the contribution of financial resources from the public and private sectors.
- **Providing access to a network of fellow UCCN members** through joint events and common projects, facilitating knowledge sharing and creative partnerships.
- **Building momentum around Greater Geelong's design capability** by putting the spotlight on design thinking as a driving force, mobilising all stakeholders and encouraging dialogue between local authorities, public and private organisations, academia and our design community.
- **Growing and building the capacity of our creative industries sector** by exposing designers to a global audience through participatory global events.
- **Facilitating the delivery of design thinking programs for businesses**.
- **Increasing Greater Geelong's recognition on the global stage**.
- **Assisting our stakeholders to work internationally**, including Deakin, ManuFutures, Study Geelong and Tourism Greater Geelong and the Bellarine,
- **Embedding design thinking into Local Government**. There are a number of models used by other COD Sub Network members with the outcome of design professionals being based within the organisation to support the design of services to meet community needs.
- **Enhancing the use of events and UCCN brand** to promote our culture, engagement with our creative industries and to increase multicultural awareness.
- **Use the designation to enhance existing events** that align with the UCCN goals e.g the National Celtic Festival, Pako Festa and the opportunity further engage with international artists
- **Facilitating access** for Geelong designers to attend or display their products at various International design weeks run by other member cities.

- **Showcasing Geelong's best proactive projects and policies** with the network on a global stage, for example our social inclusion and equity policies and programs.
- **Providing a link between design and youth and education** through kid's design weeks and school programs.
- **Increasing cultural accessibility** by implementing similar projects used by COD Sub Network members, such as a 'culture passport' for kids.
- **Using our UNESCO brand** to promote the projects undertaken as part of our city of design designation.
- **Supporting our branding of Geelong** as a Clever and Creative City of Design.

Next steps

As previously highlighted, there are some key steps that should be taken to maximise our UNESCO Creative City designation. These include:

- Establishing an advisory group to create and coordinate the delivery of a strategic plan;
- Raising awareness of the designation and communicate opportunities to businesses, creative organisations, designers, Council, and organisations that can benefit from the designation, particularly on the international stage;
- Developing strong relationships with a few UCCN COD Sub Network cities with similar backgrounds and aspirations, for example Dundee, Turin, Kolding and Kortrijk, with the objective of sharing and collaborating on projects to support Greater Geelong;
- Identifying companies that utilise design thinking and determine opportunities for business and internally;
- Encouraging design thinking to shape policy to address social challenges in the community.

Summary

The UNESCO City of Design designation provides Geelong with an opportunity to realise our clever and creative vision. Being a member of the network is a long-term proposition, which needs to be supported by a plan and resources, which must be reported and measured. It is also an opportunity to brand the city as a clever and creative city of design.

Design is used in a multitude of ways, as demonstrated by the vast variety of projects implemented by other COD Sub Network members. The underlining factor, however, is that 'design thinking' drives activities, whether in business, health programs, city design, delivery of events or managing social challenges and that culture is critical to support Geelong's liveability.

Geelong is already delivering projects that support the UCCN sustainable development Goal #11 – Sustainable Cities and Communities. We achieve this through our policies on social inclusion, equity, our Council Plan, our clever and creative vision, our engagement with business, our arts and culture programs, the events we run, the city planning we undertake and our programs that support those at a disadvantage.

There are numerous other projects led by other organisations in Geelong that also support the UCCN goals. By utilising and engaging in the network we open ourselves up to the global stage to learn and collaborate.

The designation provides us with the opportunity to further promote Geelong nationally and internationally, and should support our international engagement activities.

The designation can assist in supporting the growth of our creative industries and expose our designers to the global stage. We can learn from cities that have embedded design thinking into their organisation, whether through professional staff seconded to departments or through formal training on design thinking for Local Government.

The conference was a great experience with many learnings. It is not necessarily about returning with something tangible but rather a change in how we think and plan for the future, using design in every aspect of our thinking and planning in a similar fashion to the other cities in the COD sub network.

Images

Tim Ellis, Cr Bruce Harwood (CoGG) Stewart Murdoch, Annie Day City of Dundee – Dundee Office

Attachment 2

REPORT FINDINGS

STUDY TOUR TO DUNDEE, SCOTLAND AND TURIN, ITALY TO VISIT WASTE-TO-ENERGY PLANTS

Introduction

This report details the findings and information learned from the study tour to two waste-to-energy (WTE) plants in Dundee, Scotland and Turin, Italy. The study tour provided an opportunity to learn from the experience of Dundee and Turin, and to meet with the commercial operators of the WTE plants in these cities. Specifically the WTE plants visited burn municipal waste to generate energy.

Background

The decision to meet with both Dundee and Turin to learn about their WTE operations was based on Geelong's attendance at the UNESCO Creative Cities Network (UCCN) AGM, following our recent acceptance into the Creative Cities Network in the field of design. Both Dundee and Turin are also UNESCO Cities of Design and have WTE operations.

United Kingdom, Italian and European Union (EU) policies have strongly influenced the decisions Turin and Dundee councils have made to develop alternatives to landfill. The 2008 EU Waste Framework Directive sets Europe's waste policy, and has driven action to change municipal waste disposal processes.

The EU directive sets a reuse and recycling target of 65% by 2020, and a maximum of 10% of municipal waste to landfill by 2030. This has been instrumental in how municipalities across Europe are managing their waste. Based on the Waste Framework Directive, subsequent council decisions and investment in WTE operations, there is now broad acceptance by the community in Europe in support of WTE facilities. Technology is now well-proven, with relevant EU regulations supporting operations and controlling emission levels.

Australia is still reliant on landfill for the disposal of municipal waste. It is the cheap and easy option. However, with the Geelong landfill at Drysdale only having five more years of life expectancy, and with our expected population growth (increasing the waste task), continuing to simply bury waste is not a sustainable long-term option, nor does it meet our community's expectations for sustainable waste disposal.

Dundee, Scotland

Dundee council's decisions around waste management have been driven by its energy strategy for the city. This, in turn, responds to the EU Waste Framework Directive. WTE is one aspect of Dundee's waste solution, along with recycling and recovery, community education, and green waste.

Dundee has operated a WTE plant since 2010, however, the current plant is old with outdated technology and is in the process of being decommissioned over the next three years while a new plant is being built adjacent to the current site by a private operator, German utility company MVV Environment. MVV is a well-established utility company in Europe and has numerous WTE plants throughout Europe, the largest being in Germany, and in the UK.

The new plant will be capable of managing 110,000 tonnes per year. It will initially manage 83,000 tonnes, 50,000 tonnes from Dundee and 33,000 tonnes from neighbouring shire, Angus. The Dundee plant is located on the edge of city, approximately 15 minutes from the centre in an industrial zone, and close to French tyre manufacturer, Michelin.

