AGENDA

ORDINARY MEETING OF COUNCIL

Tuesday, 28 February 2017

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

ADMINISTRATORS:

Dr Kathy Alexander (Chair)
Laurinda Gardner
Peter Dorling
SECTION A - PROCEDURAL MATTERS

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

- Apologies

- Confirmation of Minutes
  - Ordinary Meeting held 24 January 2017

- Declarations of Conflicts of Interest

- Question Time

- Petitions

SECTION B – REPORTS

1. Amendment C341 – Vietnam Veterans Avenue of Honour and Memorial and Osborne Park Gates – Consideration of Panel Report and Adoption.........................1-37
2. Karreenga Aboriginal Advisory Committee Appointments and Action Plan Update 2016..................................................................................................................38-41
3. Provision of Public Immunisation Services ................................................................42-45
4. Sale of Land to Roman Catholic Trust – Peninsula Drive, Drysdale .........................46-53
5. CEO Quarterly Headline Report (October – December 2016) .....................................54-68
6. Revocation of Flood Prone Area Designation of New Lots at Armstrong Waters, Stage 2 ..............................................................................................................69-73
7. Revocation of Flood Prone Area Designation of New Lots at Villawood, Stage 19 ......................................................................................................................74-78
8. Revocation of Flood Prone Area Designation of New Lots at Warralily, Stage 79 ......................................................................................................................79-83
10. Roslyn Road, Highton – Proposed Footpath Construction SRC346 – Declaration of Charge.................................................................................................................85-95
11. Station Street, Drysdale – Road Construction Special Charge Scheme SRC349 – Declaration of Charge .........................................................................................96-108
12. Tender Submissions for Recruitment Training & Associated Services.........................109-111

SECTION C - ASSEMBLY OF COUNCIL

SECTION D - PLANNING DELEGATIONS
1. **AMENDMENT C341 – VIETNAM VETERANS AVENUE OF HONOUR AND MEMORIAL AND OSBORNE PARK GATES – CONSIDERATION OF PANEL REPORT AND ADOPTION**

**Source:** Planning & Development – Strategic Implementation  
**Act/General Manager:** Tim Hellsten  
**Index Reference:** Amendment C341

**Purpose**
To adopt Greater Geelong Planning Scheme Amendment C341.

**Background**
Amendment C341, as exhibited, proposes a Heritage Overlay over:
- the Vietnam Veterans Avenue of Honour in Melbourne Road, generally between Mackey and Swinburne Streets, North Geelong;
- the Vietnam Veterans Memorial near the intersection of Melbourne Road and Swinburne Street; and
- the Osborne Park gates in Osborne Park, adjacent to the Vietnam Veterans Memorial (the gates were referred to as the Osborne House gates in the exhibited Amendment; in accordance with the recommendations of the Panel Report, they are now referred to as the Osborne Park gates).

The Amendment was exhibited between 24 March and 26 April 2016. Seven submissions were received, including one objection. A Panel Hearing was held on 31 October 2016. The Panel Report was received on 2 December 2016.

**Key Issues**
- Issues raised by the objecting submission included the age and delineation of the Avenue of Honour, the impact the Heritage Overlay on potential redevelopment of 265-285 Melbourne Road, and potential impact on other properties.
- Three submissions questioned the relationship between the Avenue of Honour and Memorial and the Osborne Park gates. Two of these suggested a separate Heritage Overlay for the gates. Council officers support this change.
- The Panel concluded that the Amendment is well founded and strategically justified; that the Avenue of Honour and Memorial Park are of historical and social significance; and that any impact on future development plans of abutting properties is not a reason to reject the Heritage Overlay.
- The Panel recommended the Amendment be adopted subject to changes proposed by Council, including a separate Heritage Overlay for the Osborne Park gates and minor adjustment to the Overlay boundary around the Memorial. The Panel also recommended the gates be referred to as the “Osborne Park” gates rather than “Osborne House” gates, and that reference be made to cast iron construction of the gates.
- The Panel’s recommendations are supported.
- The form of the Amendment to be adopted, and revised separate heritage citations for the Avenue and Memorial and the gates, to be referenced in Clause 22.09 of the Greater Geelong Planning Scheme, are in the Appendices to the Attachment.
Recommendation

That Council:

1) adopts Amendment C341 in the form outlined in Appendix 3 of this report;
2) submits the adopted Amendment together with the prescribed information to the Minister for Planning requesting approval.
Discussion

Exhibition and Submissions

The location of the exhibited Heritage Overlay is shown at Appendix 1. The exhibited Heritage Overlay is shown at Appendix 2.

Seven submissions were received on the Amendment: one objected, three expressed support, two provided comment and a submission from VicRoads providing conditional support was subsequently withdrawn.

The objecting submission, lodged on behalf of the owner of 265-285 Melbourne Road, objected for the following reasons:

- the Heritage Overlay could adversely impact potential development of 265-285 Melbourne Road by restricting site access opportunities to/from Melbourne Road and impacting on built form and interface responses to the Avenue of Honour;
- the Avenue of Honour is not old enough to warrant a Heritage Overlay;
- the Heritage Overlay boundary is arbitrary and illogical, particularly given the presence of Ironbarks along Melbourne Road both inside and outside the proposed Heritage Overlay; and
- the Heritage Overlay could impede development proposals which would offer the opportunity to upgrade the Avenue of Honour and may impact on development of other sites and buildings in the wider vicinity of Mackey Street.

The objecting and two other submissions questioned the association between the Avenue of Honour and Memorial and the Osborne Park gates; submissions from the National Trust of Australia (Victoria) and the Osborne Park Association suggested separating the gates on the Schedule to the Heritage Overlay.

On 5 September 2016, Council resolved under delegated authority to refer submissions to a Panel. In that report, Council supported a separate Heritage Overlay for the Osborne Park gates.

Panel Hearing and Panel Report

At the Panel Hearing, Council officers expressed support for the Amendment, subject to the following changes:

- a separate Heritage Overlay for the Osborne Park gates;
- marginally expanding the Heritage Overlay in the vicinity of the Memorial to encompass recent (May 2016) inclusions in the Memorial Park;
- updating the number of trees in the Avenue of Honour on the Schedule to the Heritage Overlay to reflect recent replacement plantings for removed over time due to death or poor health; and
- including revised heritage citation sheets for the Avenue of Honour and Memorial and the Osborne Park gates in the References in Clause 22.09 (Cultural Heritage) of the Planning Scheme.

Revised separate heritage citations for the Avenue of Honour and Memorial and the Osborne Park gates were prepared and submitted to the Panel at the Hearing.
The Panel Report concluded:

- The Amendment is supported by State and Local Planning Policy and is consistent with relevant Ministerial Directions and Practice Notes. It is well founded and strategically justified.
- The Vietnam Veterans Avenue of Honour and Memorial Park is of historical and social significance.
- Impacts on future development plans of abutting properties is not a reason to reject the Heritage Overlay.
- The mapping, heritage citation and Schedule changes proposed by Council, including a separate Heritage Overlay for the Osborne Park gates, are supported.
- The gates should be referred to in the Schedule to the Heritage Overlay and the revised heritage citation as the “Osborne Park gates” rather than the “Osborne House gates”.
- The Schedule to the Heritage Overlay should refer to “cast iron” rather than “wrought iron”.

**Officer response:**

The Panel’s conclusions and recommendations are supported. The Amendment should be adopted, subject to the changes recommended by the Panel, with one minor qualification, as follows.

With respect to the construction materials of the gates, further evidence has come to light that the gates incorporate both cast and wrought iron. This has been discussed with the National Trust of Australia (Victoria), Geelong branch representative who raised the issue at the Panel Hearing, and they support referring to both cast and wrought iron on the Schedule to the Heritage Overlay.

Appendix 3 sets out the recommended form of the Amendment to be adopted. These Amendment documents incorporate the changes recommended by the Panel, except for referring to both cast and wrought iron as outlined above. The documents include changes to the exhibited Heritage Overlay boundary, changes to the Schedule to the Heritage Overlay and a change to Clause 22.09 (Cultural Heritage) of the Scheme.

Revised heritage citations for the Vietnam Veterans Avenue of Honour and Memorial and for the Osborne Park gates are at Appendix 4 and Appendix 5 respectively.

**Financial Implications**

It is not anticipated that the Amendment will result in any financial implications for Council.

**Stakeholder Consultation and Communication**

The Amendment was exhibited in accordance with the provisions of the Planning and Environment Act 1987 to provide for full public comment. Immediately surrounding landowners and occupiers, government and service authorities and the North Geelong Cricket Club and North Geelong Football Club were notified and invited to comment.

A meeting was held on 31 May 2016 between the objector, the City and the Vietnam Veterans to discuss issues raised in the objecting submission. The objection was not withdrawn.

The Independent Panel report has been publicly released with a copy made available to submitters.
**Policy/Legal/Statutory Implications**

The Amendment is consistent with the State Planning Policy Framework at Clause 15.03-1 (Heritage conservation) of the Greater Geelong Planning Scheme. The Amendment is consistent with the Local Planning Policy Framework at Clause 21.06-5 (Heritage and identity) and Clause 22.09 (Cultural Heritage) of the Scheme.

**Alignment to City Plan**

The Amendment is consistent with the strategic direction of Community Wellbeing and the priority of connected, creative and strong communities.

**Conflict of Interest**

No Council Officers have any direct or indirect interest, in accordance with Section 80C of the Local Government Act.

**Risk Assessment**

There are minimal risks associated with implementing the recommendation contained in this report.

**Environmental Implications**

The proposed Heritage Overlay provides stronger protection for the trees within the Avenue of Honour.
Appendix 1

Location Plan – Proposed Heritage Overlay, Vietnam Veterans Avenue of Honour and Memorial and Osborne Park Gates
Exhibited Heritage Overlay Map
Amendment C341 to be adopted

Planning and Environment Act 1987

GREATER GEELONG PLANNING SCHEME

AMENDMENT C341

INSTRUCTION SHEET

The planning authority for this amendment is Greater Geelong Planning Scheme

The Greater Geelong Planning Scheme is amended as follows:

Planning Scheme Maps

The Planning Scheme Maps are amended by a total of 1 attached map sheet.

Overlay Maps

1. Amend Planning Scheme Map Nos. 33ho and 37ho in the manner shown on the 1 attached map marked “Greater Geelong Planning Scheme, Amendment C341”.

Planning Scheme Ordinance

The Planning Scheme Ordinance is amended as follows:

2. In Local Planning Policy Framework – replace Clause 22.09 with a new Clause 22.09 in the form of the attached document.

3. In Overlays – Clause 43.01, replace the Schedule with a new Schedule in the form of the attached document.

End of document
CULTURAL HERITAGE

This policy applies to all properties affected by a Heritage Overlay.

This policy includes an overall Heritage Policy and 50 individual local planning policies that apply to particular heritage areas within the municipality.

Policy Basis

The Municipal Strategic Statement identifies the need for a local policy to ensure the cultural heritage attributes and assets of the City of Greater Geelong are recognised and preserved.

The City of Greater Geelong’s heritage, comprising individual buildings, precincts, structures, monuments, significant gardens and trees, natural environments and Aboriginal sites, is a significant part of the City’s attraction as a place in which to live, visit, do business and invest. It is through this heritage diversity that the City’s community expresses its rich culture. The cultural heritage of the region brings economic and cultural benefits and improves the community’s quality of life. The diversity of heritage places allows for interpretation of the region's development and the tastes and lifestyles from the past. It assists in understanding the City’s foundation and growth from wool sales and exports, to gold discovery, through to expansion in industry and manufacturing. It also enables appreciation of individual house design and neighbourhoods that contribute to the character, image and sense of place of each of the City’s heritage areas.

The largest concentration of these heritage assets is found in the inner area of Geelong and broadly defines the character of the inner City area. Beyond, there are significant concentrations of heritage places, namely within the suburban areas of Belmont, Hamlyn Heights and North Geelong together with concentrations in the rural/Coastal townships of Lara, Barwon Heads, Drysdale and Fyansford. These have largely shaped the character of the City of Greater Geelong as it is known today.

The identification, assessment and protection of heritage places has occurred over a number of years as part of an on-going heritage study process. Recognition and protection of heritage places is seen as a crucial component of planning in the City of Greater Geelong. The development of good conservation practices will ensure the retention and viable re-use of the City’s significant and contributory heritage places.

Objectives

- To encourage the retention of culturally significant and contributory heritage places within Heritage Overlay areas.
- To encourage development to be undertaken in accordance with the accepted conservation standards of the ICOMOS Burra Charter.
- To conserve and enhance the natural or cultural features of an area or site and to ensure that any alterations or development complement their form and appearance.
- To ensure that new development and external alterations of existing buildings make a positive contribution to the built form and amenity of the area.
- To encourage the retention or re-instatement of streetworks including street trees and bluestone kerbs, street construction form, asphalt footpaths, channels and crossovers.

Policy

Exercising discretion

Where a permit is required for demolition, it is policy to:
GREATER GEELONG PLANNING SCHEME

- Require an application for demolition to be supported with documentation which demonstrates:
  - That the demolition will contribute to the long-term conservation of the fabric of the part of the building being retained.
  - That the demolition involves the removal of later inappropriate modifications.
  - That the cultural heritage significance of the place will be enhanced.
  - That significant fabric removed will be re-instated when circumstances permit.

- Discourage demolition of sites that are not of cultural heritage significance within a heritage area until a planning permit for the replacement development is approved and a bona-fide contract for the new work has been confirmed.

Where a permit is required for subdivision, use or development, it is policy to:

- Require that all buildings and works should be in accordance with the City of Greater Geelong Heritage and Design Guidelines, 1997.

- In the case of major development and subdivision of a large or complex site, the preparation of a Conservation Management plan for the whole place should precede the application. The plan should be prepared in accordance with the principles of the Australian ICOMOS Charter for the Conservation of Places of Cultural Significance (The Burra Charter).

- In the case of any development that causes ground disturbance that may impact on a known post contact archaeological site, an archaeological survey to assess the impact of the proposed development on the archaeological significance of the area should precede the application.

- Encourage replanting of a similar type of tree where the removal of a significant street tree is unavoidable.

- Encourage all new and replacement street furniture to be established in accordance with the City of Greater Geelong Urban Furniture Manual.

- Support the retention and maintenance of existing bluestone kerb and channel within the Heritage Areas (except in the Rocky Point, Girton Crescent, The Dell, Drysdale and McLeods Waterholes Heritage Areas). Where this is not possible, Council will support the following:
  - Where a street is predominantly bluestone (70%), re-instatement of original street detailing should occur.
  - Where a street is fragmented between bluestone and concrete, this should form the basis of the kerb and channel in the street.
  - Where a street is predominantly concrete, this should form the basis of the kerb and channel in the street.
  - In laneways with bluestone detail, the bluestone detail should be retained and pavements should be reconstructed with either a chip seal and gravel or asphalt surface.
  - Where a concrete tray is used with bluestone kerb, the concrete should be treated with a colour mix to give a faded grey colour.

- Require an application to subdivide land to provide documentation which demonstrates:
  - That the pattern of the proposed subdivision will not adversely affect the significance of the original subdivision.
  - How the subdivision will enhance/conserve the significance of the surrounding heritage buildings and/or precinct.
GREATER GEELONG PLANNING SCHEME

- That the effects of the subdivision on the cultural heritage significance of the place are minimised.

References


City of Geelong West Urban Conservation Study, Volumes 1-2, prepared by Huddle, Atken and Houman for the City of Geelong West, (1986).


City of Newtown Urban Conservation Study, Volumes 5(a) and 5(b), prepared by Richard Peterson for the City of Greater Geelong, (1997).


Greater Geelong Outer Areas Heritage Study, Volume 1 (excluding Belmont precincts) and Volume 2, prepared by Authentic Heritage Services Pty Ltd (2000).

Belmont Heritage Areas Report, Volume 1, prepared by Dr David Rowe, Authentic Heritage Services Pty Ltd (2007).


Statement of Significance for the former stables to Armitage House and classrooms 19-21 Hermitage Road, Newtown, prepared by Dr David Rowe and Kevin Krastins (2003).

Geelong Sale Yards Conservation Management Plan, prepared by Dr David Rowe and Wendy Jacobs (September 2007).


Heritage citation sheet for the Vietnam Veterans Memorial and Avenue of Honour, City of Greater Geelong (December 2016).
GREATER GEELONG PLANNING SCHEME

Heritage citation sheet for the Osborne Park bluestone pillar and cast/wrought iron gates, City of Greater Geelong (December 2016)
### SCHEDULE TO THE HERITAGE OVERLAY

The requirements of this overlay apply to both the heritage place and its associated land.

<table>
<thead>
<tr>
<th>PS Map Ref</th>
<th>Heritage Place</th>
<th>External Paint Controls Apply?</th>
<th>Internal Alteration Controls Apply?</th>
<th>Tree Controls Apply?</th>
<th>Outbuildings or fences which are not exempt under Clause 43.01-3</th>
<th>Included on the Victorian Heritage Register under the Heritage Act 1995?</th>
<th>Prohibited uses may be permitted?</th>
<th>Name of incorporated Plan under Clause 43.01-2</th>
<th>Aboriginal heritage place?</th>
</tr>
</thead>
<tbody>
<tr>
<td>HO104</td>
<td>Aberdeen Street Baptist Manse</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>1 Aberdeen Street, Newtown</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HO105</td>
<td>Aberdeen Street Baptist Church (former)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>Yes</td>
<td>Ref.No. H426</td>
<td>Yes</td>
<td></td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>3 Aberdeen Street, Newtown</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HO103</td>
<td>Aberdeen Street Baptist Church (present)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>Yes</td>
<td>Ref.No. H427</td>
<td>Yes</td>
<td></td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>7 Aberdeen Street, Newtown</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HO1206</td>
<td>&quot;Rosnashane&quot;, Reception Centre</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>11 Aberdeen Street, Newtown</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HO600</td>
<td>Office</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>14 Aberdeen Street, Geelong West</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HO601</td>
<td>Office</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td></td>
<td>16 Aberdeen Street, Geelong West</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PS Map Ref</td>
<td>Heritage Place</td>
<td>External Paint Controls Apply?</td>
<td>Internal Alteration Controls Apply?</td>
<td>Tree Controls Apply?</td>
<td>Outbuildings or fences which are not exempt under Clause 43.01-3</td>
<td>Included on the Victorian Heritage Register under the Heritage Act 1995?</td>
<td>Prohibited uses may be permitted?</td>
<td>Name of Incorporated Plan under Clause 43.01-2</td>
<td>Aboriginal heritage place?</td>
</tr>
<tr>
<td>------------</td>
<td>----------------</td>
<td>-------------------------------</td>
<td>-------------------------------------</td>
<td>---------------------</td>
<td>-------------------------------------------------</td>
<td>-------------------------------------------------</td>
<td>---------------------------------</td>
<td>---------------------------------</td>
<td>---------------------------------</td>
</tr>
<tr>
<td>HO1534</td>
<td>&quot;North Geelong Primary School&quot; (former) 200-211 Melbourne Road, North Geelong</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>Yes – outbuilding</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>HO1999</td>
<td>Vietnam Veterans Avenue of Honour and Memorial Melbourne Road, Osborne Park and 241 Melbourne Road, North Geelong</td>
<td>Yes</td>
<td>No</td>
<td>Yes – avenue of 140 Eucalyptus sideroxylon (Ironbark trees) both sides of Melbourne Road</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>HO2000</td>
<td>Osborne Park gates Osborne Park, Melbourne Road, North Geelong</td>
<td>Yes – Osborne Park bluestone pillars and cast iron gates</td>
<td>No</td>
<td>No</td>
<td>Yes – bluestone pillars and cast iron gates</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>HO1722</td>
<td>Pilkington Australia Factory and No 1 Furnace 265-307 Melbourne Road, North Geelong</td>
<td>Yes</td>
<td>Yes – No 1 Furnace &amp; stairwell and stairs fronting Melbourne Road</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>HO1717</td>
<td>Ford Motor Company Complex 365-455 Melbourne Road, Norlane</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>Yes</td>
<td>Ref No H2305</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>
Appendix 4   Revised Heritage Citation – Vietnam Veterans Avenue of Honour and Memorial

City of Greater Geelong
PLACE NAME: Vietnam Veterans Memorial and Avenue of Honour
Place No.  
ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong
Assessment Date: October 2015 reviewed August 2016 (reviewed Dec 2016 Am C341 panel hearing)  

Historic Themes:  
Theme 8.5: Commemoration  

Condition: Very Good/Excellent  
Integrity: High  
Photograph Date: December 2015 and August 2016

CURRENT HERITAGE STATUS ON STATUTORY REGISTERS  
Victorian Heritage Register: No  
Victorian Heritage Inventory: No  
Local Planning Scheme: No  

CURRENT HERITAGE STATUS ON OTHER REGISTERS:  
National Trust (Victoria) Register: No  

RECOMMENDED LEVEL OF SIGNIFICANCE: Local Significance  

RECOMMENDATIONS:  
Recommended for inclusion in the Victorian Heritage Register: No  
Recommended for inclusion in the Victorian Heritage Inventory: No  
Recommended for inclusion as a Heritage Overlay in the Planning Scheme: Yes

Schedule to the Heritage Overlay  
External Paint Controls Should Apply? Yes (War Memorial and roll of honour/poppy holder)  
Internal Alteration Controls Should Apply? No  
Tree Controls Should Apply? Yes – the Avenue of 146 Eucalyptus sideroxylon (Ironbark trees)  
Fences &/or Outbuildings of Note? No  
Prohibited Uses May be Permitted? No  
Incorporated Document No  
Other Recommendations

STATEMENT OF SIGNIFICANCE:  
What is Significant?  
The Vietnam Veteran’s War Memorial located at 241 Melbourne Road and 1-41 Swinburne Street, North Geelong (north-east corner of Swinburne Street and Melbourne Road), has significance as the only memorial constructed in the City of Greater Geelong initially to commemorate the local soldiers who served, fought and died in the Vietnam War 1962-1975. The Avenue is one of three known roadside Vietnam Veteran’s Avenues of Honour in Victoria. The memorial was unveiled on 1st October 1995 by the Hon Con Scaccia then Federal Minister for Veteran’s Affairs and Cr Gerry Smith,
City of Greater Geelong
PLACE NAME: Vietnam Veterans Memorial and Avenue of Honour
Place No.
ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong
Assessment Date: October 2015 reviewed August 2016 (reviewed Dec 2016 Am C341 panel hearing)

then Mayor of the City of Greater Geelong, three years after the opening of the National Vietnam Veteran's memorial in 1992.

The Vietnam Veteran’s Avenue of Honour was initially planted in 1995 to commemorate those who served and died in the Vietnam War 1962-1975. The original tree planting of 70 London Plane trees was carried out on the east side of the Melbourne Road. They were replaced in 1999/2000 as part of a redesign, with the new Avenue spanning both sides of the Melbourne Road generally between Swinburne Street and Mackay Street, North Geelong. Today the Avenue of Honour comprises 146 Eucalyptus sideroxylon (Ironbark) trees.

The planting also forms part of the broader Geelong Boulevard project that had commenced in 1991 and initiated by the former Shire of Corio and Geelong Regional Commission to address the landscape treatments of the various entrances to Geelong with the aim of beautifying and improving the aesthetic appearance of these entrances. The extent of the area to have designs produced was from Mercer Street to Hovell’s Creek. The Avenue of Honour forms part of the broader streetscape beautification works known as the Geelong Boulevard project. The designs were produced by Mexted Rimmer Associates.

On the western side of Melbourne Road a section of the PTC railway reservation was transferred to VicRoads in the mid 1990’s for landscaping purposes.

How is it significant?
The Vietnam Veteran’s Memorial Park that includes the war memorial, memorial walkway, roll of honour, poppy holder and the Avenue of Honour are historically, socially significant at a LOCAL level.

The Vietnam Veteran’s War Memorial is aesthetically significant at a LOCAL level.

Why is it significant?
The Vietnam Veterans’ Memorial Park that includes the War Memorial, memorial walkway roll of honour, poppy holder and Avenue of Honour, at 241 Melbourne Road and 1-41 Swinburne Street, North Geelong, have historical significance for their associations with the locals who fought and died in the Vietnam War 1962-75 (Criteria A & H). Although not erected and initially planted until 20 years after the end of the war in 1995, the completed memorial was the culmination of a joint effort between the Geelong and District Vietnam Veteran’s Association and the City of Greater Geelong in formally recognising the sacrifices made by local Vietnam veterans. The initial avenue of London Plane trees was replanted in 1999 with 135 Eucalyptus sideroxylon (ironbark trees). The historic significance is embodied in the extent and form of the Avenue of Honour, roll of honour and the war memorial. The Avenue of Honour is also a rare example in its associations with the Vietnam War, being one of only three Avenues in Victoria that commemorates those who served in the Vietnam War.

The Vietnam Veteran’s Memorial Park that includes the War Memorial, memorial walkway and roll of honour is aesthetically significant as a visual and commemorative landmark beside the major road entry into the City of Geelong (Criterion D), as defined by the late 20th c. brick and black granite design.
City of Greater Geelong

PLACE NAME: Vietnam Veterans Memorial and Avenue of Honour

Place No.

ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong

Assessment Date: October 2015 reviewed August 2016 (reviewed Dec 2016 Am C341 panel hearing)

The Vietnam Veteran’s Memorial Park that includes the War Memorial, memorial walkway, roll of honour and the Avenue of Honour, at 241 Melbourne Road and 1-41 Swinburne Street, North Geelong, are socially significant as a highly important markers that commemorate the contribution made by local men and women in the Vietnam War 1962-1975 (Criterion G). Although the original trees have been replaced with the existing trees the extent and layout of the Avenue is recognised and valued by the Vietnam Veterans’ Association as a tangible commemoration of those locals and fought and died in the Vietnam War.

Heritage Overlay Map

It is recommended that the heritage overlay is applied to the iron bark trees located within the Avenue of Honour on both the east and west side of Melbourne Road generally between Mackay Street and Swinburne Streets, North Geelong and to the granite war memorial, Memorial Park memorial walkway, roll of Honour Panel, two timber seats, three flag poles and the paved forecourt surrounding the memorial at the north east corner of Swinburne Street and Melbourne Road, North Geelong. The extent of the heritage overlay, to reflect the extent of the Avenue of Honour, has developed in consultation with the Vietnam Veterans’ Association of Australia Inc, Geelong and District Sub-Branch.

The proposed heritage overlay (Figure 1) is shown as follows:
City of Greater Geelong
PLACE NAME: Vietnam Veterans Memorial and Avenue of Honour
Place No.
ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong
Assessment Date: October 2015 reviewed August 2016 (reviewed Dec 2016 Am C341 panel hearing)

Figure 1: Source of base Map, City of Greater Geelong 2015
City of Greater Geelong

PLACE NAME: Vietnam Veterans Memorial and Avenue of Honour

Place No.

ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong

Assessment Date: October 2015 reviewed August 2016 (reviewed Dec 2016 Am C341 panel hearing)

DESCRIPTION:

The Vietnam War Memorial consists of a brick and granite structure, Memorial Park memorial walkway and roll of Honour Panel at one end of the Avenue of Honour. The structure is a freestanding memorial is located in Osborne Park near the north-east corner of Swinburne Street and Melbourne Road. It consists of a rectangular unpainted brick planter box about 600mm high, with a rectangular wall projecting vertically from the centre of it. The wall is also constructed of bricks but clad on both of the large flat sides in black polished granite. The word VIETNAM is in very large print while the words ‘TOGETHER THEN TOGETHER AGAIN’ is considerably smaller but both are in a contrasting colour to the black background. Below these words are two plaques which are a similar tone to the background and therefore difficult to see until one is close to them¹. A paved walkway comprising exposed granite and sponsor donors on the outer edge that identifies this area as a sacred place for Vietnam Veterans and the roll of Honour Panel with the words Australian Vietnam Forces on one side and the names of all service men and women that made the supreme sacrifice in Vietnam for their Country and this Community on the other side².

The Avenue of Honour comprises 146 Eucalyptus sideroxylon (ironbark trees) which extend northwards, along both sides of Melbourne road generally between Swinburne Street and Mackay Street, North Geelong (a double and single row of trees on the eastern side of Melbourne Road and a double row of trees on the western side). A 3500mm wide concrete footpath dissects the double row of trees on the west side.

A tree planting plan prepared by the City of Greater Geelong that includes the extent of planting from 1999/2000 to 2016 (marked RED), is shown in Figure 3.

These trees are maintained by the City of Greater Geelong.

Two seats and three flag poles stand at the eastern end of the memorial.

¹ Greater Geelong Outer Areas Heritage 2000 prepared by Authentic Heritage Services P/L for the City of Greater Geelong

City of Greater Geelong
PLACE NAME: Vietnam Veterans Memorial and Avenue of Honour
Place No.
ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong
Assessment Date: October 2015 reviewed August 2016 [reviewed Dec 2016 Am C341 panel hearing]

Figure 2. aerial map of Melbourne Road between Mackay Street and Swinburne Street, supplied by the City of Greater Geelong
City of Greater Geelong

PLACE NAME: Vietnam Veterans Memorial and Avenue of Honour

Place No.

ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong

Assessment Date: October 2015 reviewed August 2016 (reviewed Dec 2016 Am C341 panel hearing)

Figure 8. aerial map of tree planting within the extent of the Heritage Overlay supplied by the City of Greater Geelong, dated 12 December 2016.
City of Greater Geelong
PLACE NAME: Vietnam Veterans Memorial and Avenue of Honour
Place No.
ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong
Assessment Date: October 2015 reviewed August 2016 (reviewed Dec 2016 Am C341 panel hearing)

Photo 1: Vietnam Veterans memorial in Osborne Park, North Geelong Dec 2015

Photo 2: Inscription on memorial Vietnam Veterans memorial in Osborne Park, North Geelong Dec 2015
City of Greater Geelong
PLACE NAME: Vietnam Veterans Memorial and Avenue of Honour
Address: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong
Assessment Date: October 2015 reviewed August 2016 (reviewed Dec 2016 Am C341 panel hearing)

Photo 3: Avenue of Honour, looking north along Melbourne Road, North Geelong Dec 2015

Photo 4: Roll of Honour panel looking north/west in Osborne Park, Aug 2016
City of Greater Geelong
PLACE NAME: Vietnam Veterans Memorial and Avenue of Honour
Place No.

ADDRESS: 241 Melbourne Road and 41-41 Swinburne Street, North Geelong
Assessment Date: October 2015 reviewed August 2016 (reviewed Dec 2016 Am C341 panel hearing)

Photo 5: Roll of honour panel and poppy holder, looking south, Aug 2016

Photo 6: Memorial wall, roll of honour panel, Osborne Park, North Geelong Aug 2016
HISTORY:
Broad History of Vietnam War

The Vietnam War was the longest twentieth century conflict in which Australians participated; it involved some 60,000 personnel and grew from a limited initial commitment of 30 military advisers in 1962 to include a battalion in 1965 and finally, in 1966, a task force. Each of the three services was involved, but the dominant role was played by the Army. After the cessation of combat operations in 1972, a limited number of Australian personnel remained in Vietnam, and elements of the RAAF returned in 1975, carrying out evacuations and assisting refugees almost until the moment of South Vietnam’s surrender.

In the early years Australia’s participation in the war was not widely opposed. But as the commitment grew, as conscripts began to make up a large percentage of those being deployed and killed, and as the public increasingly came to believe that the war was being lost, opposition grew until, in the early 1970s, more than 200,000 people marched in the streets of Australia’s major cities in protest.

By this time the United States Government had embarked on a policy of ‘Vietnamisation’ – withdrawing its own troops from the country while passing responsibility for the prosecution and conduct of the war to South Vietnamese forces. Australia too was winding down its commitment and the last combat troops came home in March 1972. The RAAF, however, sent personnel back to Vietnam in 1975 to assist in evacuations and humanitarian work during the war’s final days. Involvement in the war cost more than 500 Australian servicemen their lives, while some 3,000 were
City of Greater Geelong
PLACE NAME: Vietnam Veterans Memorial and Avenue of Honour
Place No.
ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong
Assessment Date: October 2015 reviewed August 2016 (reviewed Dec 2016 An C341 panel hearing)

wounded, otherwise injured or were victims of illness. For Australia the Vietnam War was the cause
of the greatest social and political dissent since the conscription referenda of the First World War3.

History of the Vietnam Veterans’ Memorial and Avenue of Honour
The first spark for a Geelong and District Vietnam Veteran’s Memorial and Avenue of Honour was
ignited following the opening of the Vietnam Veteran’s Memorial in Canberra on 1 October 1992.
Shortly after the national event, discussion took place with the City of Greater Geelong who agreed
to the installation of the Avenue of Honour adjacent to Pilington’s (glass factory) and Osborne Park.
Council initially supplied and planted Plane trees for the Avenue of Honour.

The Geelong and District Vietnam Veterans’ Association (G.D.V.V.A) approached the Council in 1994
requesting it City consider the possibility of developing a Vietnam Veterans Avenue of Honour on a
major arterial road within the region in conjunction with G.D.V.V.A 20th Anniversary to be held in
October 1995. Subsequently the City suggested the Avenue be located on the Princes Highway
between Mackay and Swinburne Streets as part of the Boulevard Project. The planting of an initial 70
London Plane trees was carried out by JobSkills staff in September prior to the official opening of the
Avenue by the Minister of Veterans Affairs Hon. Con Sciaccia and Cr Gerry Smith, Mayor4.

At the same time discussion took place with the Council to erect a historic marker to signify the
Avenue of Honour at the entrance to Osborne Park. With the generosity of many in the Geelong
community the engraved granite face was installed on the northern wall, along with two
commemorative plaques.

The official opening of the memorial and Avenue of Honour by Hon Con Scaccia then Minister for
Veteran’s Affairs and Cr Gerry Smith, then Mayor of the City of Greater Geelong, this took place on 1
October 1995 to coincide with the anniversary of the opening of the National Vietnam veteran’s
memorial in 1992. The memorials recognised the service and sacrifice of many hundreds of
servicemen and women from Greater Geelong and the surrounding region who served in the
Vietnam War.

Twelve of these trees were later removed in 1997 as a result of the summer drought and soil
condition5.

In 1999 Council began work on the Melbourne end of streetscape beautification of the Melbourne
Road, known as, the Boulevard project. In July of that year, agreement was reached on a proposed
re-design of the Avenue of Honour and it was also agreed that the Boulevard project was in a
position to fund the installation of the Black African Granite to the south face and the sides of the
memorial. Some of the funding was received from the “Their Service-Our Heritage” project.

4 Report to Council City of Greater Geelong 19 Dec 1995 Item No 2 page 7 titled “Geelong Boulevard Project Princes Highway North Landscape Designs”
5 Geelong Advertiser 4th July 1997 page 2
City of Greater Geelong

PLACE NAME: Vietnam Veterans Memorial and Avenue of Honour

Place No.

ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong

Assessment Date: October 2015 reviewed August 2016 (reviewed Dec 2016 Am C341 panel hearing)

Following consultation with the Geelong and Districts Vietnam Veterans Association of Australia in August 1999 and with their agreement the Plane Trees were removed in 1999/2000 to compliment the trees within the Boulevard project.

On 7 March 2000 a formal ceremony took place where the VVAA President Peter Sullivan and then Mayor Cr Ken Jarvis planted a tree to commemorate the beginning of the new Avenue of Honour.

On 27 May 2016 the Official Opening & Blessing of the Vietnam Veterans memorial walkway and roll of honour panel was held. The official blessing was made by Fr. Kevin Dillon AM and cutting of the walkway ribbon by the Hon. John Eren MP and Ms. Sarah Henderson MP Member for Corangamite. Geelong Branch President, Rienny Nieuwenhof officially welcomed all attendees and the concluding remarks were made by Vice President, Ken Baker.

A 3500mm wide concrete footpath that dissects the double row of trees on the west side was constructed in May 2016 in consultation with the Vietnam Veteran’s Geelong Branch and Bike safe.

