

MINUTES

ORDINARY MEETING OF COUNCIL

TUESDAY 26 JUNE 2018

7.00PM

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

COUNCIL:

Cr B Harwood (Kardinia Ward)

Mayor

Cr S Asher (Bellarine Ward)

Cr J Mason (Bellarine Ward)

Cr T Sullivan (Bellarine Ward)

Cr E Kontelj (Brownbill Ward)

Cr S Mansfield (Brownbill Ward)

Cr P Murrhy (Brownbill Ward)

Cr R Nelson (Kardinia Ward)

Cr P Murnane (Kardinia Ward)

Cr A Aitken (Windermere Ward)

Cr K Grzybek (Windermere Ward)

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**MINUTES OF THE ORDINARY MEETING
OF THE GREATER GEELONG CITY COUNCIL
HELD AT THE COUNCIL CONFERENCE AND RECEPTION CENTRE
CITY HALL, LITTLE MALOP STREET, GEELONG
TUESDAY, 26 JUNE 2018
COMMENCING AT 7.00 PM**

PRESENT: Cr P Murrirhy (Acting Mayor), Crs A Aitken, K Grzybek, E Kontelj, S Mansfield, J Mason, P Murnane, R Nelson

Also present: B Luxford (Acting Chief Executive Officer), J Van Slageren (Acting Director Manager Planning and Development), G Wilson-Browne (Director City Services), L Quinn (Director Community Life), P Anderson (Director Finance & Strategy), A Keen (Executive Manager People and Organisation Development), R Leonard (Executive Manager Governance & Legal Services)

OPENING: The Acting Mayor declared the meeting open at 7.00pm

ACKNOWLEDGEMENTS:

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

APOLOGIES: Cr B Harwood (Mayor) (Council Business), Cr T Sullivan (Leave of Absence), Cr Asher

CONFIRMATION OF MINUTES:

Cr Mason moved, Cr Mansfield seconded -

That the Minutes of the Ordinary Meeting held on 22 May 2018 be confirmed.

Carried.

DECLARATIONS OF CONFLICTS OF INTEREST: Nil.

QUESTION TIME:

Hamish Austin submitted a question prior to the Council Meeting which will be responded to in writing.

PETITIONS: Nil.

1. ADOPTION OF 2018-22 COUNCIL PLAN & 2018-19 BUDGET

Source:	Finance & Strategy – Financial Services
Director:	Peter Anderson
Index Reference:	SUB-16-2049
Portfolio	Finance

Purpose

To adopt the 2018-22 Council Plan and 2018-19 Budget as proposed at Council meeting held on 1 May 2018, after consideration of submissions and any changes.

Background

Under section 125 of the *Local Government Act 1989 (Act)*, Council must prepare a Council Plan by 30 June 2018. The Council Plan identifies the objectives and priorities of Council. The Council Plan 2018-22 has been in development since the return of Council in November 2017. It is the culmination of extensive consultation with councillors, the City and the community.

In accordance with section 127 of the Act, Council is required to prepare a budget for each financial year and must ensure that it contains all required statements, reports and data as prescribed by the Act. Refer to Appendix 1 for an outline of these requirements.

Key Issues

- The Proposed 2018-22 Council Plan & 2018-19 Budget for the year commencing 1 July 2018 was considered by Council at its meeting on 1 May 2018 and public notice was given in accordance with Section 129 of the Act.
- The Proposed 2018-22 Council Plan & 2018-19 Budget has been prepared in accordance with the requirements of the Act and the Best Practice Guidelines that were developed by a Local Government industry taskforce.
- The Proposed Council Plan (Appendix 1) includes:
 - (a) Strategic priorities (11) each with deliverables and measures;
 - (b) Overarching themes of sustainability, equity and community engagement; and
 - (c) Support for the proposed 2018-19 Budget, the Municipal Public Health and Wellbeing plan and the regions long term Vision Greater Geelong; A Clever and Creative Future.
- The Proposed Budget (Appendix 1) includes:
 - (a) The Budgeted Statements of Comprehensive Income, Cash Flows, Balance Sheet, Capital Works, Changes in Equity and Human Resources;
 - (b) The Strategic Objectives to be undertaken during the financial year and Service Performance Outcome Indicators in relation to each Strategic Objective;
 - (c) The relationship between the activities and initiatives in contributing to achieving the strategic objectives specified in the Council Plan; and
 - (d) Details of the activities and initiatives to be funded in the budget.
- As required under the Act a schedule declaring the differential rates and charges (Appendix 1) has been included.

- The Rating Strategy for 2018-19 (Appendix 2) contains the Council Policy, Procedure, rate assistance and information on the City's approach to the raising of property rates updated to reflect the outcome of Council's budget deliberations.
- At the Council meeting held on 1 May 2018 a Submissions Panel was appointed to hear submissions made in relation to the Council Plan and Proposed Budget.
- A Submissions Panel Hearing was held on Tuesday, 5 June 2018. The Panel comprised of Cr B Harwood, Cr A Aitken, Cr S Asher, Cr K Grzybek, Cr E Kontelj, Cr S Mansfield, Cr J Mason, Cr P Murnane, Cr P Murrphy, Cr R Nelson, Cr T Sullivan (Refer Appendix 3).
- A number of actions were initiated in response to these submissions and changes were made to the 2018-22 Council Plan.
- The proposed 2018-19 budget was changed to include latest advice from Victorian Grants Commission and project manager assessment of Capital project carryover.

Cr Murnane moved, Cr Mason seconded -

(a) That:

- 1. The 2018-19 Proposed Budget considered by Council on 1 May 2018, be varied to recognise early receipt of the Victorian Grants Commission general purpose grant funding (June 2018) which reduces 2018-19 Grant funding by \$10.3m, increases opening cash balance (July 2018), which is offset by a lower net result;**
- 2. Having considered all submissions lodged, together with the report of the Submissions Panel (Appendix 3), the Proposed Budget considered by Council on 1 May 2018 be adopted by Council without change;**
- 3. Having considered all submissions lodged, together with the report of the Submissions Panel (Appendix 3), the amended Proposed Council Plan considered by Council on 1 May 2018 be adopted by Council;**
- 4. Public notice be given of the decision to adopt the 2018-22 Council Plan & 2018-19 Budget and Rate Declaration in accordance with the Act;**
- 5. Pursuant to Section 171 (4)(f) of the Act, Council resolves to treat any person who has successfully applied for and been granted a pensioner waiver of rates as having made a continuing application for such waiver, unless the person advises otherwise.**

(b) That:

I. Council adopts the Rating Strategy 2018-19 (Appendix 2).

II. Council declares the following Rates & Charges:

- 1. Amount intended to be raised by General Rates, Municipal Charge, and Annual Service Charge for the period 1 July 2018 - 30 June 2019.**

An amount of \$224,941,888 be declared as the amount which Council intends to raise by General Rates, Municipal Charge and the Annual Service Charge, which amount is calculated as follows:

General Rates \$177,708,537

Municipal Charge \$12,362,428; and

Annual Service Charge \$34,870,923.

- 2. General Rates**

- 2.1 A general rate be declared for the period 1 July 2018 to 30 June 2019.
- 2.2 It be further declared that the general rate be raised by the application of differential rates.
- 2.3 A differential rate be respectively declared for rateable land having the respective characteristics specified below, which characteristics will form the criteria for each differential rate so declared.

2.3.1. **Farm Land** – means any land which:

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

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

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

2.3.2 **Residential Land** - means any land:

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

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

2.3.9 The Point – Vacant Land - means any land:

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

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

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

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

2.4.1 Cultural and Recreational Land -

Any land which -

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

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

CATEGORY %

Farm Land .002390 (or .2390 percent of Capital Improved Value).

A rebate of 36.3% of the CIV by rate in dollar in accordance with Council policy for farm rating.

Residential Land .002390 (or .2390 percent of Capital Improved Value).

Vacant Land .003641 (or .3641 percent of Capital Improved Value).

The Point Residential Land .002390 (or .2390 percent of Capital Improved Value).

The Point Vacant Land .003641 (or .3641 percent of Capital Improved Value).

The Point Commercial Land .005473 (or .5473 percent of Capital Improved Value).

Petroleum Production Land .006871 (or .6871 percent of Capital Improved Value).

Industrial Land .006871 (or .6871 percent of Capital Improved Value).

Commercial Land .005473 (or .5473 percent of Capital Improved Value).

Mixed Use Land .003604 (or .3604 percent of Capital Improved Value).
Cultural and Recreational .001792 (or .1792 percent of Capital Improved Value).

- 2.6 It be recorded that Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions; and that
- 2.6.1 the respective objectives of each differential rate be those specified in Schedule B;
 - 2.6.2 the respective types or classes of land which are subject to each differential rate be those defined in Schedule B;
 - 2.6.3 the respective uses and levels of each differential rate in relation to those respective types or classes of land be those described in Schedule B; and
 - 2.6.4 the relevant
 - (a) uses of; and
 - (b) geographical locations of; and
 - (c) planning scheme zonings of; and
 - (d) types of buildings on the respective types or classes of land be those identified in Schedule B; and
- 2.7 It be confirmed that no amount is fixed as the minimum amount payable by way of general rate in respect of each rateable land within the municipal district.

3. Rebates

3.1 Farm Rebate

For 2018-19 Council declare a rebate under section 169 of the Act of 36.3% for all land classified and rated as farm land. Properties defined as farms will be entitled to a rebate recognising that there is a benefit to the community in encouraging the retention of large lot primary producing holdings. An application can be made to Council to have land classified as Farm land.

3.2 Cultural and Recreational Rebate

For 2018-19 Council declare a transitional rebate under section 169 of the Act for 50% of the difference between the Cultural and Recreational differential of the otherwise applicable differential. Properties that were eligible for the Cultural and Recreational differential in 2016-17 that are no longer eligible in 2017-18 will be encouraged to apply for this rebate.

4. Waivers

4.1 Rates Assistance Waivers

Council declares a waiver of general rates under section 171 of the Act for the class of persons comprised of ratepayers in respect of assessments which are categorised as Residential Land or Farm Land where the valuation of the assessment has increased, between the 2016 valuation and the 2018 valuation, by 45% or more and that increase is

purely attributable to market factors, not attributable, in whole or in part, to improvements made to the assessment by the owner (or occupier). The amount of the waiver is set at:

- 4.1.1 between 25% and 49.99% of the general rates payable for the 2018-19 financial year, increasing pro rata according to the valuation increase, for valuation increases between 45% and 54.99%; and
- 4.1.2 50% of the general rates for the 2018-19 financial year for valuation increases of 55% or more.

The waiver is designed to mitigate the rates shock of a valuation increase.

- 4.2 For 2018-19 Council declares a Housing Support waiver of 100% of general rates and municipal charge under section 171 of the Act for the class of persons comprised of ratepayers in respect of assessments which contain the following types of housing:

- 4.2.1 transitional, emergency or crisis housing;
- 4.2.2 housing for Legatees or War Widows, provided by the Geelong Legacy Club or provided by RSL; and
- 4.2.3 supported housing for disabled people.

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

- 4.3 New Corio Estate (Inappropriate Subdivision)

For 2018-19 financial year, Council declares a waiver of 100% of general rates and municipal charge under section 171 of the Act for the class of persons comprised of ratepayers in respect of assessments which are in private ownership within the inappropriate subdivision known as New Corio Estate. This rates assistance waiver recognises the financial burden associated with ownership of this land. Land within the New Corio Estate is zoned as farming land and the area has been determined to be an inappropriate subdivision due to the difficulty of providing utilities and drainage and due to its distance from other residential areas. The Minister for Environment & Climate Change has approved a native vegetation plan for this land in support of natural temperate grassland of the Victorian Volcanic Plains. The waiver recognises the ongoing encumbrances on the land that prevent owners from making any demands on Council services now and into the future.

5. Municipal Charge

- 5.1 An annual municipal charge be declared for the period commencing 1 July 2018 to 30 June 2019.
- 5.2 The purpose of the municipal charge is to recover some of the administrative costs of the Council.
- 5.3 The charge be the sum of \$102.00 for each rateable property in the municipality.
- 5.4 Applications for exemption for farm land in accordance with section 159 of the Act, is to be made within two months from the date of issue of annual rate notice.

6. Annual Service Charge

- 6.1 An Annual Service Charge be declared for the period commencing 1 July 2018 to 30 June 2019.
- 6.2 The Annual Service Charge be declared for the collection and disposal of refuse.
- 6.3 The Annual Service Charge be \$316.90 for each rateable land and non-rateable land (or part) in respect of which the Annual Service Charge may be levied.
- 6.4 The criteria specified below, be the criteria, which form the basis of the Annual Service Charge, so declared:

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

7. Annual Service Charge – Additional Bin Service

- 7.1 An Annual Service Charge – Additional Bin Service, be declared for the period commencing 1 July 2018 to 30 June 2019.
- 7.2 The Annual Service Charge – Additional Bin Service, be declared for the collection and disposal of refuse.
- 7.3 New Service Charge to apply if additional services are requested by the property owners who meet eligibility criteria.
- 7.4 The criteria specified below, be the criteria, which form the basis of the Annual Service Charge – Additional Bin Service, so declared:

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

- The property owner or their authorised agent signs the additional bin application form, provides appropriate supporting evidence and agrees to the applicable service charge;
- In all cases of application for additional bins, Council reserves the right to inspect the applicant's existing bins to confirm that they are overloaded. If this cannot be confirmed, the additional bins will not be provided;
- The green waste additional bin will only become available when the Anakie Road Green Organics processing facility is fully operational.

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

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

The following costs will apply for the additional bin service:

- Garbage bin 140L \$141.90 (for 2018-19)
- Garbage bin 240L \$101.70 (for 2018-19)
- Recycling bin \$ 80.00 (for 2018-19)

8. Central Activities Area Rate

Council has declared a special rate in respect of the central business district of Geelong applicable to non-residential, non-exempt properties and is in addition to other rates and charges. The special rate is the Central Activities Area (CAA) Rate calculated based on the Capital improved valuation and a rate in the dollar. The purpose of the special rate is to promote the CAA as a commercial shopping precinct using events, marketing and media.

A special rate has been declared for the period commencing on 1 July 2016 and concluding on 30 June 2021. The third year of the scheme (2018-19) will raise \$1,090,009 (\$1,066,024 in 2017-18). The rate in the dollar for 2018-19 is set at \$0.0006785 and \$0.0002222 for Cultural & Recreation (Cultural and Recreation properties are charged a reduced CAA rate, in accordance with the ratio of the recreation rate to the commercial rate).