The new plant will be owned by Dundee and Angus councils, who created a joint venture agreement. The agreement is a 60/40 split, based on the volumes of waste provided to the WTE plant by each council. After a three-year tender, approvals and contract negotiation process, Dundee and Angus entered into a 28-year contract with MVV. The contract has very strong community focus, which was critical in the tender process. The community elements built into the contract to support the build and ongoing operations include:

- Local supplier content
- Supplier development
- Local labour
- Commitment to apprenticeships
- Work experience for schools
- Business mentoring for small to medium enterprises
- Awareness -raising with the community
- Environmental awareness programs
- Donation of materials
- Job vacancy sharing
- A sponsorship fund for the community, with a focus on environmental programs

The contract has 71 key performance indicators, and is managed by the joint venture agreement. The contract includes a revenue share model, with 50% of revenue, after MVV have reached their business case revenue, going to the joint venture. The contract value is 500 million pounds sterling over the life of the contract, and the capital cost to build the plant is 110/120 million pounds sterling.

By setting the contract structure, Dundee and Angus councils have essentially passed the risk of their municipal waste to the private sector. Both councils have committed to provide the waste at an agreed cost per tonne (90 pounds), and this gives the councils security of budget for the next 28 years.

One of the primary elements to ensure a positive business case for the plant is its link with Michelin. During the WTE process the steam by-product is distributed to Michelin to provide energy for its operations. This link with industry is critical and supports Michelin's carbon neutral agenda, while ensuring more than 1000 jobs remain in Dundee.

Dundee WTE plant's head of operations stated that the importance of efficiency for any WTE plant is paramount. The efficiency of the plant is driven by the calorific value of the waste, and in turn determines the scope and engineering design of the plant. Waste by its nature is low in calorific value. High calorific value solid fuels include coal, carbon, coke, charcoal, high calorific liquid fuels include LNG, gasoline, ethane.

Therefore the type of waste going into the plant, now and into the future, needs to be analysed to ensure the plant is built for optimum efficiency and supports the types of waste feedstock. Thirty per cent efficiency is the highest that MVV currently strives for and its Plymouth, UK, WTE plant currently achieves 28% efficiency.

The new system being built in Dundee is a grate system (an automatic sorting system), which avoids the need for pre-sorting of the waste. The process is a typical energy generation operation i.e. fuel (in this case waste) is burned, to boil water, to create steam. The steam runs a turbine, which drives a generator, which produces electricity. As MVV is a utility company, it distributes and sells the electricity to the consumer, and the steam by-product is sold to Michelin. The other by-product is 'bottom ash', of which some can be used for materials for roads and a small percentage (1.5%) is still required to go to landfill. The plant produces its own energy to run the operation.

Of equal importance in progressing a WTE solution is community communication and education programs. It is vital to invest in community consultation and education, from household sorting, to collection, to promoting the benefits of using waste to create energy. A strong community communication plan is critical to demonstrate the benefits of the solution. MVV has appointed a community liaison officer in Dundee to work with the community, schools, etc to provide this education and to implement necessary community programs.

Turin, Italy

The Turin Trattamento Rifiuti Metropolitani (TRM) WTE plant is part-owned and operated by IREN Group, an Italian utility company. IREN is a producer, distributer and retailer of energy, with WTE making up 18% of its revenue. IREN also produces energy from water, wind, and biomass in Italy.

The WTE plant site in Turin is fully operational and manages 500,000 tonne per year, supporting 175,000 households' energy needs. With energy and steam co-generation (energy going back into the plant to power the facility) this is reduced to 160,000 households, leaving steam district heating for 17,000 residents once completed.

Waste is collected from two million households across the region to support the plant and generates 62 megawatts (MwH) of energy, of which 55 MwH is exported. The plant receives 100 to 150 trucks per day and is located in an industrial zone area approximately 25 minutes from the centre of Turin.

The plant in Turin was also built in response to the EU waste policy. The WTE plant is a public/private partnership, with an IREN share of 80%, and the other 20% owned by 32 municipalities in the region that provide waste to the plant.

The head of operations at the plant, similar to Dundee, stressed the importance of the calorific value of the fuel to the plant. The calorific value of waste is very low compared to other fuel sources, such as coal. Waste is also not homogenous (or inconsistent) and the GRATE system is therefore the appropriate technical solution for Turin, as it can manage all types of waste going into the plant.

Apart from energy production there is residual waste bottom ash, metals and PSR (solid residue products). Bottom ash accounts for 20% and is sold for material for roads, 2% goes to landfill and 1.5% PSR is a solid residue used for materials for roads.

Emissions are strictly monitored and must be in line with EU regulations. The plant is designed with air filters that clean out the majority of the dust particles and emissions. Emissions are often cited by the community as an objection to burning waste, however, the technology is far advanced and the regulations so high and so strictly governed that this is not a valid technical reason to not burn waste.

Summary

Both plants visited have taken (or will take for Dundee) about six to nine years to be operational, this includes three to six years to undertake scoping, find partners, work through tender process, agree on contracts, and obtain planning and regulatory approvals, and then a further three years for the build and test.

European and national policy is instrumental in driving a standard approach to managing waste and subsequent investment in WTE. The plants visited are both operated by utility companies, who also have majority ownership in the plants. The technology used to turn waste into energy is dependent of the type of waste produced. The GRATE system avoids the requirement to sort municipal waste at the plant.

Full, open and transparent community engagement is the only way to make a WTE successful in the community, and social license for WTE will take a few years to be achieved. The alternative, our current waste to landfill approach, is not a sustainable option and does not meet our community's expectation for sustainable waste disposal.

The solution and process in Turin, although a different design and scale, is the same as Dundee. Learnings from both visits demonstrated the community's acceptance of WTE and the need to fully understand waste types now and into the future to ensure the design of a plant delivers the highest efficiency. The calorific value of the waste is critical to a WTE plant's operations, and analysing the makeup of waste is an important part of the pre-planning process. This is particularly significant for Geelong as our region continues to grow and products in the market change.

WTE plants are not large generators of jobs post the build. WTE is only one part of a waste strategy – recycling and recovery, sorting at source, community education, green waste, bio mass, and bio digestion all play a role.