A tree plan dated 12 December 2016, showing the location of all 146 has been prepared by the City of Greater Geelong and is shown in Figure 3.

COMPARATIVE ANALYSIS

Other Vietnam War-Related Avenue of Honour and Memorial in the State

The Vietnam Veteran’s Avenue of Honour in North Geelong is one of three known Avenues of Honour associated with the Vietnam War in the State of Victoria.

In regards to the other Avenue of Honour associated with the Vietnam War, a Vietnam Memorial Avenue of trees is located at Murray Valley, east of Wodonga. (off) Murray River Highway, Bandiana Army Base. The third is located in Tongala, Henderson Road and Mangan Street, this is a Armoured Corps Avenue of Honour (2004) comprising red ironbark (Eucalyptus tricarpa) that commemorates the Royal Australian Armoured Corps who died in Vietnam War.

Overall, the war memorial and Avenue of Honour at North Geelong is the only memorial constructed in the City of Greater Geelong to commemorate the local soldiers who fought and died in the Vietnam War.

Bibliography


2) Greater Geelong Outer Areas Heritage 2000 prepared by Authentic Heritage Services P/L for the City of Greater Geelong

6 letter from Geelong and Districts Vietnam Veterans Association of Australia August 1999.

7 tree plan of all 146 trees including their location dated 12 December 2016, prepared by City of Greater Geelong

8 Vietnam Veterans memorial Avenue of Honour prepared by Dr Iain Stuart, heritage chat 26 March 2015.
City of Greater Geelong

PLACE NAME: Vietnam Veterans Memorial and Avenue of Honour
Place No.
ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong
Assessment Date: October 2015 reviewed August 2016 (reviewed Dec 2016 Am C341 panel hearing)

3) Order of Service Official opening and blessing of the Vietnam Veteran’s Memorial Park memorial walkway and roll of Honour Panel located at the corner of Swinburne Street and Melbourne Road, North Geelong held on 27 May 2016

5) Report to Council City of Greater Geelong 19 Dec 1995 Item No 2 page 7 titled “Geelong Boulevard Project Princes Highway North Landscape Designs


7) Geelong Advertiser 4th July 1997 page 2

8) Heritage chat - Vietnam Veterans memorial Avenue of Honour prepared by Dr Iain Stuart, posted 26 March 2015.

9) Garden History Society - Avenue of Honour/Memorial Avenues list June 2016
Appendix 5

Revised Heritage Citation – Osborne Park gates

City of Greater Geelong

PLACE NAME: Osborne Park - bluestone pillar and cast/wrought iron gates
Place No.
ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong
Assessment Date: August 2016 (revised Panel hearing Am C341 December 2016)

Historic Themes:
Theme 7.5: Protecting Victoria’s heritage

Condition: Good
Integrity: High
Photograph Date: August 2016/December 2015

CURRENT HERITAGE STATUS ON STATUTORY REGISTERS
Victorian Heritage Register: No
Victorian Heritage Inventory: No
Local Planning Scheme: No

CURRENT HERITAGE STATUS ON OTHER REGISTERS:
National Trust (Victoria) Register: No

RECOMMENDED LEVEL OF SIGNIFICANCE:
Local Significance

RECOMMENDATIONS:
Recommended for inclusion in the Victorian Heritage Register: Yes
Recommended for inclusion in the Victorian Heritage Inventory: Yes
Recommended for inclusion as a Heritage Overlay in the Planning Scheme: Yes

Schedule to the Heritage Overlay
External Paint Controls Should Apply? Yes – Osborne Park bluestone pillars and cast/wrought iron gates
Internal Alteration Controls Should Apply? No
Tree Controls Should Apply? No
Fences &/or Outbuildings of Note? Yes - Bluestone pillar and cast/wrought iron gates that forms part of and are historically connected with Osborne House
Prohibited Uses May be Permitted? No
Incorporated Document No
Other Recommendations NIL

STATEMENT OF SIGNIFICANCE:
What is Significant?
The bluestone pillar and cast/wrought iron gates is located at 241 Melbourne Road and 1-41 Swinburne Street, North Geelong (located near the north –east corner of Swinburne Street and Melbourne Road).
City of Greater Geelong
PLACE NAME: Osborne Park - bluestone pillar and cast/wrought iron gates
Place No.
ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong
Assessment Date: August 2016 (revised Panel hearing Am C341 December 2016)

It has not been established whether the gateposts were built by Robert Muirhead a pastoralist, then
the owner of Osborne House in 1857/58 or whether they were added during the 1890s, the gates are
predominantly intact even though it has been relocated slightly from it’s original position.

The gates have significance as the (Melbourne Road) gates were originally connected with Osborne
House located at 51 Swinburne Street, North Geelong fronting Corio Bay.

How is it significant?
The Osborne Park gates are aesthetically and historically significant at a LOCAL level.

Why is it significant?
The Osborne Park gates are historically significant as an early and significant entrance to Osborne
House. As part of a scheme to widen the Melbourne Road, the bluestone gates to Osborne House
were relocated approximately 33ft (10 metres) north-east from their original position by the Corio
Shire Council in 1928-29 and the driveway angled at the western end to access the offset entry gates.
The gates stand at a short distance north of the Vietnam memorial on the frontage to Melbourne
Road. It has not been established whether the gateposts were built by the Muirheads, or whether
they were added during the 1890s, when the Osborne House estate reached its largest extent under
the ownership of Phillip Russell. However, the design and construction indicates that they were built
in the 19th century1.

The Osborne Park gates are aesthetically significant as they comprise six massive square pillars
constructed of large rusticated bluestone blocks. The central pillars stand at 2.5 metres height and
the side pillars at 2.3 metres with a pair of cast/wrought iron gates, with some cast iron details, in the
centrally located carriageway entrance. Two pedestrian gates flank the carriage gates on either side.
These in turn are flanked by a curving wall surmounted by wrought iron picket spear-capped
balustrade to the end pillars.

The gate fronts directly onto Melbourne Road and are located approx 20 metres north from
Swinburne Street. The gate is presently non-functional.

Heritage Overlay Map

The heritage overlay includes the Osborne Park gates fronting Melbourne Road that comprises
bluestone blocks and cast/wrought iron gates.

The proposed heritage overlay is shown as follows:

Figure 1: Source of base Map, City of Greater Geelong 2016

---

City of Greater Geelong
PLACE NAME: Osborne Park - bluestone pillar and cast/wrought iron gates
Place No.
ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong
Assessment Date: August 2016 (revised Panel hearing Am C341 December 2016)

DESCRIPTION:

The gates form part of the original entrance to Osborne House c1858 from Melbourne Road, located some 370 metres west from the Osborne House complex.

The two plaques which were fixed either side of the gates and inscribed with Osborne and Park respectively are both missing.

The gates are maintained by the City of Greater Geelong.

The Melbourne Road frontage to the gates is planted with Lomandra longifolia.

Figure 2. aerial map of Melbourne Road between Mackay Street and Swinburne Street, supplied by the City of Greater Geelong
City of Greater Geelong
PLACE NAME: Osborne Park - bluestone pillar and cast/wrought iron gates
Place No.
ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong
Assessment Date: August 2016 (revised Panel hearing Am C341 December 2016)

Photo 1: Osborne Park gates viewed from Melbourne Road, North Geelong, August 2016

Photo 2: rear view looking west of the Osborne Park gates, North Geelong, August 2016

Photo 3: view looking south/west, Osborne Park gates, August 2016
City of Greater Geelong  
PLACE NAME: Osborne Park - bluestone pillar and cast/wrought iron gates
Place No.
ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong
Assessment Date: August 2016 (revised Panel hearing Am C341 December 2016)

Photo 4: Osborne Park gates looking south from Melbourne Road, August 2016

HISTORY - OSBORNE PARK GATES
The bluestone and cast/wrought iron gates are located adjacent to the Geelong and District Vietnam Veteran’s Memorial (comprising memorial wall and commemorative pathway) and the tree lined Avenue of Honour comprising approx 146 ironbark trees.

Osborne House a two-storey mansion was built in basalt stone for pastoralist Robert Muirhead in 1857-58. Muirhead also constructed the brick stables and coach house complex to the north of the main house, which encloses a central courtyard.

It has not been established whether the gateposts were built by the Muirheads, or whether they were added during the 1890s, when the Osborne House estate reached its largest extent under the ownership of Phillip Russell. The design and construction suggests they were built in the 19th century.

The long straight asphalted footpath follows the general alignment of what is believed to be the original driveway from the bluestone gateposts at Melbourne Road to Osborne House. The early driveway was of gravel construction and for much of its length was tree lined.

---

2 Lovell Chen Report page ix  
3 Lovell Chen Report page 64
City of Greater Geelong

PLACE NAME: Osborne Park - bluestone pillar and cast/wrought iron gates

Address: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong

Assessment Date: August 2016 (revised Panel hearing Am C341 December 2016)

Figure 3. Commonwealth of Australia, Director General of Works, map Drawing No 1 date 1920's? showing the Osborne House entrance gates

Photo 5: Osborne Park bluestone and cast/wrought iron gates at Osborne Park, North Geelong Dec 2015

In 1928-29 as part of a scheme to widen the Melbourne Road, the bluestone gates to Osborne House were relocated approximately 33ft (10 metres) north-east from their original position by the Corio
City of Greater Geelong

PLACE NAME: Osborne Park - bluestone pillar and cast/wrought iron gates
Place No.
ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong
Assessment Date: August 2016 (revised Panel hearing Am C341 December 2016)

Shire Council. While they are not in their original position on axis at the end of the former drive alignment, they remain close to this on the site of their 1927-1928 relocation.

OTHER GATE STRUCTURES IN THE CITY OF GREATER GEELONG

Other early gates that still form part of the original homestead include the bluestone block gate entrance at Kardinia International College (formerly Morongo) at Ballarat Road, Bell Post Hill. These bluestone gates were moved in 2004 by a short distance in a northerly direction as part of the scheme to widen Ballarat Road.

The decorative and elaborate designed wrought iron gates at Geelong Grammar – Corio were previously located at Lunan House, Lunan Avenue, Drumcondra. These gates now front onto Foreshore Road, Corio.

Bibliography

1) Osborne House and Stables North Geelong, Victoria Conservation Management Plan prepared by Lovell Chen for the City of Greater Geelong, September 2009
City of Greater Geelong
PLACE NAME: Osborne Park - bluestone pillar and cast/wrought iron gates
Place No.
ADDRESS: 241 Melbourne Road and 1-41 Swinburne Street, North Geelong
Assessment Date: August 2016 (revised Panel hearing Am C341 December 2016)

2) Commonwealth of Australia, Director General of Works, map Drawing No 1 date 1920's?
2. KARRENGA ABORIGINAL ADVISORY COMMITTEE APPOINTMENTS AND ACTION PLAN UPDATE 2016

Source: Community Life – Community Development
General Manager: Linda Quinn
Index Reference: Subject: Australian Aboriginal and Indigenous Matters

Purpose

To adopt revised Terms of Reference for the Karreenga Aboriginal Advisory Committee, endorse Advisory Committee nominees and provide an update on Karreenga Aboriginal Action Plan implementation.

Background

Council adopted the Karreenga Aboriginal Action Plan 2014–2017 (Plan) on 27 May 2014. A key action of the plan was the setting up of an Aboriginal Advisory Committee. Terms of Reference were developed and provided to Council in a report 20 October 2015. The Terms of Reference have subsequently been revised based on consultation with Committee nominees.

The Annual Update of the Karreenga Aboriginal Action Plan provides key actions and achievements up to December 2016.

The City of Greater Geelong has committed to ensuring effective implementation of the Karreenga Aboriginal Action Plan through collaboration, communication and positive relationships.

Key Issues

- There was a delay between Council advertising for nominations to the Committee and this report. This was due to the dismissal of Council by the State Government and an internal review of Council Committees.
- Committee nominees have recommended establishment of two Committee positions for Aboriginal young people.
- Appointment of Aboriginal young people will be achieved through a separate recruitment process.
- One of the first tasks of the Aboriginal Advisory Committee will be to review the current Karreenga Action Plan and undertake the development of the new plan.
- Recruitment of an Aboriginal Liaison Officer is required to expedite the review and implementation of the new plan and support recruitment of Aboriginal traineeships and general Aboriginal employment.

Recommendation

That Council:

1) adopts the revised Terms of Reference (Attachment 2);
2) appoints nominees to Karreenga Aboriginal Advisory Committee and recruit two Aboriginal young people to join the Committee;
3) congratulates appointees to the Advisory Committee (Attachment 3);
4) notes the annual update to December 2016 of the Karreenga Aboriginal Action Plan 2014–2017 (Attachment 4); and
5) supports the recruitment of an Aboriginal Policy and Liaison Adviser.
Discussion

Council adopted the Karreenga Aboriginal Action Plan 2014-2017 (the Plan) in May 2014. A further report detailing outcomes achieved during the first 12 months of the Plan implementation was tabled in May 2015.

A key action of the Plan is the establishment of the Karreenga Aboriginal Advisory Committee (Committee) which sits under Action 1, Cultural Recognition and Respect.

Discussions have been held with Aboriginal organisations, individuals and community groups to agree the composition of the Committee and to develop the revised Terms of Reference (see Attachment 2).

Council advertised for expressions of interest for membership of the Committee and received 10 nominations. The appointment of the Committee was delayed due to dismissal of Council by the State Government and an internal review of Council Committees.

Nominations for the Committee are noted in Attachment 3. The composition of the Committee is comprised of:

- (1 Councillor/Administrator) Chair
- (1 Officer) General Manager Community Life
- (1 member) Wathaurung Aboriginal Corporation (Wadawurrung) – CEO or delegate
- (1 member) Wathaurong Aboriginal Co-operative – CEO or delegate
- (2 members) Aboriginal residents of Greater Geelong (position filled through expression of interest or co-option)
- (1 member) non Aboriginal resident of Greater Geelong (position filled through expression of interest or co-option)
- (3 members) one (1) member per Geelong region organisation, of which two members (2) must be Aboriginal or Torres Strait Islander People.
  Examples of organisations: Narana Creations, Deakin/Gordon TAFE, University Hospital Geelong (Barwon Health), Western Victoria Primary Health Network Ltd, Department of Education or other relevant State Government agency and the Geelong Football Club.
- (1 member) Representative from a non-Aboriginal community Group
- (2 members) Aboriginal Young Persons (positions filled through expression of interest or co-option)

Ex-officio members of the Committee are Manager Community Development or delegate and Community Development Officer (both ex-officio, non-voting).

A Co-Chair of the Advisory Committee will be elected from the Karreenga Aboriginal Action Plan Statement of Intent partners. This position will be rotated on an annual basis.

The term of appointment for membership / representation of the Karreenga Aboriginal Advisory Committee is a minimum of one year or until members no longer hold the position on which their membership is based.

Should a vacancy arise during the term of office, Council has the right to choose the new member.
An initial meeting of Committee nominees was held at Wathaurong Aboriginal Cooperative in December 2016. It was agreed to review the Terms of Reference for the Committee in respect to participation of Aboriginal people, governance and membership. The revised Terms of Reference include changes to the membership with two additional places for Aboriginal young people.

Committee members are committed to effective communication, consultation, information sharing and two-way feedback. Actions and deliberations of the Advisory Committee will be shared with their relevant organisations and identified priorities will be brought to the attention of the Advisory Committee, which will meet twice a year.

The 2016 annual update of the Plan is included in Attachment 4.

**Financial Implications**

Council has committed $25,000 in the annual budget to support implementation of the Karreenga Aboriginal Action Plan 2014–2017.

**Stakeholder Consultation and Communication**

The Plan was developed with extensive community consultation and engagement. The Plan contains a ‘Statement of Intent’ for Council to continuously work with the local Aboriginal community, Wathaurung Aboriginal Corporation and Wathaurong Aboriginal Co-operative to achieve the objectives of the Plan. This Statement was signed by all parties.

The Committee is a key mechanism to ensure stakeholder engagement, consultation and communication.

An annual report on the achievements of the Plan is attached to this report and will be communicated to the community (Attachment 4).

**Policy/Legal/Statutory Implications**

The Aboriginal Heritage Act 2006 is the Victorian Government’s legislation for protecting Aboriginal cultural heritage.

Council has an obligation to comply with the Act including consulting with Wathaurung Aboriginal Corporation as the Registered Aboriginal Party for the Geelong region on Aboriginal cultural heritage matters.

At the State Government level the objectives of Council under the Local Government Act 1989 are to improve the overall quality of life of people, including provisions with respect to equal employment opportunity.

The Plan is aligned in the local context to the Geelong Public Health and Wellbeing Plan 2013–2017.

A key goal of the Local Government Reform Agenda 2015 is to implement an Aboriginal Local Government Action Plan. The Plan demonstrates contemporary practice in engagement with the Aboriginal community and supports the State’s reform agenda.

**Alignment to City Plan**

The Plan aligns with Council’s City Plan 2013–2017 under Strategic Directions, Community Wellbeing. A key priority is: Lead by Advocating and Collaborating on Issues Important to the Greater Geelong Community.
Conflict of Interest
No conflict of interest is identified.

Risk Assessment
The Plan outlines shared directions and priorities for the future. Any future opportunities will be subject to Council reports following consideration and research of funding and partnership opportunities.

The Committee will operate under Terms of Reference in accordance with policy.

Environmental Implications
The City of Greater Geelong is required to ensure that all land use development complies with requirements of the Aboriginal Heritage Act 2006.
1. PREAMBLE
   1.1 Acknowledgment
   Welcome to the land of the Wadawurrung people, the Traditional Owners of this land.

   1.2 Words for Acknowledgement to Country:
   Council acknowledges Wadawurrung Traditional Owners of this land and all Aboriginal and Torres Strait Islander People who are part of the Greater Geelong community today.

   1.3 Commitment
   City of Greater Geelong is committed to ensuring effective implementation of the Karreenga Aboriginal Action Plan through collaboration, communication and positive relationships.

2. OBJECTIVES
The purpose of the Karreenga Aboriginal Advisory Committee (‘Advisory Committee’) is to:

   2.1 Provide a forum for ongoing conversation between the Aboriginal and Torres Strait Islander community and City of Greater Geelong across a broad range of topics such as health, housing, legal, sport, recreation, employment, culture, heritage, environment, training and childcare.

   2.2 Provide Council with information and advice regarding issues pertinent to the Wadawurrung people and other Aboriginal and Torres Strait Islander People living in Geelong, including issues pertaining to social justice and cultural safety.

   2.3 Assist Council to identify its ongoing role in regards to aspirations of and issues affecting local Aboriginal Australians and Torres Strait Islander People, including education of the non-Aboriginal community.

3. TERMS OF REFERENCE
In order to achieve the above objectives, the Advisory Committee members commit to the following roles and responsibilities:

   • Enable effective communication, consultation and information sharing between the Aboriginal and Torres Strait Islander community and the City of Greater Geelong;
• Undertake a two way feedback, sharing and promoting the actions and deliberations of the Advisory Committee with their relevant organisations and bringing priorities to the attention of the Advisory Committee;

• Provide advice to Council on Aboriginal Australian community issues and aspirations;

• Increase Aboriginal and Torres Strait Islander community participation in municipal affairs;

• Support processes that engage all community members and build collaborative and positive relationships;

• Build cross government / organisation working arrangements, relationships and joint approaches;

• Build on and support local actions being undertaken by other members of the Advisory Committee; and

• Identify challenges to the implementation of the Action Plan.

3.1 Chairperson Duties and Responsibilities

• Formally declare the meeting open, after ascertaining that a quorum is present, welcome guest speakers and other visitors.

• Preside over and facilitate the meeting, and conduct it impartially and according to the Terms of Reference to ensure the smooth passage of business.

• Ensure that debates are conducted in a respectful, collaborative and culturally appropriate way.

• Declare the results of all votes.

• Adjourn (when so resolved) or formally declare the meeting closed when all business has been concluded.

3.2 Co-Chair Duties and Responsibilities

A Co-Chair of the Advisory Committee will be elected from the Karreenga Aboriginal Action Plan Statement of Intent partners. This position will be rotated on an annual basis. Co-Chair will:

• Have the same roles and responsibilities as per 3.1 above, to act as a Chair when the Chair is not present at the meeting.

• Chair every alternative meeting of the Advisory Committee.

• At the direction of the Committee, the Co-Chair, chair/facilitate a working group.
4. DEFINITIONS

CoGG – City of Greater Geelong
Karreenga - means ‘to grow’
Wathaurong Aboriginal Co-operative (WAC) – provides culturally secure services to the Aboriginal community in Geelong
Wadawurrung – Traditional Owners

5. COMMITTEE OPERATIONS

5.1 Constituency of the Committee

The Advisory Committee will consist of 13 voting members including Council representatives.

Section 3 (c) of the Local Government Act 1989 outlines the Objectives of Council including:

(2) (c) to improve the overall quality of life of people in the local community;

(d) to promote appropriate business and employment opportunities;

(e) to ensure that services and facilities provided by the Council are accessible and equitable;

Section 3 (d) of the Local Government Act outlines the role of Council which includes:

(2) (e) acting as a responsible partner in government by taking into account the needs of other communities;

To this end the City of Greater Geelong will seek to involve individuals and organisations based on expertise and understanding of the aspirations and issues affecting the Aboriginal and Torres Strait Islander community.

Representation to the Committee includes:

• (1 Councillor) Chair – Cr Portfolio Holder
• (1 Officer) General Manager Community Life
• (1 member) Wathaurung Aboriginal Corporation (Wadawurrung)
• (1 member) Wathaurong Aboriginal Co-operative
• (2 members) Aboriginal residents of Greater Geelong (position filled through expression of interest or co-option)
• (1 member) non Aboriginal resident of Greater Geelong (position filled through expression of interest or co-option)
• (3 members) one (1) member per Geelong region organisation, of which two members (2) must be Aboriginal or Torres Strait Islander People.
Examples of organisations: Narana Creations, Deakin/Gordon TAFE, University Hospital Geelong (Barwon Health), Western Victoria Primary Health Network Ltd, Department of Education or other relevant State Government agency and the Geelong Football Club.

- **(1 member)** Representative from a non-Aboriginal community Group
- **(2 members)** Aboriginal Young Persons

Ex-officio members of the Committee are Manager Community Development or delegate and Community Development Officer (both ex-officio, non-voting).

**Term of Appointment**

Membership / representation of the Karreenga Aboriginal Advisory Committee is a minimum of one year or until members no longer hold the position on which their membership is based.

Should a vacancy arise during the term of office, Council has the right to choose the new member.

**5.2 Authority of the Committee**

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

**5.3 Numbers constituting a quorum – Six members**

- Committee Chair or nominee and five (5) members, (not including Council officers or Councillors) and consisting of at least 50% Aboriginal or Torres Strait Islander members, shall constitute a quorum.
- A quorum is six (6) members, (minimum three (3) Aboriginal members).
- If less than six members attend, the meeting may proceed but no decision can be made.

**5.4 Meeting Procedure**

- The Committee will meet on a quarterly basis, subject to the discretion of the Committee.
- Quorum of the meeting shall be one more than half of the attending committee members.
- A meeting of the Committee will not be called with less than two weeks notice of all members, unless exceptional circumstances exist.
- The Committee to appoint the Co-Chair at its first meeting.
- All discussions, decisions and subsequent actions will be recorded.
- Minutes and Agendas will be circulated prior to the meeting (1 week or earlier).
- An assembly of Councillors return must be completed and submitted to the Governance Unit after each meeting.
• Working group meetings may be called by the Committee.

5.4 Evaluation
• The Committee will review its objectives, activities and participation annually.
• A copy of this review will be forwarded to Council at the same time as the annual reporting of the Karreenga Aboriginal Action Plan.

5.5 Matters constituting conflicts of interest and confidentiality
• If a Committee member determines that they have a Conflict of Interest in any matter which is to be considered at a meeting of the Committee then that person must:
  o If he or she intends to be present at the meeting, disclose the nature of the interest immediately before the consideration or discussion; or
• While any vote or discussion is taken on the subject matter the member must:
  o Leave the room and notify the Chairperson that he or she is doing so; and
  o Remain outside the room and any gallery or other area in view or hearing of the room.
• The Minute taker must record the declaration and the nature of the interest in the Minutes of the meeting.

5.6 Reporting Requirements
• The Committee shall report to Council through the appointed Councillor and Co-Chair as deemed necessary for the purpose of information sharing.
• Circulate Minutes of meetings.
• Engage with Aboriginal and Torres Strait Islander People / non-Aboriginal organisations directly.

5.7 Secretariat
• The City of Greater Geelong will support the Committee and provide secretariat support.

5.8 Facilities & Resources
• The Committee shall not be directly funded. The City of Greater Geelong will provide administrative support.
6. HISTORICAL CONTEXT - Wadawurrung

Wadawurrung language groups tribal territory extend from the head waters of the Wirribi-yaluk (Werribee River) to the Port Phillip Bay, down to the Balla-wein (Bellarine Peninsula), along the Surcoast to the Otway forests, north west to Walart (Winchelsea), north to Larnjipigan (Shelford) then west to Derrinalum (Mount Elephant), north along Barringa-yaluk (Fiery Creek) to the Great Diving range, encompassing both Ballaarat (Ballarat) and Djilang (Geelong).

Their lands included woodlands of the Otway Ranges, ocean and bay coasts, grasslands, lakes and wetlands of the volcanic plains, and woodlands of the central Victorian dividing range. They are one of the five peoples of the Kuln Nation, which also includes the Bun Wurrung (of Port Phillip and lands east thereof), the Woi Wurrung (of Melbourne and the plain north thereof), the Daung Wurrung (central-east Victoria) and the Djadja Wurrung (central Victoria).

At the time of settlement the Wadawurrung were a powerful and populous tribe that included at least twenty-five clans occupying a territory of 120 by 150 kilometres. The Wadawurrung people have lived within these regions for more than 25,000 years.

Aboriginal people all over Australia have moved through Wadawurrung country.

7. ABORIGINAL SERVICE PROVIDERS – Wathaurong Aboriginal Co-operative

Wathaurong Aboriginal Co-operative formed in 1979 provides culturally appropriate health, educational, aged, disabled housing and cultural services that are based on evidence based practice consistent with Aboriginal cultural practices.

This is provided to members and Aboriginal people living (or in transit) the service delivery and surrounding areas of Wathaurong’s traditional boundaries with assistance and increased and improved access to a range of culturally appropriate health, housing, educational, employment and cultural services that contributes to improvements in community well being and achieve self determination.

8. QUALITY RECORDS

as per PROV EDRMS

<table>
<thead>
<tr>
<th>Record</th>
<th>Retention/Disposal Responsibility</th>
<th>Retention Period</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting minutes/Agenda’s</td>
<td>Committee</td>
<td>PROV</td>
<td>EDRMS</td>
</tr>
<tr>
<td>Correspondence</td>
<td>Committee</td>
<td>PROV</td>
<td>EDRMS</td>
</tr>
<tr>
<td>Submissions</td>
<td>Committee</td>
<td>PROV</td>
<td>EDRMS</td>
</tr>
</tbody>
</table>

9. ATTACHMENTS

- City of Greater Geelong - Karreenga Aboriginal Action Plan 2014–2017
- Council adopted Statement on Recognition and Commitment dated 9 June 2009
## Nominations for the Karreenga Aboriginal Advisory Committee

<table>
<thead>
<tr>
<th>Position</th>
<th>Nominee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1</strong> (Councillor/Administrator) Chair</td>
<td>Peter Dorling</td>
</tr>
<tr>
<td><strong>1</strong> (Officer) General Manager Community Life</td>
<td>Linda Quinn</td>
</tr>
<tr>
<td><strong>1</strong> (Member) Wathaurung Aboriginal Corporation (Wadawurrung) – CEO or delegate</td>
<td>Bryon Powell or delegate</td>
</tr>
<tr>
<td><strong>1</strong> (Member) Wathaurong Aboriginal Co-operative – CEO or delegate</td>
<td>Rod Jackson or delegate</td>
</tr>
<tr>
<td><strong>2</strong> (Members) Aboriginal residents of Greater Geelong (position filled through expression of interest or co-option)</td>
<td>Lowell Hunter, Jodie Ryschka</td>
</tr>
<tr>
<td><strong>1</strong> (Member) non Aboriginal resident of Greater Geelong (position filled through expression of interest or co-option)</td>
<td>Vacant (EOI or co-option)</td>
</tr>
<tr>
<td><strong>3</strong> (Members) one (1) member per Geelong region organisation, of which two members (2) must be Aboriginal or Torres Strait Islander People. Examples of organisations: Narana Creations, Deakin/Gordon TAFE, University Hospital Geelong (Barwon Health), Western Victoria Primary Health Network Ltd, Department of Education or other relevant State Government agency and the Geelong Football Club.</td>
<td>Sharelle McGuirk – Barwon Health, Deb Kearney – Dept of Health &amp; Human Services, Vacant</td>
</tr>
<tr>
<td><strong>1</strong> (Member) Representative from a non-Aboriginal community Group</td>
<td>Vicky Grosser – Geelong One Fire Reconciliation Group</td>
</tr>
<tr>
<td><strong>2</strong> (Members) Aboriginal Young Persons (position filled through expression of interest or co-option)</td>
<td>Vacant (EOI or co-option), Vacant (EOI or co-option)</td>
</tr>
</tbody>
</table>

**Total**

Ex-officio members of the Committee are Manager Community Development or delegate and Community Development Officer (both ex-officio, non-voting). A Co-Chair of the Advisory Committee will be elected from the Karreenga Aboriginal Action Plan Statement of Intent partners. This position will be rotated on an annual basis.
Outcomes
July 2015
December 2016
INTRODUCTION
This report focuses on Karreenga Aboriginal Action Plan 2014 – 2017 initiatives that have commenced or been completed between July 2015 - December 2016.

New priorities that have arisen in the past 18 months that are not included in the Action Plan include:

- Ensuring that the nation’s first people are included in the development of ‘Our Future’ vision for Geelong.
- Implementation of the Victorian Child Safe Standards which includes ensuring Council upholds the rights of Aboriginal children to:
  - Identify as Aboriginal without fear of retribution or questioning;
  - Have an education that strengthens their culture and identity;
  - Maintain connections to their land and country;
  - Maintain their strong kinship ties and social obligation;
  - Be taught their cultural heritage by their Elders;
  - Receive information in a culturally sensitive, relevant and accessible manner; and
  - Be involved in services that are culturally respectful.

Some actions are not reported on in this update because:

- Actions required budget allocation or external funding that was not available;
- The action is implicit in existing work areas and other actions;
- There has been a changed focus which means the action is being addressed in a different manner;
- There has been no direct opportunity to commence work on the action; or
- Some actions were allocated medium to long term time lines with low priority and will be addressed in the final implementation year.

While the Karreenga Aboriginal Action Plan was developed within Council’s Community Development Department the actions identified encompass all areas of Council and as such are required to be included in staff work plans and budget priorities.

The outcomes achieved are identified under the five key theme areas of the plan and are summarised in the following table.

1. CULTURAL RECOGNITION AND RESPECT

<table>
<thead>
<tr>
<th>ACTION 1</th>
<th>ACTION 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Establish an on going Aboriginal Advisory Committee to Council. This Committee is to provide advice to Council on key Aboriginal issues, support the implementation of the Karreenga Aboriginal Action Plan.</td>
<td>Support and promote within the Aboriginal community, assistance in completing grant application forms.</td>
</tr>
<tr>
<td>• Terms of Reference were prepared and expression of interest advertised in February 2016.</td>
<td>• Ongoing communication is occurring with Aboriginal Elders and community groups about grants provided by the City of Greater Geelong (Council).</td>
</tr>
<tr>
<td>• Finalisation of these appointments was initially put on hold pending the review of Council Advisory Committees.</td>
<td>• The Geelong One Fire group received a Community Development Grant from Council for the Reconciliation in the Park event held in Johnstone Park during Reconciliation Week.</td>
</tr>
<tr>
<td>• Discussions are occurring with the leaders at Wathaurung and Wathaurong to identify the most appropriate model to engage with Aboriginal Community leaders.</td>
<td></td>
</tr>
</tbody>
</table>
### ACTION 3

**Hold regular meetings with Senior Officers and Councillors to share information, update on policies, legislation and related issues**

- There are regular meetings and ongoing discussion with Aboriginal Elders and community groups. These are linked to specific projects and topics through Council Departments such as Family Services, Youth Development, Sport and Recreation and Planning.
- Regular meetings and communication occur between representatives from Wathaurong, Wathaurung and Narana.

### ACTION 5

**Share the agreed wording for Acknowledgement to Country by Councillors and Council staff at official Council events.**

- Wording indentified on page 7 of the Karreenga Aboriginal Action Plan has been shared for use at all official Council events:
  
  *Council acknowledges Wadawurrung Traditional Owners of this land and all Aboriginal and Torres Strait Islander people who are part of the Greater Geelong community today.*

### ACTION 7

**Consult with Aboriginal communities to add Welcome to Country on existing City of Greater Geelong boundary signs at key entrance locations.**

- Consultation has occurred and agreed signage language identified.
- Portable signage developed and available for events. These signs recognise the traditional owners of the land on which the event is being held.

### ACTION 8

**Flying of Aboriginal flag on Council buildings**

- Aboriginal flag flown on a permanent basis at City Hall and at the waterfront. Flags replaced as required and old flags made available to Wathaurong.

### ACTION 9

**Promote Reconciliation Week and NAIDOC Week**

- ‘Close the Gap’ and ‘NAIDOC Week’ posters displayed on the Melbourne Road Community Billboard in 2015 and 2016.
- Reconciliation Digital Projection on City Hall nightly during Reconciliation Week 2016. Council received the Highly Commended award from the Keep Victoria Beautiful awards in the Cultural Heritage Category for the Digital Projections 2015.
- Reconciliation Week 2016 opening night included a Smoking Ceremony, Welcome to Country, choir, a cultural performance by the Deadly Dancers and a local food van which offered traditional Aboriginal food.
- A series of global communication messages was sent to Council employees throughout Reconciliation week. Each message featured a personal story of an Aboriginal person and their cultural experiences.
- Viewing and a discussion on the Victorian episode SBS series, The First Australians, was open to City staff.
- A Sorry Day 2016 event held at Northern Bay College was supported by Council.
- NAIDOC week events in 2015 and 2016 were promoted on social media.
- NAIDOC week 2016 activity day at the fOrT Youth Centre was supported by Council.
- NAIDOC Community lunch time event in Central Geelong Mall, featuring a Welcome to Country and cultural performance by the Deadly Dancers.
- Council was represented at a number of Wathaurong Co-op NAIDOC
## ACTION 10

**Provide Aboriginal cultural awareness training**

- Cultural awareness training, led by Uncle Bryon Powell, Wathaurung Aboriginal Corporation, was attended by 25 Council staff from across Divisions. The session focussed on Aboriginal culture and local history including language.

## ACTION 13

**Integrated responses to activities associated with Aboriginal Affairs**

- Participation in the Aboriginal Partnership Network in Geelong which is a group facilitated by the Geelong Local Learning Employment Network (GLLEN). It focuses on education, training, employment, health, community services and justice.
- Wadawurrung Welcome to Country and Smoking Ceremonies held at key civic events including the M–M2016 Opening Ceremony at Big Rock and launch of the Reconciliation Digital projection.
- The Council Citizenship Ceremonies commence with a Welcome to Country and digeridoo playing. These are held approximately every 6 weeks with up to 60 Australian Citizenships awarded at each ceremony.

## 2. EMPLOYMENT AND ECONOMIC DEVELOPMENT

### ACTION 1

**Review Council employment opportunities and promote these to relevant Aboriginal organisations.**

- City of Greater Geelong job advertisements are sent to Wathaurong on a weekly basis for promotion within the Community.
- The 2016/2017 City budget includes funds to establish an internal traineeship program. This is currently being scoped with Community Development and Organisation Development as the lead departments. It is anticipated employment will occur in the first quarter of 2017.
- The traineeship program scope includes the development of internal guiding practice document and model for the employment of two part time Aboriginal Trainees in 2017. This model recognises the importance of a mentor who understands and respects their Aboriginal cultural heritage, to support the Trainee.