9. Incentives

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

10. Consequential

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

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

11. Interest

Interest on unpaid rates and charges will be charged in accordance with section 172 of the Act. Interest will be charged at the penalty interest rate of 10% for 2018-19. In proven cases of hardship where Council approves rates to be deferred, interest will be charged at 5.39% for 2018-19.

SCHEDULE A

1. Petroleum Production Land

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

2. The Point Residential Land

All the residential land formerly described in Certificate of Title Volume 09901 Folio 324 and also described as Lot B PS 635643, PS 640648Y, PS 722221H, PS 722220K, PS 743868K, PS 732908M, PS 638301D, PS 635642R, PS722215C, PS 722214E, PS 743877, PS 816893, PS 743876 and PS 743878.

3. The Point Vacant Land

All the vacant land formerly described in Certificate of Title Volume 09901 Folio 324 and also described as Lot B PS 635643, PS 640648Y, PS 722221H, PS 722220K, PS 743868K, PS 732908M, PS 638301D, PS 635642R, PS722215C, PS 722214E, PS 743877, PS 816893, PS 743876 and PS 743878.

4. The Point Commercial Land

All the commercial land formerly described in Certificate of Title Volume 09901 Folio 324 and also described as Lot B PS 635643, PS 640648Y, PS 722221H, PS 722220K, PS 743868K, PS 732908M, PS 638301D, PS 635642R, PS722215C, PS 722214E, PS 743877, PS 816893, PS 743876 and PS 743878.

5. Cultural and Recreational Land

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

Ratepayer	Property Address
Bareena Bowling Club Incorporated	89 Noble Street, NEWTOWN VIC 3220
Bell Park Sports Club	10 Lynnburn Road, BATESFORD VIC 3213
Barwon Rowing Club Inc.	2 Barwon Terrace, SOUTH GEELONG VIC 3220
Geelong College Rowing Club	4 Barwon Terrace, SOUTH GEELONG VIC 3220
Geelong Church of England Grammar School	6 Barwon Terrace, SOUTH GEELONG VIC 3220
Geelong Rowing Association	8 Barwon Terrace, SOUTH GEELONG VIC 3220
Corio Bay Rowing Club	10 Barwon Terrace, SOUTH GEELONG VIC 3220
Geelong Race Course Trustees	99 Breakwater Road, BREAKWATER VIC 3219
Royal Geelong Agricultural & Pastoral Society Inc	79 Breakwater Road, BREAKWATER VIC 3219
Royal Geelong Yacht Club	25 Eastern Beach Road, GEELONG VIC 3220
Geelong Eastern Park Bowling Club Inc	51-55 Garden Street, EAST GEELONG VIC 3219
Geelong Football Club Limited	360 Moorabool Street, SOUTH GEELONG VIC 3220
East Geelong Golf Club	401 Eastern Park Circuit, EAST GEELONG VIC 3219
East Geelong Recreation Reserve Committee	137-139 McKillop Street, GEELONG VIC 3220
Western Beach Boat Club Inc	74-90 Western Foreshore Road, GEELONG VIC 3220
Highton Bowling Club Inc	204 Roslyn Road, HIGHTON VIC 3216
Barwon Heads Golf Club Incorporated	1A Golf Links Road, BARWON HEADS VIC 3227
Belmont Bowling Club Incorporated	16-36 Reynolds Road, BELMONT VIC 3216
Geelong Lawn Tennis Club Incorporated	12-20 Sommers Street, BELMONT VIC 3216
Geelong Bowls Club Incorporated	4-10 Sommers Street, BELMONT VIC 3216
Geelong Pistol Club Inc	70-80 Williams Road, MOUNT DUNEED VIC 3217
Western District Car Club and Geelong Motor Sports Complex Inc	55 Beach Road, AVALON VIC 3212
Beckley Park Committee of Management Inc	40 Broderick Road, CORIO VIC 3214

Ratepayer	Property Address
Croatian Community Centre of Geelong (Inc)	172 Cox Road, CORIO VIC 3214
Australian Croatian Sporting Centre and North Geelong Warriors Soccer Club Inc	15 Gibbons Road, LARA VIC 3212
Geelong Trailable Yacht Club Inc	105 Mackey Street, NORTH GEELONG VIC 3215
Clifton Springs Golf Club Inc	62-88 Clear Water Drive, CLIFTON SPRINGS VIC 3222
Clifton Springs Bowling Club	39 Springs Street, CLIFTON SPRINGS VIC 3222
Drysdale Bowling & Croquet Club Inc	19-29 Collins Street, DRYSDALE VIC 3222
Lonsdale Golf Club	PARENT - 28 Gill Road, POINT LONSDALE VIC 3225
Portarlington Sailing Club	219 Point Richards Road, PORTARLINGTON VIC 3223
Portarlington Bowls Club Incorporated	2A Harding Street, PORTARLINGTON VIC 3223
Indented Head Boat Club Inc	326A The Esplanade, INDENTED HEAD VIC 3223
Indented Head Yacht Club	326B The Esplanade, INDENTED HEAD VIC 3223
St Leonards Yacht Club & Motor Squadron	1001 Lower Bluff Road, ST LEONARDS VIC 3223
Portarlington Golf Club	92-160 Hood Road, PORTARLINGTON VIC 3223
Leopold Sportsmans Club Inc	131-139 Kensington Road, LEOPOLD VIC 3224
Ocean Grove Bowling Club Incorporated	16-24 The Terrace, OCEAN GROVE VIC 3226
St Leonards Bowling Club	1274 Murradoc Road, ST LEONARDS VIC 3223
Ocean Grove Golf Club Incorporated	9 Guthridge Street, OCEAN GROVE VIC 3226
Geelong Watersports Club Inc	493-499 Wilsons Road, ST ALBANS PARK VIC 3219
Lagoon Boat Club Inc	200 Foreshore Road, CORIO VIC 3214
Belrec Incorporated	68 Calvert Street, HAMLIN HEIGHTS VIC 3215
North Shore Football & Netball Club Inc	39 Rose Avenue, NORLANE VIC 3214
Lara Sporting Club Incorporated	4 Mill Road, LARA VIC 3212
Corio Bay Sailing Club	180 Foreshore Road, CORIO VIC 3214
Norlane Bowling Club Incorporated	26-36 St Georges Road, CORIO VIC 3214
Lara Bowling Club Inc	10 Alkara Avenue, LARA VIC 3212
Herne Hill Bowls Club Inc	200 McCurdy Road, FYANSFORD VIC 3218
Seabrae Boat Owners Club Inc	302 Clifton Avenue, LEOPOLD VIC 3224
Barwon Heads Bowling Club Inc	18 Geelong Road East, BARWON HEADS VIC 3227
Lonsdale Golf Club	69 Fellows Road, POINT LONSDALE VIC 3225
City of Geelong Bowls Club Inc	7-9 Ballarat Road, NORTH GEELONG VIC 3215

Properties potentially eligible for the Cultural and Recreational rebate are:

Ratepayer	Property Address
Geelong & Dist Angling Club & Fish Protect Society	9 Yuille Street, Geelong West VIC 3218
Geelong Table Tennis Association	84-88 Church Street, North Geelong VIC 3215
Geelong Bridge Club	148-152 Portarlington Road, NEWCOMB VIC 3219
Association of Ukrainians - Victoria	16-21 Monastery Court, LOVELY BANKS VIC 3213
Austrian Club Geelong Incorporated	258 Plantation Road, CORIO VIC 3214
Serbian Parish Youth Club	256 Plantation Road, CORIO VIC 3214
St Leonards Golf Club Inc	79-175 Harvey Road, St Leonards VIC 3223
Geelong Speedway Drivers Club Inc	1/4 Wood Street, South Geelong VIC 3220
Wood Street Public Recreation Reserve COM Inc.	2/4 Wood Street, South Geelong VIC 3220
Wood Street Public Recreation Reserve COM Inc.	3/4 Wood Street, South Geelong VIC 3221
Geelong Transport Drivers Social Club Inc	4/4 Wood Street, South Geelong VIC 3220

SCHEDULE B

1. Farm Land

Rating Objectives:

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

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

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.1

Use and Level of Differential Rate

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

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

Geographic Location

Wherever located within the municipal district.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

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

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2019.

2. Residential Land

Rating Objective:

- To ensure that all rateable land makes an equitable and efficient financial contribution to the cost of carrying out the functions of Council generally, including the:
- a) construction and maintenance of public infrastructure;
 - b) development and provision of health and community services; and
 - c) provision of general support services.

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.2

Use and Level of Differential Rate

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

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

Geographic Location

Wherever located within the municipal district.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

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

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2019.

3. Vacant Land

Rating Objectives:

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

These objectives will be met by setting the Vacant Land differential at 152% of the Residential Land differential.

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.3

Use and Level of Differential Rate

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

Geographic Location

Wherever located within the municipal district.

Use of Land

Any use permitted under the Geelong Regional Planning Scheme.

Planning Scheme Zoning

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

Types of Buildings

No building must be located on the land or constructed prior to 30 June 2019 save for any uninhabitable shed or shelter that does not exceed more than 5% of the total area of the land.

4. Petroleum Production Land

Rating Objective:

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

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

The Petroleum Production Land differential is set at the Industrial Land rate differential from 2017-18.

Types and Classes

Rateable land having the relevant characteristics described previously 2.3.4.

Use and Level of Differential Rate

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

Geographic Location

As described in Schedule A.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

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

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2019.

5. Industrial Land

Rating Objective:

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

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

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.5

Use and Level of Differential Rate

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

Geographic Location

Wherever located within the municipal district.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

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

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2019.

6. Commercial Land

Rating Objective:

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

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

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.6

Use and Level of Differential Rate

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

Geographic Location

Wherever located within the municipal district.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

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

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2019.

7. Mixed Use Land

Rating Objective:

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

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

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.7.

Use and Level of Differential Rate

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

Geographic Location

Wherever located within the municipal district.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

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

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2019.

8. The Point – Residential Land

Rating Objectives:

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

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.8

Use and Level of Differential Rate

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

Geographic Location

As described in Schedule A.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

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

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2019.

9. The Point – Vacant Land

Rating Objectives:

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

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.9

Use and Level of Differential Rate

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

Geographic Location

As described in Schedule A.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

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

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2019.

10. The Point – Commercial Land

Rating Objectives:

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

Types and Classes

Rateable land having the relevant characteristics described previously in 2.3.10

Use and Level of Differential Rate

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

Geographic Location

As described in Schedule A.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

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

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2019.

11 . Cultural and Recreational Land

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

Types and Classes

Rateable land having the relevant characteristics described previously in 2.4.1

Use and Level of Differential Rate

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

Geographic Location

As described in Schedule A.

Use of Land

Any use permitted under the Greater Geelong Planning Scheme.

Planning Scheme Zoning

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

Types of Buildings

All buildings which are now constructed on the land or which are constructed prior to 30 June 2019.

Carried.

Attachment 1

Discussion

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

The Submissions Review Panel met on Tuesday, 5 June 2018 at 6.15pm to consider written submissions about the Proposed Budget and Council Plan and hear any person who wished to address the Panel in support of their submission.

In respect to the Council Plan the Submissions Review Panel recommended (Appendix 3) that the proposed Council Plan be amended. The changes made to the Council Plan include the following;

- The addition of a paragraph in the 'About the Plan' section which describes the services that Council provides to better explain the role of Council to the community.
- The addition of a measure "Maintain visitation to our key cultural facilities (National Wool Museum, Potato Shed, Geelong Gallery, Courthouse Youth Arts and the Geelong Library and Heritage Centre)" to the Vibrant Arts and Culture council priority. This has been added to ensure the measures are more clearly expressed, measurable and aligned to one another (as per the recommendations from the 2012 VAGO report Performance Reporting by Local Government Victoria).
- The addition of the key priority "Develop a housing policy to provide a range of social and affordable housing options" under the Improved Health and Safety of our Community council priority, in response to Di Roberts (submission topic 7).
- The addition of several aims for 2018-19 to the Effective Environmental Management council priority focusing on zero waste to landfill, protection and rehabilitation of our beaches, waterways and conservation reserves, and One Planet Living Principles. This is in response to Vicki Perrett (submission topic 18).

The recommendation from the Submissions Review Panel (Appendix 3) was not to propose any changes to the Proposed Budget adopted by Council on the 1 May, 2018. However the following changes have been made to the Budget and Rating strategy in response to recent announcements.

1. Grants Commission advice

The Victorian Grants Commission have provided preliminary advice that the City of Greater Geelong will receive 50% of the 2018-19 general purpose grant allocation in June 2018. Therefore the Grants Commission funding recognition in the 2018-19 budget will reduce by \$10.3m. The 2018-19 budget has been changed to include a higher opening cash balance offset by lower net result. The recurrent operating surplus of \$2.3m in the proposed budget has been changed to an recurrent deficit of (\$8.0m). In addition the 2017-18 Forecast recurrent result has been amended to forecast a deficit of (\$6.7m).

2. Capital Program

Project managers have provided an updated assessment of the 2017-18 Capital works program. The timing of project delivery now requires an additional \$2.5m or \$50.5m of capital carryover from 2017-18 to 2018-19.

In addition a further \$2.5m is to carryover from 2018-19 into 2019-20. There is no change to the 2018-19 Capital project expenditure of \$128.2m.

3. Fire Services Property Levy – 2018-19 rates

Council collects the Fire Services Property Levy (FSPL) on behalf of the State Government via the Council rate notice. The FSPL rates were announced on 31 May 2018 with an increase of 1.9% for the fixed residential charge and a decrease of (52.5%) for the residential variable charge. The fixed charge for Primary Production, Commercial, Industrial, Public Benefit and Vacant has increased by 2.3%. The variable charges have decreased by (33.9%) for Primary Production, (30.8%) for Commercial, (34.1%) for Industrial, (54.0%) for Public Benefit and (52.9%) for Vacant.

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

Fire Services Property Levy	2017-18 Rates	2018-19	
	on Average	Budget Rates	
	CIV \$	on Average	
		CIV \$	
Fixed	107.00	109.00	1.9%
Variable	58.79	27.95	-52.5%
	165.79	136.95	-17.4%

Financial Implications

The Budget has been prepared in compliance with Rate Cap legislation and Ministerial announcement that the cap is 2.25% for 2018-19. Changes in rates, fees and charges have been structured to meet the financial requirements as proposed for the 2018-19 financial year.

Expenditure includes the continuation of Council services to the community.

The Budget includes a recurrent operating deficit of (\$8.0m) after adjusting for the early receipt of 50% of grants commission allocation.