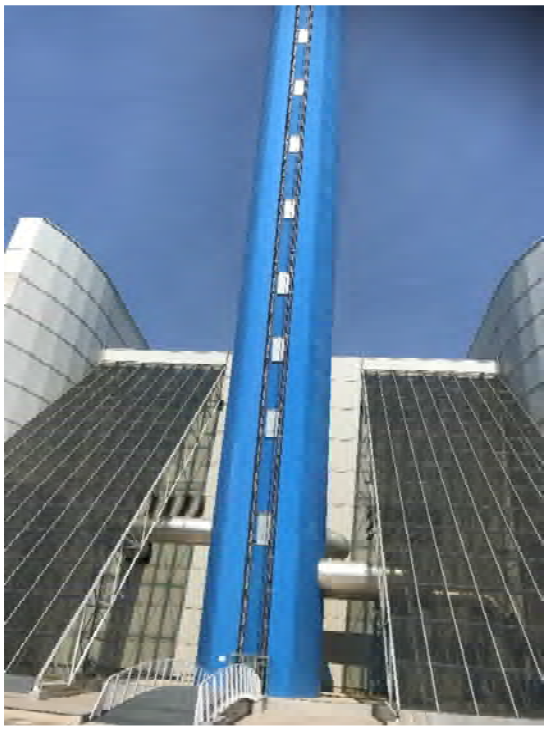
Next Steps

- Follow-up with Wyndham City Council to discuss options and a joint approach to managing waste.
- Advocate to State and Federal Government to drive policy, national targets and investment in a coordinated waste plan for Australia.
- Work with the Barwon South West Waste and Resource Recovery Group to advocate for policy change.
- Collaborate with councils on the western side of Melbourne, such as Wyndham and Ballarat, and with the G21 Region Alliance, to progress a 'go to market plan' for a WTE plant west of Melbourne, and put in place a joint team to manage this process (if the decision to purse a WTE option is agreed).
- Engage with the private sector to develop a 'go to market' plan.

Images

Waste to Energy Plant - Dundee

Waste to Energy Plant Turin – Trattamento Rifuti Metropolitani – Waste Bin



Waste to Energy Plant Turin
Trattamento Rifuti Metropolitani

Waste to Energy Plant Turin
Trattamento Rifuti Metropolitani – 135m Chimney

Waste to Energy Plant Turin – Trattamento Rifuti Metropolitani
Tim Ellis (CoGG), Head of Operations, Luca Piantelli (iren), Cr Bruce Harwood (CoGG)

Attachment 3

FINDINGS

FROM THE MEETINGS WITH AIR ASIA HEADQUARTERS, KUALA LUMPUR

Background

In 2003, the then CEO of Jetstar, Alan Joyce, and the Chairman of Linfox, Lindsay Fox, attended a Council meeting to speak about the opportunity presented to Geelong with the birth of Avalon Airport. The discussion focussed on Avalon opening up to routes throughout Australia, with the ultimate dream to one day become an international airport.

The City of Greater Geelong Council was very supportive of this dream from its inception and contributed financially with strong support for initial planning requirements. The City's financial contribution to Avalon Airport has since been repaid by the Linfox organisation, as agreed.

The initial introduction of Jetstar flights led to Tiger Airways also joining Avalon Airport, with flights to various cities around Australia. As time passed there would be many variations of flights in to, and out of Avalon, but the Linfox organisation and Avalon staff's determination to make the airport a success never wavered.

The Australian International Airshow remains a cornerstone event held at the Avalon Airport every two years and continues to bring hundreds of thousands of visitors to our region.

Avalon Airport – International flights
In February 2018, Air Asia announced that it would be introducing direct flights from Kuala Lumpur International Airport to Avalon, Geelong. This represented a huge shift in the aviation operations of Avalon, and opened up Geelong and the Bellarine Peninsula to the world. The decision was officially announced at an event at Avalon Airport, CEO of Air Asia, Tony Fernandes.

Following many meetings, predominantly conducted by Avalon Airport CEO Justin Giddings, numerous government agencies and a very passionate Air Asia management team, Geelong now has an international airport. This is the biggest 'game changer' our region has experienced in recent years. The huge boost in jobs during construction, and ongoing with the operations of the airport, will have a significant economic impact. The impact on our visitor economy will also be huge, with an expected influx of international visitors to our region. And importantly, Air Asia's decision has formally branded Geelong, our clever and creative city of design, as an international city on the global stage.

Air Asia Headquarters, Kuala Lumpur visits
The Mayor has attended Kuala Lumpur on two occasions in recent months, 24 -26 June and 9-11 July 2018 to have various meetings with officials to ensure sound working relationships and promote Geelong and the Bellarine as a destination for international travel.

24-26 June 2018
The City's decision to visit Air Asia headquarters in June this year demonstrated that as a city we're very committed to our new international business relationship.

Formal meetings with Air Asia's Chief Executive Officer Benyamin Ismail, Commercial Manager Barry Klipp, Media Manager Kris Taute and Head of Group Communications Vanessa Reagan, provided an invaluable opportunity to further learn about, and understand, what the positive impacts of Air Asia's decision will be and the role the City of Greater Geelong can play in being a partner in its success.

Much of the discussion centred around what was expected of the Geelong Council and the continued support of Avalon Airport especially in relation to required tourism promotion, planning, commercial opportunities and road access issues.

During this time, the Mayor met with the CEO of Tunes Hotel, Mark Lankester. Mark was very impressed with the growth of Geelong, especially in the northern region, and the opportunity to potentially build a hotel at the new Avalon International Airport site. Mark also expressed an interest in bringing his company's upgraded brand hotel chain – Ormond – to Central Geelong. Geelong has been actively seeking new CBD accommodation options and these discussions are continuing.

A meeting was also held with Tan Sri Hj Mhd. Amin Nordin bin Abd. Aziz, Mayor for Kuala Lumpur, a particular honour given the very high status of his position and ability to influence the Malaysian tourism industry. It was a very good meeting discussing a number of similar issues faced by our cities. In particular managing growth and while maintain connectivity within the community.

The City's Mayor met with Raymond Peter, Government Relations and Marketing Manager, Victorian Government Trade and Investment Office – South East Asia, and with EXCO members of the Malaysia Australia Business Council – Australia and New Zealand Banking Group Limited, Malaysia Representative Office Chief Representative Tracy Ong and KLCC Runners Group Founder Sdn Bhd Matthew Barsing.

During these meetings, the representatives of Kuala Lumpur's business community expressed great interest in the Geelong region not only for its potential as a tourist destination but also its potential for business development through the digital hub created at Federal Mills, and the growth of our insurance service industry.

9-11 July 2018

At a Special Council Meeting on 3 July 2018, it was discussed that Air Asia would formally announce its new flight and fare deals to the world on Tuesday 10 July at its Airport Hotel, Tunes Hotel, in Kuala Lumpur. The Council supported a decision for Mayor Bruce Harwood to attend the announcement event in Kuala Lumpur and relevant meetings during a short stay from 9 -11 July.

On Tuesday 10 July the Mayor had the privilege of representing the City at a formal dinner held at the Air Asia headquarters in Kuala Lumpur, where Geelong was announced as an international tourist destination. The Mayor's speech and following presentation of a 90 second video about Geelong and the Bellarine captured the imagination of the audience and generated much discussion about what our region has to offer.