### ACTION 3

**Foster relationships with GORDON Tafe, Deakin University**

- City of Greater Geelong has received funds from Department of Justice for the Community, Culture and Connections project (CCC) which is a three year collaborative project engaging young Aboriginal and CALD people in developing a cultural walk in the North of Geelong. Funds will provide support for participants to connect with Deakin – Institute of Koori Education and School of Architecture as well as seeking to link to education and employment opportunities.

### ACTION 5

**Reach and maintain employment of Aboriginal people**

- Council has established a Diversity and Inclusion Working group that is currently exploring opportunities to engage, attract, recruit and retain employees that represent the community. This includes a focus on Aboriginal employment.
### ACTION 9

**Promote and encourage the purchasing of Aboriginal made products from local Aboriginal enterprises for major events/openings held in Geelong**

- Aboriginal artwork is a key feature in the new Heritage Centre/Library.
- The CCC will closely work with local Aboriginal enterprises and ‘creatives’ in the development and implementation of this project.

### ACTION 10

**Promote and support local Aboriginal enterprises such as Wathaurong Glass and Narana Creations for Aboriginal Excellence awards**

- The CCC will promote and encourage creative enterprises of participants as employment pathways.
- Wathaurong Glass is the preferred and encouraged gift from Council.
- Five Wathaurong glass panels depicting early settlement have been installed in the new Heritage and Library Centre.
- Where possible Narana Creations catering and facilities are used for functions by the Community Development Department. This in turn is promoted through local networks and internally.

### 3. FAMILY AND COMMUNITY SUPPORT

#### ACTION 3

**Encourage participation of Aboriginal families and children (0–4)**

- The Rosewall kindergarten operates from the Wathaurong Aboriginal Co-operative. As well as providing a local kindergarten this enables enhanced relationships between Council’s Family Services Department and Wathaurong early years and health services. Attendance by Aboriginal Children is currently over 90%.
- Family Services staff are working with the Wathaurong Aboriginal Co-operative to develop a supported playgroup in Whittington.
- Family Services make referrals to the In Home Support funded by the State Department of Education and Training. Program is for Aboriginal and Torres Strait Islander families and individuals with an Aboriginal child aged 0-3 years.
- Wathaurong participated in the two annual COGG children’s events including Play in the Park (March) and Big Play Day.

#### ACTION 4

**Support parents and families to care for children by providing relevant education programs and assistance**

- Family Services supported the Bringing Up Great Kids (BUGK) training for five Department of Education and Training (DET) and Wathaurong Aboriginal Co-operative staff.
- Pit Stop men’s program training was delivered to two Wathaurong Aboriginal Co-operative staff to support delivery of parenting education within their program structure.
- Council has participated on the DHHS Taskforce 1000 working group with Wathaurong Aboriginal Co-operative. The focus of this project is to maximise the outcomes for Aboriginal children placed in Out of Home Care.
- Family Services collaborates with the Koori Preschool Assistant Program (KPSA), linking and referring families. This program supports access and participation by Aboriginal children in mainstream kindergartens.
- The Aboriginal Stronger families program is a DHHS funded program and delivered by Wathaurong Aboriginal Co-operative and Council Maternal and Child Health.
**ACTION 7**

Enable young Aboriginal people to participate in youth forums, activities and programs

- The Youth Development Unit has developed a coordinated approach to working with Aboriginal young people. This includes running events and drop in sessions at the IOrT.
- The CCC project will engage young Aboriginal people in developing their cultural walk.

**ACTION 9**

Continue to support actions from the Barwon Regional Drug Action Plan 2009 - 2013 focusing on harm minimisation that specifically relates to Aboriginal people.
- Maintain partnership opportunities with National Cannabis Prevention Information Centre (NCPIC).
- Co-ordinate activities of Stage 2 – Cannabis Not Our Culture. Beyond Smoke and Mirrors.
- Explore opportunities for community education initiatives.

- Council is represented as a member and advisor on the starting the conversation working group. The project is funded by the Victorian Responsible Gambling Foundation and uses preventative strategies to address the shame and stigma of gambling within local Aboriginal communities.
- The 2010 Smoke and Mirrors art project responded to cannabis use and has resulted in a new project seeking to build capacity and train a local Aboriginal Curator and Arts Administrator.
- Arts based projects are being used to connect with Aboriginal people in Barwon Prison regarding alcohol and other drug misuse.
- The Wathaurong Drug and Alcohol worker was an active representative on the former Council Drug Action Plan Committee (DAPC).
- A strengths based approach to building resilience, language and culture is supported through the work with and promotion through networks of the DAPC of Indigenous alcohol and other drugs (AOD) projects and programs.
- Council is represented on the Wathaurong Closing the Gap committee.

**ACTION 10**

Support families with young children through the provision of maternal and child health services

- Council continues to support young families through provision of universal and enhanced maternal and child health services.
- A 6 month trial project (July 2016 – January 2017) with a maternal and child health nurse, located at the Wathaurong Aboriginal Co-operative has been established.

**ACTION 11**

Public immunisation program

- Council continues to support the wellbeing of families with young children through the provision of the public immunisation program.

**ACTION 12**

Implementation of the Mingo Waloom Aboriginal Best Start Program

- Family Services represent Council as one of the Best Start-Mingo Waloom initiative partners. This is a place based initiative of the Department of Education and Training to support families and caregivers, caring for children from birth to 8 years.
- Council’s Family Services Department, in partnership with Wathaurong Aboriginal Co-operative and Barwon Health, launched the new Aboriginal redesign of the Maternal and Child Health ‘Key Ages and Stages’ resource at the Gordon Gallery in December 2016. The card is given to new parents and aims to lift engagement with maternal and child health by providing a culturally friendly resource that is easy to read and encourages families to attend the service for their 10 key age visits.

**ACTION 13**
### Continue Home and Aged Community Care services to Aboriginal people
- Council’s Aged and Disability Services Department continue to provide Home and Community Care services to eligible Aboriginal people in the Geelong region.

### ACTION 15

**Investigate the proposed building expansion of Wathaurong Aboriginal Co-operative**
- Council has funded a feasibility study investigating the expansion of operations at the Wathaurong Aboriginal Co-operative. This project has been coordinated by the Wathaurong Aboriginal Co-operative advised by Council’s Property Services.

### 4. ABORIGINAL CULTURAL HERITAGE

#### ACTION 1

**Observe the requirements of the Aboriginal Heritage Act 2006**
- Council continues to observe and promote awareness of the requirements of the Aboriginal Heritage Act 2006 and the significance of Aboriginal cultural heritage sites. This work includes operational matters of planning permit applications through capital projects.
- Compliance with changes to the Aboriginal Cultural Heritage Act (2016) based on changes to the Act (August 2016).

#### ACTION 2

**Work with Wathaurung Aboriginal Corporation in relation to Aboriginal cultural and heritage matters**
- Council continues to adhere to the State protocol recognising Traditional Owners.
- Additional Aboriginal cultural sites have been registered in Geelong by Aboriginal Affairs Victoria (AAV).

#### ACTION 3

**Through the Cultural Heritage Management Planning processes, recognise and protect sites that are culturally significant as required by the Aboriginal Heritage Act 2006**
- The Community Development Unit and Capital Projects are currently working with the Wathaurung Aboriginal Corporation to streamline the process in identifying sites of significant Aboriginal cultural heritage and sensitivity.
- Future options have been identified for the Aboriginal canoe tree in Queens Park.
- Capital projects initiated by Council including road works in Pousties Road, Avalon, Beach Road, Avalon and ground works in Harvey Park, St Leonards.
- Discussion on the Moolap Coastal Strategic Framework Plan to ensure culturally significant sites are recognised and protected.
ACTION 4
Support the interpretation of Aboriginal cultural heritage places

- Development of Aboriginal cultural walks including:
  o North Shore Neighbourhood Walk.
  o Cowies Creek Environmental Walk. Information supporting this walk has been approved by the Wathaurung Aboriginal Corporation and highlights Aboriginal uses of plants in the area. Glenn Romanis (local Aboriginal artist) prepared sign rocks that have been installed throughout this walk.
  o Karndoor-kapa track. This track was named by the Wathaurung Aboriginal Corporation and means ‘follow the Corio Norlane Track’. Glenn Romanis prepared the sign rocks and the Moorpanyal Park stingray basalt sculpture for this walk.
  o These walks include the words ‘Walk Respectfully’. We must always remember that this land is, was and will always be the Wadawurrung Peoples’ traditional land.
- A Welcome to Country and Smoking Ceremony was performed at the M–M 2016 – Geelong’s Extreme Arts walk, located at Big Rock in the You Yangs.
- A walk event was held in Geelong- McLeods Waterholes - wetland wonderings. The planning for this event considered the Aboriginal cultural sensitivity of this site, which ensured that the integrity of this site was not altered by the event.

5. ARTS AND SOCIAL ENTERPRISE

ACTION 2
Support the use of Aboriginal street names and major new public infrastructure

- Each level of the Geelong Library and Heritage Centre is named in respect of the Wadawurrung people.

ACTION 3
Develop community information and awareness resources to appreciate Aboriginal culture and heritage to the City.

- Karndoor-kapa cycle loop features sign rocks and stingray basalt sculpture, created by Aboriginal artist Glenn Romanis.
- ‘Close the Gap’ and ‘NAIDOC Week’ banners were displayed on Council’s Melbourne Road community billboard.
- The CCC project will produce a cultural walking track designed and developed by local Aboriginal and CALD young people.

ACTION 4
Commission public art for display in a prominent location in Geelong including opportunities in Council’s Cultural precinct.

- Reconciliation Digital Projections were displayed on the front of City Hall during Reconciliation week (2015–2016)
- The Smoke and Mirrors project and the resulting new project seeking to build capacity and train a local Aboriginal Curator and Arts Administrator.
<table>
<thead>
<tr>
<th>ACTION 5</th>
<th>ACTION 7</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Support the interpretation of the Aboriginal food display.</strong></td>
<td><strong>With new projects consider deepening understanding of Aboriginal culture i.e connective identities.</strong></td>
</tr>
<tr>
<td>M-M 2016 Geelong’s Extreme Arts Walk has commenced a revegetation initiative in partnership with the Karingal foundation and Parks Victoria. This initiative includes the planting of the local habitat with Indigenous plant life. Over 40 volunteers have conducted the first major planting of 650 plants.</td>
<td>The CCC will provide opportunity for young people to explore Aboriginal culture and connection to place. This project will include exploration of creative expression, links to education and employment pathways and building on pride of local community. The aspirations of the young people will inform the creative processes of this project.</td>
</tr>
</tbody>
</table>
3. PROVISION OF PUBLIC IMMUNISATION SERVICES

Source: Community Life - Family Services
General Manager: Linda Quinn
Index Reference: Subject: Immunisation

Purpose

To seek Council approval for the appointment of a service provider for the provision of immunisation services for up to five years (three years plus one year plus one year).

Background

Under the provisions of the Victorian Public Health and Wellbeing Act 2008, Council is required to co-ordinate and provide immunisation services to children living or being educated within the municipality.

Key Issues

- An open tender process was undertaken with notification published in the Geelong Advertiser and Tenderlink on Saturday 30 July 2016. One tender submission was received from Barwon Health.
- The Contract term for the provision of these services is for a total of five years, consisting of a three year initial term with a further two additional one year options available at the discretion of Council.
- Barwon Health tendered an annual lump sum amount for the five year period of $2,114,760.76 (excluding GST). Barwon Health also submitted their associated schedule of rates ‘per encounter’ of $5.80 which totals an estimate $638,000 over this period.
- Council receives Federal Government funding of $6 per infant encounter and State Government funding of $8.50 per infant and secondary school student encounter.
- The total five year budget estimate including the Schedule of Rates is $2,752,760.76.
- Two Councils with similar 0-18 year old populations, one delivering in-house services and one contracting out have comparable per encounter costs to City of Greater Geelong.

Recommendation

That Council:

1) award the contract to Barwon Health for Tender T1600057 – Provision of Immunisation Services. The approval is for the original term of three years, plus two additional one year options to extend;

2) approve the maximum fixed lump sum amount of $2,114,760.76 (excluding GST) plus the additional cost of any associated schedule of rates expenses for the full 5 year contract term;

3) authorise the Chief Executive Officer to sign the contract documents; and

4) authorise the General Manager, Community Life to execute the options to extend subject to budget and successful delivery of the service.
Discussion

The immunisation service is delivered within a complex funding model.

The Federal Government payment of $6 per infant encounter is made monthly dependant upon a complete series of the scheduled program of immunisation being administered by City of Greater Geelong. For example, if a child receives the first two triple antigen immunisations, but has the final immunisation in the series completed with a GP, then the GP would receive the payment. This makes immunisation income predictions from the Federal Government difficult to estimate.

State Government funding of $8.50 per infant and secondary school student encounter is paid annually, and is based on the previous calendar year encounters, which does not reflect the actual number of immunisations delivered in that year.

The previous tender arrangement successfully met community needs and this was evidenced through monthly feedback from community members. Council advertised a new tender process on Saturday 30 July 2016. One tender submission was received from Barwon Health for this service. The tender submission satisfied the mandatory requirements and was deemed conforming.

The evaluation panel members undertook the necessary due diligence to ensure the tender bid satisfied the requirements of the project specification. The evaluation panel completed a thorough assessment of the tender, which was assessed against predetermined non-price criteria. Pricing clarifications were sought and the panel were satisfied that value for money would be achieved through this tender.

In confirming that the proposed contract provides good value, a benchmark process was conducted. Two Councils with similar 0-18 year old populations, one delivering in-house services and one contracting out have comparable per encounter costs to City of Greater Geelong:

<table>
<thead>
<tr>
<th>Council # = contracted</th>
<th>0-18 year population</th>
<th>% of immunisations delivered by Council</th>
<th>Total number of immunisations for 0-18 year olds</th>
<th>Total cost</th>
<th>Cost per encounter</th>
</tr>
</thead>
<tbody>
<tr>
<td>CoGG #</td>
<td>53,100</td>
<td>40%</td>
<td>21,240</td>
<td>$550,552</td>
<td>$25.90</td>
</tr>
<tr>
<td>Council 1 #</td>
<td>47,497</td>
<td>29%</td>
<td>13,774</td>
<td>$384,378</td>
<td>$27.90</td>
</tr>
<tr>
<td>Council 2 *</td>
<td>51,214</td>
<td>40%</td>
<td>20,486</td>
<td>$497,012</td>
<td>$24.26</td>
</tr>
</tbody>
</table>

The Council most comparable with City of Greater Geelong delivers cost per encounter of $24.26. Based on available data, the cost per encounter of $25.90 provided through the tender received from Barwon Health is comparable to similar contracted and in-house services.

Financial Implications

This is an annual lump sum and schedule of rates contract and will rely upon the funds allocated in Council’s recurrent budget (Budget Code R54445). Future business cases will need to be submitted on an annual basis to meet the ongoing commitment to provision of the service. The fixed price component for this service is as follows:

<table>
<thead>
<tr>
<th></th>
<th>Total cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Contract term (3 Years)</td>
<td>$1,196,169.54</td>
</tr>
<tr>
<td>Option 1 (1 Year)</td>
<td>$448,333.34</td>
</tr>
<tr>
<td>Option 2 (1 Year)</td>
<td>$470,257.88</td>
</tr>
<tr>
<td>Total</td>
<td>$2,114,760.76</td>
</tr>
</tbody>
</table>
The estimated per encounter cost is $638,000 over the 5 year period. This figure is dependent upon the actual number of encounters delivered.

Income is reliant on Federal and State Government funding and is impacted either positively or negatively by changes to the National Immunisation Schedule. There have been frequent changes to the Schedule over recent years with vaccines added and others removed. These changes impact on assumptions made during the annual budget preparations for both income and expenditure.

The following table outlines the cost of the service to Council over the past 5 years:

<table>
<thead>
<tr>
<th>Year</th>
<th>Income</th>
<th>Contractor payments</th>
<th>Other costs</th>
<th>Total expenditure</th>
<th>Cost to Council</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011/12</td>
<td>$169,966</td>
<td>$414,188</td>
<td>$10,459</td>
<td>$424,647</td>
<td>$254,681</td>
</tr>
<tr>
<td>2012/13</td>
<td>$165,683</td>
<td>$464,204</td>
<td>$8,365</td>
<td>$472,569</td>
<td>$306,886</td>
</tr>
<tr>
<td>2013/14</td>
<td>$201,536</td>
<td>$459,558</td>
<td>$5,801</td>
<td>$465,359</td>
<td>$263,823</td>
</tr>
<tr>
<td>2014/15</td>
<td>$221,963</td>
<td>$476,762</td>
<td>$6,735</td>
<td>$483,497</td>
<td>$261,534</td>
</tr>
<tr>
<td>2015/16</td>
<td>$264,146</td>
<td>$497,745</td>
<td>$14,925</td>
<td>$512,670</td>
<td>$248,524</td>
</tr>
</tbody>
</table>

Contractor payments include lump sum plus encounters. Other costs include percentage of Community Child Health coordinator’s salary.

The current 2016/17 approved budget, including contractor payments of $487,733 is a net cost to Council of $307,976.

**Stakeholder Consultation and Communication**

Customer feedback from families who access the immunisation service provided through Barwon Health is consistently positive and reflects a high standard of customer service. No formal consultation process was undertaken.

**Policy/Legal/Statutory Implications**

The requirements of Section 186 of the *Local Government Act 1989* have been complied with in relation to this tender.

The *Public Health and Well Being Act 2008* Section 24 states:

The function of a Council under this Act is to seek to protect, improve and promote public health and wellbeing within the municipal district by:

(f) **co-ordinating and providing immunisation services to children living or being educated within the municipal district.**

There are no other policies, legal or statutory implications associated with this tender process.

**Alignment to City Plan**

Aligns with Community Well Being strategic direction to enhance health by providing a service that leads to a reduced incidence of vaccine preventable diseases.
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

There are not considered to be any risks associated with the acceptance of this tender that cannot be managed through the contract conditions.

Environmental Implications

There are no known environmental implications.
4. SALE OF LAND TO ROMAN CATHOLIC TRUST – PENINSULA DRIVE
DRYSDALE

Source: Strategy & Performance – Property & Procurement
A/General Manager: Michael Kelly
Index Reference: Property Land Sale

Purpose
To recommend that Council sell 2.67ha of land at Peninsula Drive, Drysdale to the Roman Catholic Trust for the expansion of St Ignatius Secondary College.

Background
Council is the owner of approximately 45ha of undeveloped vacant land in the vicinity of Grubb Road and Peninsula Drive, Drysdale which was part of a larger parcel of land purchased by the former Shire of Bellarine for urban development purposes. Much of the land located to the west of Peninsula Drive is now intended to be used for sports and recreation purposes, and some is leased to the Department of Education and Training and is used in conjunction with the Bellarine Secondary College.

Key Issues
- In 2011 the Catholic Archdiocese approached Council to purchase vacant Council land to the east of the Potato Shed for the expansion of Saint Ignatius Secondary College which is located on adjoining land to the north at 9-27 Peninsula Drive (refer Attachment 2).
- There is insufficient space at Saint Ignatius College to meet projected growth in student numbers. Further space is required to meet the needs of a projected 11% growth in students in the next 3 years and to provide learning rooms, sport and physical education areas.
- Council land containing the Potato Shed is a Reserve of 5.01ha and is zoned Special Uses Zone 13 being a zone that provides for education use along with recreation and community uses.
- There is a master plan for the expansion of the Potato Shed (refer Attachment 4). If the eastern part of the Reserve of area 2.67ha is sold to the Roman Catholic Trust (“RC Trust”) there is sufficient land remaining in Council’s ownership to achieve the expansion of the Potato Shed as well as any long term future plans relating to this use. A review of the master plan completed in February 2017 confirms that the land to be sold is surplus to the needs of the Potato Shed.
- The large area of vacant Council land to the west of Peninsula Drive is similarly zoned Special Uses Zone 13 and the Drysdale Clifton Springs Sports Precinct Masterplan designates the majority of this land for sporting ovals, grounds, parking and pavilions (refer to Attachment 3).
- The land proposed to be sold is not required for community infrastructure including childhood services, and other sites locations within Drysdale have been identified for these purposes.
- It is recommended that Council proceed to sell 2.67ha of land in Peninsula Drive to the RC Trust for an amount being not less than the Council’s valuation. Any costs associated with the subdivision of the land will be met by the purchaser.
• Prior to selling the land, Council is required to give public notice of its intention to do so under s189 of the Local Government Act and allow for the hearing of submissions. If submissions are received they will be heard by the Submissions Review Panel and a further report will be put to Council. If no submissions are received the land will be subdivided and sold.

• Council did advertise an intention to sell the Peninsula Drive land to the RC Trust in May 2015 and received 38 submissions, most of which objected to the sale. The submissions were not considered as the proposed sale was abandoned.

Recommendation 1
That Council rescinds Council’s previous resolution of 28 July 2015:
“directs Officers to abandon the sale of land at 29-39 Peninsula Drive Drysdale…”.

Recommendation 2
That Council:
1) commences the procedures to sell land of 2.67ha (subject to survey) located at 29-39 Peninsula Drive, Drysdale (“the Land”) to the Roman Catholic Trust Corporation on the following terms:
   a) the price being not less than the Council’s valuation;
   b) the purchaser will meet all Council’s reasonable costs including any costs associated with subdivision of the Land;
   c) settlement to occur upon registration of a plan of subdivision of the Land;
   d) other appropriate terms and conditions;

2) commences the procedures under section 189 of the Local Government Act 1989 (“the Act”) to sell “the Land”. That public notice and the right of a person, under section 223 of the Act, to make a submission in relation to the proposed sale be given in the Geelong Advertiser and Geelong Independent;

3) states in the public notice the day, time and place for the hearing of submissions;

4) appoints the Submissions Review Panel to hear and report to Council on any submissions in relation to the proposed sale;

5) in the event that no submissions are received sell the Land to the Roman Catholic Trust Corporation; and

6) authorise the Chief Executive Officer to execute the Contract of Sale.
Discussion

Approximately 16 years ago parts of the larger parcel of Council owned land in this location were sold to the Roman Catholic Trust Corporation and Department of Education and Training for the 3 schools currently located on Peninsula Drive (refer to Attachment 2).

Council’s multi arts facility, the Potato Shed, is located on a 5.010ha Reserve on the eastern side of Peninsula Drive between the schools and includes a bus interchange and car park.

Council’s land is zoned Special Uses Zone 13 being a zone that allows for a range of civic, community, education and recreation activities. This zone was introduced in 2011 under amendment C194 to the Planning Scheme. Previously the land was more widely zoned for general urban development including residential development, and while the current zone considerably restricts permitted uses it continues to recognize educational use.

The sale of the land to the Archdiocese was the subject of two Council reports in 2015 and again in January 2016:

- **28 April 2015.** Council advertised its intention to sell the Peninsula Drive land to the RC Trust and received 38 submissions, most of which objected to the sale.
- **28 July 2015.** Council resolved to abandon the sale of the Peninsula Drive land following advice from the Archdiocese that the Council’s requirements for an exchange of land could not be met.
- **27 January 2016.** Council resolved to lease 4,250m2 of the Peninsula Drive land to the Archdiocese for re-locatable buildings to support the St Ignatius building program.

The Archdiocese in May 2016 again wrote to Council seeking to purchase approximately 2.7ha of land at Peninsula Drive.

St Ignatius College plans to expand its campus at this location to provide more general purpose and specialist learning rooms, and sport and physical education areas. Student numbers have doubled since 2007 and the College requires additional land as its current site is fully developed.

Much of the College’s building stock consists of re-locatable buildings and additional land will allow permanent classrooms to be built without the prior demolition of the re-locatable classrooms they are intended to replace.

The College has received in principle agreement for a $2m Federal Government Capital Grant to support the construction of a new year 9 centre and needs to confirm a site and commence construction.

Council’s intentions for its vacant land at Peninsula Drive have in recent years been expressed in 2 strategic plans.

In 2011 Council adopted the Drysdale Clifton Springs Sports master plan which establishes a concept plan for the use of the vacant Council land to the west of Peninsula Drive for a series of sports grounds and Council uses (Attachment 3).
The Potato Shed has a master plan that shows future expansion of the facility including additional theatre space, music labs, recording space, exhibition space and general purpose areas (Attachment 4). A review has recently been completed of the master plan which has identified that the land subject being the subject of this report is surplus to the future needs of the Potato Shed. Future detailed design of further expansion of the Potato Shed will need to ensure that appropriate access is provided loading and unloading of trucks.

The land proposed to be sold is not required for Council’s community infrastructure requirements, and other sites locations within Drysdale have been identified for these purposes. These sites include 5,020m² of vacant Council owned land in Palmerston Street and other Council owned sites near to the town centre.

Council land is the preferred location for the expansion of Saint Ignatius College. The alternative for the school to purchase land to the east of Gillies Road has been investigated and ruled out due to land contamination and complications with Gillies Road running through an expanded campus.

**Financial Implications**

A certified valuation of $740,000 plus GST dated June 2016 has been obtained which was agreed by the purchaser. Due to the requirements of the Local Government Act 1989 ("LG Act") a new valuation will be obtained and the price of the land will be not less than the new valuation.

Advice has been received from Council’s engineering consultant that costs of approximately $55,000 will be incurred in subdividing the land. Those costs, in addition to any survey and Council valuation costs, will be met by the purchaser.

**Stakeholder Consultation and Communication**

The relevant internal departments have been consulted in the preparation of this report. Public submissions on the proposed sale will be invited as described below.

**Policy/Legal/Statutory Implications**

The Local Government Best Practice Guideline for the Sale and Exchange of Land recommends that where ever possible land be sold by a public process such as auction or listing. In this case a direct sale to the Roman Catholic Trust is recommended to assist with its expansion plans.

Section 189 of the LG Act requires that Council obtain a certified valuation dated not more than six months prior to the sale of the land being the date of the contract of sale. The price for the land will be not less than Council’s valuation.

Under the same section of the LG Act the Council is required to give public notice of its intention to sell the land and consider any submissions received. If any submissions are received they will be heard by the Submissions Review Panel followed by a report to Council. If no submissions are received the land will be sold to the Roman Catholic Trust.

In anticipation of submissions, the public notice will specify the day, time and place for the hearing of submissions.

Following the Council resolution of April 2015 to exchange land, notice of intention to sell the Peninsula Drive land was published and 38 submissions were received. Due to the lapse of time and absence of the possible purchase of land in St Leonards, it is recommended that a new notice of intention to sell land be given.
Alignment to City Plan

The sale of the land will support the opportunities for education aims of the City Plan Priority: Connected, Creative and Strong Communities.

Conflict of Interest

No officers or contractors involved in the preparation of this report have a direct or indirect interest in the matters to which this report relates.
Aerial View of Schools and Council Land in Peninsula Drive Drysdale

- St Thomas Primary School
- Potato Shed
- Bellarine Secondary College
- St Ignatius Secondary College
- Land proposed to be sold to RC Trust. 2.67ha
Drysdale Clifton Springs Sports Masterplan
Attachment 4

Potato Shed Masterplan

New car park and bus interchange

Planned expansion

Existing Potato Shed

Council land to be retained
5. CEO QUARTERLY HEADLINE REPORT (OCTOBER - DECEMBER 2016)

Source: Strategy & Performance - Strategy & Program Delivery
A/General Manager: Michael Kelly
Index Reference: Corporate Strategy

Purpose
To provide the community with an update on engagement activities and delivering key projects.

Background
The CEO Quarterly Headline Report has been developed to meet with our commitment to be transparent in performance reporting, including progress updates on 2016 – 2017 City Plan actions for the quarter.

Key Issues
There are 195 actions Council has committed to in the 2016-2017 City Plan there are no actions with ‘Major’ issues, however six actions have ‘Not Started’ for various reasons (refer to Attachment 1, page 15).

A comprehensive report on the status of all actions is attached (Attachment 2).

The City has begun transitioning to the new Our Future framework by reporting against the successful elements of a community as described in the Our Future strategic vision.

Recommendation
That Council receives the CEO Quarterly Headline Report noting the results and commentary.

Attachments
Attachment 1: CEO Quarterly Headline Report
Attachment 2: City Plan Quarterly Progress Report - October to December 2016
**CEO QUARTERLY HEADLINE REPORT (OCTOBER – DECEMBER 2016)**

**Priority: An Informed and Engaged Community**

**2016-2017 Community Engagement Dashboard**

---

**Number of known engagements YTD**

<table>
<thead>
<tr>
<th></th>
<th>Engagements</th>
<th>Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oct-16</td>
<td>21</td>
<td>216</td>
</tr>
<tr>
<td>Nov-16</td>
<td>20</td>
<td>600</td>
</tr>
<tr>
<td>Dec-16</td>
<td>6</td>
<td>15</td>
</tr>
</tbody>
</table>

**Engagement techniques YTD**

- Survey: 69%
- Public comments/submissions: 17%
- Engagement Events: 14%

**Engagement Techniques:**

Our Future project accelerated during the quarter resulting in survey techniques growing to 69%.

**Top Pages By Visitors - Have Your Say**

- Barwon Heads Structure Plan
- Our Future
- Playgrounds
- Highton Village Urban Design Framework
- Other
- Have Your Say
- Avalon Corridor Strategy

**Insights:**

For the quarter there were 5,426 page visits with the Have Your Say page attracting 1,273 visits. The main engagements for the months of October through to December were Avalon Corridor Strategy, Highton Village Urban Design Framework and the upgrades of the local and district playgrounds.
### Community Engagement Activities commenced Oct-Dec 2016:

<table>
<thead>
<tr>
<th>Project</th>
<th>Technique</th>
<th>Comments</th>
</tr>
</thead>
</table>
| EVENTS FEEDBACK:  
- Geelong Seniors Festival survey 2016  
- Pivot Connect Feedback Survey | Survey | Results pending. |
| EVENTS FEEDBACK:  
- Leisure Services Department Planning Day - Feedback survey  
- Geelong's BIG Play Day - 25 October 2016  
- CDD Quarterly - 6 October 2016  
- Toast to the Coast 2016  
- Central Geelong Sidewalk Sales 2016 Survey  
- Christmas in Central Geelong 2016 - Business Survey  
- Sidewalk Sales 2016 Business Survey  
- Word for Word - Non-fiction Festival 2016  
- Geelong Revival Motoring Festival 2016  
- Light Up Geelong  
- JCG/SLT Monthly Leadership Team meetings- 24th November  
- SLT/ ELT Monthly Meeting 14th December 2016 | Survey | Feedback from attendees of events will be used to inform the development of future events. |
<p>| I could get a job if.... | Survey | Results pending. |
| Gov4Business Event | Event | Results pending. |
| Highton Village Urban Design Framework Event | Event | A total of 140 attended community sessions that will be used to inform the development of the Highton Village Urban Design Framework (UDF). A 55 page findings report was publicly released. |
| Our Future Survey, Event, Comments | Engagement ongoing. |
| Geelong Children’s Week October 2016 - Evaluation surveys Survey | Surveys of organisations participating in Children’s week are required as part of funding conditions. |
| Draft Greenhouse Strategy 2016 Comments | Results pending. |</p>
<table>
<thead>
<tr>
<th>Project</th>
<th>Technique</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Avalon Corridor Strategy</td>
<td>Survey, Event</td>
<td>Approximately 100 survey responses were received and 250 people attended drop in sessions in November. Further opportunities for community engagement are planned for January/February 2017.</td>
</tr>
<tr>
<td>The Laneways project feedback</td>
<td>Comments</td>
<td>Results pending.</td>
</tr>
<tr>
<td>Rosewall Community Hub development</td>
<td>Event</td>
<td>Results pending.</td>
</tr>
<tr>
<td>Rethink Your Rubbish - Green Waste</td>
<td>Survey</td>
<td>817 surveys were completed. Results will be used to assist in the development of a campaign to improve the quality of green waste material.</td>
</tr>
<tr>
<td>Handle with Care</td>
<td>Survey</td>
<td>Results pending.</td>
</tr>
<tr>
<td>Bouncing Back</td>
<td>Survey</td>
<td>Results pending.</td>
</tr>
<tr>
<td>Gateway Sanctuary (Leopold) - Playground</td>
<td>Survey, Event</td>
<td>Results pending.</td>
</tr>
<tr>
<td>Local and district playgrounds upgrades</td>
<td>Survey</td>
<td>Feedback has been used to help determine playground designs as part of the 2016-2017 Playground Upgrade Program. Designs for the upgrade program have been selected.</td>
</tr>
<tr>
<td>Griggs Creek Restoration &amp; Rehabilitation and Pedestrian Bridge Crossing</td>
<td>Comments</td>
<td>Results pending.</td>
</tr>
<tr>
<td>Road Renaming - Western Section Currango Way, Ocean Grove</td>
<td>Comments</td>
<td>Results pending.</td>
</tr>
<tr>
<td>Leopold Community Hub - Stage 2 Design</td>
<td>Event</td>
<td>Results pending.</td>
</tr>
<tr>
<td>Onboarding survey</td>
<td>Survey</td>
<td>Engagement ongoing.</td>
</tr>
</tbody>
</table>
Priority: An Informed & Engaged Community

Recent results collated in October from an annual survey\(^{(1)}\) sent out mid last year by Tourism Greater Geelong & The Bellarine indicate that:

- 35 per cent of participants have visited Geelong 10 or more times in the last 12 months.
- 55.46 per cent agree that their perception of Geelong has increased in the past 12 months with 41 per cent stating that the increase in events in the region has been the reasoning.
- The Net Promoter Score has dramatically increased in the past three years, from negative seven in 2014 to positive three in 2015 and positive 18 in 2016. A Net promoter score is an index ranging from -100 to 100 that measures the willingness of customers to recommend a product or service to others.

(1) Survey source - participants breakup – 47% Geelong locals and 53% non-locals.
Our Future Project – Status Report

9,396 People Engaged

Demographics of People

Gender

Age breakdown

Connection with Geelong

Engagement

Greater Geelong City Council
Agenda for Ordinary Meeting
SECTION B - REPORTS

28 February 2017
Page 59
Priority: Efficient and Customer focused organisation

Transformation Program

As recommended by the Commission of Inquiry a major transformational program has been established by the Administrators for the City of Greater Geelong.

The transformation program, led by the City’s Executive Leadership Team, has been broken down into four main streams:  - People and Leadership, Management, Relationships and Governance, incorporating 20 projects led by Senior leaders each with specific corporate initiatives.

The program is to implement a thorough review of the organisation and its management, and a comprehensive review of all Council policies, systems, processes and operations to ensure they meet contemporary governance standards.

The transformation program provides a roadmap on how we will achieve:

- A healthy culture, with a focus on purpose, values and positive duty for all staff
- Strong leadership and management capabilities
- Robust financial planning, management and reporting
- Investment in ICT services and asset management as enablers of strategy, and
- The right environment for the successful return to an elected council.

A few highlights this quarter:

People & Leadership

New purpose and values
The City has adopted new values and purpose statement after a comprehensive six month consultation period with its staff. During the consultation period, the organisation actively engaged with 350 staff, listened to the views of hundreds more people through internal communication channels with over 1,200 people voting on the new values and purpose statement. To assist with the implementation, a People Leaders Toolkit has been developed with input from 100 staff to build awareness and understanding of the City of Greater Geelong’s values. The toolkit provides People Leaders practical ways to facilitate team based values conversations. A series of interactive workshops have also been designed to support and develop People Leaders capability in using the resource.

Exit Interview process
A new quarterly departures report has been created to provide further insights for identifying trends or risk areas for potential interventions. The report provides turnover rates at the organisational level, rate of departure based on division, age, gender, and employment status. The report includes an analysis of the feedback from exit surveys and provides insight into why employees leave and feedback on our culture.