The Capital program forecasts expenditure of \$128.2m in 2018-19. This includes carryover project funding from 2017-18 for incomplete projects of \$50.5m (previously \$48m), \$104.2m of new project funding with \$26.5 forecast to carryover into 2019-20 (previously \$24m).

New loans of \$42.0m are proposed for 2018-19 including \$27.1m deferred loans from 2017-18. The projected total amount of borrowings as at 30 June 2019 is \$80.7m.

Community Engagement

Following adoption of the Proposed Budget and Council Plan on 1 May 2018 a process of community engagement has been undertaken with a total of 89 submissions received. These submissions were considered at a meeting on 5 June 2018.

A number of actions were initiated in response to these submissions which will be outlined in formal responses provided to each submitter (refer Appendix 3).

In accordance with requirements under the Act, once the Budget and Council Plan are adopted, a public notice will be placed in the newspaper on Wednesday, 27 June 2018, advising the adoption of the 2018-19 Budget, Council Plan 2018-22, along with the Declaration of the Rates.

Social Equity Considerations

The proposed budget identifies the sources and allocation of resources to implement the many social initiatives that impact on the community.

Policy/Legal/Statutory Implications

The annual budget is prepared to comply with the requirements of the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014. The process also recognises the need to align the annual budget to the direction and allocation of resources identified within the proposed Council Plan.

Alignment to City Plan

This report identifies the activities Council will undertake in 2018-22 which are aligned to achieving the priorities in Council Plan 2018-22.

Conflict of Interest

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

Risk Assessment

Under section 130 of the Act Council must adopt the Annual Budget by 30 June each year.

The budget has been developed in accordance with a timetable to ensure sufficient time to achieve 30 June adoption. This includes time for community consultation, meetings of the Executive and Council to prepare the 2018-22 Council Plan and 2018-19 Budget. The timetable provides a framework to manage risk in order for Council to meet its statutory obligations and avoid adverse implications if the process is delayed.

Environmental Implications

The Budget identifies the sources and allocation of the resources to implement the many environmental initiatives that impact on the community as outlined with Council Plan 2018-22.

APPENDIX 1

**COUNCIL PLAN 2018-22
& 2018-19 ANNUAL BUDGET**



THE CITY OF
GREATER GEELONG

COUNCIL PLAN 2018–22

—
PUTTING OUR
COMMUNITY FIRST





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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.



MAYOR'S MESSAGE

The City of Greater Geelong is in a period of tremendous change.

The combined impact of population growth, diversified industries, new infrastructure and facilities and increasing recognition of our potential, has given us genuine momentum.

That's why it's so important, as we work towards our long-term clever and creative vision, that we also have a plan for what we need to achieve in the short term.

Council Plan 2018–22 is the key document outlining our priorities for the next four years. It is designed to be flexible and able to evolve with community demand and expectations.

From our decisions as a Council, to the services we deliver, we are striving to achieve excellence and to put our community first. Responsible management and sound governance are crucial to this.

This plan touches on many issues – multiculturalism, safety, health and wellbeing, arts and culture, tourism and how we will encourage entrepreneurs and investors.

It outlines how we intend to sustain and enhance the sensitive environment we live in, and how we'll manage growth to make sure our towns maintain their unique character.

Social equity is a key consideration for our services and facilities and we're planning to focus on the areas that need them most.

There are 11 strategic priorities, developed with input from all our councillors, who each represent their local communities.

Overall, our plan is to be community focussed as we lead Greater Geelong towards a clever and creative future.

Cr Bruce Harwood
Mayor, City of Greater Geelong

YOUR COUNCILLORS

Here are the City of Greater Geelong's 11 councillors



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Deputy Mayor
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OUR REGION

With a population of over 244,000 people, the City of Greater Geelong is Victoria's largest regional municipality.

Located 75 kilometres south west of Melbourne, the municipality covers an area of 1,247 km², comprising suburban, coastal, and country areas. Greater Geelong is bounded by the Moorabool Shire in the north, Wyndham City Council and the Borough of Queenscliffe in the east, Surf Coast Shire and Golden Plains Shire in the west, and Bass Strait to the south.



244,798
TOTAL POPULATION



73.3%
OF HOMES HAVE AN INTERNET CONNECTION



45 KM
OF COASTLINE



17,000+
BUSINESSES



83%
OF WORKFORCE LIVE IN GREATER GEELONG



114
INDIVIDUAL WETLANDS



2.41
AVERAGE HOUSEHOLD SIZE



40
MEDIAN AGE



16.2%
POPULATION BORN OVERSEAS



2.6%
POPULATION GROWTH RATE (2016-17)



5.1 MILLION
VISITORS TO THE REGION



2,407
ABORIGINAL AND TORRES STRAIT ISLANDERS



ABOUT THE PLAN

Council Plan 2018–22 – Putting Our Community First outlines how we will work towards making Greater Geelong a clever and creative city-region. It will guide the City of Greater Geelong’s resources to deliver infrastructure, services and programs to the community in a sustainable way.

The 11 strategic priorities we will focus on for the next four years are:

- | | |
|--|--|
| 1. Improved health and safety of our community | 7. Integrated transport connections |
| 2. Informed social infrastructure and planning | 8. A thriving and sustainable economy |
| 3. A more inclusive and diverse community | 9. Growing our tourism and events |
| 4. Planned sustainable development | 10. Innovative finances and technology |
| 5. Effective environmental management | 11. Organisational leadership, strategy and governance |
| 6. Vibrant arts and culture | |

WHAT HELPED TO SHAPE OUR PLAN?

There were many important information sources that helped shape the plan including:

- Our **11 councillors**, who bring local knowledge and views, by engaging closely with the communities they represent.
- **Greater Geelong: A Clever and Creative Future**, the 30-year community vision for the municipality. Representing the voices of more than 16,000 community members, it features a series of community aspirations for achieving that vision.



A prosperous economy that supports jobs and education opportunities



A fast, reliable and connected transport network



Sustainable development that supports population growth and protects the natural environment



A leader in developing and adopting technology



People feel safe wherever they are



Development and implementation of sustainable solutions



Creativity drives culture



An inclusive, diverse, healthy and socially connected community



A destination that attracts local and international visitors

- Our **Municipal Public Health and Wellbeing Plan**, which plays a crucial role in supporting the community to enjoy the highest standards of health, wellbeing and participation at every age, and aims for the greatest improvements among those who need it the most.
- Our **Social Equity Principles**, which guide all our activities, seeking to make services and facilities more equitable across Greater Geelong.
- Relevant legislation, government and social policies, including the **Victorian Public Health and Wellbeing Plan 2015–2019**, the **Victorian Infrastructure Plan** and **G21** plans and policies.

HOW WE WILL DELIVER OUR PLAN

Our purpose and values guide how we work together as an organisation to achieve our Council Plan.

Our purpose: Working together for a thriving community.

Our values:

- Respect and encourage each other
- Create a healthy and safe environment for all
- Embrace new ideas and better ways to work
- Make people the centre of our business.

Our services:

Each year Council provides a large number of services and programs to our community. We also provide the infrastructure and facilities required to support these services. This Council Plan guides us in prioritising new initiatives and improvements to our services, and allows us to ensure resources are directed to areas where action is needed to achieve our Council Plan priorities. However, we cannot deliver this alone. Key to our success will be our ability to advocate to and collaborate with:

- state and federal governments
- other local governments, especially those in the G21 region
- peak bodies
- community groups
- local organisations
- businesses.

Each year we prepare an *Annual Action Plan and Budget* outlining the key initiatives to deliver our *Council Plan*. Progress is reported to the community quarterly and at the end of the financial year through our *Annual Report*.



OUR COMMITMENT TO SUSTAINABILITY

Sustainability is the challenge of our time, both in a local and global context. To address it, we must consider the social, economic and environmental aspects of everything we do.

We are proud to be a certified 'One Planet Living Council'. One Planet Living is an internationally recognised framework and program based on ten guiding principles of sustainability.

These principles are used to:

- evaluate current performance
- identify gaps and areas for improvement
- guide future efforts towards meeting a series of science-based targets.

We will use measures throughout this document to demonstrate how we are fulfilling the requirements of the One Planet Living Sustainability Framework.



OUR STRATEGIC PRIORITIES 2018–22



1. IMPROVED HEALTH AND SAFETY OF OUR COMMUNITY

The health and safety of our community is vital. We will address family violence, homelessness, food shortages and public safety.

KEY PRIORITIES

- Showing leadership in gender equity, diversity and family violence prevention.
- Supporting local organisations that address homelessness, family violence and food shortages.
- Develop a housing policy to provide a range of social and affordable housing options.
- Improving safety in our community.
- Providing safer public spaces.
- Working with stakeholders to prevent crime.
- Encouraging responsible pet ownership.
- Promoting healthy eating and supporting active living.
- Creating healthy environments in children's settings.
- Working towards having the safest roads in Victoria.



MEASURES OF SUCCESS

- 57 per cent of residents feel safe where they live.
- 60 per cent of adults rate their health as very good or excellent.
- 43 per cent of adults are sufficiently physically active.
- 75 per cent of children enrolled participate in the Maternal and Child Health service.

OUR AIMS IN 2018–19

- Consult with the community on safety issues that are impacting them.
- Improve safety of, and user satisfaction with, community infrastructure.
- Improve public safety on the Geelong Waterfront and in Central Geelong.
- Consult with the community to create more health and fitness options.

RELATED PLANS

- *Municipal Public Health and Wellbeing Plan*
- *Domestic Animal Management Plan*
- *Strategic Plan Preventing and Addressing Violence Against Women and Children 2016–20*
- *Social Infrastructure Plan*
- *Geelong Local Safety Committee Strategy*
- *Open Space Strategy*
- *Mosquito Management Plan*
- *Municipal Emergency Management Plan*

LINKS TO CLEVER AND CREATIVE VISION:



People feel safe wherever they are



An inclusive, diverse, healthy and socially connected community



2. INFORMED SOCIAL INFRASTRUCTURE AND PLANNING

We will strive for social equity in the infrastructure and services we deliver for our community.

KEY PRIORITIES

- Providing more quality spaces that support active lifestyles.
- Supporting the growth of localised and regional sporting facilities.
- Delivering accessible and attractive community infrastructure, based on community need.
- Advocating and planning for a range of social and affordable housing options.
- Maintaining our public open space.



MEASURES OF SUCCESS

- No net loss of public open space by suburb.
- 100 per cent of plans for key community infrastructure projects completed.

OUR AIMS IN 2018–19

- Complete planning and design of the Northern ARC Health and Wellbeing Hub.
- Complete planning to upgrade existing children's centres, and provide new ones.
- Acquire land for new community infrastructure.
- Provide new sports and leisure facilities, and upgrade existing ones.
- Upgrade community facilities and make them safer.
- Upgrade streets, roads, footpaths and drains.
- Provide more accessible public urban space.

RELATED PLANS

- *Open Space Strategy*
- *Asset management plans*
- *Social Infrastructure Plan*
- *G21 Region Growth Plan*

LINKS TO CLEVER AND CREATIVE VISION:



An inclusive, diverse, healthy and socially connected community



Sustainable development that supports population growth and protects the natural environment



People feel safe wherever they are



3. A MORE INCLUSIVE AND DIVERSE COMMUNITY

We want to recognise all members of the Geelong community and not leave anyone behind.

KEY PRIORITIES

- Advocating for, and helping to achieve, the priorities set by local Aboriginal people.
- Improving our engagement with our culturally diverse population.
- Supporting activities that improve social connections in our community.
- Promoting gender equity and diversity in our sporting and leisure facilities, and programs.
- Facilitating employment programs for the communities that need it most, including young people.
- Improving access to facilities and programs for people of all abilities.
- Recognising our returned service men and women.
- Further developing programs that support older people and young people in our community.
- Advocating for inclusive, multicultural activities and respect for cultural diversity.

MEASURES OF SUCCESS

- 60 per cent of adults definitely feel multiculturalism makes life better.
- 75 per cent of adults attending a local community event.
- 80 per cent of adults feel that they can get help from family, friends or neighbours when needed.
- More of community facilities with gender-neutral and accessible toilets, or change areas.

OUR AIMS IN 2018–19

- Provide a grants scheme to fund community groups, and initiatives that promote inclusion and accessibility.
- Renew the *Kareenga Aboriginal Action Plan*, *Multicultural Action Plan* and *Municipal Early Years Plan*.
- Create a framework to support social and charitable groups.

RELATED PLANS

- *Municipal Public Health and Wellbeing Plan (including the Positive Ageing Plan)*
- *Multicultural Action Plan*
- *Social Infrastructure Plan*
- *Kareenga Aboriginal Action Plan*
- *Municipal Early Years Plan*
- *Asset Management Plans*
- *Disability Action Plan*
- *Open Space Strategy*

LINKS TO CLEVER AND CREATIVE VISION:



People feel safe wherever they are



An inclusive, diverse, healthy and socially connected community



4. PLANNED SUSTAINABLE DEVELOPMENT

We will use sustainable principles to guide development of growth areas and help protect our townships.

KEY PRIORITIES

- Making sure housing supply, diversity and affordability can meet the needs of our growing community.
- Facilitating opportunities for infill residential development.
- Continuing to develop urban growth areas across the region.
- Managing the impact of development on the unique character of our townships.
- Improving the environmental performance of new developments, using planning controls.
- Delivering biodiversity conservation programs.
- Preserving nature reserves, rural and coastal environments.

MEASURES OF SUCCESS

- More protected natural habitat that we manage.
- Planned 15 years of residential land supply.
- 40 per cent of new housing construction conducted within existing urban areas.
- 100 per cent of new large, City-owned buildings rated 5-star 'Green Star'.
- 100 per cent of new, small City-owned buildings with built environment sustainability scorecard or equivalent.
- Planning controls in place that require a mandatory sustainable design assessment of all new developments.

OUR AIMS IN 2018–19

- Continue a coordinated approach to drainage and water sensitive urban design.
- Establish Sparrovale Wetlands, to enhance the area and its biodiversity.
- Complete the *Settlement Strategy*, to guide growth, boundaries and development in townships and urban areas.
- Review of existing land for community facilities, with new land acquired where needed.
- Manage the delivery of nature reserves in new developments.
- Introduce a rural and peri-urban advisory body to build relationships and foster best practice.