The event was attended by many dignitaries, including Australian High Commissioner to Malaysia His Excellency Mr Andrew Glodenowski, Air Asia Commercial Manager Barry Klipp, Air Asia CEO Benyamin Ismail and CEO Avalon Airport Justin Giddings, along with Victorian State Government representatives, Malaysian tourism industry representatives and a large cross-section of local and international media outlets.

The Mayor's attendance at this event offered an invaluable opportunity to showcase Geelong on the global stage, enhance the City's positive relationship with Air Asia, encourage further international investment in Greater Geelong and show the City's support for Air Asia's decision to invest in the region and provide cheap air fares for the public to travel between Avalon Airport and a number of Asian destinations.

The event provided opportunity to conduct interviews with international tourism personnel from Malaysia, China, Korea, Thailand, India and Japan. It is now up to the Geelong community and beyond to get behind their new international partner Air Asia and enjoy our new access from our own front yard to the world.

Next steps

- Hold Civic Reception for Air Asia officials and tourism and business leaders on 31 October 2018
- Continue to promote Geelong and the Bellarine as a destination for international travel
- Continue to develop the positive business relationships established

3. CONSOLIDATION OF COUNCIL'S ADMINISTRATIVE OFFICES

Source:	**Finance & Strategy**
Director:	**Peter Anderson**
Index Reference:	**Civic Accommodation - SUB-18-3846**
Portfolio:	**Finance**

Purpose

To provide a report and recommendations to Council as a result of investigation and activities undertaken by the Central Administrative Office Project Advisory Committee (Committee).

Background

At the Council meeting on 24 April 2018, Council resolved to establish the Committee and report at a Council meeting in July on the following:

a) Scope of Project;

b) Preferred Siting and funding options;

c) Opportunities for the project to be a catalyst for further CBD revitalisation projects;

d) Preferred future arrangements for civic and ceremonial functions;

e) Expansion of the Geelong Gallery to part or all of the existing Geelong Town Hall; and

f) Opportunities to attract State and Federal Government funding for the project.

At the Council meeting on 22 May 2018, Council resolved to:

1) Through its Central Administrative Office Project Advisory Committee only consider locations that are within Central Geelong for the consolidation of its administrative functions to one location;

2) Notes 137 Mercer Street, Geelong and 21 Gheringhap Street, Geelong as its two previously identified Council owned sites within Central Geelong for the consolidation of its administrative functions to one location; and

3) Seek Expressions of Interest from developers and investors for further potential central administrative office locations within the Central Geelong area.

Information Received by the Committee

The Committee has met six times and received information on:

- Siting, sites available and urban design aspects of Council owned sites
- Project scope;
- Extension of Art Gallery to City Hall, including possible future use of City Hall for meeting and ceremonial functions;
- Government funding opportunities; and
- Funding strategy.

Project scope

Expressions of Interest From Developers and Investors

The Director Finance and Strategy has, via a tendering process and in accordance with the Council resolution of 22nd May 2018, appointed agents Cushman and Wakefield to progress Expressions of Interest from developers and investors for further potential central administrative office locations within the Central Geelong area.

Under this process the scope of project is larger than Council requires for its own purposes and is specified as:

- 12,000m2 of office space;
- Early Learning Centre;
- Active retail space at ground level (allow 300m2); and
- 350 car parks.

Results of this site search will be available by the end of July 2018.

Weighted Site Selection

The Committee has considered the site selection criteria as:

- Capacity of site to accommodate a building with a minimum floor plate size of 1,200m2;
- Access to site;
- Site opportunities and constraints;
- Civic presence;
- Economic Development/Revitalisation of Central Geelong; and
- Site availability.

The Committee has identified weightings for each of the components.

Agreed Scope Cost

Quantity Surveyors have costed the initial scope. Total build cost of the initial scope is estimated at $108.7m consisting of:

- Office component including building costs, site costs and fit-out - $79.5m;
- Early Learning Centre - $6.6m;
- 120 car parks - $7.1m;
- Additional 230 car parks - $13.6m; and
- Retail - $1.9m.

The initial scope is being used for the site search but is not able to be funded within the approved budget allocation of up to $91m for the project. Consequently, any inclusions beyond Council's office requirements would need to be provided from the private sector or additional Council funding, subject to the appropriate business case.

The Committee reviewed the scope and decided to recommend a reduction to the scope to just Council's identified office requirements (including an allowance for office accommodation growth). After considering financial capacity within the agreed budget of up to $91m and after confirming the future requirements of Council, the Committee has considered the appropriate project scope to be:

- 10,000m2 of office space (9,000m2 net lettable area);
- Active retail space at ground level (allow 300 m2); and
- 120 car parks.

It should be noted that the final budget figure of up to $91m includes all project costs including, build costs, fit-out, design and construction contingencies, all permits and an allowance for building escalation.

Future Use of City Hall/Geelong Art Gallery Expansion

The Committee has considered and is recommending that the preferred future use of City Hall would be;

- Accommodation for an expanded Art Gallery; and
- Retention of a civic presence for some meeting and ceremonial purposes.

The extension of the Art Gallery to City Hall would be subject to receipt of appropriate Government funding.

Government Funding/Catalyst Project.

The Committee considered that the extension of the Art Gallery made possible by the consolidation of Council offices may be an attractive project for Government funding as part of the growth of the existing Arts and Cultural precinct.

The Committee also considered that the sale of Council properties (to partially fund the Office project) will attract additional private sector investment. If some sites are identified within the Central Geelong area and those sites have development potential this would potentially provide a further stimulus for Central Geelong Revitalisation.

The Committee also considered its investment opportunity may attract private sector partnerships or projects – via the site selection process.

Final Site Selection

The Committee is recommending that the final site selection be left until August after which the current developer site search will be concluded.

All nominated sites will be assessed against the criteria agreed by the Committee.

Given the budget set by Council for this project the Committee is recommending that the final site selected should preferably be owned by Council (either acquired from developer in land swap arrangement or an existing Council owned site).

Funding Options

The Committee considered the funding options available for the project beyond the borrowings which formed part of the Strategic Resource Plan identified in the 2018-19 budget. The financial analysis assumes the project to be fully funded from borrowings. The analysis was based on the larger project scope.

Having considered the funding strategy the Committee recommends that the funding strategy for the project (to be included in the 10 year draft financial plan) is

- Initial borrowings of up to $91m with interest only loans during construction period, repayable over 25 years.

$41m of loans to be repaid within 5 years from:

- Sale of surplus; and
- Increasing revenue yield from existing commercial properties.

The suggested funding strategy leaves the outstanding loan balance of $50m repayable over 25 years. The cost of the reduced debt servicing is estimated to be $3.8m per annum. If it is assumed the asset sales do not diminish current revenues the impact of the $3.8m could be reduced considerably after accounting for the discontinuance of current rent payments ($2m pa) and anticipated operational cost reduction from consolidation.