Governance

Legal Services & Governance
A centralised Legal Services and Governance department has been established to help strengthen the organisations governance requirements. A role of Senior Manager Legal Services and Governance was created to lead compliance, legal, governance and audit functions, including Council business and Councillor support. This will ensure we meet statutory obligations and provide essential accurate and timely legal advice to the organisation.
Governance

Complaint Review Panel
The Susan Halliday Report as part of the Commission of Inquiry recommended that an independent panel be established to deal with unresolved historic complaints of bullying. Twelve months on, the Complaints Review Panel has heard 63 items, 73 per cent are closed, 5 per cent involve live investigations and 22 per cent are undergoing file reviews, desk audits, workplace interventions, team welfare checks, mediations, additional training, and formal performance and behavioural improvement plans.

Return of Council
To create the right environment for the return of an elected council, a detailed plan is being developed to ensure the organisation, candidates and community will be fully informed and aware of all the new rules about the role/responsibilities of a mayor and councillors.

Development of transition plan for return of elected Council has five steps identified:
1. Raising awareness
2. Priming (citizen to councillor campaign)
3. Nomination
4. Post election induction
5. Ongoing professional development.

Relationships

Community Update
The reintroduction of Community Update is an opportunity to send updates and news on important City projects and developments to every household in Greater Geelong. This provides a far greater reach for our stories that might not reach the many residents who don’t access local media outlets. The October edition (8 pages) consisted of 32 articles/updates plus 28 events listing; December’s edition (12 pages) consisted of 42 articles/updates and 42 events listings.

Community Update’s reintroduction is a direct result from feedback collected in the 2016 Local Government Community Satisfaction Survey and our Community Engagement CATI Survey.

Results from the 2016 Local Government Community Satisfaction Survey identified:
• 34 per cent of all respondents preferred communication through a newsletter sent via mail
• 30 per cent of respondents over 50 preferred communication through a newsletter sent via mail
• 38 per cent of respondents under 50 preferred communication through a newsletter sent via mail.

Management

Process Reviews

Budget
The budget for the 2017-2018 budget has been reviewed; as part of the 2017-2018 budget process a new single grant scheme has been introduced to streamline the process and ensures that all potential funding applications are assessed against the organisations objectives. The scheme will replace the former community budget submissions process.
Financial
Ernst & Young strategic financial review has been completed with implementations already underway. Work has begun on improving reports, management of debt, asset planning, financial cultural discipline and to use VAGO indicators for monitoring overall financial performance.

Information and Communications Technology (ICT)
The review by Deloitte of ICT found significant under-investment and the need for a more strategic approach, including the development of an ICT strategy. The recommendations (12) have been mapped and costed over a two year period. Other non-fiscal recommendations are currently being reviewed by management to inform short and medium term actions.

Asset Management
Sound management of the City’s property portfolio requires periodic reviews to ensure that the properties owned are properties used and maintained, and any surplus properties are disposed of. As part of the 2017-2018 budget process we are currently identifying properties for possible sale.

Civic Accommodation
Currie and Brown, consultants were appointed to review the City’s accommodation strategy, have completed their report which assesses the financial and non-financial aspects of our accommodation options including continuing to lease, build on a Council owned site or lease a purpose built building from a developer.

The City is working with the Administrators and the Geelong Authority to set up the project and achieve some key milestones over the coming months including more detailed designs and costings, reconciling other uses proposed for the site and preparing financial projections.

Upcoming Reviews
Planning & Development
The City is looking at undertaking a number of critical reviews to processes and systems over the coming months to improve planning permit application assessment times and provide critical information required by stakeholders involved in the development approvals process. These projects include a detailed review of application referral processes, undertaking a customer satisfaction survey, reviewing standard letters and updating web site information.
Priority: To Lead By Advocating and Collaborating On Issues Important to the Geelong Community

Partnerships and Networks Model

The City has been partnering with other organisations during the quarter to achieve the best outcome for the region:

- A successful partnership was the launch of the **Strategic Plan to prevent and address violence against women and children**. Barwon Area Integrated Family Violence Committee, the City of Greater Geelong, G21 Geelong Regional Alliance and the Women’s Health and Wellbeing Barwon South West Incorporated worked together to develop and launch a strategic plan.

- The City of Greater Geelong has a partnership underway with the Geelong Authority focussing on the implementation of the Victorian Governments State Action Plan for Geelong. Partnership meetings are held monthly.

- The City of Greater Geelong, with key partners Deakin (Manufutures) and Skilling the Bay are in the **process of developing GEEMap** - a map that will make it easy for someone with a business or business idea to find the right resources and support in the Geelong/G21 region.

- ‘**Ideas for Geelong**’ part of the national program ‘My Big Idea’ was a pilot program with organisations from the region (assembled by City of Greater Geelong) to choose three topics of importance to the Geelong community. The community was invited to submit ideas/solutions or create their own beliefs under one of the three topics.

- The CEO’s of the five **G21 region municipal councils** and G21’s CEO headed to **Canberra** this quarter to meet with top government officials servants. These meetings play an important part of the G21’s advocacy program, keeping them informed of the issues of the G21 region. The G21 delegation reinforced the messages of the full G21 Board who were in Canberra earlier this year to discuss challenges our region faces and the opportunities to invest in key projects which will stimulate employment in the region.

- Council Administrator Chair and CEO together with **Committee for Geelong** headed to Canberra to advocate for more investment in the region. Support from Federal Government is being sought for a range of projects and initiatives, including an East West Traffic plan to remove heavy vehicles from the city centre, support for Geelong Defence Alliance defence program and promoting small business in the wake of the manufacturing exit.

- The ‘**Our Future**’ project is an excellent example of how key organisations within the municipality are working together to ensure our community is well supported now and into the future. The Partnership Group, which includes 16 Geelong organisations, **City of Greater Geelong, Regional Development Victoria, Committee for Geelong, Deakin University, Department of Health and Human Services, Victoria Department of Environment, Land, Water and Planning, Geelong Chamber of Commerce, Geelong Environment Council, Geelong Football Club, Geelong Sustainability Group, Give Where You Live, Gordon Institute of TAFE, G21 Agribusiness Forum, G21 Geelong Regional Alliance, National Trust of Australia-Geelong and Regional Branch, Tourism Greater Geelong and The Bellarine**, have come together to assist the City in developing a long term (30 year) community vision for Greater Geelong.
Priority: Minimising our Environmental Footprint

Greenhouse Strategy
The Greenhouse Strategy has been developed to reflect the City’s certification as a One Planet Living Council and to be aligned with the One Planet Living principle: Zero Carbon.

Input for the Greenhouse Strategy was sought from the community and council via formation of Project Steering and Advisory Groups, workshops, presentations, interviews and surveys. The draft strategy was displayed on public exhibition for a four week period in late 2016 enabling the broader community the opportunity to assess the strategy and provide comments.

The Greenhouse Strategy incorporates the following targets to achieve emissions reduction from Council’s buildings and vehicle fleet from 2014-2015 levels:

- 50% by 2020
- 75% by 2035
- 100% by 2050

Key action areas that support the targets include; energy efficiency (electricity and gas) in buildings, renewable energy (small and large scale) and carbon offset purchasing. A significant solar program is in the design phase, 470kW of installed solar will be rolled out over seven council buildings in 2017. LED lighting upgrades and building management control systems will be upgraded at Leisurelink in April – May 2017. These projects will have significant emissions reduction outcomes.

The City will play a key role in enabling positive change in the community. They will build on the opportunities identified in the Low Carbon Growth Plan and will collaborate with key stakeholders to develop a Zero Carbon Community Action Plan.

The final draft strategy is scheduled to be reviewed for endorsement at the March 2017 Council meeting.

To meet the 50% target council will purchase carbon offsets and invest in energy efficiency and renewable energy projects on council buildings.

![Annual Emissions (tCO2-e)](image-url)
Successful Community Outcomes

Research into the best communities in the world show they are:

CONNECTED

The City is working with VicRoads to develop improving access and safety for pedestrians in Central Geelong. Over the past five year period, 40 pedestrian crashes have been reported in Central Geelong. This has resulted in 14 major injuries and 26 minor injuries. The proposal includes treatments for upgraded pedestrian crossings and signal changes to reduce pedestrian wait times and increase the visibility of signals. These treatments will help to support the implementation of the Central Geelong 40km/h zone by creating an environment that helps to lower vehicle speeds and provide greater priority for pedestrians moving around Central Geelong and promote walking as a form of active transport.

PROSPEROUS

The City continues to work with businesses to create an environment where inspiration occurs and innovation flourishes. An example of this is the work that is being undertaken with biotech company; CNS Dose. CNS Dose has developed a world leading platform to vastly improve the clinical results in administering antidepressants. CNS Dose is a Geelong idea that moved to Melbourne, however, with the assistance of the Enterprise Geelong team; this company has now set up their permanent headquarters at the North Geelong Arena.
CREATIVE:
The **Geelong Botanic Gardens Education Program** engages people of all ages in the fascinating world of plants. The program includes school holiday activities and educates school groups from Prep to University level. 1,586 students participated in the program during 2016. Stories about plants are shared through interpretive trails and free activities and gives thousands of garden visitors an opportunity to see plants differently.

SUSTAINABLE AND RESILIENT:
The City has successfully delivered a **newly designed Environment and Sustainability Grants Program**. The Environment and Sustainability Grants Program ensures that the City is able to facilitate and support a wide range of environment and sustainability actions across the municipality and build partnerships that work together for shared vision and goals for our future. 12 projects were awarded grants to support a diverse range of biodiversity and sustainability. Successful projects included Green Thinking and Solar project (Diversitat) and Laneway Learning program (Geelong Sustainability Group).

The update was a significant **business improvement** in delivery of the grants. Working together in partnership with the Community Grants team; the Environment and Sustainability Grants program was re-designed and delivered using the **SmartyGrants** software platform. This ensured a high level of rigour to the process from the public advertising of grants, through assessment against strategic criteria, record keeping and administration.

DESIGNED FOR PEOPLE:
The **Green Spine project will transform Malop Street** into a vibrant street and linear park, connecting from Johnstone Park to Eastern Park. The project will deliver more trees and green spaces to the heart of the city, transforming it into an attractive and inviting place. The plan is based on a vision for the street as a ‘Botanic Walk’, with a continuous canopy of trees and a series of different alfresco, seating and gathering spaces along the length of Malop Street, linked by a network of paths. In addition to greening the street and making it more people friendly, the plan also makes the street safer, more accessible and user friendly for bikes.
City Plan 2013-2017 (16/17 Update)

Progress Report to 31 December 2016

Dashboard summary of progress to date of 2016-2017 City Plan actions (Total 195 actions)

Completed 24
Completed – Project is completed

On Schedule 146
On Schedule – Project is progressing well

Not Started 6
Not Started – Project has not commenced.

Major issue 0
Major issue – issue present resulting in a significant impact on the delivery of the Project

Minor issue 19
Minor issue – issue present and is having an impact, but a less than significant impact, on the delivery of the Project.

Successful Implementation/Completion of City Plan actions (Oct - Dec)
✓ Drysdale Sports Precinct – Stage one earthworks completed.
✓ Seniors Citizens Week was undertaken and well attended in October.
✓ St. Albans Electronic Scoreboard, Portarlington Tennis Club Sports lighting Corio Community Reserve open space improvements projects were all completed during the quarter.
✓ At Eastern Beach, the Fountain steps, Seabed hazard removal project, and the replacement of Heritage Fence projects were all completed.
✓ Compliance training (Prevention of Bullying and Harassment, Fraud Awareness, Equal Employment Opportunity, Positive Duty and Occupational Health and Safety) was reviewed, improved and relaunched to the organisation in December for all staff to undertake.
Progress Report to 31 December, 2016 (Continued)

Projects Not Started

Scheduled for commencement

- **Lt Malop Street Central Precinct Masterplan and Urban design Guidelines** – Scope underway as part of Revitalising Central Geelong Partnership program. Close consultation with Geelong local businesses is occurring.
- **Utility Services Upgrade – Central Geelong** – Project currently being scoped as part of Revitalising Central Geelong Partnership.
- **VicClue 2016 – Central Geelong Revitalisation Investment and Advocacy Package** – Proposed commencement of project is 2017, once designs are completed on key capital works projects.

Project to be scheduled

- **Central Geelong Action Plan – Conversation Series** – Project to commence early 2017.

Not Proceeding

- **G21 Regional Netball Strategy** - Funding from Sport and Recreation Victoria was unsuccessful. The project will not proceed. Subsequently the net cost of $15,000 is not required.
Strategic Direction: Community Wellbeing

Outcome: Healthy Lifestyles

Coordination of the City of Greater Geelong Municipal Public Health and Wellbeing Plan implementation
OnS

An application for the Geelong Public Health and Wellbeing Plan to be included in City Plan and for the plan to be delayed pending the appointment of the new Council is being prepared for early 2017. An officer for the City of Greater Geelong Municipal Health and Wellbeing Plan was appointed in August 2016 following the cessation of the Healthy Together Geelong program. Council's statutory obligation is to produce a plan the year following the election of a new Council. Advice on timing will be sought from Department of Health and Human Services.

Gender Equality and the Prevention of Violence Against Women and Children
Min

Implementation of the Physical Activity Strategy
OnS

Active Transport group meet monthly with representatives from Council's Sport and Recreation and Engineering departments. Draft Active Transport plan prepared.

Learn to Swim program
OnS

Learn to Swim program Term 4 2016 finished ahead of budget with 7,134 network enrolments.

Municipal Early Years Plan 2016-2021
OnS

Tender for external consultants has been advertised and proposals received are currently being evaluated. Project is scheduled to commence in February 2017, with a final draft of the new Municipal Early Years Plan available for public exhibition by September 2017.

Promote kindergarten enrolments through public media releases.
OnS

Project is on schedule. A marketing plan is due to roll out in February 2017.

Provide Maternal Child Health nurses with professional development opportunities on lactation.
OnS

Australian Breastfeeding Association (ABA) latest journal circulated to team. Monthly newsletter emailed to all staff in October, November and December. Staff notified of upcoming professional development activities. ABA presented at team meeting with over 30 Maternal Child Health nurses (MCHN) in attendance.

Stronger Families
OnS

Program on track to meet funding targets. Direct service delivery continues. Six clients carried forward from 2015-2016, one new referral to date.

Outcome: Healthy Environments

Annual update and Implementation of Municipal Emergency Management Plan
OnS

Municipal Emergency Management Plan Committee (MEMPC) approved all recommended amendments. Plan now being formatted, ready for distribution.

Annual update and Implementation of Municipal Fire Prevention Plan implementation
Oct 2016 C


Conduct mosquito management activities to maximise public amenity and minimise public health outcomes
OnS

The mosquito management program has had good results with 10 aerial treatments covering 1,521 hectares of breeding sites so far this season, compared with four treatments and 407 hectares in the same time period last season. Rainfall was much higher this spring with 396 millilitres of rain between June to December 2016, compared to 140 millilitres last season. This created ideal conditions for mosquito breeding. Our post-treatment larval monitoring has shown the treatments have been successful and light trap gave similar results with extremely high mosquito numbers in light traps in the early part of the season and low numbers in our most recent traps in December.
<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilitate neighbourhood amenity by responding to and investigating nuisance notifications and requests</td>
<td>December</td>
<td>OnS</td>
<td>Received 4,341 requests with 3,875 being completed and 466 progressing and under investigation. Year to date - received 8,339 with 7,675 completed and 664 progressing under investigation. Many of these requests are of medium to high levels of complexity requiring multiple visits, collating evidence, mediating outcomes, referring to dispute settlement and involving other departments and/or agencies. For this reason some requests will take longer and a residual amount of requests will be reported as progressing (incomplete) at months end.</td>
</tr>
<tr>
<td>Implement activities and facilitate partnerships to promote responsible pet ownership and community safety</td>
<td>Year to date</td>
<td>OnS</td>
<td>'Park Your Pet' is fully developed and now awaiting commissioning from Apple prior to a formal promotional launch. This 'app' will provide a platform for not only information, advice and enquiry solutions, but also for customers to transact directly with Council. This is expected to occur in early January 2017. A discussion paper is being developed in preparation for the review of the Domestic Animal Management Plan. This will enable council officers to obtain critical information from dog and cat owners about issues important to them, which may then be reflected in new strategies and actions. Another very successful cat de-sexing program was conducted with 367 cats being de-sexed. Most of these cats were relatively young, which is encouraging with respect to preventing unwanted litters in the future. Also most of these were not previously registered but now are as a result of participating in the program. Again a very positive partnership was established with the local veterinarian network to enable this program to occur.</td>
</tr>
<tr>
<td>Implement measures and actions to ensure food safety to the community</td>
<td>Year to date</td>
<td>OnS</td>
<td>Food inspections: This quarter - 607 with six Food Act Notices served. Year to date – 1,424 with 16 Food Act Notices served.</td>
</tr>
<tr>
<td>Toilet block renewal and replacement program</td>
<td>Year to date</td>
<td>OnS</td>
<td>Construction at Geelong West site has commenced with expected completion by end of March. Investigations underway for pre-fab design toilet at Kingston Park. Gateway Sanctuary Design for alterations not yet commenced.</td>
</tr>
</tbody>
</table>

**Bike Paths and facilities**

Cycling Infrastructure Program

OnS  
Eastern Park path complete. North Geelong stage 1 complete, stage 2 designs finalised. Principle cycle network plan drafted and actions underway. Moorabool Street grant approved and design commenced. Draft plans for Moorabool Street connections and Geelong West connections.

Greater Geelong Cycle Strategy implementation

OnS  
Projects scheduled for implementation include:  
- Cycling connections to the Hill Mountain bike track.  
- Bellarine rail trail improvements Mannerim dip sealing.  
- Roebuck Street connection.  
- North Geelong Bike path continuation.

**Footpaths**
### City Plan 2013-2017 Progress Report
#### (Attachment 2)

**For Quarter Ending: Dec 2016**

<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Footpath renewal program</td>
<td></td>
<td>Ons</td>
<td>Program well underway with 35 footpath renewal projects already complete.</td>
</tr>
<tr>
<td>Hitchcock Av, Barwon Heads - Footpath Extension</td>
<td>Dec 2016</td>
<td>C</td>
<td>Works completed for footpath construction, free planting and minor landscaping pending seasonal planting program.</td>
</tr>
<tr>
<td>Ocean Grove Principal Pedestrian Network year 2 - Infrastructure Design</td>
<td></td>
<td>Ons</td>
<td>Ongoing investigation of proposed design and consultation.</td>
</tr>
<tr>
<td><strong>Playgrounds</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gateway Sanctuary - sub-regional playground development</td>
<td></td>
<td>Ons</td>
<td>Completing design concepts ready for community consultation.</td>
</tr>
<tr>
<td>Playground Development Program Implementation - Core Program</td>
<td></td>
<td>Ons</td>
<td>Community consultation/selection to take place. Morris Street side installation completed and handed over. Haines Reserve basketball half court out to quote.</td>
</tr>
<tr>
<td>St Leonards - Playground</td>
<td></td>
<td>Ons</td>
<td>Community consultation to take place.</td>
</tr>
<tr>
<td><strong>Recreation Facility upgrades</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Anakie Football and Netball Club - facility re-development (Stage 1)</td>
<td></td>
<td>Ons</td>
<td>Detail design continuing and contract documentation in process, aiming for construction to start April 2017 and be complete by November 2017 to meet Sport and Recreation Victoria milestone.</td>
</tr>
<tr>
<td>Barwon River trail rectification</td>
<td></td>
<td>Ons</td>
<td>Permits confirmed. Due to the requirement for heavy machinery to access the site to undertake works, the current (wet) ground conditions will dictate when works will be undertaken in the warmer months to avoid damage to surrounding areas.</td>
</tr>
<tr>
<td>Community and Recreation Car Parks</td>
<td></td>
<td>Ons</td>
<td>Design for Lara carpark all but complete. Works to commence in new year.</td>
</tr>
<tr>
<td>Contribution to Stage 4 Development at Simonds Stadium</td>
<td></td>
<td>Ons</td>
<td>Geelong Football Club to execute funding agreement shortly.</td>
</tr>
<tr>
<td>Drysdale and Clifton Springs Sports Precinct - Stage 1 development</td>
<td></td>
<td>OnS</td>
<td>Project is at detail design for the bulk of the project. An early earthworks contract has been awarded and is currently under construction.</td>
</tr>
<tr>
<td>East Geelong Golf Club - change room upgrades</td>
<td>Oct 2016</td>
<td>C</td>
<td>Club have appointed a builder and works are progressing well.</td>
</tr>
<tr>
<td>Eastern Beach Fountain Steps</td>
<td></td>
<td>C</td>
<td>Project completed.</td>
</tr>
<tr>
<td>Eastern Beach Heritage Fencing Replacement</td>
<td>Oct 2016</td>
<td>C</td>
<td>Replacement of fencing completed. Reinstatement works completed.</td>
</tr>
<tr>
<td>G21 Regional Netball Strategy</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Geeong Soccer Club social and change room upgrade</td>
<td></td>
<td>Ons</td>
<td>Construction progressing well. Roofing works completed.</td>
</tr>
<tr>
<td>Grovedale Tennis Club facilities upgrade</td>
<td></td>
<td>OnS</td>
<td>Construction has commenced and light poles installed. LED fittings expected to arrive early 2017.</td>
</tr>
<tr>
<td>Kevin Kirby Reserve half-court basketball installation</td>
<td></td>
<td>Ons</td>
<td>Court surfacing out to quote via court resurfacing plan budget.</td>
</tr>
<tr>
<td>Landy Field Athletics Facility - in-field fencing upgrade</td>
<td></td>
<td>Ons</td>
<td>Project scope defined. Continuing consultation with Recreation Department.</td>
</tr>
<tr>
<td>North Geelong Football and Netball Club - social and change room upgrade (Stage 1 of 2)</td>
<td></td>
<td>Ons</td>
<td>Concrete works complete.</td>
</tr>
<tr>
<td>Ocean Grove Tennis Club - kitchen upgrade</td>
<td></td>
<td>Min</td>
<td>Minor issue relating to the Club’s proposed scope of works exceeding the budget. Scope to be scaled back to the existing kitchen upgrade or the Club to confirm their funding commitment to a Partnership Project.</td>
</tr>
<tr>
<td>Polwarth Pavilion and West Oval Redevelopment - Planning</td>
<td></td>
<td>Ons</td>
<td>Two clubs are progressing through the amalgamation process and will commence planning for the new facilities for the new entity. Facility management model has been completed and design brief will be released in October 2016. Consultants scheduled to be appointed in January/February 2017.</td>
</tr>
<tr>
<td>Portarlington Tennis Club - sports lighting</td>
<td>Dec 2016</td>
<td>C</td>
<td>Works completed.</td>
</tr>
<tr>
<td>Renewal work on Council owned buildings</td>
<td></td>
<td>Min</td>
<td>Behind schedule due to Worksafe requirement to inspect every &quot;high risk&quot; job which is impacting delivery of renewals works.</td>
</tr>
<tr>
<td>Skate Plan</td>
<td></td>
<td>Ons</td>
<td>Project brief currently being finalised. Quotations will be received by the end of January 2017. Project to commence in February 2017.</td>
</tr>
</tbody>
</table>

---

**City of Greater Geelong**

27 January 2017
## City Plan 2013-2017 Progress Report

For Quarter Ending: Dec 2016

(Attachment 2)

City of Greater Geelong

27 January 2017

<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Greater Geelong</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>St Albans Football Club - Electronic Scoreboard</td>
<td>Dec 2016</td>
<td>C</td>
<td>Partnership Project - Scoreboard installed, pending acquittal of funding from Club.</td>
</tr>
<tr>
<td>Stead Park fitness station development</td>
<td></td>
<td>Min</td>
<td>Project put on hold at the direction of the Service Manager. Awaiting Parks and Leisure Australia to release outdoor fitness station guidelines.</td>
</tr>
<tr>
<td>Waurn Ponds Skate Park - half pipe redevelopment</td>
<td></td>
<td>OnS</td>
<td>Tenders closed, currently reviewing tender submissions.</td>
</tr>
<tr>
<td><strong>Recreation Reserve upgrades</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Aldershot Reserve - Public Safety and Amenity Improvements</td>
<td></td>
<td>Min</td>
<td>Original scope of works are currently being reviewed.</td>
</tr>
<tr>
<td>Capital renewal of civil assets in parks across the municipality</td>
<td></td>
<td>OnS</td>
<td>Program ahead of schedule - only one project left to complete. Rehabilitation of LeisureLink car park complete.</td>
</tr>
<tr>
<td>Corio Community Reserve - open space improvements</td>
<td>Dec 2016</td>
<td>C</td>
<td>Project completed</td>
</tr>
<tr>
<td>Drews Reserve Master Plan</td>
<td></td>
<td>OnS</td>
<td>Brief developed and quotations for suitable consultants to undertake the works closed on 5 October 2016.</td>
</tr>
<tr>
<td>Elderslie Reserve - Carpark Upgrade (Design)</td>
<td></td>
<td>OnS</td>
<td>Car park layout and ancillary drainage system designed. Consultation with club to confirm layout continuing, cost estimates being developed. Checks with service authorities undertaken.</td>
</tr>
<tr>
<td>Ground Renovation Program - Core Program</td>
<td></td>
<td>OnS</td>
<td>Weather has caused some minor delays. Works on schedule to be completed prior to end of financial year.</td>
</tr>
<tr>
<td>Hendy Street Reserve (Flinders Peak) sports field and change room redevelopment</td>
<td></td>
<td>OnS</td>
<td>Civil works for sport fields are progressing well on site. Design of the pavilion is at concept stage.</td>
</tr>
<tr>
<td>Leopold Recreation Reserve - Entry Relocation</td>
<td></td>
<td>OnS</td>
<td>Asphalt preparation being undertaken with Council's Engineering Department. Works to be finalised following Melaluka Road upgrade.</td>
</tr>
<tr>
<td>Leopold Recreation Reserve - pavilion / change room upgrade</td>
<td></td>
<td>OnS</td>
<td>Stage 1 works have reached practical completion and final site rectification is underway. Stage 2 and 3 design works are being completed with consultation underway with stakeholders for stage 2 renovation.</td>
</tr>
<tr>
<td>WG Little Reserve - Master Plan</td>
<td></td>
<td>OnS</td>
<td>This is a contribution towards a Master Plan on a reserve managed by Bellarine Bayside. A meeting with Bellarine Bayside will be scheduled to discuss the disbursement. Disbursement likely in January 2017.</td>
</tr>
</tbody>
</table>

**Swim Sport and Leisure Centre upgrades**

<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aquatic Play Equipment Core Maintenance and Upgrade Program</td>
<td></td>
<td>OnS</td>
<td>Program delayed until Splashdown Aquatic Play project awarded. That project has come in within budget so the planned maintenance program will now be rolled out. Maintenance works have started on the Leisurelink play structure and the large waterslides at Leisurelink will be re-coated.</td>
</tr>
<tr>
<td>Barwon Valley Activity Centre - CCTV upgrade</td>
<td></td>
<td>OnS</td>
<td>Start up site meeting has occurred. Works due to commence in January 2017.</td>
</tr>
<tr>
<td>Concrete core replacement program</td>
<td></td>
<td>OnS</td>
<td>Project on schedule. Replacement of concrete will work around the seasonal outdoor pool operation and other projects.</td>
</tr>
<tr>
<td>Geelong Arena - CCTV upgrade</td>
<td></td>
<td>OnS</td>
<td>Works commenced onsite.</td>
</tr>
<tr>
<td>Geelong Arena - Programmed Maintenance</td>
<td></td>
<td>OnS</td>
<td>Working with Council's Property department to agreed plan of scheduled annual works. Works continuing.</td>
</tr>
<tr>
<td>Gymnasium Equipment Replacement Program</td>
<td></td>
<td>OnS</td>
<td>All equipment ordered with cardio equipment installed at Waterworld, BASC and Splashdown. Strength equipment installation now due in January 2017 after slight delay with shipping.</td>
</tr>
<tr>
<td>Leisurelink 50 metre pool liner replacement</td>
<td></td>
<td>OnS</td>
<td>Contract awarded and works programmed for commencement 17 January 2017. Project is on schedule for an earlier than expected completion due to changes with scope. Project is within budget.</td>
</tr>
<tr>
<td>Leisuretime Centre - CCTV Upgrade</td>
<td></td>
<td>OnS</td>
<td>Works commenced onsite.</td>
</tr>
</tbody>
</table>
### City Plan 2013-2017 Progress Report

**For Quarter Ending: Dec 2016**

(Attachment 2)

City of Greater Geelong

27 January 2017

<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leisuretime Centre synthetic multi-use pitch</td>
<td></td>
<td>OnS</td>
<td>Pitch location confirmed and design progressing. Working through budget pressures and drainage impacts. Two resident objections received. Aiming to tender early 2017 for Autumn start.</td>
</tr>
<tr>
<td>Splashdown Aquatic Play Activity Area</td>
<td></td>
<td>Min</td>
<td>Contract awarded and within budget. Project start date to be delayed due to having the Leisurelink pool closed at the same time. Project will now start early April 2017 and be completed late this financial year.</td>
</tr>
<tr>
<td>Waterworld 50m Pool Underwater Platform</td>
<td>Dec 2016</td>
<td>C</td>
<td>Project completed.</td>
</tr>
</tbody>
</table>

**Outcome: Connected, creative and strong communities**

- Aboriginal Traineeships: Traineeship scoping document is being finalised, in development with the Council’s Community Development Unit and People & Organisation Development. Anticipated appointment of trainees will be in the first quarter of 2017.
- Armstrong Creek East Precinct - Neighbourhood Activity Centre: Design development is underway with concept plans to be presented in late January 2017 to Project Control Group. Community consultation will be undertaken once the concept design is adopted.
- Children Services Facilities Upgrades: Various projects reported individually.
- Digital Implementation Plan - Community 'National Year Digital Inclusion 2016': This project is now connected to Pivot Summit 2016. An event that will be part of Pivot Summit, titled Pivot Connect - a Community (Digital Inclusion) festival. Held in the Geelong Arts Precinct, all venues, and park.
- Fyansford Land acquisition for community infrastructure: Continuing negotiations. Land is not subdivided as yet. Potential carryover required.
- Linking Learning 0-1 2 years Eastern Suburbs: Linking Learning program activities progress to date:
  1. Contracted Speech Pathologist - Program successfully completed, and meeting held with Barwon Health for transition plan for children and families referral to Newcomb Community Health Centre.
  2. Early Intervention Assessment Tools - The Brigance Assessment Tool purchased, training provided and review of the oral literacy assessment conducted.
  3. Professional Development in Oral Literacy - Program successfully completed.
  4. Parents as first educators - Dinners Ready program pilot successfully completed with transition in progress with community agency for future governance of the program.
  5. Maternal and Child Health early literacy and linkages to library - program successfully implemented.
  6. Western Edge Youth Arts - program successfully completed.
- Multicultural Action Plan implementation of identified priority actions: A number of actions of the Multicultural Action Plan (MAP) continue to be implemented and align with the identified priorities. Version two of the MAP is scheduled for a soft launch in the first quarter of 2017. The last program for 2016 of the women’s swimming program has recently concluded, with much positive feedback from participants and staff involved from the City.
- Senior Citizens Week: The festival was a great success with high levels of participation. The Geelong Seniors Festival was launched on 3 October, 2016. In 2016 there were over 100 events programed and attendance is already strong with over 280 attending the opening film event at West Town Hall on Monday 3 October.
  - The State Government evaluation was completed November 2016.
  - Further consultation will be held with all event holders in early 2017.
- Women in Community Life Advisory Committee-Support: The Women in Community Life (WiCL) Awards 2017 are a key action of the WiCL Advisory Committee. Finalists and winners will be announced at an International Women’s Day event in...
### Community Plan 2013-2017 Progress Report

**For Quarter Ending: Dec 2016**

**Attachment 2**

<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Youth activities, program and events incl festivals, skate programs,</td>
<td>March 2017</td>
<td></td>
<td>This free community event will celebrate and recognise the strength and leadership of women, taking into account the Victorian Government Gender Equity Strategy and the development of Council’s Gender Equity Framework.</td>
</tr>
<tr>
<td>National Youth Weeks, GASP, L2P Learner Driver program, youth activity</td>
<td></td>
<td></td>
<td>All programs delivering at a high level across the Municipality. Some major events this quarter include SKAART Festival (1500+ people), inaugural Race Around Geelong, Odyssey Film Festival and a skate series at parks across the municipality. Drop In and other after school activities at Whittington, Grovedale, Corio and in Central Geelong enabling connection with around 300 young people weekly (an increase from last quarter). Have been engaging young people in Our Future discussions, so far gathering surveys from approx 250 young people. Youth Action teams have been actively engaging in running many activities including trivia nights, fundraisers, skate competitions, festivals.</td>
</tr>
<tr>
<td>services and action teams, Switch quarterly magazine, multicultural youth</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>development, Youthcan Van</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Arts Culture and Heritage</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bronze Stories</td>
<td>OnS</td>
<td></td>
<td>Project brief to be completed in January 2017 and Expressions of Interest out in February 2017.</td>
</tr>
<tr>
<td>Community Arts and Festivals Grant Program</td>
<td>OnS</td>
<td></td>
<td>Assessment and notification completed, with Grants ceremony and networking event on 23 November 2016 at the National Wool Museum, with a number of successful applicants in attendance and several examples of previous year projects highlighted.</td>
</tr>
<tr>
<td>Funds available for community grants.</td>
<td>OnS</td>
<td></td>
<td>Second round closed 31 October 2016. All applications have been assessed and funding allocations approved to distribute funding to Community Organisations in the Geelong region as per the Community Grants Management Procedure. The third round opened on 1 November 2016 and closed on 31 December 2016. Assessments will take place in January/February 2017.</td>
</tr>
<tr>
<td><strong>Community facility upgrades</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community Halls Upgrade</td>
<td>OnS</td>
<td></td>
<td>Program on schedule.</td>
</tr>
<tr>
<td>Disability Access</td>
<td>OnS</td>
<td></td>
<td>Fairlie Lodge - Stage 1 and Stage 2 works progressing, Barwon Heads Seniors works awarded, start date yet to be confirmed, Leisurelink change room upgrade commenced in November 2016. Ceres Hall toilet upgrade design complete however project on hold.</td>
</tr>
<tr>
<td>Early years sites playground renewal and upgrade program</td>
<td>OnS</td>
<td></td>
<td>Final decision of projects following playground assessment audit by Community Development. Synthetic turfing works at Arston completed.</td>
</tr>
<tr>
<td>Geelong East Men’s Shed - Resource Facility</td>
<td>Min</td>
<td></td>
<td>After some delay, scope of works now agreed to by Council’s Community Development and Sport and Recreation departments and the Men’s Shed group. Project proceeding.</td>
</tr>
<tr>
<td>Portarlington Parks Hall</td>
<td>OnS</td>
<td></td>
<td>Initial plans for an office have been developed, these are currently being discussed with Bellarine Bayside. A workshop of the Reference Committee in November identified potential ongoing governance options. A presentation on Hubs has been given to the Portarlington Community Association.</td>
</tr>
<tr>
<td>Portarlington Rotunda Stairwell</td>
<td>OnS</td>
<td></td>
<td>Architect now engaged for these works. Initial meeting on site has been completed with new Architect. Awaiting feedback from meeting re concept design in line with Council’s building department design preference.</td>
</tr>
<tr>
<td>Seniors kitchen upgrade</td>
<td>OnS</td>
<td></td>
<td>Yooringga seniors kitchen tender has closed. Works have been awarded, construction is underway for completion early February 2017. Remaining works in program currently being scoped to occur following Yooringga completion.</td>
</tr>
<tr>
<td><strong>Community Hubs</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Drysdale Integrated Children’s Hub construction</td>
<td>NS</td>
<td></td>
<td>Project on hold.</td>
</tr>
<tr>
<td>Hendy Street Family and Children’s Hub</td>
<td>Min</td>
<td></td>
<td>The Planning Permit is yet to be awarded and has delayed the project schedule by two months.</td>
</tr>
<tr>
<td>Description</td>
<td>Completion Date</td>
<td>Status</td>
<td>Comments</td>
</tr>
<tr>
<td>----------------------------------------------------------------------------</td>
<td>-----------------</td>
<td>--------</td>
<td>--------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Highton Enhanced Children’s Centre - Year 2 construction</td>
<td></td>
<td>OnS</td>
<td>Therefore the desired opening of the building for the start of 2018 school year will not be achieved. Construction contract is to be awarded in late January 2017.</td>
</tr>
<tr>
<td>Leopold Community Hub Stage 2 - includes library, foyer, community space and cafe</td>
<td></td>
<td>OnS</td>
<td>Finalising award of design services. Design works to commence February 2017. Construction contractors to be selected from Construction Supplier Register panel. Detailed design phase continuing.</td>
</tr>
<tr>
<td>Neighbourhood Houses</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cloverdale Community Centre - Detailed design</td>
<td></td>
<td>OnS</td>
<td>Design contract to be awarded by end of January 2017.</td>
</tr>
<tr>
<td>Rosewall Neighbourhood House construction</td>
<td></td>
<td>OnS</td>
<td>Project is currently progressing through the Detail Design Phase.</td>
</tr>
<tr>
<td>Springdale Neighbourhood Centre Kitchen Upgrade</td>
<td></td>
<td>OnS</td>
<td>Kitchen works are nearing completion, quotes are being sourced for additional work.</td>
</tr>
</tbody>
</table>
Strategic Direction: Growing our Economy

Outcome: Support existing businesses and encourage new and emerging growth sectors

Digital Implementation Plan - Business

Geelong Small Business Festival 2016/17

McLeod Street improved access to Port of Geelong.