RELATED PLANS

- *Environment Management Strategy*
- *Municipal Strategic Statement*
- *Urban Forest Strategy*
- *Biodiversity Strategy*
- *Climate Change Adaptation Strategy*
- *G21 Region Growth Plan*
- *Settlement Strategy*
- *Housing Diversity Strategy*
- *Social Infrastructure Plan*
- *Rural Land Use Strategy*

LINKS TO CLEVER AND CREATIVE VISION:



Sustainable development that supports population growth and protects the natural environment

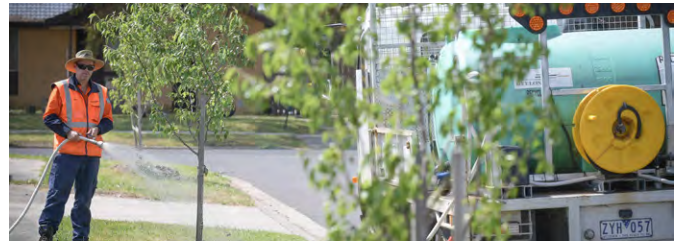


5. EFFECTIVE ENVIRONMENTAL MANAGEMENT

We will show leadership to address waste, climate change and environmental challenges.

KEY PRIORITIES

- Reduce our carbon footprint through the use of solar initiatives and other renewable energy options.
- Educating and assisting our community to act on climate change, by reducing waste, emissions and water usage.
- Using sustainable materials to construct and renew roads, footpaths and street furniture.
- Progressively changing standard street lights to LED lights, to help reduce carbon emissions.
- Commencing Drysdale landfill rehabilitation.
- Constructing a green organics facility.
- Planting more trees to green and cool our urban areas.
- Reducing single-use plastic across the region.
- Managing pest plants and animals more effectively.



MEASURES OF SUCCESS

- 60 per cent of garbage, recyclables and green organics collected from kerbside bins diverted from landfill.
- Emissions reduced from street lights, buildings and vehicle fleet by 50 per cent, by 2020.
- Increased use of sustainable material in our asset construction and renewal.
- 16 per cent suburban tree canopy.
- More than 1,850 street trees planted per annum.

OUR AIMS IN 2018–19

- Identify 'waste-to-energy' options for our region.
- Trial a hard waste collection service.
- Renew the *Environment Management Strategy*.
- Continue to improve environmental management services.
- Continue to invest in the community Environment and Sustainability grants program.
- Investigate options to achieve zero waste to landfill and support the community to do likewise.
- Continue to embed One Planet Living principles across the organisation.
- Protect and rehabilitate our beaches, waterways and conservation reserves.

RELATED PLANS

- *Urban Forest Strategy*
- *Zero Carbon Emissions Strategy*
- *Waste Management Strategy*
- *Environment Management Strategy*
- *Biodiversity Strategy*
- *Community Zero Carbon Action Plan*
- *Climate Change Adaption Strategy*

LINKS TO CLEVER AND CREATIVE VISION:



Development and implementation of sustainable solutions



Sustainable development that supports population growth and protects the natural environment



6. VIBRANT ARTS AND CULTURE

We treasure Geelong's culture and heritage and will help our creative community to grow.

KEY PRIORITIES

- Incorporating arts and cultural initiatives into infrastructure development, to enhance our sense of place.
- Recognising and sharing our heritage through storytelling.
- Recognising and celebrating Geelong's Aboriginal culture and history.
- Working with galleries and museums to improve our public art and heritage offering.
- Attracting new, and supporting existing, creative industries.
- Delivering UNESCO City of Design creative outcomes, including:
 - National Wool Museum Master Plan
 - Mountain to Mouth
 - Geelong After Dark
 - Geelong Gallery redevelopment
 - cultural trails.
- Working with the Geelong Regional Library Corporation to deliver efficient and effective services and programs.



MEASURES OF SUCCESS

- Increased number of objects actively cared for within our arts and heritage collections.
- Increased access to cultural collections through on-line engagement.
- 20 per cent active library members in the municipality.
- Increased employment in creative occupations.
- Maintain visitation to our key cultural facilities (National Wool Museum, Potato Shed, Geelong Gallery, Courthouse Youth Arts, Geelong Library & Heritage Centre).

OUR AIMS IN 2018-19

- Develop a cultural strategy that advances our museums and galleries.
- Commence Osborne House remediation.
- Attract more national art exhibitions to the region.
- Put heritage and conservation plans in place for significant infrastructure.
- Support music and performing arts programs.

RELATED PLANS

- *Municipal Heritage Strategy*
- *Connecting People, Place and Environment – A Public Art Strategy for the City of Greater Geelong*

LINKS TO CLEVER AND CREATIVE VISION:



Creativity drives culture



A destination that attracts local and international visitors



7. INTEGRATED TRANSPORT CONNECTIONS

Our focus will be on improving our public and active transport, and better connecting our networks.

KEY PRIORITIES

- Supporting projects in the *G21 Region Road Transport Plan*.
- Working with VicRoads to deliver the *Network Operating Plan*, to improve bus services.
- Improving our road management and engagement program.
- Delivering better-connected walking, cycling and trail paths across our region.
- Advocating to improve rail, road and sea connections for our region.
- Working with government to improve freight connections to the Geelong Port.
- Advocating and planning for a second container port at Baywest.
- Supporting further international flights at Avalon.
- Supporting the redevelopment of the rail station precinct, including a modern bus terminal.
- Delivering the *Better Bike Connections* project.



MEASURES OF SUCCESS

- Increased kilometres of bicycle and walking paths.
- Score of 60 for community satisfaction rating with sealed local roads.
- Renewal gap for road management reduced.

OUR AIMS IN 2018–19

- Establish a traffic management plan for the northern growth corridor (including Lara).
- Upgrade existing roads, streets and footpaths.
- Investigate and develop parking solutions in Central Geelong.
- Work with VicRoads to deliver truck restrictions in Central Geelong.

RELATED PLANS

- *Integrated Comprehensive Transport Plan*
- *G21 Region Road Transport Plan*
- *Municipal Road Management Plan*
- *Principal Bicycle Network*
- *Geelong Road Safety Strategy*
- *Network Operating Plan*
- *Greater Geelong Cycling Strategy*

LINKS TO CLEVER AND CREATIVE VISION:



A fast, reliable and connected transport network

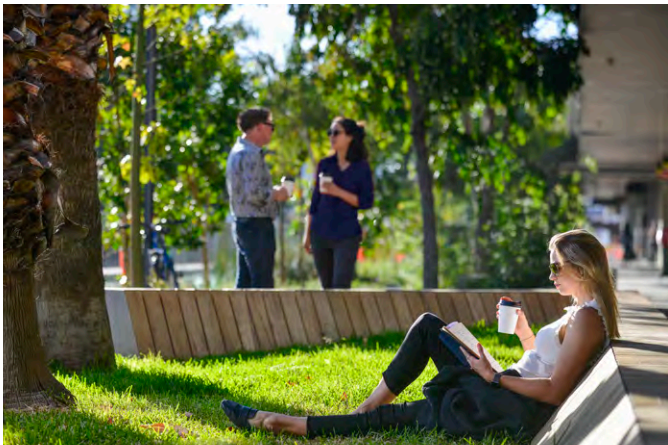


8. A THRIVING AND SUSTAINABLE ECONOMY

We will capitalise on Geelong's incredible economic opportunities.

KEY PRIORITIES

- Continuing to work with government to deliver projects that revitalise Central Geelong.
- Working with government to deliver City Deal projects.
- Using Geelong's UNESCO City of Design award to secure economic development projects.
- Attracting new investments to the region.
- Helping to renew industrial precincts.
- Executing strategies for economic growth in the region's north.
- Supporting and promoting local businesses, markets and products.



MEASURES OF SUCCESS

- More businesses within the municipality.
- 15 years of industrial land supply planned.

OUR AIMS IN 2018-19

- Identify opportunities for economic growth in the region's north.
- Make land available to attract new industry.
- Work with government and local stakeholders to scope City Deal projects.

RELATED PLANS

- *Sustainable Agribusiness Strategy for the G21 Region*
- *Central Geelong Action Plan*
- *Digital Geelong Strategy*

LINKS TO CLEVER AND CREATIVE VISION:



A prosperous economy that supports jobs and education opportunities



A destination that attracts local and international visitors



9. GROWING OUR TOURISM AND EVENTS

Our tourism and events offering is strong, but we aim to grow it further.

KEY PRIORITIES

- Working with government to deliver City Deal tourism infrastructure projects, including the Convention and Exhibition Centre.
- Delivering the *Visitor Economy Strategy 2017–21* and the *Tourism Development Plan*.
- Building on the current events program and increasing cross-promotional opportunities.

OUR AIMS IN 2018–19

- Complete preliminary work for the establishment of the Mineral Springs Spa.
- Continue to attract cruise ships.
- Support the Geelong Waterfront Safe Harbour Precinct Project.
- Help to upgrade visitor facilities, experiences and accommodation.
- Continue to support high-quality events across the region.
- Commence construction of an artificial reef and underwater sculpture park.



MEASURES OF SUCCESS

- 2.1 per cent annual increase in visitors.
- 3.8 per cent annual increase in expenditure by visitors.
- 4.9 per cent annual increase in international overnight visitors.
- 1.9 per cent annual increase in domestic overnight visitors.
- 1.6 per cent annual increase in tourism employment.
- 30:1 return on investment of Geelong major events to the municipality.

RELATED PLANS

- Tourism Greater Geelong and The Bellarine – *Visitor Economy Strategy 2017–21*
- Tourism Greater Geelong and The Bellarine – *Tourism Development Plan*
- *Geelong Major Events Strategy 2016–26*

LINKS TO CLEVER AND CREATIVE VISION:



A destination that attracts local and international visitors



A prosperous economy that supports jobs and education opportunities



10. INNOVATIVE FINANCES AND TECHNOLOGY

Clever and sustainable financial management, matched with digital growth, will advance our future.

KEY PRIORITIES

- Delivering smart technology solutions to areas such as street lighting, parking, waste management and children's services.
- Developing digital tools and technologies to improve service delivery and our customer experience.
- Increasing free Wi-Fi in public spaces and community facilities.
- Delivering Smart Cities infrastructure using electronic data collection to better manage assets and resources.
- Attracting more technology-focused businesses to our region.
- Examining our budget to fund future initiatives.
- Establishing sustainable financial and infrastructure management systems for our future.



MEASURES OF SUCCESS

- Better Wi-Fi access in community facilities and public spaces.
- More online transactions with our customers.
- Less than 5 per cent budget variation (actual to budget).
- Increased revenue streams.

OUR AIMS IN 2018–19

- Improve digital access for the Geelong community.
- Drive digital transformation in the organisation.
- Review the efficiency of our service delivery.

RELATED PLANS

- *Information and Communications Technology (ICT) Strategy*
- *Digital Geelong Strategy*
- *Social Infrastructure Plan*

LINKS TO CLEVER AND CREATIVE VISION:



A leader in developing and adopting technology



A prosperous economy that supports jobs and education opportunities



11. ORGANISATIONAL LEADERSHIP, STRATEGY AND GOVERNANCE

We will be the 'leading voice' of the community by delivering confident governance and strategic planning.

KEY PRIORITIES

- Proactively managing our assets, including land holdings.
- Consolidating the City of Greater Geelong offices.
- Communicating and engaging more effectively with the community, in areas of need.
- Continuing to transform our workplace culture.
- Using data and analytics to make better decisions.
- Making our processes more effective and efficient.
- Increasing state and federal funding for the region.
- Developing, promoting and improving the City's brand.
- Leading major local organisations in collaborative projects.
- Using better communication to strengthen our strategic priorities.

MEASURES OF SUCCESS

- Score of greater than 70 for community satisfaction with overall council performance.
- Score of greater than 80 for community satisfaction with customer service.
- Score of greater than 60 for community satisfaction in decision-making.
- Score of greater than 60 for community satisfaction with community consultation (engagement).
- Score of greater than 70 for community satisfaction with overall council direction.
- Lost time injury frequency rate decreased.
- 70 per cent result for employee engagement.
- 80 per cent of employees agree they are satisfied with working for us.
- Positive media coverage increased.

OUR AIMS IN 2018–19

- Implement the actions in the annual employee opinion survey.
- Convene a Junior Council, with input into decision making, to improve engagement with young people.
- Strengthen relationships with neighbouring councils, including G21 region councils and the City of Wyndham.
- Strengthen strategic, governance and communication frameworks.
- Plan for consolidating Council offices.
- Begin five-year service planning.

RELATED PLANS

- *Community Engagement Strategy*
- *Strategic Planning Framework*

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CUSTOMER SERVICE CENTRE

100 Brougham Street

Geelong VIC 3220

8.00am – 5.00pm

ISBN: 978-0-6483576-0-5

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The *Council Plan 2018–22* is supported by the *Strategic Resource Plan 2018–22*.

The *Annual Action Plan and Budget* outlines the major initiatives to be funded each year in order to deliver the plan.

For a copy of the current documents go to www.geelongaustralia.com.au or call 5272 5272.

APPENDIX 2

2018-19 RATING STRATEGY

APPENDIX 3

SUBMISSIONS REVIEW PANEL REPORT

MINUTES

**BUDGET & COUNCIL PLAN SUBMISSIONS REVIEW PANEL
HELD IN COUNCIL CHAMBER
COUNCIL CONFERENCE AND RECEPTION CENTRE
CITY HALL, LITTLE MALOP STREET, GEELONG
ON TUESDAY, 5 JUNE 2018
FOLLOWING COMPLETION OF PANEL HEARING**

Present: Cr B Harwood, Cr A Aitken, Cr S Asher, Cr K Grzybek, Cr E Kontelj, Cr S Mansfield, Cr J Mason, Cr P Murnane, Cr P Murrphy, Cr R Nelson, Cr T Sullivan.

Also Present: M Cutter (CEO), P Anderson (Director – Finance & Strategy), L Quinn (Director - Community Life), B Luxford (Director – Investment & Attraction), J Van Slageren (Acting Director – Planning & Development), G. Wilson-Browne (Director – City Services), A Keen (Executive Manager – People & Development), R Leonard (Executive Manager – Governance & Legal Services), M Kelly (Manager – Financial Services), S Boer (Manager - Strategy & Program Delivery) and Geoff Russell (Manager – Communication & Marketing).

The hearing commenced at 6:15pm and closed at 9.15pm.

Cr. Asher chaired the hearing of public submissions.

Apologies:

Councillor Ron Nelson arrived at 7.06pm

Apologies from submitters:

John Nankervis (Bellarine Bayside Coastal Management), Di Roberts, Vicki Grosser (Geelong One Fire Reconciliation Group)

Declarations of Interest or Conflicts of Interest:

Mayor declared direct interest with submission #84 - GAF&NC solar panel project.