Own and Build and Rental Options

The Committee considered each of the following options:

- Do Nothing;
- Own and Build; or
- Rent.

In a comprehensive financial analysis of each option undertaken for the Committee analysts concluded that over a 25 year period (based on the larger project scope) Council would incur the following net present costs for each option:

- Do Nothing $95.9m
- Own and Build $40.2m
- Rent $74.5m

A summary of the analysis (see attached) assumed Council borrowing the full amount of $91m and servicing this debt over 25 years. The repayment of part of the $91m further reduces the net present cost of the Own and Build and the Rental options.

The Committee concluded that the most cost effective method of procurement is to own and build on one of the sites Council owns or could acquire equity in.

With an own and build project the option also still exists for a future Council to fix the ongoing rental rate and sell the building with Council remaining the long term tenant. Proceeds of the sale would go to paying off any outstanding debt and the balance used for future capital works.

Rental Option

If the decision was made to be a tenant, Council will still need to sell assets and repay debt in order to meet the additional rental commitment. Financial analysis suggests the annual rental bill would start at $6.74m initially and increase over the life of the building.

In a rate capped environment this cost of rental would mean Council would need to sell assets to reduce existing debt servicing or reduce expenditures in other areas to fund the additional rental costs.

The annual costs of renting and owning/building start out to be relatively comparable. Over time however the costs are considerably different (see earlier net present cost statement). An important difference between the own and build option is the annual costs of own and build are constant and after 25 years disappear whereas the annual cost of the rental option increases for the period of the tenancy agreement.

Cr Aitken moved, Cr Grzybek seconded -

That Council:

1) notes the proposed Central Administrative Office Accommodation Project Recommendations (the Proposed Recommendations) and refers the Proposed Recommendations for public consultation and engagement as follows:

a) advertises the Proposed Recommendations, including information about the preferred funding and ownership model for the Central Administrative Office Accommodation Project, inviting written submissions on the Proposed Recommendations and/or the Central Administrative Office Accommodation Project from the public from Wednesday 25 July 2018 until 5pm on Tuesday 28 August 2018;

b) convenes a Public Submissions Panel consisting of a majority of councillors (Panel) after the close of submissions to:

(i) consider any written submissions and to hear any person who wishes to address the Panel in relation to a submission on the Proposed Recommendations and/or the Central Administrative Office Accommodation Project, on a date to be confirmed by the Panel; and

(ii) report to Council in relation to the submissions that have been received and any recommended actions arising from those submissions in relation to the Proposed Recommendations and/or the Central Administrative Office Accommodation Project;

2) consider the Panel report and the Proposed Recommendations at the next Council meeting scheduled no earlier than 14 days after the Panel hearing.

Proposed Recommendations:

That Council:

1) Reaffirm its commitment to the new Central Administrative Office Accommodation project and approve the scope to be:

1.1) 10,000m2 office (gross floor area);

1.2) 120 car parks; and

1.3) Active street level retail (allow 300m2).

2) As part of the current site search invite developers and investors, consider and provide additional mixed use development options and/or ideas in addition to the Council core requirements;

3) Require any additional scope to the project (e.g. additional car parks and/or early learning centre) be the subject of a separate business case and budget discussion and be considered in the context of any future CBD car parking strategy and/or Social Infrastructure Plan to be completed;

4) Confirm the site selection criteria as:

4.1) Capacity of site to accommodate a building with a minimum floor plate size of 1,200m2;

4.2) Access to site;

4.3) Site opportunities and constraints;

4.4) Civic presence;

4.5) Economic development/revitalisation of Central Geelong; and

4.6) Site availability.

5) Confirm the project budget to be up to $91m (per existing 2018/19 budget and strategic resource plan);

6) Confirm that its preference is to be the owner of the project;

7) Fund the project from borrowings but reduce the net cost of borrowings to $50m over the first 5 years from sale of surplus property assets and by increasing revenue yield from commercial assets (minimum value $41m);

8) Confirm that the future use of the City Hall should, subject to sufficient Government funding being available, include the extension of the Geelong Art Gallery and part of City Hall be retained for civic meeting and ceremonial functions.

Carried.

Attachment 1

Financial Implications

The financial implications are addressed in the body of the report. Up to $91m has been allocated for the project which is reflected in the 2018/19 budget and strategic resource plan.

Community Engagement

As the project planning proceeds it will be essential to involve Council staff and the wider community in order to encourage input into the precinct plans and the community aspects of the building itself.

Social Equity Considerations

The consolidation of Council departments into one central location will help to unify the organisation, deliver increased efficiency and productivity and release surplus assets for more economic uses.

Policy/Legal/Statutory Implications

There are no legal or statutory implications for the project at the strategic assessment and business case phases.

A planning and development permit will be required for the new building.

Alignment to Council Plan

This project aligns with the Council Plan - Organisational Leadership, Strategy and Governance – we have identified one of the Key Priorities as being "*Consolidating the City of Greater Geelong offices"*

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

The risks associated with the project are able to be managed following normal management procedures and processes.

Environmental Implications

The cost plans for the new buildings have been prepared assuming a minimum 5.5 star Green Star Rating. Council's current policy for large new buildings require a Green Star rating of 5.

Other environmental implications, if any, will be assessed once a site selection has been made.

5 Current situation

Comparing the cost of new premises against the "Do nothing"

1 Purpose
2 Available options
3 Site selection
4 Cost calculation
5 Current situation
6 Risks

Key features

The following key metrics outline the breakdown of NPCs and PVs associated with each of the three scenarios.

- NPC of project prior and post the consideration of the PV of retained assets has been provided due to potential inconsitancies in the realised PV between scenarios

	Do nothing	Build option	Lease option
NPC (Rent, outgoings & capex)[1]	(104,579,174)	(61,238,076)	(151,515,066)
NPC (Finance costs)[2]	-	(106,138,941)	-
Project NPC prior to PV of retained assets	(104,579,174)	(167,377,016)	(151,515,066)
PV of developed asset reveune streams[3]	-	16,179,632	16,179,632
PV of productivity gains[4]	-	22,283,774	22,283,774
PV of retained assets[5]	8,616,648 *	50,237,656 #	-
Proejct NPC post PV of retained assets	(95,962,526)	(40,212,548)	(74,588,254)
PV of asset sales	-	10,341,507	10,341,507

[1] Cost of leasing & owning current property portfolio *less* revenue generated from ownership
[2] Relevant to the financing costs associated with funding the new build
[3] Revenue generating component of owned assets and new build estimated valuation price
[4] Assumed productivity and cost reduction gains from consolidation of workforce accommodation
[5] Council owned property proposed to be sold in 25-yr model horizon at current valuation price
* The PV consider the retained assets at market value that are intended to be sold, in the own and lease option
# This value is the PV of the terminal value for the new build asset

4. SALE OF OLD GEELONG GAOL

Source:	**Finance & Strategy**
Director:	**Peter Anderson**
Index Reference:	**Land and Building Sales - SUB-17-3539**
Portfolio	**Finance**

Cr Grzybek moved, Cr Nelson seconded -

That in accordance with Section 89 (2) (h) of the Local Government Act 1989, this matter which the Council considers would prejudice the Council or any person be considered at the conclusion of all other business at which time the meeting be closed to members of the public.