Outcome: Facilitate major infrastructure and investment to enable economic growth

2016-2021 Economic Development Strategy Implementation

Activity Centres Urban Design Frameworks Program

Armstrong Creek Town Centre - Community Facilities Site

Armstrong Creek Urban Growth Area - Implementation (Year nine)

Echo Channel SRC Scheme

Land supply monitoring program

Managing Future Growth

Structure Planning

Western Beach Boat Yard environment reclamation

Outcome: A prosperous and innovative Geelong
## City Plan 2013-2017 Progress Report (Attachment 2)

### For Quarter Ending: Dec 2016

<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Govhack 2016</td>
<td>Sep 2016</td>
<td>C</td>
<td>Govhack completed for 2016 with a successful outcome of number of datasets used for entries into the national event.</td>
</tr>
<tr>
<td>Smart City pilot project</td>
<td>Min</td>
<td></td>
<td>Planning works underway, issue with State Government funding from the Innovation fund is still pending.</td>
</tr>
</tbody>
</table>

**Digital Geelong**

- **Digital Geelong consulting**
  - Status: Ongoing action. Ongoing action. Opportunities for assistance being explored as they arise.

- **Digital Geelong Memberships**
  - Status: OnS
  - ICT Geelong membership payment due in January. Australian Smart Communities Association membership paid. Information Communication Technology Geelong currently on hold.

- **Digital Geelong Promotion and Investigation**
  - Status: OnS
  - Continuing to speak and promote the Digital Geelong strategy at conferences and seminars throughout the country.

- **Skill Development upstart**
  - Status: Aug 2016
  - C
  - Sponsorship program formalised for the 2016-2017 financial year.

### Outcome: A successful and vibrant city centre

**Central Geelong Action Plan**

- **Central Geelong Action Plan - Conversation Series**
  - Status: NS
  - Anticipated commencement is January 2017.

- **Central Geelong Advancement Fund - matching fund**
  - Status: Min
  - Designs for Laneways precinct at detailed schematic stage - out for review by traders and internal reference groups.

- **Central Geelong Public Space Activation**
  - Status: OnS
  - Program on schedule.

- **Fenwick Street upgrade: Little Malop to station**
  - Status: OnS
  - Preliminary work underway to enable powerline undergrounding.

- **Little Malop Street Central Precinct Masterplan and Urban Design Guidelines**
  - Status: NS
  - Scoping underway as part of Revitalising Central Geelong Partnership program.

- **Malop Street: Green Spine Stage 2 detailed design and commencement of works**
  - Status: OnS
  - Design scope currently out to tender. Construction drawings anticipated to be completed in April 2017. Key project for the Revitalising Central Geelong Partnership.

- **Utility Services Upgrades**
  - Status: NS
  - Project currently being scoped as part of Revitalising Central Geelong Partnership.

- **VicClue 2016 - Central Geelong Revitalisation Investment and Advocacy Package**
  - Status: NS
  - Proposed commencement in 2017 once designs are completed on key capital works projects.

### Outcome: Greater Geelong is a leading city for tourism, arts, culture and events

- **Australian International Airshow including CoSG Corporate Activity**
  - Status: OnS
  - Trade Expo and Exhibitor Business Unit (EBU) will be delivered in collaboration between Council's Event Services department and Enterprise Geelong. The Trade Expo will be used to promote the Geelong Defence Alliance (GDA). Along with the GDA partners, there are a range of businesses who will be promoted via pods in the Council's space. 2017 will see the Trade Stand used in a significant collaboration with industry. The EBU (Chalet) will be focused around investment and attraction networking, in addition to two collaborations with the Committee for Geelong and Chamber who will host sessions in the Council's EBU.

- **Cadel Evans Great Ocean Road Race**
  - Status: OnS
  - Event planning is well underway with communications and notifications on track. The event has been granted the highest of Union Cycliste Internationale sanctioning for 2017 with the greatest elite field expected to participate, since the event started. There will be live TV coverage of the
<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Catenary lighting Christmas star installation</td>
<td>Dec 2016</td>
<td>C</td>
<td>Project completed.</td>
</tr>
<tr>
<td>Christmas Projection Programming</td>
<td>Dec 2016</td>
<td>C</td>
<td>Project completed successfully.</td>
</tr>
<tr>
<td>Geelong Art Gallery funding</td>
<td>Dec 2016</td>
<td>OnS</td>
<td>Gallery continues to track well with. First installment paid and Gallery continuing to deliver on extremely high standard of exhibition programming.</td>
</tr>
<tr>
<td>Geelong Major Events Funding</td>
<td>Dec 2016</td>
<td>OnS</td>
<td>Program on schedule.</td>
</tr>
<tr>
<td>Implementation of the Public Arts Strategy</td>
<td>Dec 2016</td>
<td>OnS</td>
<td>A major mural and projection project is being developed in partnership with Central Geelong Taskforce. A series of projects are being rolled out with partnerships being sought for potential future projects.</td>
</tr>
<tr>
<td>Peninsula Park and Ride service</td>
<td>Dec 2016</td>
<td>OnS</td>
<td>All required documentation completed. Project details form provided to Barwon Coast for their completion. Once received, a funding agreement will be finalised and payment provided as per the Disbursement Management Procedure.</td>
</tr>
<tr>
<td>Potato Shed Facility Renewal</td>
<td>Dec 2016</td>
<td>OnS</td>
<td>Deterioration of some unexpected equipment has resulted in more repairs needed than budgeted for, WiFi, Sound Desk, Projector, Gas Regulator and new OH&amp;S access point in roof needed. Using most of existing Facility Renewal funds. * Awaiting end of year to complete updates to equipment in theatre and technical storeroom.</td>
</tr>
</tbody>
</table>

**Digital Geelong**

<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
</table>
### Strategic Direction: Sustainable Built and Natural Environment

#### Outcome: Enhance and protect natural areas and ecosystem health

<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council environmental reserves maintenance and improvement works</td>
<td>OnS</td>
<td>Program of capital works has begun, with planning processes underway and capital works being completed for several multi year projects, e.g. Clifton Springs 'The Dell' pathway and funds reallocated towards the upgrade of the Clifton Springs Boat Harbour. Currently 55 per cent of the budget has been expended, with further construction and expenditure scheduled early in 2017.</td>
<td></td>
</tr>
<tr>
<td>Ecological Sustainable Design (ESD) Policy</td>
<td>OnS</td>
<td>Pilot program is underway.</td>
<td></td>
</tr>
<tr>
<td>Friends of Buckley Falls funding</td>
<td>Min</td>
<td>Death of the community group convener had delayed payments being made as per agreed works program with Geelong Environment Council and Friends of Buckley Falls. Discussions with the Friends Group and contractors will result in new arrangements being put in place starting February 2017. Council will also be seeking additional contractors via an Expressions of Interest process in February 2017.</td>
<td></td>
</tr>
<tr>
<td>Ramblers Road Foreshore Shell Fish Reef</td>
<td>OnS</td>
<td>To date the majority of the work on this project has been in-house. Planning and design work has been completed in first half of the financial year with the approvals process about to commence. Raw materials, recycled shell, has been collected for construction. Expenditure for other materials will commence shortly and installation due to be carried out in April and May 2017. The State Government contributed $80,000 towards the project which is for monitoring and evaluation for two years following the installation of the structure</td>
<td></td>
</tr>
<tr>
<td>Tree Planting and Establishment</td>
<td>OnS</td>
<td>Current season planting completed (total 1,903 trees) and we are now in the watering program for establishment over summer.</td>
<td></td>
</tr>
</tbody>
</table>

#### Outcome: Support our community to live sustainably

<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Future Proofing Geelong</td>
<td>OnS</td>
<td>Work Plan resolved for 2016-2017 with all work progressing as planned.</td>
<td></td>
</tr>
<tr>
<td>Hard waste and HACC Support Program</td>
<td>OnS</td>
<td>Program has been extended following discussions with community service providers. Program being delivered with support from Community Services. Supported residents in need are accessing hard waste support services who pick up, remove and dispose of the hard waste material.</td>
<td></td>
</tr>
<tr>
<td>Hardwaste Initiatives</td>
<td>OnS</td>
<td>Various programs being implemented to provide hard waste services including: - Lounge pick up service - Mattress recycling and pickup - Mobile musters – mobile phone collection stations. Council Resource Recovery Centres offer free disposal of many household items including televisions, computers, small electrical appliances such as toasters, vacuum cleaners, and kettles, paint and whitegoods.</td>
<td></td>
</tr>
<tr>
<td>Resource Recovery Centre Strategic Study</td>
<td>Min</td>
<td>Study is on hold at present until pressing green waste site establishment project is consolidated.</td>
<td></td>
</tr>
<tr>
<td>Sustainable Visitor Facilities Geelong Botanic Garden</td>
<td>OnS</td>
<td>Concept plans for building and landscape has commenced. Proofing of underground assets to commence soon for sewer design.</td>
<td></td>
</tr>
</tbody>
</table>
City Plan 2013-2017 Progress Report
For Quarter Ending: Dec 2016

(City of Greater Geelong)

27 January 2017

Outcome: Advocate for and promote sustainable design and development

<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Implement and promote actions within Council's Sustainable Buildings Policy</td>
<td></td>
<td>OnS</td>
<td>All relevant building projects meet policy requirements.</td>
</tr>
<tr>
<td>Promotion and assistance with National Sustainable House Day</td>
<td>Dec 2016</td>
<td>C</td>
<td>Staff from Council's Environment and Waste department and Future Proofing Geelong worked closely with Geelong Sustainability Group to coordinate another highly successful event.</td>
</tr>
<tr>
<td>Waste Management Strategy</td>
<td></td>
<td>OnS</td>
<td>Project awaiting completion of regional waste and resource recovery strategy, to provide guidance on state and regional direction. Waste Management Strategy template to be prepared by region also. Consultant brief for regional project prepared for tender during January 2017. Completion date 7 April 2017, then Council project to commence and be implemented during May-June 2017.</td>
</tr>
</tbody>
</table>

Outcome: Minimise our environmental footprint

<table>
<thead>
<tr>
<th>Description</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAA Flood Mitigation</td>
<td>OnS</td>
<td>Design process underway for pipe from Johnstone Park to the bay. To be constructed ready by end June 2017. Key project for the Revitalising Central Geelong Partnership.</td>
</tr>
<tr>
<td>Development of an integrated water cycle management plan</td>
<td>OnS</td>
<td>Integrated Water Cycle Management Barwon region meeting held to discuss new water plan for Victoria with Clearwater to prepare strategy.</td>
</tr>
<tr>
<td>Irrigation Water Asset Growth</td>
<td>OnS</td>
<td>Funding for 2016-2017 asset growth in this years’ budget. Determination of 2017-2018 ongoing. Council is involved in the developer planning approval process for new green assets. Receiving advice from Council's Recreation and Sport department on new capital assets, and assets to be handed across from developers requiring irrigation for the following year. For the 2016-2017 year, approximately six hectares of new assets handed across.</td>
</tr>
</tbody>
</table>

Landfill works

<table>
<thead>
<tr>
<th>Description</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drysdale Evapotranspiration Cap Trial Pad</td>
<td>OnS</td>
<td>The documents currently with the Environment Protection Authority auditor being reviewed. On-ground works scheduled for mid February.</td>
</tr>
<tr>
<td>Drysdale Landfill Cell 5 construction</td>
<td>OnS</td>
<td>Design works have been commissioned.</td>
</tr>
<tr>
<td>Drysdale Landfill leachate management</td>
<td>OnS</td>
<td>All preliminary work just about completed. Handover form has been prepared and sent to Capital Projects for the delivery of the project. Meeting has been held with Capital Projects and they are now planning the procurement and delivery of this project.</td>
</tr>
<tr>
<td>Drysdale Landfill Sedimentation Control</td>
<td>OnS</td>
<td>Consultant has been briefed on this and site visit has occurred. However management of rising levels in the stormwater dam has become the priority for the moment.</td>
</tr>
<tr>
<td>Drysdale Landfill Stormwater Diversion</td>
<td>OnS</td>
<td>This funding has been wrapped up into an irrigation project for managing stormwater. A design is currently being finalised for this upon which the project will be put out to tender. Construction anticipated to occur in early 2017.</td>
</tr>
<tr>
<td>Drysdale Quarry to Landfill Investigation</td>
<td>Min</td>
<td>Report from CT Management Group has been completed. Presentation of report to Council is still to be undertaken. Once this occurs more clarity will be obtained as to the way forward for future works on this project. This may result in further expenditure on this not being required.</td>
</tr>
<tr>
<td>Greenwaste Site Establishment</td>
<td>Min</td>
<td>Progressing detailed design, project being delayed by overdue Planning Permit and issues with Lease Agreement.</td>
</tr>
<tr>
<td>Hede Street landfill investigative works</td>
<td>Min</td>
<td>Landfill Gas auditor is in the process of being engaged to fully assess the situation down at Hede Street. Once this auditor completes his assessment, more clarity will be achieved regarding the</td>
</tr>
<tr>
<td>Description</td>
<td>Completion Date</td>
<td>Status</td>
</tr>
<tr>
<td>--------------------------------------------------</td>
<td>-----------------</td>
<td>--------</td>
</tr>
<tr>
<td>Sweeper Tailing Laydown Area - EPA certification</td>
<td></td>
<td>OnS</td>
</tr>
</tbody>
</table>
### Strategic Direction: How We Do Business

#### Outcome: Lead by advocating and collaborating on issues important to the Greater Geelong community

<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>G21 Contribution</td>
<td>OnS</td>
<td></td>
<td>Contributions made as planned.</td>
</tr>
<tr>
<td>Gender Equity Framework</td>
<td>OnS</td>
<td></td>
<td>Quotes for consultant work for the development of a Gender Equity Framework have been received and are currently in the process of being assessed. The development of this framework will commence in the first quarter of 2017 and include establishing and strengthening gender equity practices across the organisation.</td>
</tr>
</tbody>
</table>

#### Outcome: Efficient and customer focused organisation

<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bridge upgrades - major renewal works</td>
<td>OnS</td>
<td></td>
<td>Gully Road completed (FBN3) works underway, maintenance and Level 2 inspections ongoing Collendina Reserve, new bridge work planned.</td>
</tr>
<tr>
<td>City Plan 2017-2021 community engagement</td>
<td>OnS</td>
<td></td>
<td>This is being undertaken as part of the &quot;Our Future&quot; long term vision project. Engagement process underway.</td>
</tr>
<tr>
<td>Digital Information and Technology - annual software maintenance uplift</td>
<td>OnS</td>
<td></td>
<td>Maintenance being paid as invoices received. Ongoing activity.</td>
</tr>
<tr>
<td>Drainage design and construction program</td>
<td>OnS</td>
<td></td>
<td>Barwon Heads outlet reviewing tenders, construction after Easter. Coryule Road nearing completion. High Street Drysdale culverts finalising structural design.</td>
</tr>
<tr>
<td>Kerb and channel renewal program</td>
<td>OnS</td>
<td></td>
<td>Program all but complete. These works have taken priority with Council's construction unit to be delivered in the wet months.</td>
</tr>
<tr>
<td>Media monitoring</td>
<td>OnS</td>
<td></td>
<td>Annual program has continued seamlessly from last financial year, producing excellent results for the City, on schedule, and with no issues.</td>
</tr>
<tr>
<td>News Media analysis and reporting</td>
<td>OnS</td>
<td></td>
<td>Annual program has continued seamlessly from last financial year, producing excellent results for the City, on schedule, and with no issues.</td>
</tr>
<tr>
<td>Roads - construction and design including local roads, Federal Roads</td>
<td>OnS</td>
<td></td>
<td>Program on schedule.</td>
</tr>
<tr>
<td>Program and Vic Roads Funded works</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special rates and charges to carry out roads, footpaths, kerb and channel</td>
<td>OnS</td>
<td></td>
<td>Baker Street special rates and charges (SRC) declared by Council on 13 December 2016, tender in new year, works after Easter. Station Street SRC anticipated to commence in June 2017.</td>
</tr>
<tr>
<td>and drainage works</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Traffic management - investigation, design and construction</td>
<td>OnS</td>
<td></td>
<td>All projects have been placed on the Design and Construction schedules and progress is on time.</td>
</tr>
</tbody>
</table>

#### Outcome: Responsible and sustainable financial management

<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial Sustainability Review project actions implementation</td>
<td>OnS</td>
<td></td>
<td>This has been undertaken as part of the Transformation project.</td>
</tr>
<tr>
<td>Oracle Financials upgrade</td>
<td>OnS</td>
<td></td>
<td>Project 91 per cent complete with target to Go Live scheduled for February 2017.</td>
</tr>
<tr>
<td>Valuations Module for 2018 Revaluation and Beyond</td>
<td>OnS</td>
<td></td>
<td>Tender closed. Four tenders received. Two shortlisted and interviewed. Weighting completed and a preferred supplier selected and appointed. Testing of Valor has commenced with a go live date expected in January 2017.</td>
</tr>
</tbody>
</table>
### City Plan 2013-2017 Progress Report
**For Quarter Ending: Dec 2016**

<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Outcome: Informed and engaged community</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Corporate banner and billboard program</td>
<td></td>
<td>OnS</td>
<td>Annual program is proceeding as scheduled; no issues to date.</td>
</tr>
<tr>
<td>Distribution of Community Update via electronic media six times per year</td>
<td></td>
<td>OnS</td>
<td>CEO has approved the reinstatement of Community Update as a printed publication, distributed freely to all rateable properties at least six times per year (i.e. every two months). Council has now successfully distributed two editions of Community Update: the first on 8 and 9 October, and the second on 3 and 4 December. Production is proceeding as scheduled, with no issues to date.</td>
</tr>
<tr>
<td>Expand the use and increase the promotion of the MyGeelong personal web space to residents and ratepayers</td>
<td></td>
<td>OnS</td>
<td>MyGeelong development plan see’s increase to number of members signed up growing.</td>
</tr>
<tr>
<td>Publication and distribution of annual calendar</td>
<td>Dec 2016</td>
<td>C</td>
<td>Annual project has concluded with the distribution of the City’s Annual Calendar to all 109,000 rateable properties (as an insert to the December edition of Community Update, with the Annual Report Summary), and with no issues.</td>
</tr>
<tr>
<td>Publication of City News advertising weekly</td>
<td></td>
<td>OnS</td>
<td>This ongoing weekly task has continued seamlessly from last financial year, producing excellent results for the City, on schedule, and with no issues.</td>
</tr>
<tr>
<td>Social media development of channels and content</td>
<td></td>
<td>OnS</td>
<td>This annual program has continued seamlessly from last financial year, producing excellent results for the City (including a marked growth in online community engagement with the City’s Facebook page), on schedule, and with no issues.</td>
</tr>
<tr>
<td>Undertake internal Plain English campaign</td>
<td></td>
<td>OnS</td>
<td>First review stage of this project has been completed, on schedule. We have now embarked on a phased review of key City documents, which will be completed in stages.</td>
</tr>
</tbody>
</table>

### Outcome: Motivated and skilled staff in a safe work environment

<table>
<thead>
<tr>
<th>Description</th>
<th>Completion Date</th>
<th>Status</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Creation of Employment Diversity Action Group to increase awareness and equity of diversity in the City's workforce</td>
<td>Oct 2016</td>
<td>C</td>
<td>The Employment Diversity Action Group has been created and meet regularly.</td>
</tr>
<tr>
<td>Development of Leadership Capability Framework, assessment and development for all People Leaders in the organisation</td>
<td></td>
<td>OnS</td>
<td>As per People and Organisation Development Strategic Plan.</td>
</tr>
<tr>
<td>Diversity Equity Review</td>
<td></td>
<td>OnS</td>
<td>Audit commissioned, Victorian Equal Opportunity Commission appointed to conduct.</td>
</tr>
<tr>
<td>Improved Performance Review and Management through the development of HR systems</td>
<td></td>
<td>OnS</td>
<td>Tender process complete, report being prepared for Council to appoint.</td>
</tr>
<tr>
<td>Improved Recruitment and Workforce Management through development of HR systems</td>
<td></td>
<td>OnS</td>
<td>Tender process complete, report being prepared for Council to appoint.</td>
</tr>
<tr>
<td>Increased Traineeships across the organisation for disadvantaged and diverse job seekers in the Geelong community</td>
<td></td>
<td>OnS</td>
<td>Eight trainees appointed to traineeships from disadvantage backgrounds in 2016. Proposal to increase in 2017.</td>
</tr>
<tr>
<td>Introduction of ‘People First’ agenda for Executive Team Meeting to review Workplace Culture, Safety and all People related matters in the organisation</td>
<td>Oct 2016</td>
<td>C</td>
<td>‘People First’ is a regular agenda item for executive team meetings.</td>
</tr>
<tr>
<td>Introduction of Lost Time Injury reviews to improve workplace safety culture</td>
<td>Oct 2016</td>
<td>C</td>
<td>Meetings are conducted with relevant Managers following any staff Loss Time Injury’s.</td>
</tr>
<tr>
<td>Description</td>
<td>Completion Date</td>
<td>Status</td>
<td>Comments</td>
</tr>
<tr>
<td>-----------------------------------------------------------------------------</td>
<td>-----------------</td>
<td>--------</td>
<td>----------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Monitor employee engagement through the introduction of an annual Employee Opinion Survey</td>
<td>Oct 2016</td>
<td>C</td>
<td>Project completed.</td>
</tr>
<tr>
<td>Ongoing review and communication of CitySafe procedures</td>
<td>Sep 2016</td>
<td>C OnS</td>
<td>CitySafe currently being reviewed.</td>
</tr>
<tr>
<td>Performance Employee Survey</td>
<td></td>
<td>C</td>
<td>Survey has been completed.</td>
</tr>
<tr>
<td>Workplace Culture Review Action Plans</td>
<td></td>
<td>C OnS</td>
<td>Program on schedule.</td>
</tr>
</tbody>
</table>
6. **REVOCATION OF FLOOD-PRONE AREA DESIGNATION OF NEW LOTS AT ARMSTRONG WATERS, STAGE 2**

**Source:** City Services - Engineering Services  
**General Manager:** William Tieppo  
**Index Reference:** Flood and Drainage Management

**Purpose**

The purpose of this report is to revoke the designation of flood affected land within the stages of the development of Armstrong Waters, Stage 2.

**Background**

The current designated flood mapping (refer to Attachment 2) was designated by Council at its meeting of 12 December 2006, under the provisions of the Building Regulations 2006.

The subject of this report is the residential land at Armstrong Creek fronting 291 - 411 Charlemont Road, Armstrong Creek. Prior to subdivision the parent lot was used primarily as farmland.

**Key Issues**

- The flood mapping is subject to a revision due to the subdivision and development at 291 - 411 Charlemont Road, Armstrong Creek. Prior to subdivision the parent lot was considered to be liable to flooding. This development site, which is also known as Armstrong Waters, Stage 2, achieves flood immunity for newly created lots for flood events up to and including the 100 year Average Recurrence Interval (ARI) event due to approved internal earthworks.

- The earthworks undertaken have resulted in the floodwaters from the 100 year ARI event being contained within the boundaries of the road network. (Refer Attachment 2).

- Council has a statutory obligation under the Building Regulations 2006 to designate land as liable to flooding where it reasonably knows it to be prone to flooding. Conversely, there is an obligation to remove the encumbrance of designation from land that is no longer considered to be flood-prone.

**Recommendation**

That Council revoke the Council designation of 12 December 2006 of flood affected land Armstrong Waters, Stage 2 as liable to flooding pursuant to Regulation 802(2) of the Building Regulations 2006.
Discussion

Designation of land as liable to flooding under Regulation 802 of the Building Regulations 2006 enables the control of floor levels for acceptable building permit applications, or refusal of consent to building applications where there is likely to be a danger to life, health or safety due to flooding. Designation also enables disclosure of flood status within statutory information certificates such as the Land Information Certificate and Building Information Request Form.

Overland flows that may occur within the subdivision during the 100 year ARI flood event are now contained within road and drainage reserves in accordance with accepted best practice for development within flood-prone areas. Best practice requires that any overland flows within residential areas satisfy public safety criteria with respect to velocity and depth of flow.

Council has a statutory obligation under the Building Regulations 2006 to designate land as liable to flooding where it reasonably knows it to be prone to flooding. Conversely, there is an obligation to remove the encumbrance of designation from land that is no longer considered to be flood-prone.

Financial Implications

No impact to budget.

Stakeholder Consultation and Communication

A revocation of designation does not warrant public consultation as it constitutes the removal of an encumbrance on land.

Relevant Council databases and flood maps will be revised and updates sent to the Corangamite Catchment Management Authority and Building Control Commission.

Policy/Legal/Statutory Implications


Alignment to City Plan

The recommendations of this report are consistent with City Plan, in relation to Growing our Economy and promoting a sustainable built environment, sustainable land use and development.

Conflict of Interest

There are no officer direct or indirect interests with respect to this report.

Risk Assessment

Council also has some risk exposure with any failure to disclose the flood-prone status of a property in a Land Information Certificate.

The designation of the flood data produced by the flood study is a key step toward minimising Council’s exposure to these risks.
Environmental Implications

The revocation of flood-prone areas designation and designation of revised flood data does not result in any known adverse environmental impacts.
7. REVOCATION OF FLOOD-PRONE AREA DESIGNATION OF NEW Lots AT VILLAWOOD, STAGE 19

Source: City Services - Engineering Services
General Manager: William Tieppo
Index Reference: Flood and Drainage Management

Purpose

The purpose of this report is to revoke the designation of flood affected land within the stages of the development of Villawood, Stage 19.

Background

The current designated flood mapping (refer to Attachment 2) was designated by Council at its meeting of 12 December 2006, under the provisions of the Building Regulations 2006.

The subject of this report is the residential land at Mount Duneed fronting 73 Airport Road, Mount Duneed. Prior to subdivision the parent lot was used primarily as farmland.

Key Issues

• The flood mapping is subject to a revision due to the subdivision and development at 73 Airport Road, Mount Duneed. Prior to subdivision the parent lot was prone to flooding. This development site, which is also known as Villawood, Stage 19, achieves flood immunity for newly created lots for flood events up to and including the 100 year Average Recurrence Interval (ARI) event due to approved internal earthworks.

• The earthworks undertaken have resulted in the floodwaters from the 100 year ARI event being contained within the boundaries of the road network.

• Council has a statutory obligation under the Building Regulations 2006 to designate land as liable to flooding where it reasonably knows it to be prone to flooding. Conversely, there is an obligation to remove the encumbrance of designation from land that is no longer considered to be flood-prone.

Recommendation

That Council revoke the Council designation of 12 December 2006 of flood affected land Villawood, Stage 19 as liable to flooding pursuant to Regulation 802(2) of the Building Regulations 2006.
**Attachment 1**

**Discussion**

Designation of land as liable to flooding under Regulation 802 of the Building Regulations 2006 enables the control of floor levels for acceptable building permit applications, or refusal of consent to building applications where there is likely to be a danger to life, health or safety due to flooding. Designation also enables disclosure of flood status within statutory information certificates such as the Land Information Certificate and Building Information Request Form.

Overland flows that may occur within the subdivision during the 100 year ARI flood event are now contained within road and drainage reserves in accordance with accepted best practice for development within flood-prone areas. Best practice requires that any overland flows within residential areas satisfy public safety criteria with respect to velocity and depth of flow.

Council has a statutory obligation under the Building Regulations 2006 to designate land as liable to flooding where it reasonably knows it to be prone to flooding. Conversely, there is an obligation to remove the encumbrance of designation from land that is no longer considered to be flood-prone.

**Financial Implications**

No impact to budget.

**Stakeholder Consultation and Communication**

A revocation of designation does not warrant public consultation as it constitutes the removal of an encumbrance on land.

Relevant Council databases and flood maps will be revised and updates sent to the Corangamite Catchment Management Authority and Building Control Commission.

**Policy/Legal/Statutory Implications**


**Alignment to City Plan**

The recommendations of this report are consistent with City Plan, in relation to Growing our Economy and promoting a sustainable built environment, sustainable land use and development.

**Conflict of Interest**

There are no officer direct or indirect interests with respect to this report.

**Risk Assessment**

Council has some risk exposure with any failure to disclose the flood-prone status of a property in a Land Information Certificate.

The designation of the flood data produced by the flood study is a key step toward minimising Council’s exposure to these risks.
**Environmental Implications**

The revocation of flood-prone areas designation and designation of revised flood data does not result in any known adverse environmental impacts.
REVISED FLOOD MAP

Attachment 3
8. REVOCATION OF FLOOD-PRONE AREA DESIGNATION OF NEW LOTS AT WARRALILY, STAGE 79

Source: City Services - Engineering Services
General Manager: William Tieppo
Index Reference: Flood and Drainage Management

Purpose

The purpose of this report is to revoke the designation of flood affected land within the stages of the development of Warralily, Stage 79.

Background

The current designated flood mapping (refer to Attachment 2) was designated by Council at its meeting of 12 December 2006, under the provisions of the Building Regulations 2006.

The subject of this report is the residential land at Armstrong Creek fronting 568 - 612 Torquay Road, Armstrong Creek. Prior to subdivision the parent lot was used primarily as farmland.

Key Issues

- The flood mapping is subject to a revision due to the subdivision and development at 568 - 612 Torquay Road, Armstrong Creek. Prior to subdivision the parent lot was considered to be liable to flooding. This development site, which is also known as Warralily, Stage 79, achieves flood immunity for newly created lots for flood events up to and including the 100 year Average Recurrence Interval (ARI) event due to approved internal earthworks.

- The earthworks undertaken have resulted in the floodwaters from the 100 year ARI event being contained within the boundaries of the road network. (Refer Attachment 2)

- Council has a statutory obligation under the Building Regulations 2006 to designate land as liable to flooding where it reasonably knows it to be prone to flooding. Conversely, there is an obligation to remove the encumbrance of designation from land that is no longer considered to be flood-prone.

Recommendation

That Council revoke the Council designation of 12 December 2006 of flood affected land Warralily, Stage 79 as liable to flooding pursuant to Regulation 802(2) of the Building Regulations 2006.
Attachment 2 shows the existing flood designation. Attachment 3 shows the change in flood mapping at 568 - 612 Torquay Road, Armstrong Creek after construction of the subdivision.

**Discussion**

Designation of land as liable to flooding under Regulation 802 of the Building Regulations 2006 enables the control of floor levels for acceptable building permit applications, or refusal of consent to building applications where there is likely to be a danger to life, health or safety due to flooding. Designation also enables disclosure of flood status within statutory information certificates such as the Land Information Certificate and Building Information Request Form.

Overland flows that may occur within the subdivision during the 100 year ARI flood event are now contained within road and drainage reserves in accordance with accepted best practice for development within flood-prone areas. Best practice requires that any overland flows within residential areas satisfy public safety criteria with respect to velocity and depth of flow.

Council has a statutory obligation under the Building Regulations 2006 to designate land as liable to flooding where it reasonably knows it to be prone to flooding. Conversely, there is an obligation to remove the encumbrance of designation from land that is no longer considered to be flood-prone.

**Financial Implications**

No impact to budget.

**Stakeholder Consultation and Communication**

A revocation of designation does not warrant public consultation as it constitutes the removal of an encumbrance on land.

Relevant Council databases and flood maps will be revised and updates sent to the Corangamite Catchment Management Authority and Building Control Commission.

**Policy/Legal/Statutory Implications**


**Alignment to City Plan**

The recommendations of this report are consistent with City Plan, in relation to Growing our Economy and promoting a sustainable built environment, sustainable land use and development.

**Conflict of Interest**

There are no officer direct or indirect interests with respect to this report.
**Risk Assessment**

Council also has some risk exposure with any failure to disclose the flood-prone status of a property in a Land Information Certificate.

The designation of the flood data produced by the flood study is a key step toward minimising Council's exposure to these risks.

**Environmental Implications**

The revocation of flood-prone areas designation and designation of revised flood data does not result in any known adverse environmental impacts.
CURRENT FLOOD MAP

Source: City Services – Capital Projects
General Manager: William Tieppo
Index Reference: Council Reports 2017

Purpose

The purpose of this report is to seek Council consent to delegate to the Chief Executive Officer the power to accept or reject tenders for each of the Leopold Community Hub Stage 2; Drysdale Landfill Cell 5 and Central Geelong Revitalisation projects provided tenders fall within the adopted budget.

Background

Council has previously approved and funded the Leopold Community Hub Stage 2; Drysdale Landfill Cell 5 and Central Geelong Revitalisation projects.

When completed the Leopold Community Hub will expand upon the already significant range of children’s services on the site to include a community hub, senior and youth services and a library.

Drysdale Landfill Cell 5 must be constructed to ensure Council can continue to provide ongoing waste operations to the public. Cell 5 must be constructed and have it approved by the EPA prior to the presently active Cell 6 being filled.

The Central Geelong Revitalisation forms part of the Council adopted Central Geelong Action Plan. In July 2016 the State Government formed a Partnership to work with Council to coordinate and deliver the outcomes of the Revitalising Central Geelong Action Plan.

Due to the tight timelines associated with all three projects, the Capital Projects team are looking to award the construction contracts in the most efficient manner possible.

Tenders are currently progressing for all three projects.

Key Issues

- Delay in the awarding of the construction contracts will have a negative impact on the completion time for all 3 projects.
- Delays in completion time will impact on service provision for the Geelong community.

Recommendation

That Council delegate to the Chief Executive Officer its powers and functions to accept or reject tenders and sign the contract documents for the construction and associated works of Leopold Community Hub – Stage 2; Drysdale Landfill Cell 5; and the Central Geelong Revitalisation works provided the tenders are within Council’s approved budget.
10. ROSLYN ROAD, HIGHTON - PROPOSED FOOTPATH CONSTRUCTION - SRC 346 - DECLARATION OF CHARGE

Source: City Services – Engineering Services
General Manager: William Tieppo
Index Reference: Special Rates and Charges, Roslyn Road Highton

Purpose

This report seeks a resolution by Council to declare the charges for a Special Charge Scheme to partially fund the construction of a footpath along the south side of Roslyn Road, Highton between Scenic Drive and Remony Avenue. (See plan – Attachment 5).

Background

Existing footpaths are in place along the majority of Roslyn Road, Highton except for the south side of the road between Scenic Road and Remony Avenue. This road is busy, with over 9,000 vehicles per day using the road (traffic count data February 2014). Council’s planning scheme determines that roads of this nature require footpaths on both sides.

The results included three (3) yes votes for the proposed footpath, 14 no votes and one (1) property owner who remained non-committal.