Councillor Mason declared an indirect interest by close association in submission #87- Rosalind Ellinger.

Councillor Kontelj declared an indirect interest by close association in submission #73- Bell Park sports club Female change room development.

Councillor Sullivan declared an indirect interest by close association in submission #84- GAF&NC solar panel project

Councillor Mansfield declared an indirect interest by close association in submission #76- Judy Cameron.

Items considered:

On 1 May 2018 Council gave notice of intention to adopt the 2018-22 Council Plan and Proposed Budget 2018-19. Council received 89 submissions in relation to the Council Plan and Proposed Budget. Submissions have been listed by topic and name of the submitter as follows.

Goldsworthy Reserve Athletic Track Renewal		
1. Simon Hill,	5. Danny Sparks-Cousins	10. Denise Charles
2. Sharron Colls-McKenzie	6. Judy Hase	11. Marty Sanders
3. Kirsten Thomas	7. David Thomas	12. Kelvin Gray
4. Susan Kilbride	8. David Fountain	13. Josh Carracher
9. Fiona Warelow		
Barwon Heads Football & Netball Club		
14. Sarah Shaw	34. Viva Partos	54. Robert Evans
15. Cameron Don	35. Sandy Fry	55. Salena Hibbard
16. Erinlee Huggard	36. Stephanie Clay	56. Nicole Bennett
17. Chris Cornell	37. Margie McLeod	57. Tim Goddard (PRESIDENT)
18. Melanie Macilwain	38. Brendan Curry	58. Tim Sprague
19. Airlie Hogan	39. Jeffrey Aitken	59. Craig Armstrong
20. Katja Bishof	40. Rodney Beckwith	60. John O'Neill
21. Steven Copland	41. Jane Reid	61. William Tovey
22. Louise Delaney	42. Darren O'Mahony	62. Michael Scott
23. Peter Debenham	43. Nikole Furnari	63. Michael Ryan
24. Kylie Wiffen	44. Rob Mackie	64. Craig McFarlane
25. Kristen Kelly	45. Dean Roderick	65. Nicky Langford-Jones
26. Kate Strong	46. Wallace Beckwith	66. Dale Fraser
27. Chris Cunningham	47. Graeme Nimmo	67. John Geddes
28. Matt Walsh	48. Adam McPhee	68. Trevor Harris
29. Michelle Hanrahan	49. Danni Smith	69. David Cartin
30. John Liston	50. Justin Moran	70. Norm Goddard
31. Kim Pate	51. Lauren Moran	71. Elise Wilkinson
32. Barry Stevens	52. Georgia Hillman	72. Lisa Lardner
33. Kirk McNamara	53. Daniel Vella	
73. Rose Pirrottina – Female Change Rooms		
74. John Nankervis – WG Little Reserve Playground		
75. Bernard Kelly – Technology		
76. Judy Cameron – Streetscape		
77. Di Roberts – Affordable Housing (Bellarine)		
78. Steve Doedee – King Lloyd Reserve		
79. Vicky Grosser (Geelong One Fire) – Local Aboriginal Community		
80. Lindy Mills (Good Foundation) – Diet Related Disease		
81. Ross Deeth (Drysdale Football Club) – Drysdale Sporting Precinct Master Plan		
82. Ingrid Novosel (Indented Head Community Association) – Community Hall		
83. Lynne Dowling – Chilwell Library		
84. Neville Hunter (GAFNC) – Solar Panels		
85. Kate Carroll – Aged Care Packages/Positive Aging Programs		
86. Jennifer Bantow (National Trust Victoria) – Heritage Advisory		
87. Rosalind Ellinger – Environment		
88. Vicki Perrett (Geelong Sustainability) – Environment		
89. Denis O'Bryan (Ratepayers Geelong Inc.) – Rates & Financial Reporting		

List of submitters who addressed the panel:

- Simon Hill (President Corio Little Athletics Club)
- Tim Goddard (President Barwon Heads Football & Netball Club)
- Ross Deeth (Drysdale Football Club) & Paul Rawson (Drysdale Soccer Club)
- Simon Farrell (GAF&NC President) & Frank Tuskes (NCCC President)
- Jennifer Bantow (Geelong & Region National Trust of Australia)

PANEL CONSIDERATION OF SUBMISSIONS MADE TO THE PROPOSED 2018-22 COUNCIL PLAN & 2018-19 BUDGET

Source:	Finance & Strategy - Financial Services
Director:	Peter Anderson
Index Reference:	SUB-16-2053
Report To:	Council
Portfolio	Finance

Purpose

The purpose of the Council Plan & Budget Submission review Panel is to consider any submissions received and make a recommendation whether to change the proposed 2018-22 Council Plan or the 2018-19 Budget.

Background

Council adopted the 2018-22 Council Plan and 2018-19 Proposed Budget on 1 May 2018. In accordance with the requirements of the Local Government Act, the proposed Council Plan and Budget was advertised and invited submissions for a 28 day consultation period. The submission period closed on Tuesday, 29 May 2018 at 5.00pm.

The submissions review panel met on Tuesday 5 June, 2018 at 6:15pm to consider the submissions. All submitters have been invited to attend the panel hearing and to briefly speak to their submission.

Council will receive a report from the submissions panel and consider recommendations as part of adopting the 2018-22 Council Plan & 2018-19 Budget on Tuesday 26 June at 6pm.

Key Issues

- Council received 89 written submissions in relation to the Proposed Council Plan & Budget. Submissions have been listed in order of receipt, by the name of the submitter and grouped under each topic raised (**refer to table 1**). All submitters have received acknowledgment of their submission with an invitation to attend the panel hearing and speak to their submission.
- The submissions review panel considered all submissions relating to the 2018-19 Budget and recommend no change.
- In response to submissions relating to the Council Plan, the recommendation of the Submission panel is to amend the proposed Council Plan as follows:
 - The addition of a paragraph in the 'About the Plan' section which describes the services that Council provides to better explain the role of Council to the community.
 - The addition of a measure "Maintain visitation to our key cultural facilities (National Wool Museum, Potato Shed, Geelong Gallery, Courthouse Youth Arts and the Geelong Library and Heritage Centre)" to the Vibrant Arts and Culture council priority. This has been added to ensure the measures are more clearly expressed, measurable and aligned to one another (as per the recommendations from the *2012 VAGO report Performance Reporting* by Local Government Victoria).
 - The addition of the key priority "Develop a housing policy to provide a range of social and affordable housing options" under the Improved Health and Safety of our Community council priority, in response to submission from Di Roberts (submission topic 7).

- The addition of several aims for 2018-19 to the Effective Environmental Management council priority focusing on zero waste to landfill, protection and rehabilitation of our beaches, waterways and conservation reserves and One Planet Living Principles. This is in response to the submission from Vicki Perrett (submission topic 18).

Recommendation

That Recommendations on the agenda for the Meeting of Council on Tuesday, 26 June 2018 be as follows:

- a) **Having considered all submissions lodged, together with the report of the Submissions Panel (Appendix 3), the Proposed Budget considered by Council on 1 May 2018 be adopted without change.**
- b) **Having considered all submissions lodged, together with the report of the submissions panel (Appendix 3), the amended Proposed Council Plan (Attachment 1) considered by Council on 1 May 2018 be adopted.**

Table 1

Submission No.	Name	Invited
1	<p>Goldsworthy Reserve Athletic Track Renewal</p> <ul style="list-style-type: none"> - Simon Hill - Sharron Colls-McKenzie - Kirsten Thomas - Susan Kilbride - Judy Hase - David Thomas - David Fountain - Fiona Warelow - Denise Charles - Marty Sanders - Kelvin Gray - Josh Carracher - Danny Sparks-Cousins 	Accepted
2	<p>Barwon Heads Football & Netball Club</p> <ul style="list-style-type: none"> - Sarah Shaw - Cameron Don - Erinlee Huggard, - Chris Cornell - Melanie Macilwain - Airlie Hogan - Katja Bishof - Steven Copland - Louise Delaney - Peter Debenham - Chris Cunningham - Kristen Kelly - Nicole Bennett - Georgia Hillman - Lauren Moran - Darren O'Mahony - Rodney Beckwith - Jeffrey Aitken - Brendan Curry - Rob Mackie - David Cartin - Jane Reid - Danni Smith - Tim Sprague - William Tovey - Michael Ryan - Craig McFarlane - John Geddes - Lisa Lardner - Tim Goddard (President) - Kylie Wiffen - Matt Walsh - Michelle Hanrahan - Josh Liston - Kim Pate - Barry Stevens - Kirk McNamara - Sandy Fry - Viva Partos - Margie McLeod - Stephanie Clay - Kate Strong - Salena Hibbard - Daniel Vella - Justin Moran - Adam McPhee - Graeme Nimmo - Wallace Beckwith - Dean Roderick - Nikole Furnari - Elise Wilkinson - Norman Goddard - Robert Evans - Craig Armstrong - John O'Neill - Michael Scott - Nicky Langford-Jones - Dale Fraser 	Accepted
3	Rose Pirrottina	
4	John Nankervis (Bellarine Bayside)	Apology
5	Bernard Kelly	

6	Judy Cameron	
7	Di Roberts	Apology
8	Steve Doedee (Murgheboluc Cricket Club)	
9	Vicky Grosser (Geelong One Fire Reconciliation Group)	Apology
10	Lindy Mills (The Good Foundation)	
11	Ross Deearth (Drysdale Football Club)	Accepted
	Paul Rawson (Drysdale Soccer Club)	Accepted
12	Ingrid Novosel (Indented Head Community Association)	
13	Lynne Dowling	
14	Neville Hunter (Geelong Amateur Football & Netball Club Inc.)	Accepted
15	Kate Carroll	
16	Jennifer Bantow (Geelong and Region National Trust of Australia (Victoria))	Accepted
17	Rosalind Ellinger	
18	Vicki Perrett (Geelong Sustainability)	
19	Denis O'Bryan (Ratepayers Geelong Inc.)	

Attachment 1

Discussion

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

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

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

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

The following submissions, were received in response to the 2018-22 Council Plan and 2018-19 Budget. The submissions have been summarised in this report and officer comments and recommendations are provided for the panels' consideration.

1. Goldsworthy Reserve Athletic Track Renewal
--

Submissions supporting the allocation of funding in the 2018-19 proposed budget for renewal of the Goldsworthy Reserve Athletic track in Corio were received from; Sharron Colls-McKenzie, Kirsten Thomas, Susan Kilbride, Judy Hase, Simon Hill, David Thomas, David Fountain, Fiona Warelow, Denise Charles, Marty Sanders, Kelvin Gray, Josh Carracher and Danny Sparks-Cousins.

Simon Hill President of Corio Little athletics club attended the panel hearing and spoke to the submission thanking council for the funding included in the 2018-19 budget.

Officer Comments

The 2018-19 Council Budget includes funding of \$1.26m to renew the Goldsworthy Reserve athletic track in Corio. This renewal project was recognised as a community priority project to be included in the proposed budget.

Recommendation

That:

- 1) The submissions be received and submitters be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of their submission.**
- 2) Submitters in support of the Goldsworthy Athletics track upgrade be thanked for the submission and a response be forwarded in terms of the officer comments.**

2. Members of the Barwon Heads Football & Netball Club (BHFNC) – Lighting on R T Fuller Oval, maintenance assistance at Howard Harmer Reserve and the provision of communal water dispensers.

Members of the BHFNC lodged submissions in response to the 2018-19 proposed budget requesting installation of flood lighting on R T Fuller Oval to alleviate an overcrowded training environment on Howard Harmer Reserve. Use of R T Fuller Oval is limited due to lack of lighting. The Club currently has 500 players throughout the season and the Howard Harmer Reserve is heavily used for 41.5 hours per week.

In addition a request for financial support to maintain Howard Harmer Reserve which is managed by Barwon Coastal Management and leased to BHFNC. The current financial burden to BHFNC for maintenance of the facility is ~\$30,000 per year. The submission from Ms Sandy Fry requests the budget include funds for the provision of communal water dispensers at R T Fuller Oval and the Barwon Heads Netball Courts. Currently there are no communal water dispensers at either site.

Tim Goddard President of Barwon Heads football & Netball Club attended the panel hearing and spoke in support of his submission on behalf of the club

Officer Comments

Request for Floodlights at RT Fuller Reserve

This land is Council managed and is under licence to Barwon Heads Cricket Club, Barwon Heads Soccer Club and Barwon Heads Football and Netball Club.

At present, Barwon Heads Football Club is licensed to use the RT Fuller Reserve on Monday to Thursday evenings from 4-7pm and Saturday from 8am – 12pm. The use is for junior football (up to under 13's).

The submission does not provide evidence of the benefit or need for lights, particularly as it relates to training only at junior grades (under 13 and below), where the standard training time is between 4-6pm. The submission does not indicate the cost involved, noting the lux level proposed is higher than the standard for training lights.

Depending on the scope of the lighting proposal, the technical work involved in undertaking a feasibility assessment may include a Cultural Heritage Management Plan assessment, geotechnical assessment, existing services assessment, site surveying, electrical design and quantity surveying. It is likely that consultation with other users of the facility and engagement with surrounding community will also be required. It is estimated that \$30k would be required to develop a detailed business case for future construction which is notionally assumed at \$200k - \$300k. The project costs would depend on the scope (50lux vs 100 or 200), geotechnical reports, lighting design, expected power upgrade costs for consolidation of power to reserve, cultural heritage, and soil testing.

Officer advice is that the BHFNC apply for funding of the proposed floodlights via the Community Infrastructure Investment Fund, and in preparation for this application that the club undertake some of the necessary pre-planning work to better understand the need, feasibility and cost of the project. CoGG officers can assist with advice and support to the club in undertaking this pre-planning work.

Request for maintenance assistance to BHFNC for its use of Howard Harmer Reserve.

This land and facility is managed by the Barwon Coast Committee of Management on behalf of the state.

There are a number of sporting facilities across the City operated by not-for-profit organisations (ie: sporting clubs) where Council is not the land owner or manager, as is the case for Barwon Heads Football and Netball Club. Council does not have a policy or practice of funding maintenance costs for land not owned or managed by Council. This is the responsibility of either the land manager, in this case is Barwon Coast Committee of Management, or the tenant, Barwon Heads Football and Netball Club.

Officer advice is that Council is not in a position to provide maintenance assistance to BHFNC for Howard Harmer Reserve.

Request for drinking fountain / water dispenser at Howard Harmer and / or RT Fuller Reserves

At present Council is reviewing and testing all water fountains and drinking dispensers in Council-managed reserves. The installation of any new facilities at existing reserves is on hold, pending the outcome of this process.