Carried.

5. TENDER 1800038- DRYSDALE INTEGRATED CHILDRENS CENTRE

Source:	**Finance and Strategy**
Director:	**Peter Anderson**
Index Reference:	**Tender T1800038**
Portfolio	**Social and Infrastructure Planning**

Cr Grzybek moved, Cr Asher 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.

6. TENDER T1800039 - PURNELL ROAD CHILDREN'S & FAMILY CENTRE

Source:	**Finance and Strategy**
Director:	**Peter Anderson**
Index Reference:	**Tender T1800039**
Portfolio	**Social and Infrastructure Planning**

Cr Nelson moved, Cr Asher 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.

7. CONTRACTUAL MATTER

Source:	**Finance & Strategy – Property & Procurement**
Director:	**Peter Anderson**
Index Reference:	**SUB-18-225**
Portfolio	**Finance**

Cr Nelson moved, Cr Sullivan 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.

NOTICE OF MOTION – Cr Kontelj

OSBORNE HOUSE AND THE STABLES

Purpose

- To commit Council to retaining Osborne House and the Stables in public ownership;
- Subject to appropriate Master Planning, Business Case and funding availability, acknowledges and commits to the future restoration of Osborne House and the Stables and that the planning and or works should commence by no later than the 2018 / 2019 financial year.

Background

Osborne House: Built in 1858 the 'Muirhead Building' designed by Webb and Taylor architects is the original portion of Osborne House. It was built for Robert Muirhead who emigrated from Leith, Scotland, in 1838, Osborne House at the time was a two storey stone building of eleven rooms set on twelve acres on the bay front. Robert Muirhead, had pastoral interests and was a squatter on the Yarram Yarram run in the Grampians. It is thought that Osborne House was named after Osborne House in the Isle of Wight, where pastoral Orders in Council of 1847 were issued by Queen Victoria.

In 1903 the Geelong Harbour Trust formed, the Commissioners paid the State Government £6,000 for Osborne House and in 1910 a dining room and seven additional bedrooms were added to Osborne House.

In 1912 the Navy accepted an offer from the Trust and decided to occupy the premises as a Royal Australian Naval College. £10,000 was spent on improvements and equipment. The Naval College was officially opened in 1913 by Governor-General Lord Denman, in March accompanied by Prime Minister, The Rt. Hon. Andrew Fisher.

In 1915 the Navy shifted the Naval College to Federal Territory at Jervis Bay and the property was used for a time as a convalescing hospital in the 1914-1918 war years. Osborne House reverted to the Harbour Trust's control in 1929.

In 1938 Shire of Corio transferred its offices from Lara to Osborne House. However, in 1941 Municipal business was stopped when, during the war years, the building was taken over by the Department of the Army and operated as a training establishment. In 1943 Osborne House was re-occupied by the Corio Shire.

The building continued its use as a Municipal office until the mid-1990s when amalgamation of Local Council's created the City of Greater Geelong. Osborne House and the associated Stables including adjacent land are listed with Heritage Victoria as a "Heritage Place".

Osborne House has reflected the history of Geelong through pastoral, maritime and civic eras and is extremely important to Geelong's history and its future.

Cr Kontelj moved, Cr Aitken seconded -

That Council:

1) **Acknowledges and commits to retaining Osborne House and the Stables in public ownership;**

2) **Accepts the State Government offer communicated through the Minister of Planning that if the Geelong Post Office and / or Geelong Goal are sold, that the recommendation would be that the Minister allow outstanding State Government Heritage Loans to be converted to a Heritage Fund which will be used towards restoration of Osborne House;**

3) **Complete a Master Plan and Business case for the future use of Osborne Park, Osborne House and the Stables, taking into consideration suggestions and recommendations from the Conservation Management Plan for Osborne House and Stables 2009;**

4) **Accepts Master Planning for the entire site, including Osborne House and the Stables must be completed by December, 2018:**

   a) **The Master Planning process, which also consists of scoping and costing the required restoration and development works, must include public and community consultation with relevant stake holders such as Osborne Park Association, Vietnam Veterans, Corio Bay Camera Club, Geelong Memorial Brass Band, Maritime Museum, North Geelong Football, Netball and Cricket Club and other Osborne House/Park tenants;**

5) **Subject to appropriate Master Planning, Business Case and funding availability, acknowledges and commits to the future restoration of Osborne House and the Stables and that the planning and or works should commence by no later than the 2018 / 2019 financial year;**

6) **Notes that part of Crown Allotment 56C (excluding southern portion adjacent to Crown Allotment 56A and Crown Allotment 56B – see Attachment 2) will be offered for lease to the adjoining landowner (restrictive access rights), subject to the requirements of the Local Government Act 1989 as amended, and:**

   a) **Vehicle access will not be permitted to the leased site from Swinburne Street;**

   b) **Standard make good terms should apply to the lease agreement;**

   c) **A valuation will be obtained to ascertain the rent payable in respect of part Crown Allotment 56C;**

   d) **The terms of the lease acknowledge that Council is under no obligation to sell the site;**

   e) **Council advertise its intent to offer a lease with a minimum of a 4 weeks submission period. If any submissions are received, establish a Public Submission Hearing Panel to consider submissions. The Panel if established makes recommendations to Council about the submissions and recommends to Council to either proceed, amend or reject a lease;**

f) Commits to working with community groups previously and currently using the Depot Site to relocate them to alternative appropriate locations so that they can continue their community based activities;

g) All future revenues generated from the lease payment obtained for part of Crown Allotment 56C must be directed to the restoration or associated planning of Osborne House and the Stables;

7) Subject to paragraph 4 above, endorses the commencement of a public Master Planning process for the precinct, including Crown Allotments.