At its meeting of 15 March 2016, Council resolved its intention to declare the scheme and a panel hearing was held on 7 September 2016.

Key Issues

- It is proposed to construct 600 meters of 1.5 metre wide footpath to provide for pedestrian access along Roslyn Road, Highton.

- There are 24 residential properties abutting the proposed footpath that will receive special benefit. There are no Council owned properties in the scheme.

- The total estimated project cost is $268,714.

- A Benefit Ratio of 0.32 has been calculated in accordance with Section 163 of the Local Government Act, which equates to a Council contribution to the scheme of $147,625 and property owner contribution of $69,471.

- The scheme was advertised on Saturday 26 March 2016 and 17 submissions were received (all objections), in which 14 were received in a petition.

- In the subsequent submission panel hearing of 7 September 2016, 3 property owners spoke in support of their submissions. Further information was sought in the form of pedestrian counts however no conclusions could be drawn from these counts.

- After deliberations between Council officers and the panel members, it was recommended to proceed to declaration as presented. It is considered that the safety benefits of the footpath outweigh the concerns of the abutting property owners.
Recommendation

That Council:

Resolves to declare the Special Charge Scheme as follows:

a) The Special Charge is declared for a period of five (5) years commencing upon completion of the works.

b) The Special Charge be declared for the purpose of defraying any expenses incurred by Council in relation to the construction of the footpath on Roslyn Road between Scenic Road and Remony Avenue, Highton which:

b1) Will provide proper pedestrian access, improved pedestrian safety and enhancement to the general amenity for each of the properties included in the scheme;

b2) Council considers is or will be a special benefit to those persons required to pay the special charge (and who are described in succeeding parts of this Resolution); and

b3) Arises out of Council’s function of planning for and providing infrastructure for property owners.

c) The total cost of project, be recorded as $268,714(Schedule A).

d) It be recorded that, for the purposes of Section 163 (2A) of the Act, the special charge proceeds will not exceed the amount calculated in accordance with the prescribed formula (R x C = S), the:

   d1) ‘benefit ratio’ (R) being calculated at 0.32 represents the special benefits to all persons liable to pay the special charge (Schedule B);

   d2) ‘total cost’ (C) of performing the function described in part 1 (b) of this resolution based on estimated cost be recorded as $217,096; and

   d3) ‘maximum levy’ (S) be recorded as $69,471.

 e) the following be specified as the area for which the special rate is so declared:

   e1) the area within municipal district of Council highlighted in the plan attached to this Resolution (Attachment 5).

 f) the following be specified as the land in relation to which the special charge so declared:

   f1) land within the area shown on the plan.

 g) the following be specified as the criteria which form the basis of the special charge so declared:

   g1) ownership of any land described in Part 1(e) of this Resolution.

 h) the following be specified as the manner in which the special charge so declared will be assessed and levied:

   h1) Each lot receives a primary access and amenity benefit;

   h2) The maximum levy is divided on an access and frontage share (amenity) basis;
h3) The special charge will be levied by sending a notice to the person who is liable to pay, pursuant to section 163(4) of the Act.

i) having regard to the preceding parts of this Resolution but subject to Section 166 (1) of the Act, it be recorded that;

i1) the owners of the land described in column 1 of Schedule C to the resolution are estimated liable for the respective amounts set out in column 8 of Schedule C; and

i2) such owners may, subject to any further resolution of Council pay the special charge in the following manner;

i2a) the charge will become due and payable within one month of the issue of the notice requesting payment pursuant to Section 167 (3) of the Act;

i2b) interest will not be charged for six months after the issue of the notice provided the person liable makes timely payment in accordance with any repayment arrangements that may be agreed on by Council; and

i2c) in accordance with Section 172 of the Act, the interest rate payable on the special charge which has not been paid by the specific date is set at Council’s overdraft rate, reviewed every three months (provided that it shall not exceed the rate fixed by the Governor in Council by Order for the purposes of Section 172 (2A) in which case the rate of interest shall be the maximum rate fixed by the Governor in Council by Order for the purposes of this section).

2) Authorise Council’s Chief Executive Officer to levy the Special Charge in accordance with Section 163 (4) of the Act.
Discussion

For the footpath section as proposed, there is evidence of pedestrian movements by the existence of a well used ‘goat track’ in the nature strip particularly between Remony Avenue and Thornhill Road. This ‘goat track’ becomes less obvious to the west of Thornhill Road due to the steep nature strips and difficult terrain at this location. A footpath here would reduce the necessity of pedestrians crossing the road to the north side footpath.

When considering the Benefit Ratio for this footpath, it is reasonable that a majority of cost be apportioned as the community benefit when investigating pedestrian use of the path. With a calculated Benefit Ratio of 0.32, a majority of funding for this scheme would be provided by Council. The average cost per property is estimated at $2,894 which is higher than some recent schemes.

Of the survey results and more recent submissions, there is a majority of objection to the scheme. Of those opposing the scheme, the main concerns raised and corresponding officer considerations include:

- **No Special benefit from footpath**
  
  This is a common response from property owners who do not traditionally walk. As the benefit is apportioned to property and not individuals, this argument is mute under VCAT ruling.

- **Do not want to make the property more accessible.**
  
  This argument is based on a fear of an increase in antisocial behaviour brought about by a new footpath. It is considered that this will not be the case.

- **Very steep grades.**
  
  The area does present some difficulties in terms of footpath design. These have been overcome with careful consideration to alignment, driveway intersections and retaining wall structures that will be integrated with the footpath.

Financial Implications

The project is a one off capital cost and there will be minimal ongoing maintenance costs. If approved, the scheme could proceed this financial year as funding is currently set in the C15309 project cost.

Financial details are as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum scheme levy to Property Owners (income)</td>
<td>$69,471</td>
</tr>
<tr>
<td>Scheme levy to Council</td>
<td>$147,625</td>
</tr>
<tr>
<td>Direct Funding by Council to build support retaining walls and a new pedestrian refuge island at the intersection with Thornhill Road.</td>
<td>$51,618</td>
</tr>
<tr>
<td><strong>Total Project Cost</strong></td>
<td><strong>$268,714</strong></td>
</tr>
</tbody>
</table>
Stakeholder Consultation and Communication

Community consultation for the footpath construction Special Charge Scheme has been carried out as follows:

8 July 2015 – Initiation letter including a concept plan, cost estimate, apportionment of charges, Benefit Ratio Calculation and survey to property owners.

23 March 2016 – Letter to owners advising of Council’s Intention to Declare the Special Charge Scheme and invitation to make submissions.

26 March 2016 – Scheme advertised in the local paper.

17 May 2016 – Update letter advising of scheme process and upcoming panel hearing.

10 August 2016 – Invitation to attend the panel hearing.

7 September 2016 – Panel Hearing.

Some phone calls have been fielded in response to the correspondence. A further letter will be sent to all affected property owners should Council resolve to make its declaration of the Special Charge Scheme.

Policy/Legal/Statutory Implications

The scheme has been prepared in accordance with the Special Rate and Charge provisions of the Local Government Act 1989, the 2004 ministerial guidelines, Council’s Special Rates and Charges Policy and community engagement guidelines.

Alignment to City Plan

This report aligns with the City Plan as follows:

Sustainably Built and Natural Environment

- Support our Community to live sustainably – Encourage increased use of alternatives to car transport and seek efficient traffic movement throughout the municipality.
- Advocate for and promote sustainable design and development – Promoting sustainable design and retrofitting.
- Acknowledge the community’s desire to have their say and be involved in planning for the future of Greater Geelong.

Conflict of Interest

No Council Officer has any direct or indirect interest in the properties affected by the scheme.

Risk Assessment

Provision of a sealed footpath will provide safer movement conditions for pedestrians by minimising the risk of personal injuries through conflict with vehicles and the elimination of uneven and slippery surfaces.

There are no identified risks for Council in making its intention to declare the scheme.
**Environmental Implications**

The provision of a sealed pathway provides a permanent and safe means of access. During construction and the manufacture and procurement of materials, energy is used resulting in some greenhouse gas emissions. This stops when construction is complete.

The project does not create waste with the exception of some excavated material and green waste.

The proposal does not affect any natural habitats.

The proposal may require some nature strip shrubs to be removed and property trees and shrubs to be trimmed.
The works for the construction of a footpath in Roslyn Road, Highton which consist of excavation, concrete footpath, retaining walls, reinstatement of nature strip, miscellaneous construction works and professional services associated with survey, engineering design, drafting, supervision and administration of the project all as included in the cost estimate shown below.

**COST ESTIMATE FOR CONSTRUCTION OF FOOTPATH – ROSLYN ROAD, HIGHTON**

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>RATE $</th>
<th>AMOUNT $</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.00</td>
<td>GENERAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.01</td>
<td>Initial site establishment and set up, decamping and site cleanup and other fixed costs up to time of completion of works.</td>
<td>1.00</td>
<td>ITEM</td>
<td>$24,000.00</td>
<td>$24,000.00</td>
</tr>
<tr>
<td>1.02</td>
<td>Traffic management costs.</td>
<td>1.00</td>
<td>ITEM</td>
<td>$8,000.00</td>
<td>$8,000.00</td>
</tr>
<tr>
<td>1.03</td>
<td>Setting out of works.</td>
<td>1.00</td>
<td>ITEM</td>
<td>$1,000.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>1.04</td>
<td>Service/Cable locations</td>
<td>1.00</td>
<td>ITEM</td>
<td>$1,000.00</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>1.05</td>
<td>Internal supervision fee (COGG construction)</td>
<td>1.00</td>
<td>ITEM</td>
<td>$11,300.00</td>
<td>$11,300.00</td>
</tr>
<tr>
<td>2.00</td>
<td>EARTHWORKS &amp; DEMOLITION</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.01</td>
<td>Excavation and disposal of all materials to limits of work as indicated on plan, including trimming for new road pavement, excavation of soft spots and removal of concrete.</td>
<td>300.00</td>
<td>m$^3$</td>
<td>$60.00</td>
<td>$18,000.00</td>
</tr>
<tr>
<td>2.02</td>
<td>Saw-cutting of Asphalt paving.</td>
<td>15.00</td>
<td>m</td>
<td>$10.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>2.03</td>
<td>Saw-cut of concrete paving</td>
<td>1.00</td>
<td>ITEM</td>
<td>$250.00</td>
<td>$250.00</td>
</tr>
<tr>
<td>2.04</td>
<td>Saw-cut of concrete kerb and channel</td>
<td>21.00</td>
<td>m</td>
<td>$10.00</td>
<td>$210.00</td>
</tr>
<tr>
<td>2.05</td>
<td>Remove/Trim of overhanging branches of trees and disposal.</td>
<td>10.00</td>
<td>ITEM</td>
<td>$1,000.00</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>3.00</td>
<td>PAVEMENT WORKS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.01</td>
<td>75mm compacted depth Class 3 40mm crushed rock, supplied, spread and compacted.</td>
<td>57.00</td>
<td>m$^3$</td>
<td>$100.00</td>
<td>$5,700.00</td>
</tr>
<tr>
<td>3.02</td>
<td>100mm compacted depth Class 2 20mm crushed rock, supplied, spread and compacted.</td>
<td>0.00</td>
<td>m$^3$</td>
<td>$120.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>3.03</td>
<td>200mm compacted depth Class 3 40mm crushed rock, supplied, spread and compacted.</td>
<td>0.00</td>
<td>m$^3$</td>
<td>$100.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>3.04</td>
<td>30mm compacted depth 10mm nominal size type N Asphalt spread and compacted including emulsion prime &amp; grit using a paver.</td>
<td>0.00</td>
<td>m$^2$</td>
<td>$35.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>4.00</td>
<td>DRAINAGE - PITS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.01</td>
<td>1set - of 2 pcs New Standard Weepa (weep holes) with 90mm Extension Dimension of weep holes 75W x 20H x 195D spaced @ 1.20m on centre</td>
<td>126.00</td>
<td>No</td>
<td>$5.00</td>
<td>$630.00</td>
</tr>
<tr>
<td>4.02</td>
<td>20mm aggregate backfill for drainage zone 200 x 225mm enveloped with geotextile</td>
<td>8.50</td>
<td>m$^3$</td>
<td>$110.00</td>
<td>$935.00</td>
</tr>
<tr>
<td>5.00</td>
<td>CONCRETE WORKS: KERBING</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.01</td>
<td>Remove existing traffic island and construct new traffic island with pedestrian refuge as per plan.</td>
<td>1.00</td>
<td>ITEM</td>
<td>$5,000.00</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>5.02</td>
<td>Reinforced Concrete Retaining Wall and Footing with F62 mesh including 75mm compacted depth Class 3 FCR bedding and reinstate nature strip.</td>
<td>150.00</td>
<td>m</td>
<td>$165.00</td>
<td>$24,750.00</td>
</tr>
<tr>
<td>5.03</td>
<td>Concrete pram crossing 1.5m wide, including fine crushed rock bedding.</td>
<td>7.00</td>
<td>No.</td>
<td>$250.00</td>
<td>$1,750.00</td>
</tr>
</tbody>
</table>
**CONCRETE WORKS: PAVING**

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.04</td>
<td>125mm (25 Mpa) concrete paving with SL72 mesh including crushed rock bedding and reinstate nature strip.</td>
<td>755.00</td>
<td>m²</td>
<td>$135.00</td>
<td>$101,925.00</td>
</tr>
<tr>
<td>6.00</td>
<td>LANDSCAPING</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.01</td>
<td>Top soiling and seeding nature strips.</td>
<td>541.00</td>
<td>m²</td>
<td>$8.00</td>
<td>$4,328.00</td>
</tr>
</tbody>
</table>

**SUB-TOTAL : A $218,928.00**

**7.00** PROVISIONAL ITEMS

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.01</td>
<td>Adjust level of existing Telstra and sewer services lid as required.</td>
<td>1.00</td>
<td>ITEM</td>
<td>$5,000.00</td>
<td>$5,000.00</td>
</tr>
</tbody>
</table>

**SUB-TOTAL : B $5,000.00**

**SUB-TOTAL : C (=A+B) $223,928.00**

**10% CONTINGENCY : D $22,393.00**

Design $11,196.00

Project Administration $11,196.00

**CONSTRUCTION COST ESTIMATE $268,714**

---

**COUNCIL FUNDED WORKS**

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>RATE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.01</td>
<td>Remove existing traffic island and construct new traffic island with pedestrian refuge as per plan.</td>
<td>1.00</td>
<td>ITEM</td>
<td>$5,000.00</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>5.02</td>
<td>Reinforced Concrete Retaining Wall and Footing with F62 mesh including 75mm compacted depth Class 3 FCR bedding and reinstate nature strip.</td>
<td>150.00</td>
<td>m</td>
<td>$165.00</td>
<td>$24,750.00</td>
</tr>
</tbody>
</table>

**SUB-TOTAL : $43,015.00**

**10% CONTINGENCY : D $4,302.00**

Design $2,581.00

Project Administration $1,721.00

**CONSTRUCTION COST ESTIMATE $51,618.00**
BENEFIT RATIO CALCULATION

A  **Purpose**
   To construct a footpath in Roslyn Road, Highton to provide all weather pedestrian access for property owners and the wider community.

B  **Coherence**
   The works will provide a physical pathway connection between Remony Avenue and Wandana Drive and will provide a special benefit to adjoining and remote properties.

C  **Total Cost**
   - Total Estimated cost of works - footpath construction $268,714.00
   - Direct funding by Council to replace traffic island with pedestrian refuge and reinforced concrete retaining wall $51,618.00
   - **TOTAL COST** $217,096.00

D  **Identify Special Beneficiaries**
   24 properties with frontages to the proposed footpath are considered to receive access and amenity benefits.

E  **Properties to include**
   The 24 abutting properties receive both access and amenity benefits.
   Therefore:
   - Total Special Benefits (in) is apportioned to 24 properties
   - There are no Council owned properties in the scheme. Therefore:
   - Total Special Benefits out of the scheme TSB (out) = 0

F  **Estimate of Total Special Benefits**
   For this scheme it is considered that the greater proportion of benefit is for pedestrian access given the purpose of the scheme. Therefore it is estimated that 80% of the benefits relate to access and 20% to amenity. Estimated pedestrian use of the paths is 85% for the wider community and 15% for abutting property owners. Amenity benefits are based on frontage with 100% of the footpaths fronting benefiting properties. TSB (in) is therefore calculated as follows:
   
   $TSB \ (in) = 80\% \times 15\% \text{(access)} + 20\% \times 100\% \text{ (amenity)} = 32\%$

G  **Estimate of Total Community Benefit - TCB**
   It is considered that people in the community will receive a benefit from the works as the pathway is used to access other areas. There are no amenity benefits considered for the wider community. TCB is calculated as follows:
   
   $TCB = 85\% \times 80\% \text{ (access)} = 68\%$

H  **Calculate "Benefit Ratio" - R**
   
   $\text{Benefits Ratio} = \frac{TSB \ (in)}{TSB \ (in) + TSB \ (out) + TCB} = \frac{32}{32 + 0 + 68} = 0.32$

I  **Maximum Total Levy (S)**
   
   Maximum Total Levy $ S = R \times C$
   
   Council Contribution to Special Charge Scheme $147,625.28$
   
   $S = 69,470.72$
### SCHEDULE ‘C’

SPECIAL CHARGE SCHEME FOR FOOTPATH CONSTRUCTION

**ROSelyn ROAD, HIGHTON**

<table>
<thead>
<tr>
<th>COLUMN 1</th>
<th>COLUMN 2</th>
<th>COLUMN 3</th>
<th>COLUMN 4</th>
<th>COLUMN 5</th>
<th>COLUMN 6</th>
<th>COLUMN 7</th>
<th>COLUMN 8</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDRESS</td>
<td>FRONTAGE (metres)</td>
<td>ALLOWANCE FOR DRIVEWAY</td>
<td>APPORTIONABLE FRONTAGE (metres)</td>
<td>ACCESS BENEFIT UNIT</td>
<td>ACCESS BENEFIT</td>
<td>AMENITY BENEFIT</td>
<td>ESTIMATED TOTAL COST</td>
</tr>
<tr>
<td>1</td>
<td>20.12</td>
<td>0.00</td>
<td>20.12</td>
<td>0.50</td>
<td>$914.09</td>
<td>$1,550.00</td>
<td>$2,464.09</td>
</tr>
<tr>
<td>2</td>
<td>20.12</td>
<td>3.18</td>
<td>16.94</td>
<td>1.00</td>
<td>$1,828.18</td>
<td>$1,304.98</td>
<td>$3,133.16</td>
</tr>
<tr>
<td>3</td>
<td>80.47</td>
<td>0.00</td>
<td>80.47</td>
<td>1.00</td>
<td>$1,828.18</td>
<td>$6,200.01</td>
<td>$8,028.18</td>
</tr>
<tr>
<td>4</td>
<td>15.24</td>
<td>0.00</td>
<td>15.24</td>
<td>0.50</td>
<td>$914.09</td>
<td>$1,174.24</td>
<td>$2,088.33</td>
</tr>
<tr>
<td>5</td>
<td>46.13</td>
<td>8.22</td>
<td>37.91</td>
<td>0.50</td>
<td>$914.09</td>
<td>$2,920.69</td>
<td>$3,834.18</td>
</tr>
<tr>
<td>6</td>
<td>33.53</td>
<td>0.00</td>
<td>33.53</td>
<td>0.50</td>
<td>$914.09</td>
<td>$2,583.34</td>
<td>$3,497.42</td>
</tr>
<tr>
<td>7</td>
<td>16.77</td>
<td>0.00</td>
<td>16.77</td>
<td>0.50</td>
<td>$914.09</td>
<td>$1,292.13</td>
<td>$2,066.22</td>
</tr>
<tr>
<td>8</td>
<td>16.63</td>
<td>3.00</td>
<td>13.63</td>
<td>1.00</td>
<td>$1,828.18</td>
<td>$1,050.19</td>
<td>$2,878.37</td>
</tr>
<tr>
<td>9</td>
<td>18.28</td>
<td>5.50</td>
<td>12.78</td>
<td>1.00</td>
<td>$1,828.18</td>
<td>$984.70</td>
<td>$2,812.88</td>
</tr>
<tr>
<td>10</td>
<td>49.68</td>
<td>3.36</td>
<td>46.32</td>
<td>1.00</td>
<td>$1,828.18</td>
<td>$3,568.96</td>
<td>$5,397.14</td>
</tr>
<tr>
<td>11</td>
<td>19.82</td>
<td>3.17</td>
<td>16.65</td>
<td>1.00</td>
<td>$1,828.18</td>
<td>$1,282.88</td>
<td>$3,111.06</td>
</tr>
<tr>
<td>12</td>
<td>30.44</td>
<td>4.06</td>
<td>6.60</td>
<td>1.00</td>
<td>$1,828.18</td>
<td>$508.15</td>
<td>$2,336.32</td>
</tr>
<tr>
<td>13</td>
<td>6.60</td>
<td>1.00</td>
<td>$1,828.18</td>
<td>$508.15</td>
<td>$2,336.32</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>6.60</td>
<td>1.00</td>
<td>$1,828.18</td>
<td>$508.15</td>
<td>$2,336.32</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15</td>
<td>6.60</td>
<td>1.00</td>
<td>$1,828.18</td>
<td>$508.15</td>
<td>$2,336.32</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>17.00</td>
<td>3.33</td>
<td>13.67</td>
<td>1.00</td>
<td>$1,828.18</td>
<td>$1,053.27</td>
<td>$2,881.45</td>
</tr>
<tr>
<td>17</td>
<td>16.50</td>
<td>0.00</td>
<td>16.50</td>
<td>0.50</td>
<td>$914.09</td>
<td>$1,271.33</td>
<td>$2,185.42</td>
</tr>
<tr>
<td>18</td>
<td>21.39</td>
<td>0.00</td>
<td>21.39</td>
<td>0.50</td>
<td>$914.09</td>
<td>$1,648.10</td>
<td>$2,562.19</td>
</tr>
<tr>
<td>19</td>
<td>18.10</td>
<td>3.76</td>
<td>14.34</td>
<td>1.00</td>
<td>$1,828.18</td>
<td>$1,104.90</td>
<td>$2,933.08</td>
</tr>
<tr>
<td>20</td>
<td>18.10</td>
<td>3.61</td>
<td>14.49</td>
<td>1.00</td>
<td>$1,828.18</td>
<td>$1,116.46</td>
<td>$2,944.63</td>
</tr>
<tr>
<td>21</td>
<td>18.52</td>
<td>3.00</td>
<td>15.52</td>
<td>1.00</td>
<td>$1,828.18</td>
<td>$1,195.82</td>
<td>$3,023.99</td>
</tr>
<tr>
<td>22</td>
<td>24.08</td>
<td>5.90</td>
<td>6.06</td>
<td>0.50</td>
<td>$914.09</td>
<td>$466.92</td>
<td>$1,381.01</td>
</tr>
<tr>
<td>23</td>
<td>6.06</td>
<td>0.50</td>
<td>$914.09</td>
<td>$466.92</td>
<td>$1,381.01</td>
<td></td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>6.06</td>
<td>0.50</td>
<td>$914.09</td>
<td>$466.92</td>
<td>$1,381.01</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Plan

Attachment 5
**PROCESS CHART**  
**SPECIAL CHARGE PROJECTS – (Section 163 – Local Government Act 1989)**  

**ROSLYN ROAD, HIGHTON – PROPOSED FOOTPATH**

<table>
<thead>
<tr>
<th>Stage</th>
<th>Status</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approval to prepare scheme</td>
<td>✓</td>
<td>Decision made to prepare scheme following consideration of surveys of residents and feed back from the community. Council may then place the project in the budget system or proceed immediately to prepare a scheme. Scheme preparation involves survey, design and preparation of an apportionment of costs. July 2015</td>
</tr>
<tr>
<td>Intention to Declare Scheme</td>
<td>✓</td>
<td>Report to Council providing information on scheme including advice of impending advertising of scheme and declaration of charge. Seeks Council approval by resolution to proceed with process. 15 March 2016</td>
</tr>
<tr>
<td>Advertisement</td>
<td>✓</td>
<td>The scheme is advertised in the local newspaper and all allotted property owners are notified by mail. This advertisement indicates Council’s intention and notification to ‘declare’ a scheme in a month’s time or at a subsequent meeting. 26 March 2016.</td>
</tr>
<tr>
<td>Submissions</td>
<td>✓</td>
<td>From the time of advertising property owners have 28 days (as set down by the Local Government Act) to lodge submissions, either in support or opposition to the scheme. Closed 26 April 2016.</td>
</tr>
<tr>
<td>Submissions Review Panel Hearing</td>
<td>✓</td>
<td>A Submissions Review Panel is convened if required (quorum of three Councillors) and meets to consider submissions. Some submissions are written only, and other submitters may wish to be heard before the Panel. The Panel makes a recommendation to Council regarding the scheme. 7 September 2016</td>
</tr>
<tr>
<td>Declaration Report</td>
<td>✓</td>
<td>Any time 28 days after advertising the scheme and after the Submissions Review Panel has met and considered submissions, Council considers a report and may proceed to “declare” the charges in accordance with its advertised intent. Subsequent to this the Finance Manager issues the levy notices and there is a formal charge placed on the property. This is the final step in the process for Council to make a decision on the scheme.</td>
</tr>
<tr>
<td>Appeal</td>
<td>✓</td>
<td>Property owners may lodge an application for review with the Victorian Civil and Administrative Tribunal (VCAT) within one month of issue of the levy notice. An appeal is listed, heard and determined by the Tribunal and this process generally takes three to four months. Decisions made by VCAT are binding on all parties.</td>
</tr>
<tr>
<td>Construction</td>
<td>✓</td>
<td>Council may then proceed to construct the works. Invoices are issued seeking payment of the estimated cost within one month of commencement.</td>
</tr>
<tr>
<td>Final Cost Report</td>
<td>✓</td>
<td>At the completion of the works the scheme is “finalised” taking into account actual costs incurred and payments are adjusted accordingly.</td>
</tr>
</tbody>
</table>
11. STATION STREET, DRYSDALE - ROAD CONSTRUCTION SPECIAL CHARGE SCHEME - SRC 349 - DECLARATION OF CHARGE

Source: City Services - Engineering Services
General Manager: William Tieppo
Index Reference: Special Rates and Charges, Station Street, Drysdale

Purpose

This report seeks a resolution by Council to declare the charges for a Special Charge Scheme to partially fund the construction of roads in Station Street and Crimea Street, Drysdale. (See plan – Attachment 5)

Background

Complaints have come in over time about the state of the unsealed roads of Station, Crimea and Bridge Streets, Drysdale. There is also a desire to have Station Street closed at the western end near High Street.

Support for a Special Charge Scheme was sought in 2015 where options were presented to the affected property owners at a public meeting held in Drysdale. This was followed up with a survey where a majority of owners favoured road construction at a reduced cost.

Council resolved its intention to declare a Special Charge Scheme at its meeting of 26 July 2016. A submissions review panel hearing was held on 8 November 2016.

Key Issues

• A majority of property owners are in support of constructing Station Street, Crimea Street and Bridge Road via a Special Charge Scheme.

• The Developer of the land at 4 – 6 Deburg Road (fronting Bridge Street), is included in the scheme. This is a mutually beneficial arrangement.

• There is a large majority of owners showing support to close Station Street at the High Street (northern) end.

• Closing Station Street will not have any significant consequences to the area.

• Access to High Street will be available via Crimea Street.

• The quality of road construction is based on a rural sealed road without kerbing or major drainage upgrades. This was supported in order to keep costs down.

Recommendation

That Council

1) Resolves to declare the Special Charge Scheme as follows:
   a) The Special Charge is declared for a period of five (5) years commencing upon commencement of the works.
   b) The special charge be declared for the purposes of defraying expenses incurred by Council in relation to the construction of roads including Station Street, Crimea Street and Bridge Street, Drysdale which:
b1) will provide proper sealed road access, improved street drainage and enhancement to the general amenity for each of the properties included in the scheme;
b2) Council considers is or will be a special benefit to those persons required to pay the special charge (and who are described in succeeding parts of this Resolution); and
b3) arises out of Council’s function of planning for and providing infrastructure for property owners.
c) it be recorded that, for the purposes of Section 163 (2A) of the Act, the special charge proceeds will not exceed the amount calculated in accordance with the prescribed formula (R x C = S), the:
c1) ‘benefit ratio’ (R) being calculated at 0.8 represents the special benefits to all persons liable to pay the special charge; and
c2) ‘total cost’ (C) of performing the function described in Part b of this Resolution based on estimated cost be recorded as $313,186.
c3) ‘maximum levy’ (S) total amount of the special charge be levied and recorded as $250,549.
d) the following be specified as the area for which the special rate is so declared:
d1) the area within municipal district of Council highlighted in the plan attached to this Resolution (“the area”).
e) the following be specified as the land in relation to which the special charge so declared:
e1) All land within the area shown on the plan.
f) the following be specified as the criteria which form the basis of the special charge so declared:
f1) Ownership of any land described in Part 1(e) of this Resolution.
g) the following be specified as the manner in which the special charge so declared will be assessed and levied:
g1) The costs to be apportioned based on access and amenity benefits.
g2) The special charge will be levied by sending a notice to the person who is liable to pay, pursuant to section 163(4) of the Act.
h) having regard to the preceding parts of this Resolution but subject to Section 166 (1) of the Act, it be recorded that:
h1) the owners of the land described in column 1 of Schedule C to the Resolution are estimated liable for the respective amounts set out in column 7 of Schedule C; and
h2) such owners may, subject to any further resolution of Council pay the special charge in the following manner:
   h2(a) the charge will become due and payable within one month of the issue of the notice requesting payment pursuant to Section 167 (3) of the Act;
   h2(b) interest will not be charged for six months after the issue of the notice provided the person liable makes timely payment in
accordance with any repayment arrangements that may be agreed on by Council; and

h2(c) in accordance with Section 172 of the Act, the rate of interest which is payable on the special charge which has not been paid by the specified date is set at Council’s overdraft rate, reviewed every three months (provided that it shall not exceed the rate fixed by the Governor in Council by Order for the purposes of Section 172 (2A) in which case the rate of interest shall be the maximum rate fixed by the Governor in Council by Order for the purposes of this section).

2) Authorise Council’s Chief Executive Officer to levy the Special Charge in accordance with Section 163(4) of the Act.

3) Authorise the discontinuance of Station Street at the western end near the High Street intersection under Schedule 10 of the Act.
Discussion

An application for residential development has been made for the property at 4-6 De Burgh Road, Drysdale which fronts Bridge Street. Negotiations with the developer have taken place and an agreement has been struck to include the developer in the scheme. This is a mutually beneficial arrangement. The resultant agreement will see the developer construct Bridge Street to full standard between De Burgh Road and the rail line. This will include kerb and channel and underground drainage.

The development application described above was submitted under Permit No PP677/2015. With an agreement in place, Council’s construction cost for the project is reduced, property owners will benefit from a higher standard of work and lower cost and the developers costs are reduced due to the co contributions from the scheme.

Although the preferred option was the rural road style of construction, the scope of work for Station and Crimea Streets will include additional depth of road pavement rather than simply sealing over the top of the existing road.

A submissions review panel was held on 8 November 2016. Six property owners spoke to the panel and were generally in support of the road sealing and closure. Some property owners opposing the charge who asked to be heard were absent from the hearing.

A summary of issues raised at the hearing and officer response is as follows:

- Can we proceed if we not seal the section of Station Street north of Crimea Street and the proposed closure location.

  This is possible and further discussions with property owners was carried out. The general consent is to continue with the road seal as charges per property (four affected) would not be abolished as the benefit from the remaining seal remains.

- Can’t come soon enough…sick of the dust.

- Exiting Crimea Street turning right in to High Street is dangerous. Left hand turn is OK.

  VicRoads have identified works to be carried out in this area. This includes road widening and a revised pedestrian refuge island located in High Street east of Crimea Street. It is anticipated that this work will improve safety. The Crimea Street road design will be matched with the VicRoads design.

- If we don’t close Station Street, it will become a ‘race track’ once the road is sealed.

- Are any footpaths going to be provided?

  A footpath link will be provided between the existing school trail, along the east side of Crimea Street to the pedestrian refuge island in High Street.

On Tuesday 8 November, the panel members visited Station Street, Drysdale prior to the panel hearing. The panel has recommended the scheme proceed to declaration as presented.
Financial Implications

The project has a one off capital cost and there will be minimal ongoing maintenance costs. The scheme is funded via the core program C02301 and can proceed in the 2016/17 financial year.

Since Bridge Street in being constructed by a developer, this reduces the funding commitment by Council. A breakdown of costs is as follows:

<table>
<thead>
<tr>
<th>Total project cost estimate</th>
<th>$466,257.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Developer contribution to project (income)</td>
<td>-$153,071.00</td>
</tr>
<tr>
<td>Total revised scheme cost</td>
<td>$313,186.00</td>
</tr>
</tbody>
</table>

From a scheme perspective due to the developer at 4-6 De Burgh Road constructing the Bridge Street works, they are not required to make a Special Charge payment. Scheme costs can be summarised as follows:

<table>
<thead>
<tr>
<th>Scheme cost to property owners</th>
<th>$250,548.80</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scheme cost to council</td>
<td>$62,637.20</td>
</tr>
<tr>
<td>Total revised scheme cost</td>
<td>$313,186.00</td>
</tr>
</tbody>
</table>

The net cost to Council for this project is **$62,637.20**

Stakeholder Consultation and Communication

Community consultation of the road construction Special Charge Scheme has been carried out as follows:

- January 2015 – Letter to property owners reintroducing the scheme proposal.
- March 2015 – Invitation letter to public meeting.
- 28 March 2015 - Public meeting (open forum with approximately 30 attendees) held at the Springdale House, Drysdale. This meeting disclosed all information in relation to the proposed scheme including scope of work, cost apportionment and Benefit Ratio Calculation.
- 10 September 2015 – Update letter to property owners disclosing results of the survey and advising of the consultation with the developer of the land at 4-6 De Burgh Road and process from here.
- 24 March 2016 – Update letter to property owners advising of pending Council meeting.
- 26 July 2016 – Intention to Declare Council meeting.
- 29 July 2016 – Letter to owners advising of Council’s intention to declare.
- 6 August 2106 - Public Notice placed in newspaper.
- 12 October 2016 – Invitation to attend panel hearing
- 8 November 2016 – Panel Hearing
- 29 November 2016 – update letter to property owners advising of Council’s decision and reason to declare the scheme.
- Many phone calls, emails and letters have been received and responded to during the consultation process.
Further correspondence will be sent to all affected property owners should Council resolve to make its Declaration of charges.

**Policy/Legal/Statutory Implications**

The scheme has been prepared in accordance with the Special Rate and Charge provisions of the Local Government Act 1989 along with Council’s Special Rates and Charges Policy and community engagement guidelines.

**Alignment to City Plan**

This report aligns with the City Plan as follows:

Community Wellbeing:
- Healthy Lifestyles – Facilitating and promoting physical activity.
- Healthy Environments – Safe, hazard and nuisance free environments.

Sustainably Built and Natural Environment
- Enhance and protect natural areas and ecosystem health.
- Support our Community to live – Encourage increased use of alternatives to car transport.
- Advocate for and promote sustainable design and development – Promoting sustainable design and retrofitting and acknowledging the communities desire to have their say.

**Conflict of Interest**

No Council Officer involved with this process has any direct or indirect interest in the properties.

**Risk Assessment**

Provision of sealed roads will provide safer driving conditions for motorists with a defined and more standard road profile. Walking conditions for pedestrians will also be improved. The improved drainage will reduce the hazards associated with water over roads and the affects of nuisance flooding. There are no identified risks for Council in making its intention to declare the scheme.

**Environmental Implications**

The road infrastructure proposal provides proper sealed access, improved drainage and a generally safer environment for pedestrian and vehicular traffic. Dust is eliminated.

Storm water runoff will be less contaminated with silt prior to discharge as the bulk of the storm water will be cleaner coming off a sealed road environment.