Recommendation

That:

- 1) The submissions be received and Barwon Heads Football and Netball Club members be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of their submission.**
- 2) Barwon Heads Football and Netball Club members be thanked for the submission and a response be forwarded in terms of the officer comments.**

3. Rose Pirrottina – Female Change Rooms

Ms Rose Pirrottina provides a submission in support of the allocation of funding in the 2018-19 proposed budget to support provision of female change rooms at sporting facilities in the municipality.

Officer Comments

The 2018-19 Council Budget includes funding of \$2.7m for the provision of unisex change rooms at sporting grounds in the municipality.

Recommendation

That:

- 1) The submission be received and Rose Pirrottina be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of her submission.**
- 2) Rose Pirrottina be thanked for the submission and a response be forwarded in terms of the officer comments.**

4. John Nankervis – W G Little Reserve Playground
--

Mr John Nankervis provides a submission on behalf of Bellarine Bayside Coastal Management seeking Council support for funding of \$120,000 for redevelopment of the playground at W.G. Little Reserve in Portarlington.

Officer Comments

There are nine play spaces in Portarlington managed by the City of Greater Geelong;

<i>Hawthorn Reserve</i>	<i>Hawthorn Street</i>
<i>Evandale Reserve</i>	<i>Evandale Avenue</i>
<i>Nottingham Reserve</i>	<i>Nottingham Street</i>
<i>Arlington Rise Reserve</i>	<i>Arlington Rise</i>
<i>Portarlington Reserve</i>	<i>Sproat Street</i>
<i>Portarlington Tennis Club</i>	<i>Sproat Street</i>
<i>Wiffen Park</i>	<i>Newcombe Street</i>
<i>Portarlington Foreshore</i>	<i>The Esplanade</i>
<i>Seaforth Reserve</i>	<i>Seaforth Drive</i>

The Geelong Play Strategy identifies the potential requirement for one more play space in Portarlington in the future.

The City of Greater Geelong has provided Bellarine Bayside with \$10,000 funding towards the design of a new play space / upgrade at WG Little Reserve, which is on land they manage but is part of the City's overall playground supply.

Council officers can work with Bellarine Bayside to identify alternative funding opportunities, such as the City's Community Facility Infrastructure Fund.

The State Government grants program, the Community Sporting Facilities Fund, is a further funding opportunity. The fund guidelines extend to Crown land where management is community based and where the project provides access for the broader community. We have identified this project as one of the projects we would recommend to Council for application (noting that matching funding has already been provided by Bellarine Bayside).

Recommendation

That:

- 1) The submission be received and John Nankervis be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of their submission.**
- 2) John Nankervis be thanked for the submission and a response be forwarded in terms of the officer comments.**

5. Bernard Kelly – Funding for a high tech future

Mr Bernard Kelly provides a submission noting the omission of funding for technology education in Councils future vision. The submission proposes Council make provision to fund the delivery of Coding classes through community centres.

Officer Comments

Council has a Digital Geelong Strategy which identifies many actions to increase and improve digital access and digital inclusion across the municipality.

Council notes that Code Clubs for children and young people are a great activity, and as part of Council's Digital Geelong Strategy the City has hosted free Code Club training for teachers and volunteers. Some schools, Neighbourhood Houses, Geelong Regional Library and its branches and other organisations have set up their own Code Clubs following their participation in this training.

One of the participating schools, which embraced the digital technology curriculum to a great extent, is now representing Australia at an International Lego robotics competition in Hungary.

The City has also set up a STEAM (Science, Technology Engineering Arts and Maths) interest group for all teachers, community members, organisations who are interested in supporting each other, sharing ideas around activities such as Coding for children and young people.

Victorian Schools have now incorporated Coding as part of their digital technology curriculum, thereby providing children across the state greater access to Coding.

The City's projects in the area of Digital Inclusion are outlined in a brochure (attached to this response).

Recommendation

That:

- 1) The submission be received and Bernard Kelly be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of his submission.**
- 2) Bernard Kelly be thanked for the submission and a response be forwarded in terms of the officer comments.**

6. Judy Cameron - Streetscape

Ms Judy Cameron provides a submission noting the housing infill and importance of retaining green spaces within the city. A request for Council to plant native species on nature strip infrastructure and plantings of street trees to address climate change. Footpaths to be widened to allow for cyclists passage and Council to support the banning of single use plastic bags.

Officer Comments

The City are continually looking at opportunities to revitalise the Central Geelong and the surrounding suburbs. The City, in partnership with the State Government, are working to deliver the Revitalising Central Geelong action plan which aims to increase the number of people living, working and visiting Geelong. Actions in the plan include projects such

as the Malop Street Green Spine, which delivers separated cycling facilities, an urban linear park and water sensitive urban design gardens – such as the porous surfaces you have mentioned.

Our Clever and Creative vision, developed with the community, aims to have 50% of trips to work made by people walking, riding or catching public transport. This visionary target will require the development and delivery of safe, direct and separate facilities for cyclists and pedestrians – separated from vehicle traffic as you've mentioned.

In addition to this, we are continually looking for ways to deliver clever and creative initiatives into our everyday civil works, particularly in managing and reusing rainwater.

Recommendation

That:

- 1) The submission be received and Judy Cameron be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of her submission.**
- 2) Judy Cameron be thanked for the submission and a response be forwarded in terms of the officer comments.**

7. Di Roberts – Affordable Housing on the Bellarine

Ms Di Roberts provides a submission in response to the proposed 2018-22 Council Plan, specifically priorities 'Improved Health and Safety of our Community' and 'Informed Social Infrastructure and Planning' and notes the scarcity of affordable rental accommodation in the Bellarine Ward available to residents over the age of 55.

Officer Comments

The majority of social housing is provided by the state government and community housing associations, not by Councils. However, there is still an important role for the City to play in identifying where additional social housing is needed.

We are seeking support from Department of Health & Human Services to develop a Social Housing Policy in 2019. This project will involve consultation with community housing associations and support agencies to assist us identify where and how additional social housing is needed. We are experiencing rapid population growth and housing demands on the Bellarine Peninsula at the moment. The provision of social housing on the Bellarine will be part of our policy development.

Recommendation

That:

- 1) The submission be received and Di Roberts be advised that Council resolved not to vary the 2018-19 Budget as a result of her submission.**
- 2) Di Roberts be advised that the Council Plan now includes a priority around developing a housing policy in 2019.**
- 3) Di Roberts be thanked for the submission and a response be forwarded in terms of the officer comments.**

8. Steve Doedee – King Lloyd Reserve

Mr Steve Doedee provides a submission in support of the allocation of funding in the 2018-19 Proposed Budget for construction of a spectators viewing deck in front of the Murgheboluc Cricket Club rooms at King Lloyd Reserve in Newtown.

Officer Comments

The 2018-19 Council Budget includes funding of \$20,000 to construct a viewing deck at King Lloyd Recreation Reserve in Newtown. This renewal project was recognised as a community priority project to be included in the proposed budget.

Recommendation

That:

- 1) The submission be received and Steve Doedee be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of his submission.**
- 2) Steve Doedee be thanked for the submission and a response be forwarded in terms of the officer comments.**

9. Vicky Grosser – Council Plan links to local Aboriginal Community

Ms Vicky Grosser on behalf of Geelong One Fire Reconciliation Group provides a submission in response to the proposed 2018-22 Council Plan and requests the final document include reference, examples and links to the strong and skilled local Aboriginal community to strengthen the whole Greater Geelong community. The submission notes the City of Greater Geelong endorsed the actions arising from the Karreenga Aboriginal Action Plan Advisory Committee meeting. Geelong One Fire supported Council prioritising the creation of a Reconciliation Action Plan to strengthen the Greater Geelong community.

Officer Comments

The City of Greater Geelong acknowledges the endorsement of the agreed actions arising from the recent Aboriginal Advisory Committee meeting which in summary include:

- *developing and registering a new plan as a RAP (Reconciliation Action Plan) with a 12 month foundation action plan*
- *ensuring the process is underpinned by self-determination and the voices of Aboriginal people*
- *taking a co-design approach*
- *taking the opportunity to learn from and visit other Councils that have well established plans and strong relationships with their local Aboriginal Communities – Shepparton, Latrobe Valley and Darebin, and*
- *building on the foundation and work commenced through the Karreenga Aboriginal Action Plan.*

As the City of Greater Geelong has committed to undertake a comprehensive review of the Karreenga Aboriginal Action Plan in collaboration with the community, actions arising from this co-design process will be incorporated into future Council Plan updates.

Recommendation

That:

- 1) The submission be received and Vicky Grosser be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of their submission.**
- 2) Vicky Grosser be thanked for the submission and a response be forwarded in terms of the officer comments.**

10. Lindy Mills – Addressing Diet Related Disease

Ms Lindy Mills on behalf of The Good Foundation provides a submission in response to the proposed 2018-19 Budget. The submission seeks funding of \$150,000 to enable continued delivery of the Jamie's Food Kitchen program in the Geelong region. The funding will support the operation of community based cooking program in a commercial kitchen. The program runs 5-7 week courses providing food preparation skills and education in health and nutrition for individuals at risk of diet related disease.

Officer Comments

In the past we supported this initiative through the state's Healthy Together funding the City received. We provided \$20,000 per annum, primarily to cover rent. The City no longer receives the Healthy Together funding, as the agreed funding period has finished.

On this occasion, we will not be in a position to support this application because:

- We do not have the funds available.*
- We cannot justify a bid for additional funding.*
- The priorities under the Municipal Public Health and Wellbeing Plan are yet to be fully established.*

Recommendation

That:

- 1) The submission be received and Lindy Mills be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of their submission.**
- 2) Lindy Mills on behalf of The Good Foundation be thanked for the submission and a response be forwarded in terms of the officer comments.**

11. Ross Deeath & Paul Rawson – Drysdale Sporting Precinct Masterplan

Mr Ross Deeath and Mr Paul Rawson attended the panel hearing on behalf of Drysdale Football & Soccer Clubs to speak to their submission. The submission requests the provision of \$50,000 be included in the budget to update the existing Drysdale Sporting Precinct Masterplan. A revised Masterplan is required to include increased recreation infrastructure which would address the extensive population growth in Drysdale and the Bellarine. The Clubs are very appreciative of Councils past support and commitment to the Drysdale Sporting precinct. Funding will enable the sporting clubs to lobby for significant government funding prior to the State Government election in November, to complete stage 2 of the Masterplan.

Officer Comments

The Drysdale Sport Precinct Masterplan was adopted by Council in 2011. Stage One of the Masterplan has been delivered, with the opening of the new sports pavilion in March 2018.

Due to recent changes in this precinct, including the sale of some land and the finalisation of plans for the Drysdale bypass, the Masterplan will require review and, likely, revision.

This was not identified as a priority for the 2018-19 budget.

The resources required to support a review of the Masterplan would be approximately \$75,000 for design consultants and will be warranted at some point. Future funding has been provided in the Strategic Resource plan for the Drysdale sports precinct.

Recommendation

That:

- 1) The submission be received and Ross Deeth and Paul Rawson be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of their submission.**
- 2) Ross Deeth and Paul Rawson on behalf of Drysdale Football and Soccer Clubs be thanked for the submission and a response be forwarded in terms of the officer comments.**

12. Ingrid Novosel – Indented Head Community Hall

Ms Novosel on behalf of Indented Head Community Association provides a submission in response to the proposed 2018-19 Budget requesting funding for the removal of asbestos from the roof and walls of the Indented Head Community Hall. The submission notes that the hall is not a Council asset and is on Crown land and therefore requests Council liaise with Bellarine Bayside Coastal Management to achieve funding to upgrade and make safe the public facility.

Officer Comments

The Indented Head Hall is located on foreshore land managed by Bellarine Bayside Foreshore Committee of Management on behalf of the State government. Bellarine Bayside are responsible for the management, maintenance and regulatory compliance of the asset. The City of Greater Geelong contributed \$160,000 to hall planning and capital upgrade works between 2014 and 2016.

It is recommended that the Indented Head Community Association lodge an application with Council's Community Facility Infrastructure Fund for consideration in future funding rounds, with the permission of Bellarine Bayside as land manager. The fund guidelines extend to Crown land where management is community based and where the project provides access for the broader community.

Recommendation

That:

- 1) The submission be received and Ingrid Novosel be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of their submission.**

- 2) **Ingrid Novosel on behalf of the Indented Head Community Association be thanked for the submission and a response be forwarded in terms of the officer comments.**

13. Lynne Dowling – Chilwell Library

Ms Dowling provides a submission in response to the proposed 2018-19 Budget requesting provision be made to fund an upgrade of the Chilwell Library building. The submission cites The Social Infrastructure Plan 2014-2021 where a recommendation was made that the building footprint be increased to include the addition of a meeting room and study spaces. Ms Dowling requests community consultation in the first instance to identify priority services the community hub would provide for local residents.

Officer Comments

The Chilwell library is not budgeted for upgrade in 2018-19 as the Social Infrastructure Plan is currently under review. Communities right across the City of Greater Geelong will be engaged in this process. Council works closely with the Geelong Regional Library Corporation on all major decisions relating to our libraries.

Recommendation

That:

- 1) **The submission be received and Lynne Dowling be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of her submission.**
- 2) **Lynne Dowling be thanked for the submission and a response be forwarded in terms of the officer comments.**

14. Neville Hunter - Geelong Amateur Football & Netball Club Inc.
--

Simon Farrell (GAF&NC President) & Frank Tuskes (NCCC President) attended the panel hearing and spoke to the joint submission to the 2018-19 budget.

The submission requests council funding for the provision for solar panels at the Queen's Park Pavilion to assist the club manage the rising cost of electricity consumption.

Officer Comments

It is recommended that the Geelong Amateur Football & Netball Club Inc. apply for solar panel funding by application to Council's Community Facility Infrastructure Fund for consideration in future funding rounds. The submission does not indicate the environmental and/or cost efficiency benefits that would be achieved, and no design has been submitted to ensure feasibility of the proposal, including whether the structure (building) can accommodate an appropriately sized solar facility.

Recommendation

That:

- 1) **The submission be received and Simon Farrell (GAF&NC President) & Frank Tuskes (NCCC President) be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of their submission.**

- 2) Simon Farrell (GAF&NC President) & Frank Tuskes (NCCC President) be thanked for the submission and a response be forwarded in terms of the officer comments.**

15. Kate Carroll

Ms Carroll provides a submission in response to the proposed 2018-22 Council Plan and 2018-19 Budget. The submission requests information on Aged Care Packages, their operation within the City of Greater Geelong, and how Council Plan strategies support the elderly people in the community, in particular delivery of positive aging programs.