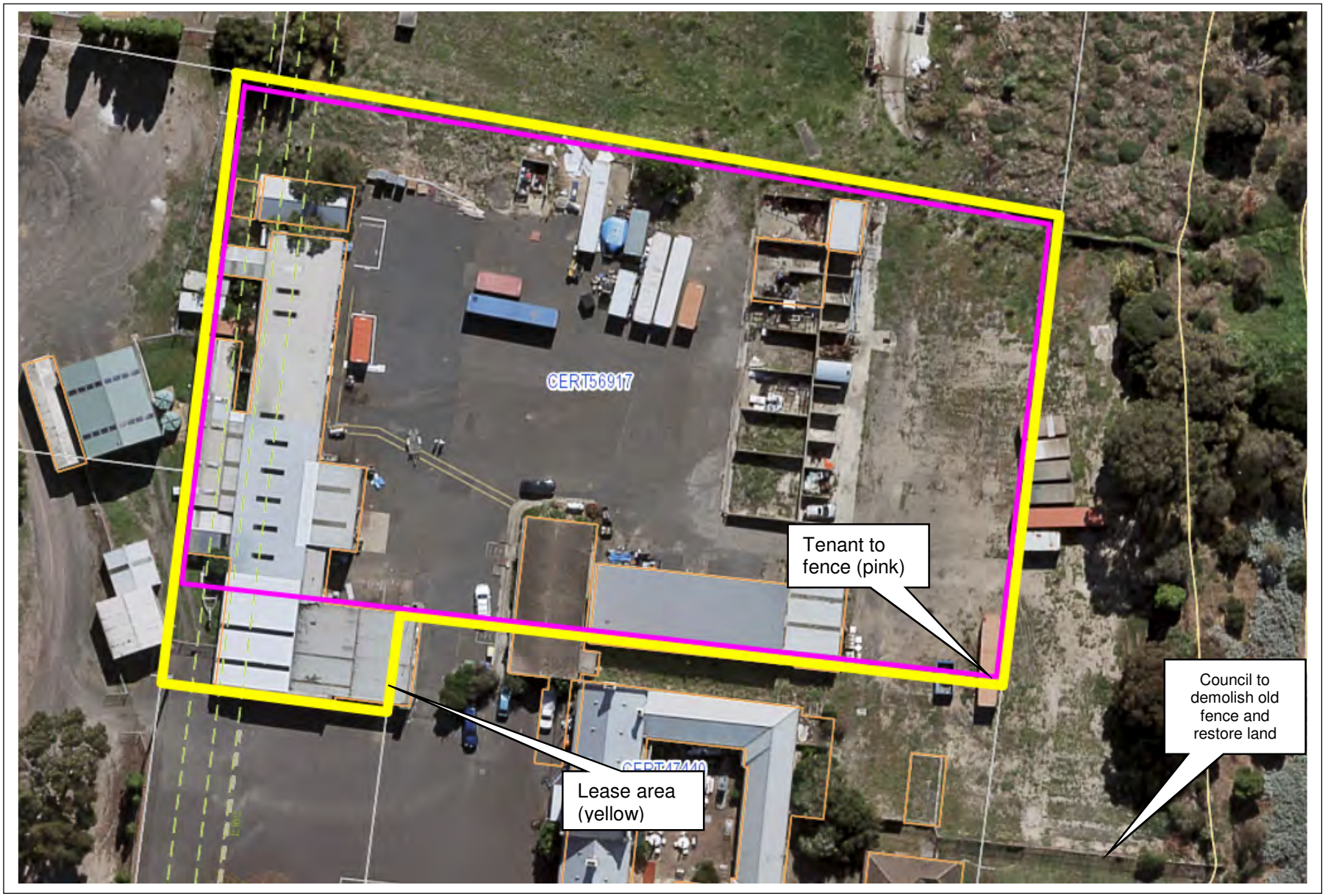
Carried.

Division Requested:

For: **Crs Aitken, Grzybek, Kontelj, Mansfield, Harwood, Mason, Asher, Sullivan, Nelson, Murnane**

Against: **Cr Murrihy**

Attachment 2



ASSEMBLY OF COUNCIL RECORD

Source: **Governance and Legal Services**
Chief Executive Officer: **Martin Cutter**
Portfolio: **Leadership & 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.

Cr Asher moved, Cr Grzybek -

That the information be received.

Carried.

RECORD OF ASSEMBLIES OF COUNCIL
(Council Meeting 24 July 2018)

Assembly Details	Councillors	Officer Attendees	Agenda Items	Conflict of Interest Disclosures
Civic Accommodation Project Advisory Committee **27 June 2018**	Crs Harwood, Murrihy, Aitken, Mason, Murnane, Nelson	M Cutter (CEO) P Anderson (DIR) B Luxford (DIR) F Gray (MGR) J Malone (CO ORD) S Broadbent (MGR) A Keen (EXEC MGR) M Kelly (MGR) D Chrimes (OFF)	• Summary of Progress and Outstanding Tasks • Presentation by Ernst & Young • Presentation by Peter Trumble	• Nil
Council Briefing **3 July 2018**	Crs Harwood Aitken, Grzybek, Harwood, Mansfield, Mason, Murrihy, Murnane, Nelson	M Cutter (CEO) L Quinn (DIR) B Luxford (DIR) J Van Slageren (A/DIR) P Anderson (DIR) G Wilson-Browne (DIR) A Keen (EXEC MGR) R Leonard (EXEC MGR) V Shelton (MGR) I Hicks (MGR) J Wager (CO ORD) L Higgins (PROP ADV) P Smith (CO ORD) T Raven (CO ORD) J Brown (CO ORD) D Bushell (OFF) L Shirwell (OFF) B Szymczak (OFF) K Ivens (SNR ADV TO MAYOR & CEO)	• Presentation – Building Better Bike Connections – Engagement and Design Options for High Street (from Mt Pleasant to Roslyn Roads) • Exchange of Land – Batman Road, Indented Head • Central Geelong Community Infrastructure Report • Draft Herne Hill Master Plan – for Consultation • Draft West Oval Master Plan – for Consultation • BA-Gurrk Gender Equity Framework • Amendment C359 Combined Heritage Amendment – Consideration of Panel Report and Adoption • Revocation of Flood-Prone Area Designation of New Lots at Ashbury Stages 4 and 5	• Cr Grzybeck declared a Direct Interest in Presentation Item, Building Better Bike Connections, and left the room prior to discussion.

Assembly Details	Councillors	Officer Attendees	Agenda Items	Conflict of Interest Disclosures
Civic Accommodation Project Advisory Committee **4 July 2018**	Crs Harwood, Murrihy, Mason, Murnane, Nelson	M Cutter (CEO) P Anderson (DIR) B Luxford (DIR) F Gray (MGR) S Broadbent (MGR) A Keen (EXEC MGR) M Kelly (MGR) D Chrimes (OFF)	• Discussion in relation to consolidation of Council's Administrative Offices	• Nil.
Council Briefing **17 July 2018**	Crs Harwood Aitken, Asher, Grzybek, Harwood, Mason, Murrihy, Murnane	M Cutter (CEO) L Quinn (DIR) B Luxford (DIR) J Van Slageren (A/DIR) P Anderson (DIR) S Broadbent (A/DIR) A Keen (EXEC MGR) R Leonard (EXEC MGR) V Shelton (MGR) T Ellis (MGR) T Kirwood (MGR) L Higgins (PROP ADV) J Brown (CO ORD) H Forsyth (OFF) B Szymczak (OFF) L Raimondo (OFF) D Bushell (OFF) K Ivens (SNR ADV TO MAYOR & CEO)	• Live Streaming • Report on the Learnings of the UNESCO Creative Cities Network Annual General Meeting, the Waste to Energy Study Tour and Air Asia • Consolidation of Council's Administrative Offices • Sale of Old Geelong Gaol *(Confidential)* • Tender T1800038 Drysdale Integrated Children's Centre *(Confidential)* • Tender T1800039 Purnell Road Children's and Family Centre *(Confidential)* • Contractual Matter *(Confidential)*	• Nil.