It is anticipated that no vegetation removal will be required to complete the project.

During the course of construction and the manufacture and procurement of materials, there is expenditure of energy and greenhouse gas emissions. This does cease, however, when construction is complete.

The project does not create waste with the exception of some excess spoil. The proposal does not affect any natural habitats.
COST ESTIMATE FOR CONSTRUCTION OF ROADS
STATION STREET, CRIMEA STREET and BRIDGE STREET DRYSDALE

The works for the construction of roads in Station Street, Crimea Street and Bridge Street which consist of excavation, drainage improvements, reinstatement of nature strips, legal advice and professional services associated with survey, engineering design, supervision and administration of the project as included in the cost estimate as shown below.

CONSTRUCTION OF STATION STREET, CRIMEA STREET AND BRIDGE STREET DRYSDALE

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>RATE $</th>
<th>AMOUNT $</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.00</td>
<td>GENERAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.01</td>
<td>Initial site establishment and set up, decamping and site cleanup and other fixed costs up to time of completion of works.</td>
<td>ITEM</td>
<td></td>
<td></td>
<td>$15,000.00</td>
</tr>
<tr>
<td>1.02</td>
<td>Traffic management costs.</td>
<td>ITEM</td>
<td></td>
<td></td>
<td>$10,000.00</td>
</tr>
<tr>
<td>1.03</td>
<td>Setting out of works.</td>
<td>ITEM</td>
<td></td>
<td></td>
<td>$1,000.00</td>
</tr>
<tr>
<td>2.00</td>
<td>PAVEMENT WORKS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.01</td>
<td>Trimming for new road pavement and excavation of soft spots</td>
<td>ITEM</td>
<td></td>
<td></td>
<td>$5,000.00</td>
</tr>
<tr>
<td>2.02</td>
<td>150mm compacted depth Class 2 20mm crushed rock, supplied, spread and compacted.</td>
<td>611</td>
<td>m³</td>
<td>$118.00</td>
<td>$72,098.00</td>
</tr>
<tr>
<td>2.03</td>
<td>7mm Primer Seal, supplied and placed.</td>
<td>4076</td>
<td>m²</td>
<td>$8.00</td>
<td>$32,608.00</td>
</tr>
<tr>
<td>3.00</td>
<td>DRAINAGE</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.01</td>
<td>Rural vehicle crossing 300mm diam. RC pipe, 20m wide with VicRoads driveable endwalls as per SD00603, supplied, laid and jointed including excavation, placement of approved FCR bedding and backfill.</td>
<td>1</td>
<td>No.</td>
<td>$9,000.00</td>
<td>$9,000.00</td>
</tr>
<tr>
<td>3.02</td>
<td>Rural vehicle crossing 300mm diam. RC pipe, 3.6m wide with VicRoads driveable endwalls as per SD00603, supplied, laid and jointed including excavation, placement of approved FCR bedding and backfill.</td>
<td>17</td>
<td>No.</td>
<td>$2,800.00</td>
<td>$47,600.00</td>
</tr>
<tr>
<td>4.00</td>
<td>CONCRETE WORKS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.01</td>
<td>B2 Barrier kerb and channel 450mm wide, including fine crushed rock bedding.</td>
<td>45</td>
<td>m</td>
<td>$120.00</td>
<td>$5,400.00</td>
</tr>
<tr>
<td>4.03</td>
<td>Concrete pram crossing 1.5m wide, including fine crushed rock bedding.</td>
<td>2</td>
<td>No.</td>
<td>$250.00</td>
<td>$500.00</td>
</tr>
<tr>
<td>4.02</td>
<td>100mm pattern concrete paving with SL72 mesh including crushed rock bedding and reinstate nature strip.</td>
<td>236</td>
<td>m²</td>
<td>$120.00</td>
<td>$28,320.00</td>
</tr>
<tr>
<td>5.00</td>
<td>PAVEMENT WORKS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.01</td>
<td>Trimming for new road pavement and excavation of soft spots</td>
<td>ITEM</td>
<td></td>
<td></td>
<td>$2,000.00</td>
</tr>
<tr>
<td>5.02</td>
<td>Sawcut and remove existing asphalt to create overlap onto existing pavement</td>
<td>88</td>
<td>m</td>
<td>$12.00</td>
<td>$1,056.00</td>
</tr>
<tr>
<td>Item</td>
<td>Description</td>
<td>Quantity</td>
<td>Unit</td>
<td>Unit Cost</td>
<td>Total Cost</td>
</tr>
<tr>
<td>------</td>
<td>------------------------------------------------------------------------------</td>
<td>----------</td>
<td>------</td>
<td>-----------</td>
<td>--------------</td>
</tr>
<tr>
<td>5.03</td>
<td>310mm compacted depth Class 3 20mm crushed rock, supplied, spread and compacted.</td>
<td>591</td>
<td>m³</td>
<td>$80.00</td>
<td>$47,280.00</td>
</tr>
<tr>
<td>5.04</td>
<td>150mm compacted depth Class 2 20mm crushed rock, supplied, spread and compacted.</td>
<td>275</td>
<td>m³</td>
<td>$118.00</td>
<td>$32,450.00</td>
</tr>
<tr>
<td>5.05</td>
<td>Bituminous Prime Coat</td>
<td>1816</td>
<td>m²</td>
<td>$3.03</td>
<td>$5,493.40</td>
</tr>
<tr>
<td>5.06</td>
<td>30mm compacted depth, 10mm nominal size type N asphalt</td>
<td>1816</td>
<td>m²</td>
<td>$17.00</td>
<td>$30,872.00</td>
</tr>
<tr>
<td>6.00</td>
<td><strong>CONCRETE WORKS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.01</td>
<td>B2 Barrier kerb and channel 450mm wide, including fine crushed rock bedding.</td>
<td>316</td>
<td>m</td>
<td>$120.00</td>
<td>$37,920.00</td>
</tr>
<tr>
<td>6.02</td>
<td>Edge Strips</td>
<td>10</td>
<td>m</td>
<td>$40.00</td>
<td>$400.00</td>
</tr>
<tr>
<td>7.00</td>
<td><strong>PROVISIONAL WORKS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.01</td>
<td>Regrade table drains</td>
<td>910</td>
<td>m</td>
<td>$5.00</td>
<td>$4,550.00</td>
</tr>
<tr>
<td></td>
<td><strong>SUB-TOTAL</strong></td>
<td></td>
<td></td>
<td></td>
<td>$388,547</td>
</tr>
<tr>
<td></td>
<td>Survey and Design</td>
<td></td>
<td></td>
<td>$19,427</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Administration</td>
<td></td>
<td></td>
<td>$19,427</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>10% CONTINGENCY</strong></td>
<td></td>
<td></td>
<td>$38,855</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>CONSTRUCTION COST ESTIMATE</strong></td>
<td></td>
<td></td>
<td>$466,257</td>
<td></td>
</tr>
</tbody>
</table>
A  **Purpose**
To construct Station Street, Crimea Street between High Street and Station Street and the unsealed sections of Bridge Street between De Burgh Road and Station Street, Drysdale.

B  **Coherence**
The works will provide a physical connection between High Street, Bridge Road and De Burgh Street, Drysdale and will provide a special benefit to adjoining and adjacent properties.

C  **Total Cost C**
- Total Estimated cost of works - rural road construction: $466,257
- Developer contribution towards Bridge Street construction: $153,071
- **TOTAL COST**: $313,186.00

D  **Identify Special Beneficiaries**
46 properties are considered to receive a combination of access and amenity benefits. 1 Property receives a benefit from the scheme but is not included in the scheme.

E  **Properties to include**
The 46 properties receive a combination of access and amenity benefits. Therefore:
- Total Special Benefits (in) is apportioned to 46 properties
- There are no Council owned properties in the scheme but 1 property that receives special benefit but is considered to be out of the scheme. Therefore:
- Total Special Benefits out of the scheme **TSB (out)** = 1

F  **Estimate of Total Special Benefits**
For this scheme it is considered that an equal portion of access and amenity benefits apply to an individual property. We shall assume that each property is made up of 1 access benefit unit (BU) and one amenity BU. For the large property out of the scheme, this is under development and will ultimately consist of 10 allotments fronting Bridge Street. Benefit Units are assigned to each property accordingly. For properties in and out of the scheme, a summary of special benefits can be shown in the following table:

<table>
<thead>
<tr>
<th></th>
<th>46 private properties</th>
<th>1 property out</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TSB (in)</strong></td>
<td>46</td>
<td>10</td>
</tr>
<tr>
<td><strong>TSB (out)</strong></td>
<td>46</td>
<td>10</td>
</tr>
<tr>
<td><strong>Total Special Benefits</strong></td>
<td>92</td>
<td>20</td>
</tr>
</tbody>
</table>

G  **Estimate of Total Community Benefit - TCB**
It is considered that people in the community will receive an access benefit from the works as the roadways are used to access other areas considering potential destinations such as the primary and secondary schools to the south and shopping centre to the north. Based on traffic data, estimated use of the road is 15% for the wider community and 85% for the properties in and out of the scheme. If 85% of the total access benefits is equal to 46BU, 15% would equate to 8. There are no amenity benefits associated with the wider community.
- **TCB** = 8.0

H  **Calculate "Benefit Ratio" - R**
- **Benefits Ratio** = \( \frac{\text{TSB (in)}}{\text{TSB (in)} + \text{TSB (out)} + \text{TCB}} \)
- **TSB (in)** = 92
- **TSB (out)** = 20
- **TCB** = 8
- **Benefits Ratio** = \( \frac{92}{92 + 20 + 8} \) = 0.8

I  **Maximum Total Levy (S)**
- **Maximum Total Levy** = **S = R X C**
- **Council Contribution to Special Charge Scheme** = $62,637.20
- **$250,548.80**
## SCHEDULE “C”

**PROPOSED SPECIAL CHARGE SCHEME - ROAD CONSTRUCTION, DRYSDALE**

<table>
<thead>
<tr>
<th>Column 1</th>
<th>Column 2</th>
<th>Column 3</th>
<th>Column 4</th>
<th>Column 5</th>
<th>Column 6</th>
<th>Column 7</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>Frontage (metres)</td>
<td>Apportionable Frontage (metres)</td>
<td>Access Benefit</td>
<td>Access Benefit</td>
<td>Amenity Benefit</td>
<td>Total Estimated Cost</td>
</tr>
<tr>
<td>97-99 High Street, DRYSDALE</td>
<td>114.71</td>
<td>51.00</td>
<td>0.25</td>
<td>$829.63</td>
<td>$6,045.25</td>
<td>$6,874.88</td>
</tr>
<tr>
<td>119 High Street, DRYSDALE</td>
<td>47.88</td>
<td>33.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$3,911.63</td>
<td>$5,570.89</td>
</tr>
<tr>
<td>121 High Street, DRYSDALE</td>
<td>28.00</td>
<td>28.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$3,318.96</td>
<td>$4,978.22</td>
</tr>
<tr>
<td>123 High Street, DRYSDALE</td>
<td>25.15</td>
<td>25.15</td>
<td>1</td>
<td>$3,318.53</td>
<td>$2,980.66</td>
<td>$6,299.19</td>
</tr>
</tbody>
</table>

Rear 123 High St Facing Station St

<table>
<thead>
<tr>
<th>Address</th>
<th>Frontage (metres)</th>
<th>Apportionable Frontage (metres)</th>
<th>Access Benefit</th>
<th>Access Benefit</th>
<th>Amenity Benefit</th>
<th>Total Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>125 High Street, DRYSDALE</td>
<td>36.27</td>
<td>36.27</td>
<td>1</td>
<td>$3,318.53</td>
<td>$4,299.24</td>
<td>$7,617.76</td>
</tr>
<tr>
<td>127 High Street, DRYSDALE</td>
<td>26.41</td>
<td>26.41</td>
<td>1</td>
<td>$3,318.53</td>
<td>$3,130.84</td>
<td>$6,449.37</td>
</tr>
<tr>
<td>1 Madison Court, DRYSDALE</td>
<td>20.85</td>
<td>0.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$0.00</td>
<td>$1,659.26</td>
</tr>
<tr>
<td>2 Madison Court, DRYSDALE</td>
<td>0.00</td>
<td>0.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$0.00</td>
<td>$1,659.26</td>
</tr>
<tr>
<td>3 Madison Court, DRYSDALE</td>
<td>0.00</td>
<td>0.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$0.00</td>
<td>$1,659.26</td>
</tr>
<tr>
<td>1 Ryder Court, DRYSDALE</td>
<td>25.00</td>
<td>0.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$0.00</td>
<td>$1,659.26</td>
</tr>
<tr>
<td>2 Ryder Court, DRYSDALE</td>
<td>0.00</td>
<td>0.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$0.00</td>
<td>$1,659.26</td>
</tr>
<tr>
<td>3 Ryder Court, DRYSDALE</td>
<td>0.00</td>
<td>0.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$0.00</td>
<td>$1,659.26</td>
</tr>
<tr>
<td>4 Ryder Court, DRYSDALE</td>
<td>0.00</td>
<td>0.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$0.00</td>
<td>$1,659.26</td>
</tr>
<tr>
<td>5 Ryder Court, DRYSDALE VIC 3222</td>
<td>0.00</td>
<td>0.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$0.00</td>
<td>$1,659.26</td>
</tr>
<tr>
<td>6 Ryder Court, DRYSDALE</td>
<td>0.00</td>
<td>0.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$0.00</td>
<td>$1,659.26</td>
</tr>
<tr>
<td>18 Bridge Street, DRYSDALE</td>
<td>20.00</td>
<td>0.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$0.00</td>
<td>$1,659.26</td>
</tr>
<tr>
<td>24 Bridge Street, DRYSDALE</td>
<td>58.77</td>
<td>58.77</td>
<td>1</td>
<td>$3,318.53</td>
<td>$6,966.26</td>
<td>$10,284.78</td>
</tr>
<tr>
<td>24 Bridge Street, DRYSDALE</td>
<td>45.39</td>
<td>0.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$0.00</td>
<td>$1,659.26</td>
</tr>
<tr>
<td>30 Bridge Street, DRYSDALE</td>
<td>0.00</td>
<td>0.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$0.00</td>
<td>$1,659.26</td>
</tr>
<tr>
<td>32A Bridge Street, DRYSDALE</td>
<td>14.75</td>
<td>0.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$0.00</td>
<td>$1,659.26</td>
</tr>
<tr>
<td>32B Bridge Street, DRYSDALE</td>
<td>10.96</td>
<td>0.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$0.00</td>
<td>$1,659.26</td>
</tr>
<tr>
<td>9 Station Street, DRYSDALE</td>
<td>25.15</td>
<td>42.47</td>
<td>1</td>
<td>$3,318.53</td>
<td>$5,034.15</td>
<td>$8,352.68</td>
</tr>
<tr>
<td>1/18 Station Street, DRYSDALE</td>
<td>15.09</td>
<td>30.18</td>
<td>1</td>
<td>$3,318.53</td>
<td>$3,577.36</td>
<td>$6,895.89</td>
</tr>
<tr>
<td>Address</td>
<td>Frontage (metres)</td>
<td>Apportionable Frontage (metres)</td>
<td>Access Benefit</td>
<td>Benefit</td>
<td>Benefit</td>
<td>Benefit</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>-------------------</td>
<td>---------------------------------</td>
<td>----------------</td>
<td>---------</td>
<td>---------</td>
<td>---------</td>
</tr>
<tr>
<td>2/18 Station Street, DRYSDALE</td>
<td>15.09</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20 Station Street, DRYSDALE</td>
<td>30.18</td>
<td>30.18</td>
<td>1</td>
<td>$3,318.53</td>
<td>$3,577.36</td>
<td>$6,895.89</td>
</tr>
<tr>
<td>21-23 Station Street, DRYSDALE</td>
<td>40.23</td>
<td>40.23</td>
<td>1</td>
<td>$3,318.53</td>
<td>$4,768.63</td>
<td>$8,087.16</td>
</tr>
<tr>
<td>22 Station Street, DRYSDALE</td>
<td>30.18</td>
<td>30.18</td>
<td>1</td>
<td>$3,318.53</td>
<td>$3,577.36</td>
<td>$6,895.89</td>
</tr>
<tr>
<td>24 Station Street, DRYSDALE</td>
<td>30.18</td>
<td>30.18</td>
<td>1</td>
<td>$3,318.53</td>
<td>$3,577.36</td>
<td>$6,895.89</td>
</tr>
<tr>
<td>25-27 Station Street, DRYSDALE</td>
<td>40.23</td>
<td>40.23</td>
<td>1</td>
<td>$3,318.53</td>
<td>$4,769.06</td>
<td>$8,087.59</td>
</tr>
<tr>
<td>26 Station Street, DRYSDALE</td>
<td>30.18</td>
<td>30.18</td>
<td>1</td>
<td>$3,318.53</td>
<td>$3,577.36</td>
<td>$6,895.89</td>
</tr>
<tr>
<td>28 Station Street, DRYSDALE</td>
<td>35.13</td>
<td>35.13</td>
<td>1</td>
<td>$3,318.53</td>
<td>$4,164.11</td>
<td>$7,482.63</td>
</tr>
<tr>
<td>29 Station Street, DRYSDALE</td>
<td>4.14</td>
<td>4.14</td>
<td>1</td>
<td>$3,318.53</td>
<td>$490.73</td>
<td>$3,809.26</td>
</tr>
<tr>
<td>30 Station Street, DRYSDALE</td>
<td>35.13</td>
<td>35.13</td>
<td>1</td>
<td>$3,318.53</td>
<td>$4,164.11</td>
<td>$7,482.63</td>
</tr>
<tr>
<td>31 Station Street, DRYSDALE</td>
<td>4.00</td>
<td>4.00</td>
<td>1</td>
<td>$3,318.53</td>
<td>$474.14</td>
<td>$3,792.66</td>
</tr>
<tr>
<td>32 Station Street, DRYSDALE</td>
<td>15.00</td>
<td>0.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$0.00</td>
<td>$1,659.26</td>
</tr>
<tr>
<td>33 Station Street, DRYSDALE</td>
<td>16.00</td>
<td>16.00</td>
<td>1</td>
<td>$3,318.53</td>
<td>$1,896.55</td>
<td>$5,215.07</td>
</tr>
<tr>
<td>34 Station Street, DRYSDALE</td>
<td>15.72</td>
<td>0.00</td>
<td>0.5</td>
<td>$1,659.26</td>
<td>$0.00</td>
<td>$1,659.26</td>
</tr>
<tr>
<td>35 Station Street, DRYSDALE</td>
<td>16.00</td>
<td>16.00</td>
<td>1</td>
<td>$3,318.53</td>
<td>$1,896.55</td>
<td>$5,215.07</td>
</tr>
<tr>
<td>37 Station Street, DRYSDALE</td>
<td>20.00</td>
<td>20.00</td>
<td>1</td>
<td>$3,318.53</td>
<td>$2,370.68</td>
<td>$5,689.21</td>
</tr>
<tr>
<td>39 Station Street, DRYSDALE</td>
<td>17.65</td>
<td>17.65</td>
<td>1</td>
<td>$3,318.53</td>
<td>$2,092.13</td>
<td>$5,410.66</td>
</tr>
<tr>
<td>41 Station Street, DRYSDALE</td>
<td>18.00</td>
<td>18.00</td>
<td>1</td>
<td>$3,318.53</td>
<td>$2,133.62</td>
<td>$5,452.14</td>
</tr>
</tbody>
</table>

$250,548.80
**PROCESS CHART**

**SPECIAL CHARGE PROJECTS –**
*(Section 163 – Local Government Act 1989)*

Station Street, Crimea Street and Bridge Street, Drysdale

<table>
<thead>
<tr>
<th>Stage</th>
<th>Status</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approval to prepare scheme</td>
<td>✓</td>
<td>Decision made to prepare scheme following consideration of surveys of property owners and feedback from the community. Council may then place the project in the budget system or proceed immediately to prepare a scheme. Scheme preparation involves survey, design and preparation of an apportionment of costs. January 2015.</td>
</tr>
<tr>
<td>Intention to Declare Scheme</td>
<td>✓</td>
<td>Report to Council providing information on scheme including advice of impending advertising of scheme and declaration of charge. Seeks Council approval by resolution to proceed with process. 26 July 2016</td>
</tr>
<tr>
<td>Advertisement</td>
<td>✓</td>
<td>The scheme is advertised in the local newspaper and all allotted property owners are notified by mail. This advertisement indicates Council’s intention and notification to ‘declare’ a scheme in a month’s time. 6 August 2016</td>
</tr>
<tr>
<td>Submissions</td>
<td>✓</td>
<td>From the time of advertising property owners have 28 days (as set down by the Local Government Act) to lodge submissions, either in support or opposition to the scheme.</td>
</tr>
<tr>
<td>Submissions Review Panel Hearing</td>
<td>✓</td>
<td>A Submissions Review Panel is convened (quorum of three Councillors) and meets to consider submissions. Some submissions are written only, and other submitters may wish to be heard before the Panel. The Panel makes a recommendation to Council regarding the scheme. 8 November 2016</td>
</tr>
<tr>
<td>Declaration Report</td>
<td>✓</td>
<td>Any time 28 days after advertising the scheme and after the Submissions Review Panel has met and considered submissions, Council considers a report and may proceed to “declare” the charges in accordance with its advertised intent. Subsequent to this the Finance Manager issues the levy notices and there is a formal charge placed on the property. This is the final step in the process for Council to make a decision on the scheme.</td>
</tr>
<tr>
<td>Appeal</td>
<td></td>
<td>Property owners may lodge an application for review with the Victorian Civil and Administrative Tribunal (VCAT) within one month of issue of the levy notice. An appeal is listed, heard and determined by the Tribunal and this process generally takes three to four months. Decisions made by VCAT are binding on all parties.</td>
</tr>
<tr>
<td>Construction</td>
<td></td>
<td>Council may then proceed to construct the works. Invoices are issued seeking payment of the estimated cost within one month of commencement.</td>
</tr>
<tr>
<td>Final Cost Report</td>
<td></td>
<td>At the completion of the works the scheme is “finalised” taking into account actual costs incurred and payments are adjusted accordingly.</td>
</tr>
</tbody>
</table>
12. TENDER SUBMISSIONS FOR RECRUITMENT TRAINING & ASSOCIATED SERVICES

Source: People & Organisation Development - Remuneration
Executive Manager: Andrew Keen
Index Reference: Provision of Agency Staff - T1700009

Purpose

To enter into a new contract with Procurement Australia (“PA”) for the provision of our supplementary labour (agency staff).

Background

Council is required to tender out this service contract as part of its obligations under the Local Government Act. Council provided PA with a non-binding expression of interest to again undertake a tender for recruitment, training and associated products and services (Tender 1912/0618) on behalf of various Councils participating in the tender.

Key Issues

- We are currently out of contract (previous contract expired 31 December 2016) after 5 years of operation.

- With Council approval, the new contract will be for a two (2) year period with a further option of 2 x 1 year extensions (max 4 years in total).

- The new contract offered by PA also includes the ability to access the services of a neutral vendor managed service (namely Commensura), which will benefit Council by reducing the administrative tasks currently associated with staff provisioning, reporting and monthly payments.

- Moving to a vendor management approach for supplementary labour will also eliminate margin leakage and reduce waste through greater management analytics of supplementary labour utilisation.

- There will be a separate contract to be authorised to engage the services of Commensura.

- The total Organisation expenditure on Supplementary Labour for 2015/16 was $5.2m. Current YTD expenditure as at the end of January 2017 is $3.5m.

- Expenditure is expected to be reduced over coming years with our ability to access the services of a neutral managed vendor solution provided as an option within the new contract.

Recommendation

That Council:

1) approve the Contract for the Provision of Recruitment Training & Associated Services with Procurement Australia (Contract No 1912/0618);

2) delegate authority to the Chief Executive Officer to sign agreements with both Procurement Australia and Commensura.
Discussion

Council decided not to undertake the tendering process internally due to costs, time and resources. PA has a large buying power and has the ability to adequately satisfy the needs of Council with the provision of agency staff to meet our supplementary labour requirements.

Council determined that the benefits of the PA collaborative purchasing approach are economies of scale achieved by grouping together with other Councils, attracting quality submissions, reduced administration costs and a larger pool of companies with agreed rates and services to select from. Council determined this methodology was preferable to undertaking its own tender process. Therefore PA was selected to act as Council’s tendering agent for the provision of temporary recruitment services.

PA were contracted by Council for the provision of supplementary labour for the previous contract from January 2012 and expiring on 31 December 2016.

In the current contract PA have put forward a total of 36 recruitment and associated products providers on behalf of the below listed twenty-eight (28) Councils:

- Ballarat City Council
- Bayside City Council
- Brimbank City Council
- City of Boroondara
- City of Darebin
- City of Greater Dandenong
- City of Greater Geelong
- City of Maribyrnong
- Coffs Harbour City Council
- Glen Eira City Council
- Hepburn Shire Council
- Hindmarsh Shire Council
- Horsham Rural City Council
- Knox City Council
- Moonee Valley City Council
- Mornington Peninsula Shire Council
- Moreland City Council
- Mount Alexander Shire Council
- Nillumbik Shire Council
- Northern Grampians Shire Council
- South Gippsland Shire Council
- Southern Grampian Shire Council
- Wangaratta Rural City Council
- West Wimmera Shire Council
- Whitehorse City Council
- Whitehorse Manningham Regional Library Corporation
- Wodonga City Council
- Yarra City Council
As the City is a key member of G21 initiatives and has a strong platform for supporting local Geelong businesses we will be advising the panel that all requests for agency staff are to be sourced from our local suppliers in the first instance. Where we are unable to access the required staff from our local providers we would then fall back to access other providers on the PA panel.

**Financial Implications**

Whilst it is yet to be quantified, there will be savings to be achieved through the contract with PA, as we will be able to access the services of the neutrally managed vendor service, namely Commensura. There have been significant cost reduction realised in other Councils of similar scale moving to a vendor managed approach.

Benefits include but not limited to the following:

- Streamline to the current CoGG Administrative processes of weekly invoicing and subsequent approvals presently experienced within our internal payments system.
- On-line monthly reporting will be made available to the Organisation on a real time basis.
- Engagement of Agency staff will be able to be tightened up with proper authorisation and workflow approvals held within the Commensura system.
13. 2016-2017 DECEMBER FINANCIAL MANAGEMENT REPORT AND MID-YEAR BUDGET UPDATE

Source: Strategy & Performance - Financial Services
A/General Manager: Louise Hill
Index Reference: Financial Management / Financial Reporting 2016-17

Purpose
The purpose of this report is to present the financial performance of Council for the quarter ended 31 December 2016, and to consider Operating and Capital projection changes.

Background
A variation to the amended budget is sought due to the significant transformation program underway across the organisation. The additional expenditure required to achieve this program is offset by identified savings.

Key Issues
December quarter Year-to-date Finance results include:

- **Surplus** - The year to date underlying result of $12.65m surplus is $13.41m unfavourable to the amended budget mainly due to the transfer of assets to the Kardinia Park Stadium Trust ($28.8m).

- **Projected Capital Expenditure** - The full year Net Capital Expenditure projection was updated to be $91.92m, relative to the amended budget of $106.1m.

A half-year budget review has been undertaken. A range of cost increases were identified along with cost savings.

- The net impact of the additional operating expenditure is ($485,000). This is offset by favourable projection changes recognised as at 31 December 2016 of $790,000.

- The result is a positive movement of $305,000 from the amended budget deficit of $7,042,598 to the revised full-year projected deficit of $6,737,598 and is reflected as follows:

<table>
<thead>
<tr>
<th></th>
<th>Income $,000’s</th>
<th>Expenditure $,000’s</th>
<th>Surplus/(Deficit) $,000’s</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved Amended Budget</td>
<td>321,341</td>
<td>328,384</td>
<td>(7,043)</td>
</tr>
<tr>
<td>Projection Changes to Dec 2016</td>
<td>1,183</td>
<td>393</td>
<td>790</td>
</tr>
<tr>
<td><strong>Projection as at 31 Dec 2016</strong></td>
<td><strong>322,524</strong></td>
<td><strong>328,777</strong></td>
<td><strong>(6,253)</strong></td>
</tr>
<tr>
<td>Mid-year review changes (net)</td>
<td>-</td>
<td>485</td>
<td></td>
</tr>
<tr>
<td><strong>Revised full-year projection</strong></td>
<td><strong>322,524</strong></td>
<td><strong>329,262</strong></td>
<td><strong>(6,738)</strong></td>
</tr>
<tr>
<td>Cash impact - increase</td>
<td></td>
<td></td>
<td>305</td>
</tr>
</tbody>
</table>

Recommendation
That Council endorse:

1) the Quarterly Financial Report 31 December 2016 (attachment 2).
2) the 2016-17 Operating and Capital projection changes (attachment 1).
Discussion

2016-17 Operating and Capital projection changes

The Adopted Budget was amended by Council on 6 September 2016 to include carryover capital and discretionary projects, plus other capital and recurrent amendments. The impact on the recurrent expenditure budget is an increase of $8.87m, and on non recurrent income of $7.80m for carryover of capital income from 2015 - 16 projects.

The amended capital expenditure budget included an additional $60.18m to complete 2015-16 Projects. Other budget amendments increased total budget by $0.33m.

In late 2016, two significant diagnostic reviews were undertaken of Financial Management and ICT. The reviews recommended a range of improvement initiatives to bring the Council to contemporary levels of capability and capacity. Additional investment is required for both of these key functions which underpin the transformation to a high performing organisation. A number of other funding priorities were also identified as follows.

Additional expenditure of $1.65m is required in the following areas:

- enhancements to *Our Future* program, including the Geelong Assembly;
- ICT review strategy development and stage 1 implementation;
- financial management review and implementation;
- agribusiness strategy development;
- outsourcing of internal audit;
- other initiatives including governance, asset management strategy and engagement and communication.

- Savings initiatives of $1.17m on a one-off basis have been identified:
  - contract management of procurement for agency staff;
  - Christmas tree installation costs.

Deferment/savings of expenditure on several other initiatives

Projection changes to 31 December 2016/ Mid-year Budget Update

The following tables highlight the specific Operating and Capital changes which form part of the mid-year review.

**Operating 2016-17**

<table>
<thead>
<tr>
<th>Authorised amended budget deficit</th>
<th>$000’s</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(7,043)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Projection changes as at 31 December 2016</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditure increases (Diversion of waste $0.2m, Osborne House Works $0.2m)</td>
<td>400</td>
</tr>
<tr>
<td>Income increases (Supplementary rates $0.5m, Planning Applications $0.5m)</td>
<td>1,183</td>
</tr>
</tbody>
</table>

**Projection changes surplus** 790
Mid-year review projection changes

**Expenditure increases:**
- Our Future (Vision project) 125
- ICT Review / Strategy development and Stage 1 implementation 610
- Financial management review and implementation 320
- Agri Business Strategy 100
- Internal Audit – outsourcing 100
- Transformation Program (PMO, Governance, Service Planning, Complaints Review, Asset Management, Engagement and Communication) 400

Total: 1,655

**Expenditure savings:**
- Salaries / supplementary labour 800
- Building Asset Survey 100
- Ocean Grove principal pedestrian network 50
- Floating Christmas Tree installation 70
- Early childhood planning 50
- Linking Learning Eastern Suburbs 100

Total: 1,170

Mid-year review projected expenditure (increase)

Total: (485)

Projected deficit as at 31 December 2016

Total: (6,737)

Cash impact - increase

Total: 305

Capital program 2016-17

**Authorised amended capital expenditure budget (net)**

Total: 106,114

Capital projection changes as at 31 December 2016

Net expenditure savings 13,286

(includes $13.1m carried over to 2017-18)

Mid-year review projection changes  

Cost Reductions / (Increases)

- Light fleet replacement savings 192
- Heavy and dedicated fleet savings 196
- Design and investigation – SR&C savings 100
- New bin supply (Waste Collection) savings 50
- Innovation Drive construction savings 239
- Hede Street landfill investigative works savings 150
- Service reviews software pilot (project cancelled) 50
- City Hall customer service works (75)

Total: 902

**Total projected capital expenditure (net)**

Total: 91,925

Total cash movement – Favourable / (Unfavourable)

Total: 14,188

Includes:
- Cash impact – increase 13,130
- Increase Carry over to 2017-18 1,058
The underlying result of $12.6m surplus is ($13.4m) unfavourable to amended budget mainly due to the transfer of assets to the Kardinia Park Stadium Trust ($28.8m).

The Recurrent result is a surplus of $9.7m or $11.5m favourable to budget. The major recurrent favourable and unfavourable performance variances are highlighted in the section below.

**RECURRENT VARIANCES TO BUDGET**

Favourable Recurrent variances:

1. Salaries – YTD variance is $2,950k. This is mainly associated with vacant positions. This variance is offset partly by unfavourable Supp Labour ($1,587k) YTD.

2. Planning Permit Application Fees – YTD $386k favourable due to both volume and Statutory fee increase effective 15 October – projected to be $463k favourable full year.
3. Green Waste Disposal Cost – YTD $270k favourable – mainly due to lower tonnages in winter months.


5. Interest Received – YTD $165k favourable due to higher investment balances.


Unfavourable Recurrent Variances:

7. Waste Disposal Costs – due to the issue with the landfill auditor and the surcharge protection layer, diversion of waste to Wyndham had to be reinstated, an additional cost of approx $175k has been incurred YTD.

8. Animal Pound Services – YTD $230k unfavourable – due to payment for asset contribution and interim fees whilst contract awarded and is expected to remain high and over budget as a reflection of the true costs of running the establishment in line with legislation, codes of practice and community expectations.