Officer Comments

Health Equity and Planning unit is responsible for the development and implementation of the Municipal Public Health and Wellbeing Plan. With regards to the development of this plan, we have recently held 4 public consultations around the following priority areas: nutrition, physical activity, mental health and social inclusion and prevention of violence and injury.

There were representation of the older population who attended these sessions and provided their insight and input into those priorities. This will form part of the overall planning process when addressing health and wellbeing in the community.

Furthermore, in 2016 we were a signatory to the Friendly-ageing city declaration. Council is presently developing the Friendly ageing strategic plan which will sit alongside the health and wellbeing plan. Council is involved in in the Senior Citizen month event, we raise awareness regarding Elder Abuse and promote and support activities for the elderly in the community.

Recommendation

That:

- 1) The submission be received and Kate Carroll be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of her submission.**
- 2) Kate Carroll be advised that the Council Plan includes a positive aging plan as part of the Municipal Public Health and Wellbeing plan.**
- 3) Kate Carroll be thanked for the submission and a response be forwarded in terms of the officer comments.**

16. Jennifer Bantow (Geelong and Region Branch National Trust of Australia (Victoria)).

Ms Bantow provides a submission on behalf of the Geelong and Region Branch of the National Trust of Australia (Victoria). The submission seeks budget funds to develop a central function in Council for Heritage issues, an increase of the current Heritage Advisor role and financial support for the Annual Heritage Awards.

Officer Comments

A budget bid was put forward to support the provision of additional heritage resources to implement the Heritage Strategy and increase the heritage advisor role by 0.5 day/week however this was not a priority that could be accommodated in the budget.

To provide for a three year Heritage Adviser role to implement the Heritage Strategy would cost (including on costs) \$350,000. The increase of the Heritage Advisers hours by 0.5 days/week and additional time to manage annual awards etc. for three years would be \$93,000 (\$63,000 year one and \$15,000 for years 2 and 3).

The budget also includes \$200,000 for provision of Major Heritage grants

Recommendation

That:

- 1) The submission be received and Jennifer Bantow be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of their submission.**
- 2) Jennifer Bantow on behalf of the Geelong and Region Branch of the National Trust of Australia (Victoria) be thanked for the submission and a response be forwarded in terms of the officer comments.**

17. Rosalind Ellinger

Ms Ellinger provides a submission in response to the proposed 2018-22 Council Plan and 2018-19 Budget. The comments the proportion of funding allocated to the environment and natural resources compared with total budget expenditure and notes the continued use of the Drysdale landfill which is inconsistent with Councils environmental strategies.

The submission provided favourable comment on the Bellarine Shared Trails and commitment to preservation of rural and coastal towns.

Officer Comments

Council has an extensive track record of delivering and supporting sustainability and natural resource programs and initiatives, including;

- One Planet Living Certification (2015),*
- adoption of corporate emissions reduction target,*
- implementation of a Zero Carbon Buildings capital works program which includes extensive solar arrays,*
- adoption of a Council Sustainable Building Policy and minimum sustainability standards for all new buildings (2017),*
- development of a Low Carbon Growth Plan (2015),*
- development of a Draft Community Zero Carbon Action Plan (2018),*
- provided support for Sustainable House Day,*
- creation of the community Environment and Sustainability grants program to assist community to reduce carbon emissions (2017) and,*
- working with many Landcare and 'Friends of' Groups to protect and rehabilitate our beaches, waterways and conservation reserves.*

The 2018-19 draft budget maintains Councils commitment to the above program and initiatives.

The Drysdale Landfill and Resource Recovery Centre provides a critical service to enable the safe and efficient disposal and recovery of waste materials. The Centre is operated under strict licence conditions and regulated by the EPA. Extensive upgrades of the Drysdale landfill in recent years have been undertaken to help ensure it is using the latest technology. These upgrades include the installation of a water clarifying equipment and installation of a leachate to sewer pipeline.

Recommendation

That:

- 1) The submission be received and Rosalind Ellinger be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of her submission.**
- 2) Rosalind Ellinger be thanked for the submission and a response be forwarded in terms of the officer comments.**

18. Vicki Perrett (Geelong Sustainability)

Ms Perrett provides a submission on behalf of Geelong Sustainability in response to the proposed 2018-22 Council Plan and 2018-19 Budget. The submission comments on the draft Council Plan commitment to sustainability through the addressing of climate change, waste and environmental challenges.

Geelong Sustainability are concerned that the Council Plan Key Priorities do not have a measure of success for the period 2018-19. Specific issues raised are Councils commitment to support for an annual event 'Sustainable House Day' which is not evident in the budget, underspend for environment and natural resources, waste strategy, slow implementation of bicycle networks in the municipality and Zero Carbon emissions strategy. Investment in climate safety is not evident in the 'where your rates are spent'.

Supportive comments on what is included in the proposed budget were noted.

Officer Comments

Council has an extensive track record of delivering and supporting sustainability and natural resource programs and initiatives, including;

- One Planet Living Certification (2015),*
- adoption of corporate emissions reduction target,*
- implementation of a Zero Carbon Buildings capital works program which includes extensive solar arrays,*
- adoption of a Council Sustainable Building Policy and minimum sustainability standards for all new buildings (2017),*
- development of a Low Carbon Growth Plan (2015),*
- development of a Draft Community Zero Carbon Action Plan (2018),*
- provided support for Sustainable House Day,*
- creation of the community Environment and Sustainability grants program to assist community to reduce carbon emissions (2017) and,*

- *working with many Landcare and 'Friends of' Groups to protect and rehabilitate our beaches, waterways and conservation reserves.*

Support for Sustainable House Day, Waste Strategy and Zero Carbon Emissions Strategy are contained within the budget. Program funding of \$175,000 is provided for Future proofing Geelong in the 2018-19 budget. If not specifically mentioned, the funding will come via recurrent budgets from the relevant Department.

The measures of success outlined in Council Plan are 4 year measures with the aim to achieve these over the course of the 4 year life of Council Plan. Council will report annually the progress against measures in its Annual Report.

Recommendation

That:

- 1) The submission be received and Vicki Perrett be advised that Council resolved not to vary the 2018-19 Budget as a result of her submission.**
- 2) Vicki Perrett on behalf of Geelong Sustainability be advised that the 2018-2022 Council Plan will now include several additional aims to the Effective Environmental Management Council priority.**
- 3) Vicki Perrett on behalf of Geelong Sustainability be thanked for the submission and a response be forwarded in terms of the officer comments.**

19. Denis O'Bryan (Ratepayers Geelong Inc.)
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Mr O'Bryan provides a submission on behalf of Ratepayers Geelong Inc. The submission makes observations on proposed 2018-19 Budget and provides a number of recommendations;

1. Get rid of saleable assets if they are not delivering a decent return. Invest in productive revenue raising assets, not for Council to manage, but to be managed under licence or rent.
2. Be transparent and truthful with the public on money transactions
3. Urgently review the huge debt that we will be in within 4 years and make it not happen.
4. Council declares a consistent \$40m surplus why not give the commercial property rate payers a decent rate break and an incentive to stay in CoGG.
5. Make the ratio of asset renewal and upgrades be 70% of asset budget.
6. Change the policy and disallow planned rapid growth areas from now. The Council-caused race for rapid new housing and smaller blocks has to finish. If any project is approved after today, the income and expenses budget must be made public and available for scrutiny before decision to proceed.
7. Past Council decisions have incurred unacceptable debt trajectory. Council must deliver a debt management plan to reduce debt to acceptable level.

Officer Comments

Officer comments are responded separately to each recommendation.

- 1. Councils property assets are provided for a wide range of community purposes and economic considerations are just one criteria that is taken into account when decisions on future use is being made.*

Council has an ongoing program for review of property assets. Recommendations are brought forward to council with detailed explanation and a sale process may or

may not commence. The recent decision to commence a process for the post office building is an example of intentions.

- 2. The presentation of the budget is in accordance with a model budget framework developed by the office of Local Government. The comprehensive income statement outlines the income and expenditure over the forward years as you have outlined. In addition the budget document includes under Appendix 1 a detailed Budgeted Income Statement which provides additional income and expense classification to derive the recurrent or operating surplus (underlying surplus) relative to the non recurrent surplus. We believe this to be an exercise of additional transparency with recording of detailed income and expenditure items.*
- 3. The forward borrowing program is influenced significantly by provisioning for loan borrowings for the Civic Accommodation project. This project is subject to further review prior to formalising the commencement of the project, therefore the forecast loan schedule should be seen in this light.*
- 4. The surplus includes the non-monetary contributions for subdivision assets gifted to council. The surplus represents the positive growth in assets of council. The surplus doesn't provide an opportunity to lower rates for commercial land use.*
- 5. We consider that this recommendation to be a worthwhile objective, however there are obvious constraints with commitments to new social infrastructure, developer contribution plans and the Civic Accommodation project.*
- 6. Council's policies around planning for growth relate to managing the spatial land requirements and associated infrastructure planning. These requirements respond to current and future forecast growth due to a range of factors including natural population growth and inward migration from Melbourne and other centres. Council has advocated for a Metropolitan rate in the new soon to be implemented Infrastructure Contribution Plan rates to reflect the costs associated with providing infrastructure for new growth areas. Legislation regarding developer contributions seeks to strike a balance between managing the costs of growth with the broader societal benefits of growth including employment and new services.*
- 7. Council has an adopted Loan Borrowing policy that guides reasons to borrow. Debt levels go up and down with all loans being principal & interest repayments. The increase in debt levels includes funding the Civic Accommodation project, yet to be confirmed, with a long term strategy to reduce debt.*

Recommendation

That:

- 1) The submission be received and Denis O'Bryan be advised that Council resolved not to vary the 2018-22 Council Plan and 2018-19 Budget as a result of the submission.**
- 2) Denis O'Bryan on behalf of Ratepayers Geelong Inc. be thanked for the submission and a response be forwarded in terms of the officer comments.**

2. MUNICIPAL ROAD MANAGEMENT PLAN 2018-2021

Source: City Services - Engineering
Director: Guy Wilson-Browne
Index Reference: Subject: Roads – Road Management Plan
Portfolio: Social and Infrastructure Planning

Purpose

To adopt the revised Municipal Road Management Plan 2018-2021.

Background

The purpose of a Municipal Road Management Plan is to establish a system for our road management functions, which is based on policy, operational objectives and available resources and to set a performance standard for our road management functions.

The City's Municipal Road Management Plan (Plan) was previously reviewed and adopted as Version 6 in June 2017.

As required by the Road Management (General) Regulations 2016, the Plan is required to be reviewed by 30 June 2018 following the appointment of the new Council.

A comprehensive internal review of the Plan was undertaken including input from external consultants, and a number of amendments in the hazard identification and response for infrastructure are proposed.

A schedule of amendments proposed to Version 6 is attached to this report (**Attachment 2**).

Key Issues

- Council must adopt the revised Municipal Road Management Plan 2018-2021 by 30 June 2018 in order to have a valid Plan and be compliant with the Road Management (General) Regulations 2016.
- A number of changes have been proposed to inspection frequencies and response timeframes within the Plan. It is important to note that the purpose of the Plan is to identify and respond to hazards and safety risks and it does not limit our ability to undertake preventative maintenance on assets covered by the Plan. These changes have been made taking into account many factors including growth across the City, available resources, independent legal advice and benchmarking with other Council's Road Management Plans.

Cr Aitken moved, Cr Kontelj seconded -

That Council adopt the revised Municipal Road Management Plan 2018-2021 Attachment 3.

Carried.

Attachment 1

Financial Implications

The adoption of the Municipal Road Management Plan will have no direct financial implications. However, in adopting the Plan there is regard for the cost of resources to implement the Plan and potential for financial claims if the Plan is not complied with.

Community Engagement

As required by the Road Management (General) Regulations 2016, the Plan was advertised in the City News section of the Geelong Advertiser on 5 May 2018 and in the Victorian Government Gazette on 3 May 2018 for a period of 28 days.

The Plan was advertised on the City's Twitter (19 May), LinkedIn (16 May) and Facebook (22 May) pages to assist in reaching a wider audience.

The Plan was also advertised on the City's webpage "Have your say..." section. Members of the general public were given the opportunity to download the Plan and provide feedback. The page generated 899 page views and 62 document downloads during the 28 day advertising period.

Four submissions were received during the advertising period, however none of these directly related to the content of Plan.

Social Equity Considerations

The adoption of the Municipal Road Management Plan will have no direct social equity implications.

Policy/Legal/Statutory Implications

The Municipal Road Management Plan has been prepared in accordance with the following Acts, Regulations and Codes of Practice:

- Local Government Act 1989 (Vic);
- Local Government (Best Value Principles) Act 1999 (Vic);
- Road Management Act 2004 (Vic);
- Road Management (General) Regulations 2016 (Vic);
- Road Management (Works and Infrastructure) Regulations 2015 (Vic);
- Road Safety Act 1986 (Vic);
- Wrongs Act 1958 (Vic); and
- Ministerial Codes of Practice.

The Plan was initially prepared in 2004 as per sections 49 to 55 of the Road Management Act (2004). The Road Management (General) Regulations 2016 provides guidance on the review frequency of the Plan.

Alignment to City Plan

This report aligns directly to City Plan's Strategic direction of "a Sustainable Built and Natural Environment". The Municipal Road Management Plan is identified as a key strategy that will assist in delivering the priorities identified.

Conflict of Interest

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

Risk Assessment

There are no additional risks associated with adopting the Municipal Road Management Plan. The Plan addresses and documents “reasonable” hazard response standards in relation to the City’s roads, footpaths, kerb & channel and other road-related infrastructure in order to manage and mitigate the City’s risk in relation to these assets.

Environmental Implications

There are no direct environmental implications by adopting the updated Road Management Plan.