PLANNING DELEGATIONS – JUNE 2018

Source: **Planning & Development - City Development**
Act/Director: **Joanne van Slageren**
Index Reference: **Delegation**
Portfolio: **Sustainable Development**

Summary

- Section 98 of the Local Government Act 1989 and section 188 of the Planning and Environment Act 1987 empower Council to delegate its powers, duties and functions under relevant legislation to members of Council staff.
- Council may also delegate to committees comprising Councillors and staff or a combination of both, pursuant to sections 86 and 87 of the Local Government Act and section 188 of the Planning and Environment Act.
- At its meeting on 13 March 2007 Council established a Planning Committee and a Development Hearings Panel with delegated powers to determine upon any development applications which have been the subject of an objection or in circumstances where officers have recommended refusal of the application.
- At its meeting on 23 September 2008 Council adopted a recommendation to allow Officers (restricted to Manager, Coordinator and Team Leader level) the ability to consider and approve applications with five or less objections.
- The appendix to this report contains a schedule of all applications determined under these delegations.

Cr Asher moved, Cr Mason seconded -

That the information be received.

Carried.

Planning Decisions Report - June 2018

App Number	Location	Application Type	Decision Date	Description	Authority Description
PP-1277-2016	283-289 Bellarine Highway, MOOLAP VIC 3224	Use and Development of the land at 281-289 Bellarine Highway, Moolap and Lots 3 and 4 TP741625L for a Contractors Depot and to Create or Alter Access to a Road Zone Category 1, Use and Development of the land at 291 Bellarine Highway and Lot 2 TP741625L in association with its existing use and works to rehabilitate the land at 305-309 Bellarine Highway Moolap.	15/06/2018	Permit Issued - VCAT	VCAT
PP-211-2018	41 Rennie Street, LARA VIC 3212	Use and Development of Land for a Child Care Centre	22/6/2018	NOD - Planning Permit	Development Hearings Panel
PP-586-2017	18 Enmore Street, NORTH GEELONG VIC 3215	Use of the land for steel fabrication and welding and Reduction in Car parking Requirements	08/06/2018	NOD - Planning Permit	Development Hearings Panel
PP-61-2018	430 Torquay Road, ARMSTRONG CREEK VIC 3217	Use and Development of a Childcare Centre	08/06/2018	Refusal to Grant a Planning Permit	Development Hearings Panel
PP-1207-2017	6 Cobden Street, HIGHTON VIC 3216	Construction of Two (2) Dwellings and Two (2) Lot Subdivision	07/06/2018	NOD - Delegate	2
PP-1418-2017	82 Elizabeth Street, GEELONG WEST VIC 3218	Construction of Four (4) Dwellings and Subdivide the Land into Five (5) Lots and Construction of Crossovers	13/06/2018	NOD - Delegate	3
PP-180-2018	14 Lorikeet Close, OCEAN GROVE VIC 3226	Construction of Two (2) Dwellings and Two (2) Lot Subdivision	18/06/2018	NOD - Delegate	2
PP-240-2018	9 Anderson Street, EAST GEELONG VIC 3219	Buildings and Works Associated with an Extension to an Existing Dwelling, Partial Demolition of Fence, and Construction of a Second Dwelling within a Heritage Overlay	28/06/2018	NOD - Delegate	1
PP-48-2018	17 Sunrise Close, OCEAN GROVE VIC 3226	Buildings and Works for Additions Exceeding 7.5m Above Natural Ground Level to an Existing Dwelling	05/06/2018	NOD - Delegate	5
PP-58-2018	9 Chiller Court, GROVEDALE VIC 3216	Construction of Three (3) Single Storey Dwellings Including Three (3) Lot Subdivision	05/06/2018	NOD - Delegate	1

PP-708-2017	16 McNicol Street, GEELONG WEST VIC 3218	Buildings and Works Associated with the Construction of a Three (3) Storey Apartment Building (Eight Dwellings), Associated Subdivision.	04/06/2018	NOD - Delegate	5
PP-72-2018	87 Dare Street, OCEAN GROVE VIC 3226	Construction of Two (2) Dwellings Greater than 7.5 Metres in Height and a Two (2) Lot Subdivision	29/06/2018	NOD - Delegate	1

Cr Grzybek moved, Cr Nelson seconded -

That the meeting be closed to the public.

Carried.

The Meeting was closed to the public at 9.22pm

A record of the proceedings of this section of the meeting is contained in a Confidential Minute Book.

Cr Nelson moved, Cr Mason seconded -

That the Meeting be opened to the public.

Carried.

SECTION E – CONFIDENTIAL

By resolution of Council it was determined that the decisions made "In Committee" in relation to the following confidential reports be made public:

4. SALE OF OLD GEELONG GAOL

Source:	**Finance & Strategy**
Director:	**Peter Anderson**
Index Reference:	**Land and Building Sales - SUB-17-3539**
Portfolio:	**Finance**

Resolution

That Tender T1800047 for the sale of the Old Geelong Gaol be awarded to Montgomery International Pty Ltd.

5. TENDER 1800038- DRYSDALE INTEGRATED CHILDRENS CENTRE

Source:	**Finance and Strategy**
Director:	**Peter Anderson**
Index Reference:	**Tender T1800038**
Portfolio:	**Social and Infrastructure Planning**

Resolution

That Contract C1800038 be awarded to E J Lyons & Sons Pty Ltd t/a Lyons Construction.

6. TENDER T1800039 - PURNELL ROAD CHILDREN'S & FAMILY CENTRE

Source:	**Finance and Strategy**
Director:	**Peter Anderson**
Index Reference:	**Tender T1800039**
Portfolio	**Social and Infrastructure Planning**

Resolution

That Contract C1800039 be awarded to A W Nicholson Pty Ltd t/a Nicholson Construction.

CLOSE OF MEETING

As there was no further business the meeting closed at 9.42pm. Tuesday, 24 July 2018.

Signed: _____
Cr Bruce Harwood (Mayor)

Date of Confirmation:_____.