9. Supplementary Labour – YTD $1,587k unfavourable – additional costs as an offset to favourable salary costs.
### 2. FINANCIAL STATEMENTS

#### 2.1 DETAILED OPERATING STATEMENT

**Report at 31 December 2016**

<table>
<thead>
<tr>
<th>Item</th>
<th>2015-2016 Actual $000s</th>
<th>Adopted Budget $000s</th>
<th>Amended Budget $000s</th>
<th>YTD Actual $000s</th>
<th>YTD Am. Bgt $000s</th>
<th>YTD Variance $000s</th>
<th>Full Yr Projection $000s</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>RECURRENT INCOME</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rates and Charges</td>
<td>194,048</td>
<td>202,724</td>
<td>202,724</td>
<td>102,553</td>
<td>101,771</td>
<td>782</td>
<td>203,224</td>
</tr>
<tr>
<td>Government Grants</td>
<td>38,297</td>
<td>46,046</td>
<td>46,586</td>
<td>24,657</td>
<td>23,540</td>
<td>1,117</td>
<td>46,630</td>
</tr>
<tr>
<td>User Charges</td>
<td>48,807</td>
<td>52,544</td>
<td>52,491</td>
<td>26,401</td>
<td>26,948</td>
<td>(547)</td>
<td>52,491</td>
</tr>
<tr>
<td>Other Fees and Charges</td>
<td>11,315</td>
<td>11,398</td>
<td>11,398</td>
<td>6,465</td>
<td>5,400</td>
<td>1,065</td>
<td>11,861</td>
</tr>
<tr>
<td>Sundry Income</td>
<td>8,241</td>
<td>6,246</td>
<td>6,241</td>
<td>4,233</td>
<td>3,770</td>
<td>463</td>
<td>6,264</td>
</tr>
<tr>
<td>Interest Investments</td>
<td>2,572</td>
<td>1,901</td>
<td>1,901</td>
<td>1,085</td>
<td>920</td>
<td>165</td>
<td>1,901</td>
</tr>
<tr>
<td><strong>TOTAL RECURRENT INCOME</strong></td>
<td>303,281</td>
<td>320,859</td>
<td>321,341</td>
<td>165,394</td>
<td>162,349</td>
<td>3,045</td>
<td>322,371</td>
</tr>
<tr>
<td><strong>RECURRENT EXPENDITURE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee Related</td>
<td>128,273</td>
<td>137,766</td>
<td>139,126</td>
<td>66,778</td>
<td>69,729</td>
<td>2,950</td>
<td>138,154</td>
</tr>
<tr>
<td>Workcover</td>
<td>1,681</td>
<td>2,283</td>
<td>2,293</td>
<td>1,123</td>
<td>1,150</td>
<td>27</td>
<td>2,286</td>
</tr>
<tr>
<td>Goods and Services</td>
<td>8,229</td>
<td>7,982</td>
<td>7,974</td>
<td>3,895</td>
<td>3,942</td>
<td>47</td>
<td>7,979</td>
</tr>
<tr>
<td>General Works - Materials</td>
<td>8,938</td>
<td>7,237</td>
<td>7,266</td>
<td>3,558</td>
<td>3,744</td>
<td>186</td>
<td>7,274</td>
</tr>
<tr>
<td>General Works - External Services</td>
<td>82,878</td>
<td>83,168</td>
<td>88,132</td>
<td>41,097</td>
<td>43,843</td>
<td>2,746</td>
<td>90,000</td>
</tr>
<tr>
<td>Administration</td>
<td>10,735</td>
<td>11,760</td>
<td>11,422</td>
<td>5,798</td>
<td>5,973</td>
<td>175</td>
<td>11,416</td>
</tr>
<tr>
<td>Professional Services</td>
<td>5,676</td>
<td>4,253</td>
<td>7,596</td>
<td>2,651</td>
<td>3,430</td>
<td>779</td>
<td>7,645</td>
</tr>
<tr>
<td>Utilities</td>
<td>8,852</td>
<td>9,552</td>
<td>9,548</td>
<td>3,558</td>
<td>4,791</td>
<td>1,233</td>
<td>9,548</td>
</tr>
<tr>
<td>Depreciation</td>
<td>53,150</td>
<td>55,311</td>
<td>55,311</td>
<td>27,415</td>
<td>27,656</td>
<td>241</td>
<td>55,311</td>
</tr>
<tr>
<td>Gain/(Loss) on Sale of Plant &amp; Equipment</td>
<td>128</td>
<td>284</td>
<td>284</td>
<td>205</td>
<td>95</td>
<td>110</td>
<td>504</td>
</tr>
<tr>
<td><strong>TOTAL RECURRENT EXPENDITURE</strong></td>
<td>306,283</td>
<td>319,028</td>
<td>328,384</td>
<td>155,670</td>
<td>164,163</td>
<td>8,493</td>
<td>329,109</td>
</tr>
<tr>
<td><strong>RECURRENT SURPLUS/(DEFICIT)</strong></td>
<td>(3,002)</td>
<td>1,830</td>
<td>(7,043)</td>
<td>9,724</td>
<td>(1,814)</td>
<td>11,538</td>
<td>(6,738)</td>
</tr>
<tr>
<td><strong>NON-RECURRENT INCOME</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subdivision Gifted Assets</td>
<td>40,555</td>
<td>34,500</td>
<td>34,500</td>
<td>24,305</td>
<td>17,250</td>
<td>7,055</td>
<td>34,500</td>
</tr>
<tr>
<td>Capital Grants and Income</td>
<td>23,875</td>
<td>22,293</td>
<td>30,093</td>
<td>4,736</td>
<td>8,692</td>
<td>(3,956)</td>
<td>28,822</td>
</tr>
<tr>
<td>Developer Contributions</td>
<td>3,394</td>
<td>5,980</td>
<td>5,980</td>
<td>2,912</td>
<td>2,990</td>
<td>(78)</td>
<td>5,980</td>
</tr>
<tr>
<td>Gain/(Loss) on Sale of Property</td>
<td>2,411</td>
<td>1,742</td>
<td>1,742</td>
<td>(25,056)</td>
<td>1,580</td>
<td>(26,636)</td>
<td>(23,474)</td>
</tr>
<tr>
<td><strong>TOTAL NON-RECURRENT INCOME</strong></td>
<td>70,235</td>
<td>64,515</td>
<td>72,314</td>
<td>6,897</td>
<td>30,512</td>
<td>(23,615)</td>
<td>45,828</td>
</tr>
<tr>
<td><strong>NON-RECURRENT EXPENDITURE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Loss on Disposal of Infrastructure</td>
<td>4,506</td>
<td>5,290</td>
<td>5,290</td>
<td>3,039</td>
<td>2,645</td>
<td>(394)</td>
<td>5,290</td>
</tr>
<tr>
<td>Prior Year Adjustments</td>
<td>4668</td>
<td>0</td>
<td>0</td>
<td>935</td>
<td>0</td>
<td>(935)</td>
<td>0</td>
</tr>
<tr>
<td>Non Council Assets</td>
<td>500</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Asset Demolition</td>
<td>9,674</td>
<td>11,290</td>
<td>11,290</td>
<td>3,973</td>
<td>2,645</td>
<td>(1,328)</td>
<td>11,290</td>
</tr>
<tr>
<td><strong>TOTAL NON-RECURRENT EXPENDITURE</strong></td>
<td>60,561</td>
<td>53,225</td>
<td>61,025</td>
<td>2,924</td>
<td>27,867</td>
<td>(24,943)</td>
<td>34,538</td>
</tr>
<tr>
<td><strong>NET SURPLUS/(DEFICIT)</strong></td>
<td>57,559</td>
<td>55,055</td>
<td>53,983</td>
<td>12,648</td>
<td>26,054</td>
<td>(13,405)</td>
<td>27,801</td>
</tr>
</tbody>
</table>

The Full Year projection is for an underlying surplus of $27.8m with the Recurrent result ($6.7m) or $0.3m favourable to the amended budget.
2.2 STATEMENT OF FINANCIAL POSITION
Report at 31 December 2016

<table>
<thead>
<tr>
<th>2015-2016 FY Actual $000s</th>
<th>Item</th>
<th>YTD Act $000s Dec-16</th>
<th>YTD Act $000s Dec-15</th>
<th>Movement YTD Actual $000s</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Dec-16 $000s</td>
<td>Dec-15 $000s</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>66,077</td>
<td>61,049</td>
<td>5,028</td>
</tr>
<tr>
<td>CURRENT ASSETS</td>
<td></td>
<td>157,083</td>
<td>147,022</td>
<td>10,061</td>
</tr>
<tr>
<td>Cash and Cash Equivalents</td>
<td></td>
<td>802</td>
<td>246</td>
<td>556</td>
</tr>
<tr>
<td>Trade and Other Receivables</td>
<td></td>
<td>1,072</td>
<td>1,055</td>
<td>17</td>
</tr>
<tr>
<td>TOTAL CURRENT ASSETS</td>
<td></td>
<td>225,034</td>
<td>209,372</td>
<td>15,662</td>
</tr>
<tr>
<td>CURRENT LIABILITIES</td>
<td></td>
<td>27,939</td>
<td>25,604</td>
<td>2,335</td>
</tr>
<tr>
<td>Trade and Other Payables</td>
<td></td>
<td>103,155</td>
<td>97,376</td>
<td>5,779</td>
</tr>
<tr>
<td>Loans</td>
<td></td>
<td>10,192</td>
<td>10,514</td>
<td>(322)</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td></td>
<td>2,053</td>
<td>1,763</td>
<td>290</td>
</tr>
<tr>
<td>Landfill Provision</td>
<td></td>
<td>30,001</td>
<td>30,066</td>
<td>(65)</td>
</tr>
<tr>
<td>TOTAL CURRENT LIABILITIES</td>
<td></td>
<td>188,403</td>
<td>182,508</td>
<td>5,895</td>
</tr>
<tr>
<td>NET CURRENT ASSETS</td>
<td></td>
<td>36,631</td>
<td>26,864</td>
<td>9,767</td>
</tr>
<tr>
<td>NON-CURRENT ASSETS</td>
<td></td>
<td>865,774</td>
<td>846,784</td>
<td>18,990</td>
</tr>
<tr>
<td>Land and Buildings</td>
<td></td>
<td>24,451</td>
<td>23,767</td>
<td>684</td>
</tr>
<tr>
<td>Plant and Equipment</td>
<td></td>
<td>1,095,475</td>
<td>1,052,497</td>
<td>42,978</td>
</tr>
<tr>
<td>Infrastructure</td>
<td></td>
<td>71,919</td>
<td>112,445</td>
<td>(40,526)</td>
</tr>
<tr>
<td>Work In Progress</td>
<td></td>
<td>11,640</td>
<td>12,002</td>
<td>(362)</td>
</tr>
<tr>
<td>Receivables</td>
<td></td>
<td>1,547</td>
<td>1,506</td>
<td>41</td>
</tr>
<tr>
<td>TOTAL NON-CURRENT ASSETS</td>
<td></td>
<td>2,078,500</td>
<td>2,049,001</td>
<td>21,805</td>
</tr>
<tr>
<td>NON-CURRENT LIABILITIES</td>
<td></td>
<td>40,019</td>
<td>49,181</td>
<td>(9,162)</td>
</tr>
<tr>
<td>Developer Contributions Liability</td>
<td></td>
<td>1,146</td>
<td>1,167</td>
<td>(21)</td>
</tr>
<tr>
<td>Loans</td>
<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td></td>
<td>1,306</td>
<td>879</td>
<td>427</td>
</tr>
<tr>
<td>Landfill Provision</td>
<td></td>
<td>42,471</td>
<td>51,227</td>
<td>(8,756)</td>
</tr>
<tr>
<td>TOTAL NON-CURRENT LIABILITIES</td>
<td></td>
<td>2,052,318</td>
<td>2,024,638</td>
<td>40,328</td>
</tr>
</tbody>
</table>

The movement in net assets of $40.3m versus prior year highlights a favourable movement in cash and receivables together with non-current assets growth.
2.3 STATEMENT OF CASH FLOWS
Report at 31 December 2016

<table>
<thead>
<tr>
<th>2015-2016 Actual $000s</th>
<th>Item</th>
<th>December YTD Actual $000s</th>
<th>December YTD Budget $000s</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Cash Flows from Operating Activities</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Payments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(127,476)</td>
<td>Employee Costs</td>
<td>(70,469)</td>
<td>(69,812)</td>
</tr>
<tr>
<td>(136,227)</td>
<td>General Works / Utilities / Disbursements</td>
<td>(68,955)</td>
<td>(73,864)</td>
</tr>
<tr>
<td></td>
<td>Administration / Professional Services</td>
<td>(7,873)</td>
<td>(7,362)</td>
</tr>
<tr>
<td></td>
<td>Interest Expense</td>
<td>(1,261)</td>
<td>(1,260)</td>
</tr>
<tr>
<td>(263,703)</td>
<td></td>
<td>(148,558)</td>
<td>(152,298)</td>
</tr>
<tr>
<td></td>
<td>Receipts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>194,332</td>
<td>General Rates</td>
<td>77,233</td>
<td>77,046</td>
</tr>
<tr>
<td></td>
<td>Fire Services Levy</td>
<td>517</td>
<td>0</td>
</tr>
<tr>
<td>70,405</td>
<td>Fees and Charges</td>
<td>38,910</td>
<td>35,515</td>
</tr>
<tr>
<td>5,966</td>
<td>Investment Income</td>
<td>1,085</td>
<td>971</td>
</tr>
<tr>
<td>12,343</td>
<td>GST Recoveries on Operating Transactions</td>
<td>5,669</td>
<td>6,490</td>
</tr>
<tr>
<td>62,280</td>
<td>Government Grants</td>
<td>24,758</td>
<td>22,946</td>
</tr>
<tr>
<td>345,326</td>
<td></td>
<td>148,172</td>
<td>142,968</td>
</tr>
<tr>
<td>81,623</td>
<td>Net Cash Inflow/(Outflow) from Operating Activities before Capital Income</td>
<td>(386)</td>
<td>(9,330)</td>
</tr>
<tr>
<td>(84,173)</td>
<td>Cash Flows from Investing Activities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(29,577)</td>
<td>Payments for Land &amp; Buildings, Plant &amp; Equipment and Infrastructure Assets</td>
<td>(9,330)</td>
<td>(48,634)</td>
</tr>
<tr>
<td>(173,547)</td>
<td>Payments for Investment in Associates</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Capital Income</td>
<td>4,736</td>
<td>8,691</td>
</tr>
<tr>
<td>171,720</td>
<td>Proceeds from Sale of Land &amp; Buildings</td>
<td>5,327</td>
<td>2,525</td>
</tr>
<tr>
<td>10,469</td>
<td>Proceeds from Sale of Plant &amp; Equipment</td>
<td>393</td>
<td>842</td>
</tr>
<tr>
<td></td>
<td>Developer Cash Contribution</td>
<td>2,912</td>
<td>2,980</td>
</tr>
<tr>
<td>(75,531)</td>
<td>Net Cash Outflow from Investing Activities</td>
<td>(16,209)</td>
<td>(33,596)</td>
</tr>
<tr>
<td>(12,602)</td>
<td>Cash Flows from Financing Activities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(12,602)</td>
<td>Repayment of Borrowings</td>
<td>(4,564)</td>
<td>(4,564)</td>
</tr>
<tr>
<td>0</td>
<td>Proceeds from New Loans</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>(12,602)</td>
<td>Net Cash Outflow from Financial Activities</td>
<td>(4,564)</td>
<td>(4,564)</td>
</tr>
<tr>
<td>(6,510)</td>
<td>Net Increase (Decrease) in Cash Held</td>
<td>(21,159)</td>
<td>(47,490)</td>
</tr>
<tr>
<td>13,106</td>
<td>Cash at the Beginning of the Financial Year</td>
<td>87,236</td>
<td>87,236</td>
</tr>
<tr>
<td>6,596</td>
<td>Cash at the End of Current Period</td>
<td>66,077</td>
<td>39,746</td>
</tr>
<tr>
<td>54,775</td>
<td>Loans</td>
<td>50,211</td>
<td>50,211</td>
</tr>
<tr>
<td>(48,179)</td>
<td>Closing Net Cash</td>
<td>15,866</td>
<td>(10,465)</td>
</tr>
</tbody>
</table>

The Closing net cash position at $15.8m highlights the lower than expected capital works expenditure and favourable operating performance variances relative to budget.
3. OPERATING RESULTS – ANALYSIS

3.1 REVENUE SUMMARY
As at 31 December 2016

<table>
<thead>
<tr>
<th>Item</th>
<th>YTD Actual $000s</th>
<th>YTD Am. Bgt $000s</th>
<th>YTD Variance $000s</th>
<th>Full Yr Projection $000s</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOTAL RECURRENT INCOME</strong></td>
<td>165,394</td>
<td>162,349</td>
<td>3,045</td>
<td>322,371</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>% Variance</th>
<th>Amount ($000)</th>
<th>Fav / (Unfav)</th>
<th>Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rates and Charges</td>
<td>0.76%</td>
<td>782</td>
<td>Fav</td>
<td>Favourable rates growth, expected to be partly offset by objections in full year.</td>
</tr>
<tr>
<td>Government Grants</td>
<td>4.53%</td>
<td>1,117</td>
<td>Fav</td>
<td>Aged and Disability Services favourable State and Government funding. Family Services State specific funding favourable offset by unfavourable Federal Child Care Assistance at the Whittington Centre. Community Development favourable due to unbudgeted State Government Grants.</td>
</tr>
<tr>
<td>User Charges</td>
<td>(2.07)%</td>
<td>547</td>
<td>Unfav</td>
<td>Favourable variance in Commercial Waste Collection and Disposal. Unfavourable variance in subdivision application fees. Unfavourable variance in subdivision application fees. Family Services unfavourable Centre Based Long Day Care and Integrated Children Centres. Aged and Disability unfavourable Disability Care Australia (addressed in report to Council and Council is not continuing as a service provider). Aquatics Centres favourable due to success of learn to swim programs.</td>
</tr>
<tr>
<td>Other Fees and Charges</td>
<td>16.47%</td>
<td>1,065</td>
<td>Fav</td>
<td>Parking infringements favourable with a 25% increase in infringements issued offset by unfavourable Animal Infringements due to greater compliance with animal registrations. Planning permit (volume and fee increase) and building applications favourable.</td>
</tr>
<tr>
<td>Sundry Income</td>
<td>10.94%</td>
<td>463</td>
<td>Fav</td>
<td>Sport and Recreation favourable due to Simmonds Stadium reimbursement of costs from Kardinia Park Stadium Trust which is offset by unbudgeted expenditure.</td>
</tr>
<tr>
<td>Interest Investments</td>
<td>15.21%</td>
<td>165</td>
<td>Fav</td>
<td>Higher than budgeted cash flows.</td>
</tr>
</tbody>
</table>
3.2 Expenditure Summary
As at 31 December 2016

<table>
<thead>
<tr>
<th>Item</th>
<th>YTD Actual $000s</th>
<th>YTD Am. Bgt $000s</th>
<th>YTD Variance $000s</th>
<th>Full Yr Projection $000s</th>
</tr>
</thead>
<tbody>
<tr>
<td>RECURRENT Expenditure</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>193,126</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Salaries</td>
<td>66,778</td>
<td>69,729</td>
<td>2,950</td>
<td>138,154</td>
</tr>
<tr>
<td>2. Workcover</td>
<td>1,123</td>
<td>1,150</td>
<td>27</td>
<td>2,286</td>
</tr>
<tr>
<td>3. General Works - Materials</td>
<td>3,895</td>
<td>3,942</td>
<td>47</td>
<td>7,979</td>
</tr>
<tr>
<td>5. General Works - External Services</td>
<td>41,097</td>
<td>43,843</td>
<td>2,746</td>
<td>90,000</td>
</tr>
<tr>
<td>6. Administration</td>
<td>5,798</td>
<td>5,973</td>
<td>175</td>
<td>11,416</td>
</tr>
<tr>
<td>7. Professional Services</td>
<td>2,651</td>
<td>3,430</td>
<td>779</td>
<td>7,645</td>
</tr>
<tr>
<td>8. Utilities</td>
<td>3,558</td>
<td>4,791</td>
<td>1,233</td>
<td>9,548</td>
</tr>
<tr>
<td>9. Depreciation</td>
<td>27,415</td>
<td>27,656</td>
<td>110</td>
<td>55,311</td>
</tr>
<tr>
<td>10. Gain/(Loss) on Sale of Plant &amp; Equipment</td>
<td>205</td>
<td>95</td>
<td>110</td>
<td>504</td>
</tr>
<tr>
<td>TOTAL RECURRENT EXPENDITURE</td>
<td>155,670</td>
<td>164,163</td>
<td>8,493</td>
<td>329,109</td>
</tr>
</tbody>
</table>

Analysis of Recurrent Expenditure Variance

<table>
<thead>
<tr>
<th>Expenses</th>
<th>% Var</th>
<th>Amount ($000)</th>
<th>Fav / (Unfav)</th>
<th>Analysis</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>4.42%</td>
<td>2,950</td>
<td>Fav</td>
<td>Salary Related Costs favourable (mainly relating to unfilled vacancies). Offset by Supplementary Labour ($1,587k) unfavourable</td>
</tr>
<tr>
<td>General Works - Plant/Equipment/Vehicle Costs</td>
<td>5.23%</td>
<td>186</td>
<td>Fav</td>
<td>Fleet $188k fav – lower than budgeted fuel price</td>
</tr>
<tr>
<td>General Works - External Services</td>
<td>6.68%</td>
<td>2746</td>
<td>Fav</td>
<td>Significant favorable variance in Contractors due to Discretionary projects $2,788k favourable mainly in Community Development $236k, Enterprise Geelong $161k, Environment $236k, Planning Strategy $493k, Sport &amp; Recreation $167k, Central Geelong &amp; Waterfront $188k, Family Services $150k, Organizational Development $134k, Arts &amp; Culture $119k, DCP’s $225, Central Geelong Action Plan $201k and Capital Projects $133k. Recurrent phasing variances of $836k favorable. Health &amp; Local Laws unfavorable ($405k) (animal pound services $219k - due to having a high interim cost for service whilst the tender is awarded).</td>
</tr>
<tr>
<td>Administration</td>
<td>3.02%</td>
<td>175</td>
<td>Fav</td>
<td>Phasing</td>
</tr>
<tr>
<td>Professional Services</td>
<td>29.39%</td>
<td>779</td>
<td>Fav</td>
<td>Significant favorable variance in Consultants in Waste Services $225k, Planning Strategy $222k, Enterprise Geelong $102k, Strategy &amp; Program Delivery $217k and Central Geelong Action Plan $189k. Unfavorable legal expenses in Health &amp; Local laws ($113k) and City Development ($54k).</td>
</tr>
<tr>
<td>Utilities</td>
<td>34.65%</td>
<td>1,223</td>
<td>Fav</td>
<td>Invoices yet to be paid.</td>
</tr>
</tbody>
</table>
4. CAPITAL PROJECT ANALYSIS

As at 31 December 2016

Table below summarises gross expenditure, income and net expenditure compared to Projection.

<table>
<thead>
<tr>
<th></th>
<th>Total Expenditure $</th>
<th>Income $</th>
<th>Net Expenditure $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year to Date Projection</td>
<td>45,592,799</td>
<td>8,987,951</td>
<td>36,604,848</td>
</tr>
<tr>
<td>Year to Date Actual</td>
<td>29,576,960</td>
<td>4,736,499</td>
<td>24,840,461</td>
</tr>
<tr>
<td>Variation Fav/(Unfav)</td>
<td>16,015,839</td>
<td>(4,251,452)</td>
<td>11,764,387</td>
</tr>
</tbody>
</table>

Actual expenditure to 31 December was $29.58m compared to $45.59m YTD Projection. Of the $16.01m underspent, $5.45m relates to new assets, $3.36m to asset renewals, $3.17m to asset upgrades and $4.01m to Special Rates & Charges.

Income received YTD was $4.74m compared to YTD Projection of $8.99m. The unfavourable variance was mainly due to grants for Federal Roads Program $1.06m, Central Geelong Advancement Fund $0.80m and Melaluka Rd Clubroom Upgrade $0.76m not yet received, plus behind schedule Special Rates & Charges income for Street Construction $0.57m.

Full year projection for gross capital expenditure as at December 2016 is currently $121.65m and capital income $28.82m. The Net projection of $92.83m is $13.28m favourable to amended budget.

It is proposed through cost reductions identified as part of the mid year Review that the net projection will be $91.92m which is a further reduction of $0.9m.

The anticipated full year carryover is $46.5m and will be analysed by Project as part of a detailed review and will be included in March Financial Management Report.
5. INVESTMENT PERFORMANCE

As at 31 December 2016
Council seeks to invest public funds in a manner that will provide the highest investment return with maximum security, whilst meeting daily cash flow demands of the City of Greater Geelong.

The cash balance as at 31 December 2016 is $69.8m with interest income of $1.1m versus budget of $0.9m. The Actual YTD interest return rate is 2.71% versus USB Aust Index Annualised Benchmark of 1.84%.

<table>
<thead>
<tr>
<th>Cash Balance 31 December 2016</th>
<th>$69.8m</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budget Return</td>
</tr>
<tr>
<td></td>
<td>YTD $ms</td>
</tr>
<tr>
<td>Interest Income</td>
<td>0.9</td>
</tr>
<tr>
<td>YTD Interest Return</td>
<td>1.84%</td>
</tr>
</tbody>
</table>

Investment returns are trending as per 2015/16 actuals and favourable to budget.
6. FINANCIAL PERFORMANCE INDICATORS

As at 31 December 2016

Accumulated Recurrent Surplus / (Deficit)

<table>
<thead>
<tr>
<th>Month</th>
<th>Accumulated Recurrent Surplus / (Deficit)</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUG</td>
<td>$(18,000)</td>
</tr>
<tr>
<td>SEP</td>
<td>$(14,000)</td>
</tr>
<tr>
<td>OCT</td>
<td>$(10,000)</td>
</tr>
<tr>
<td>Nov</td>
<td>$(6,000)</td>
</tr>
<tr>
<td>DEC</td>
<td>$(2,000)</td>
</tr>
<tr>
<td>Jan</td>
<td>2,000</td>
</tr>
<tr>
<td>FEB</td>
<td>6,000</td>
</tr>
<tr>
<td>MAR</td>
<td>10,000</td>
</tr>
<tr>
<td>APR</td>
<td>14,000</td>
</tr>
<tr>
<td>MAY</td>
<td>18,000</td>
</tr>
</tbody>
</table>

Accumulated Net Surplus / (Deficit)

<table>
<thead>
<tr>
<th>Month</th>
<th>Accumulated Net Surplus / (Deficit)</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUG</td>
<td>$(10,000)</td>
</tr>
<tr>
<td>SEP</td>
<td>0</td>
</tr>
<tr>
<td>OCT</td>
<td>10,000</td>
</tr>
<tr>
<td>Nov</td>
<td>20,000</td>
</tr>
<tr>
<td>DEC</td>
<td>30,000</td>
</tr>
<tr>
<td>Jan</td>
<td>40,000</td>
</tr>
<tr>
<td>FEB</td>
<td>50,000</td>
</tr>
<tr>
<td>MAR</td>
<td>60,000</td>
</tr>
<tr>
<td>APR</td>
<td>70,000</td>
</tr>
<tr>
<td>MAY</td>
<td>80,000</td>
</tr>
<tr>
<td>JUN</td>
<td>90,000</td>
</tr>
</tbody>
</table>

Capital Expenditure

<table>
<thead>
<tr>
<th>Month</th>
<th>Total Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUG</td>
<td>$200.62</td>
</tr>
<tr>
<td>SEP</td>
<td>$194.68</td>
</tr>
<tr>
<td>OCT</td>
<td>$173.86</td>
</tr>
<tr>
<td>Nov</td>
<td>$159.18</td>
</tr>
<tr>
<td>DEC</td>
<td>$139.63</td>
</tr>
<tr>
<td>Jan</td>
<td>$127.88</td>
</tr>
<tr>
<td>FEB</td>
<td>$131.02</td>
</tr>
<tr>
<td>MAR</td>
<td>$137.70</td>
</tr>
<tr>
<td>APR</td>
<td>$141.67</td>
</tr>
<tr>
<td>MAY</td>
<td>$147.59</td>
</tr>
<tr>
<td>JUN</td>
<td>$154.93</td>
</tr>
</tbody>
</table>

Rates & Charges Collections

<table>
<thead>
<tr>
<th>Month</th>
<th>End of Month Current Rate &amp; Charges Collection</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUG</td>
<td>$250.00</td>
</tr>
<tr>
<td>SEP</td>
<td>$245.00</td>
</tr>
<tr>
<td>OCT</td>
<td>$240.00</td>
</tr>
<tr>
<td>Nov</td>
<td>$235.00</td>
</tr>
<tr>
<td>DEC</td>
<td>$230.00</td>
</tr>
<tr>
<td>Jan</td>
<td>$225.00</td>
</tr>
<tr>
<td>FEB</td>
<td>$220.00</td>
</tr>
<tr>
<td>MAR</td>
<td>$215.00</td>
</tr>
<tr>
<td>APR</td>
<td>$210.00</td>
</tr>
<tr>
<td>MAY</td>
<td>$205.00</td>
</tr>
<tr>
<td>JUN</td>
<td>$200.00</td>
</tr>
</tbody>
</table>

Working Capital

<table>
<thead>
<tr>
<th>Month</th>
<th>Working Capital</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUG</td>
<td>$(18,000)</td>
</tr>
<tr>
<td>SEP</td>
<td>$(14,000)</td>
</tr>
<tr>
<td>OCT</td>
<td>$(10,000)</td>
</tr>
<tr>
<td>Nov</td>
<td>$(6,000)</td>
</tr>
<tr>
<td>DEC</td>
<td>$(2,000)</td>
</tr>
<tr>
<td>Jan</td>
<td>2,000</td>
</tr>
<tr>
<td>FEB</td>
<td>6,000</td>
</tr>
<tr>
<td>MAR</td>
<td>10,000</td>
</tr>
<tr>
<td>APR</td>
<td>14,000</td>
</tr>
<tr>
<td>MAY</td>
<td>18,000</td>
</tr>
</tbody>
</table>

Trends

Accumulated Recurrent Surplus / (Deficit): ✓
Accumulated Net Surplus / (Deficit): ✗
ASSEMBLY OF COUNCIL RECORD

Source: Strategy & Performance
A/General Manager: Michael Kelly

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.

Recommendation

That the information be received.
# RECORD OF ASSEMBLIES OF COUNCIL
(Council Meeting 28 February 2017)

<table>
<thead>
<tr>
<th>Assembly Details</th>
<th>Administrators</th>
<th>Officer Attendees</th>
<th>Agenda Items</th>
<th>Conflict of Interest Disclosures</th>
</tr>
</thead>
</table>
• Risk Management Overview | • Nil |
• Potato Shed Masterplan Review  
• Finance Briefing Relative to 2017/18 Budget  
• Boat Ramps  
• Waste Contamination  
• Gordon TAFE Development | • Nil |
<table>
<thead>
<tr>
<th>Assembly Details</th>
<th>Administrators</th>
<th>Officer Attendees</th>
<th>Agenda Items</th>
<th>Conflict of Interest Disclosures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assembly Details</td>
<td>Administrators</td>
<td>Officer Attendees</td>
<td>Agenda Items</td>
<td>Conflict of Interest Disclosures</td>
</tr>
<tr>
<td>------------------------</td>
<td>-------------------------------</td>
<td>--------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------</td>
<td>---------------------------------</td>
</tr>
</tbody>
</table>
PLANNING DELEGATIONS – JANUARY 2017

Source: Planning & Development - City Development
A/General Manager: Tim Hellsten
Index Reference: Delegation

Summary

- Section 98 of the Local Government Act 1989 and section 188 of the Planning and Environment Act 1987 empower Council to delegate its powers, duties and functions under relevant legislation to members of Council staff.

- Council may also delegate to committees comprising Administrators 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.

Recommendation

That the information be received.
<table>
<thead>
<tr>
<th>App Number</th>
<th>Location</th>
<th>Application Type</th>
<th>Decision Date</th>
<th>Description</th>
<th>Authority</th>
</tr>
</thead>
<tbody>
<tr>
<td>PP-123-2014</td>
<td>37 Apex Avenue, BELMONT VIC 3216</td>
<td>Construct a Second Dwelling and Two (2) Lot Subdivision</td>
<td>23/1/2017</td>
<td>Extended Planning Permit</td>
<td>Delegated Authority</td>
</tr>
<tr>
<td>PP-626-2016</td>
<td>2-130 Alexander Avenue, LEOPOLD VIC 3224</td>
<td>Development of a Telecommunication Facility</td>
<td>20/1/2017</td>
<td>NOD - Planning Permit</td>
<td>Development Authority</td>
</tr>
<tr>
<td>PP-745-2016</td>
<td>13 Darryl Street, PORTARLINGTON VIC 3223</td>
<td>Construction of Two (2) Dwellings over 7.5m in Height and Two (2) Lot Subdivision</td>
<td>20/1/2017</td>
<td>Refusal to Grant a Planning Permit</td>
<td>Development Authority</td>
</tr>
<tr>
<td>PP-963-2016</td>
<td>146 The Terrace, OCEAN GROVE VIC 3226</td>
<td>Development of the Land for Two Dwellings and a Two (2) Lot Subdivision</td>
<td>20/1/2017</td>
<td>NOD - Planning Permit</td>
<td>Development Authority</td>
</tr>
<tr>
<td>PP-1097-2016</td>
<td>4 Olwen Court, LOVELY BANKS VIC 3213</td>
<td>Construction of an Outbuilding Associated with an Existing Dwelling</td>
<td>6-Jan-2017</td>
<td>NOD - Delegate</td>
<td>Objectors - 2</td>
</tr>
<tr>
<td>PP-1123-2016</td>
<td>80 Albert Street, GEELONG WEST VIC 3218</td>
<td>Partial Demolition and Buildings and Works for the Construction of a Telco</td>
<td>3-Jan-2017</td>
<td>NOD - Delegate</td>
<td>Objectors - 1</td>
</tr>
<tr>
<td>PP-1126-2016</td>
<td>38 Osborne Street, OCEAN GROVE VIC 3226</td>
<td>Extension to Existing Dwelling over 7.5m in Height</td>
<td>4-Jan-2017</td>
<td>NOD - Delegate</td>
<td>Objectors - 1</td>
</tr>
<tr>
<td>PP-1154-2016</td>
<td>1 Guyett Court, PORTARLINGTON VIC 3223</td>
<td>Construction of a Second Dwelling</td>
<td>7-Jan-2017</td>
<td>NOD - Delegate</td>
<td>Objectors - 1</td>
</tr>
<tr>
<td>PP-1161-2016</td>
<td>6-7 Warrenbeen Court, BARWON HEADS VIC 3227</td>
<td>Variation to Clause 2 of Restrictive Covenant PS412070E on Lot</td>
<td>3-Jan-2017</td>
<td>NOD - Delegate</td>
<td>Objectors - 2</td>
</tr>
<tr>
<td>PP-1289-2016</td>
<td>186-266 Scotchmans Road, DRYSDALE VIC 3222</td>
<td>Use of Land for the Sale and Consumption of Liquor (Variation to Liquor Licence #32606496 to relocate Cellar Door and Increase the Area that Liquor is Consumed or Supplied) and Associated Buildings and Works including the construction of a car park</td>
<td>12-Jan-2017</td>
<td>NOD - Delegate</td>
<td>Objectors - 2</td>
</tr>
<tr>
<td>PP-1357-2016</td>
<td>192-220 Bluestone School Road, CONNEWARRE VIC 3227</td>
<td>Buildings and Works Associated with the Construction of a Teleco</td>
<td>31-Jan-2017</td>
<td>NOD - Delegate</td>
<td>Objectors - 1</td>
</tr>
<tr>
<td>PP-1436-2016</td>
<td>18 Fitzroy Street, GEELONG VIC 3220</td>
<td>Buildings and Works for the Construction of Two (2) Dwellings and a Two (2) Lot Subdivision</td>
<td>31-Jan-2017</td>
<td>NOD - Delegate</td>
<td>Objectors - 1</td>
</tr>
<tr>
<td>Reference</td>
<td>Address</td>
<td>Description</td>
<td>Date</td>
<td>Decision</td>
<td>Objectors</td>
</tr>
<tr>
<td>------------</td>
<td>----------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>--------</td>
<td>----------</td>
<td>-----------</td>
</tr>
<tr>
<td>PP-246-2016</td>
<td>121 Dare Street, OCEAN GROVE VIC 3226</td>
<td>Construction of Second Dwelling over 7.5m in height and a Two Lot Subdivision</td>
<td>31-Jan-2017</td>
<td>NOD - Delegate</td>
<td>4</td>
</tr>
<tr>
<td>PP-340-2016</td>
<td>74 Station Road, MARSHALL VIC 3216</td>
<td>Construction of Six (6) Dwellings</td>
<td>30-Jan-2017</td>
<td>NOD - Delegate</td>
<td>1</td>
</tr>
<tr>
<td>PP-482-2016</td>
<td>1145-1155 Granite Road, ANAKIE VIC 3213</td>
<td>Use and Development of a Dwelling and Outbuilding and Removal of Vegetation</td>
<td>27-Jan-2017</td>
<td>NOD - Delegate</td>
<td>1</td>
</tr>
<tr>
<td>PP-946-2016</td>
<td>82 Thacker Street, OCEAN GROVE VIC 3226</td>
<td>Construction of a Second Dwelling and Two (2) Lot Subdivision</td>
<td>30-Jan-2017</td>
<td>NOD - Delegate</td>
<td>1</td>
</tr>
<tr>
<td>PP-975-2016</td>
<td>35 Gully Road, CERES VIC 3221</td>
<td>Buildings and Works in Association with the Construction of a Telecommunications Facility</td>
<td>18-Jan-2017</td>
<td>NOD - Delegate</td>
<td>4</td>
</tr>
<tr>
<td>PP-995-2016</td>
<td>7 Francis Street, BELMONT VIC 3216</td>
<td>Construction of Two (2) Dwellings and a Two (2) Lot Subdivision</td>
<td>11-Jan-2017</td>
<td>NOD - Delegate</td>
<td>1</td>
</tr>
</tbody>
</table>