Attachment 2 – Schedule of Changes & Amendments

Version	Date	Changes/Amendments
V 7.0		<p>The seventh review of the plan resulted in the following changes:</p> <p>General – Rewrite in Plain English to improve transparency of the Plan</p> <p>General – Reformatting to bring Plan in line with the City’s new Branding Guidelines</p> <p>General – Removed Executive Summary</p> <p>S1 – Added “The City” to Definitions</p> <p>S1 – Added “Other Roads” to Definitions</p> <p>S1 – Added “Road” to Definitions</p> <p>S1.1 – Added reference to Asset Management Framework</p> <p>S1.2 – Added reference to the Wrongs Act 1958</p> <p>S1.3 – Removed reference to ad hoc reporting of drainage defects outside scope of the Plan</p> <p>S1.3 – Removed Table 1.1: Road Reserve Assets Covered by this Plan</p> <p>S1.4 – Removed Diagram 2.3.1 Typical Road Asset Cross Section</p> <p>S1.4 – Removed Table 1.2: Summary of Non-Council Assets on the Road Reserve</p> <p>S1.4 – Removed reference to Non-Council assets</p> <p>S1.5 – Rewrote S1.5: Suspending the Plan to clarify when the Plan may be suspended and who has responsibility to do so</p> <p>S1.6 – Added S1.6: Responsibility for the Plan</p> <p>S2.6.4 – Added reference to exclusion of obligation to maintain Non-Council assets, such as utilities and railway assets</p> <p>S3.2 – Removed reference to VicRoads in Asset Hierarchies</p> <p>S3.2 – Relocated Table 3.1: Footpath Hierarchy to Attachment 3</p> <p>S3.3 – Updated road lengths tables with recent data</p> <p>S3.4.2 – Removed details on Asset Management Plans</p> <p>S3.4.4 – Removed Table 3.3: RFS Target Inspection Response times. Removed “Safety Issues” as an inspection type.</p> <p>S3.4.5 – Removed S3.4.5 Risk Assessment and Prioritisation of Remedial Works</p> <p>S3.5.1 – Removed S3.5.1 Community Levels of Service</p> <p>S3.5.2 – Removed S3.5.2 Technical Levels of Service – Asset Specifications</p> <p>S3.5.3 – Removed S3.5.3 Community Levels of Service – Maintenance and Operations</p> <p>S3.5.4 – Removed S3.5.4 Community Levels of Service – Performance Measures and Targets</p> <p>S3.6 – Removed S3.6 Impacts on Service Levels</p> <p>S3.7 – Removed S3.7 Internal Auditing of Processes</p> <p>S3.8 – Removed S3.8 Reviewing Maintenance Management Performance</p> <p>S4 – Removed S4: Road Management Framework</p> <p>S5 – Updated reference to the City’s Public Road Register</p> <p>S5.1 – Removed S5.1: Municipal Road Map</p> <p>S5.4 – Removed S5.4: Updating the Register</p> <p>S5.5 – Removed S5.5: Recognition of Found Assets</p> <p>Technical References – Updated to current technical references</p> <p>Supporting Documents – Removed reference to Supporting Documents</p> <p>Attachment 1 Urban Roads & Streets – Removed reference to Category 5 (VicRoads)</p> <p>Attachment 1 Rural Roads – Removed reference to Category 5 (VicRoads)</p> <p>Attachment 1 Rural Roads – Removed reference to Category 1 (Limited Access & Fire Tracks)</p> <p>Attachment 3 – Removed reference to Condition Inspections</p> <p>Attachment 4 – Removed reference to Work Unit Responsibility for Programmed Inspections</p>

	<p>Attachment 4 – Decreased inspection frequency of Cat 4 sealed roads from 2 to 4 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 3 sealed roads from 2 to 6 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 2 sealed roads from 6 to 12 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 1 sealed roads from 12 to 24 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 4 signs from 2 to 4 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 3 signs from 2 to 6 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 2 signs from 6 to 12 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 1 signs from 12 to 24 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 4 unsealed roads from 2 to 4 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 3 unsealed roads from 2 to 6 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 2 unsealed roads from 6 to 12 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 1 unsealed roads from 12 to 24 months</p> <p>Attachment 4 – Removed reference to Limited Access / Fire Tracks</p> <p>Attachment 4 – Removed reference to Level 2 Bridge inspections as this is a condition inspection and outside the scope of the Plan</p> <p>Attachment 4 – Decreased inspection frequency of Cat 5 footpaths from 3 to 4 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 4 footpaths from 3 to 6 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 3 footpaths from 6 to 12 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 2 footpaths from 12 to 24 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 4 kerb and channel from 2 to 6 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 3 kerb and channel from 2 to 12 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 2 kerb and channel from 6 to 24 months</p> <p>Attachment 4 – Decreased inspection frequency of Cat 1 kerb and channel from 12 to 36 months</p> <p>Attachment 5 – Removed Attachment 5 Chart of Data Flow RFS/Inspection Process</p> <p>Attachment 6 – Removed Cat 5 column for road assets</p> <p>Attachment 6 – Changed reference of 'defects' to 'hazards'</p> <p>Attachment 6 – Amend all response times to be in business days for consistency</p> <p>Attachment 6 – Decreased response time for Cat 4 sealed road potholes from 8 to 10 days</p> <p>Attachment 6 – Added intervention timeframe for Cat 1 sealed road potholes of 20 days</p> <p>Attachment 6 – Increased response time for Cat 4 sealed road edge drops from 15 to 10 days</p> <p>Attachment 6 – Increased response time for Cat 3 sealed road edge drops from 20 to 10 days</p> <p>Attachment 6 – Increased response time for Cat 2 sealed road edge drops from 25 to 20 days</p> <p>Attachment 6 – Added intervention timeframe for Cat 1 sealed road edge drops of 20 days</p> <p>Attachment 6 – Increased response time for Cat 4 sealed road deformations from 15 to 10 days</p> <p>Attachment 6 – Increased response time for Cat 3 sealed road deformations from 20 to 10 days</p> <p>Attachment 6 – Increased response time for Cat 2 sealed road deformations from 25 to 20 days</p>
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	<p>Attachment 6 – Added intervention timeframe for Cat 1 sealed road deformations of 20 days</p> <p>Attachment 6 – Changed sealed road defect depth from 40mm to 75mm</p> <p>Attachment 6 – Decreased response time for Cat 4 sealed road debris hazards from 1 to 2 days</p> <p>Attachment 6 – Decreased response time for Cat 3 sealed road debris hazards from 1 to 2 days</p> <p>Attachment 6 – Decreased response time for Cat 2 sealed road debris hazards from 1 to 2 days</p> <p>Attachment 6 – Added intervention timeframe for Cat 1 sealed road debris hazards of 2 days</p> <p>Attachment 6 – Removed defect Debris on a Sealed Road Preventing Free Drainage</p> <p>Attachment 6 – Added hazard “Missing pit lids within the trafficable lane of a road”</p> <p>Attachment 6 – Added hazard “Broken pit lids within the trafficable lane of a road”</p> <p>Attachment 6 – Changed unsealed road defect depth from 50mm to 75mm</p> <p>Attachment 6 – Added unsealed road corrugations to be greater than 250m</p> <p>Attachment 6 – Increased response time for Cat 4 unsealed road defects from 50 to 30 days</p> <p>Attachment 6 – Increased response time for Cat 3 unsealed road defects from 100 to 60 days</p> <p>Attachment 6 – Increased response time for Cat 2 unsealed road defects from 150 to 120 days</p> <p>Attachment 6 – Increased response time for Cat 1 unsealed road defects from 260 to 240 days</p> <p>Attachment 6 – Decreased response time for Cat 4 sign defects from 5 to 10 days</p> <p>Attachment 6 – Decreased response time for Cat 3 sign defects from 5 to 10 days</p> <p>Attachment 6 – Decreased response time for Cat 2 sign defects from 5 to 20 days</p> <p>Attachment 6 – Decreased response time for Cat 4 guardrail defects from 10 to 20 days</p> <p>Attachment 6 – Decreased response time for Cat 3 guardrail defects from 10 to 20 days</p> <p>Attachment 6 – Decreased response time for Cat 2 guardrail defects from 10 to 90 days</p> <p>Attachment 6 – Decreased response time for Cat 4 pavement marking defects from 5 to 20 days</p> <p>Attachment 6 – Decreased response time for Cat 3 pavement marking defects from 5 to 20 days</p> <p>Attachment 6 – Decreased response time for Cat 2 pavement marking defects from 20 to 90 days</p> <p>Attachment 6 – Removed Cat 1 column for footpath assets</p> <p>Attachment 6 – Changed response time for Cat 5 footpath defects from 1 month to 20 days</p> <p>Attachment 6 – Changed response time for Cat 4 footpath defects from 3 months to 90 days</p> <p>Attachment 6 – Changed response time for Cat 3 footpath defects from 6 months to 120 days</p> <p>Attachment 6 – Changed response time for Cat 2 footpath defects from 12 months to 240 days</p> <p>Attachment 6 – Changed footpath trip hazard depth from 25mm to 30mm and added reference to cracking</p> <p>Attachment 6 – Added hazard type roadside vegetation overhanging footpaths</p> <p>Attachment 6 – Added hazard “Missing pit lids within the trafficable lane of a footpath”</p> <p>Attachment 6 – Added hazard “Broken pit lids within the trafficable lane of a footpath”</p> <p>Attachment 6 – Decreased response time for Cat 4 vegetation intruding into road envelope from 5 to 10 days</p> <p>Attachment 6 – Decreased response time for Cat 3 vegetation intruding into road envelope from 5 to 10 days</p> <p>Attachment 6 – Decreased response time for Cat 2 vegetation intruding into road envelope from 5 to 20 days</p>
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		<p>Attachment 6 – Added hazard for Cat 1 vegetation intruding into road envelope</p> <p>Attachment 6 – Decreased response time for Cat 4 vegetation obstructing visibility from 5 to 20 days</p> <p>Attachment 6 – Decreased response time for Cat 3 vegetation obstructing visibility from 5 to 60 days</p> <p>Attachment 6 – Decreased response time for Cat 2 vegetation obstructing visibility from 5 to 120 days</p> <p>Attachment 6 – Added hazard for Cat 1 vegetation obstructing visibility</p> <p>Attachment 6 – Removed defect trees/limbs in danger of falling</p> <p>Attachment 6 – Removed defect trees/shrubs obstructing visibility as it is a duplicate</p> <p>Attachment 6 – Changed kerb and channel uplift defects from 20mm to 30mm</p> <p>Attachment 6 – Increased response time for Cat 4 kerb defects from 12 months to 120 days</p> <p>Attachment 6 – Changed response time for Cat 3 kerb defects from 12 months to 240 days</p> <p>Attachment 6 – Decreased response time for Cat 2 kerb defects from 12 months to 480 days</p> <p>Attachment 6 – Added hazard for Cat 1 kerbs</p> <p>Attachment 6 – Removed defect kerb with broken pieces greater than 200mm missing</p>
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THE CITY OF
GREATER GEELONG

MUNICIPAL ROAD MANAGEMENT PLAN

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VERSION 7.00

JULY 2018

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Definitions

Arterial road – refers to freeways, highways and declared main roads, which are managed by the Victorian Government, through VicRoads (as the co-ordinating road authority).

Co-ordinating road authority – is the organisation which has the responsibility to co-ordinate works. Generally, if the road is a freeway or arterial road, this will be VicRoads. Generally, if the road is a municipal road, this will be the City.

the City, we, us and our – refers to the City of Greater Geelong.

Council - means the City.

Demarcation agreement – a formal agreement between the City and another organisation that defines areas of responsibility.

Motor vehicle – refers to a vehicle that is propelled by an in-built motor and is intended to be used on a roadway. This does not include a motorised wheelchair or mobility scooter which is incapable of travelling at a speed greater than 10 km/h, and is solely used for the conveyance of an injured or disabled person.

Municipal road(s) – roads for which the municipal council – in this case, the City – is the co-ordinating road authority. The *Road Management Act 2004* imposes specific duties on the municipal council with respect to the inspection, repair and maintenance of these roads.

Non-road infrastructure – refers to infrastructure that is contained in, on, under or over a road, which is not road infrastructure. This includes gas pipes, water and sewerage pipes, cables, electricity poles and cables, tram wires, rail infrastructure (including boom gates, level crossings and tram safety zones), bus shelters, public telephones, mail boxes, roadside furniture and fences erected by utilities, or providers of public transport.

Other roads – include roads in state forests and reserves, and roads on private property. Municipal councils are not responsible for the inspection, repair or maintenance of these roads.

Pathway – refers to a footpath, bicycle path, shared path or other area that is constructed for members of the public (not motor vehicles) to use.

Public Road – has the same meaning as in the *Road Management Act 2004* and includes a freeway, an arterial road, a municipal road declared under section 14(1) of the Act and a road in respect of which the City has made a decision that it is reasonably required for general public use and is included on the Municipal Public Road Register.

Road – has the same meaning as in the *Road Management Act 2004*, being inclusive of any public highway, any ancillary area and any land declared to be a road under section 11 of that Act or forming part of a public highway or ancillary area.

Road infrastructure – refers to infrastructure which forms part of a roadway, pathway or shoulder, which includes structures and materials.

Road-related infrastructure – refers to infrastructure installed or constructed by the relevant road authority to either facilitate the operation or use of the roadway or pathway, or support or protect the roadway or pathway.

Road Reserve – refers to the area of land that is within the boundaries of a road.

Roadside – refers to any land that is within the boundaries of the road (other than shoulders) which is not a roadway or pathway. This includes land on which any vehicle crossing or pathway, which connects from a roadway or pathway on a road to other land, has been constructed.

Roadway – refers to the area of a public road that is open to, or used by, the public, and has been developed by a road authority for the driving or riding of motor vehicles. This does not include a driveway providing access to a public road, or other road, from adjoining land.

Shoulder – refers to the cleared area, whether constructed or not, that adjoins a roadway to provide clearance between the roadway and roadside. This does not refer to any area that is not in the road reserve.

DRAFT

Introduction

The City of Greater Geelong is the coordinating road authority for approximately \$2.1 billion of infrastructure assets.

This Municipal Road Management Plan explains the standards, policies and systems we use to manage, inspect, repair and maintain these assets.

1.1 WHAT IS THE PURPOSE OF THIS PLAN?

Section 50 of the *Road Management Act 2004* sets the following objectives for a municipal road management plan:

- 1) To establish a system for our road management functions, which is based on policy, operational objectives and available resources.
- 2) To set a performance standard for our road management functions.

Although it is termed a 'plan' in the legislation, it is functionally an operational protocol document – describing the systems and rules we use to make decisions and execute our duties, within our available resources. The plan forms part of a larger Asset Management Framework related to maintenance and operations.

1.2 LEGISLATION GUIDING THIS PLAN

In addition to the *Road Management Act 2004*, the plan also takes into account the following Acts, regulations and codes of practice:

- *Local Government Act 1989*
- Ministerial Codes of Practice
- *Road Management (General) Regulations 2016*
- *Road Management (Works and Infrastructure) Regulations 2015*
- *Road Safety Act 1986*
- *Wrongs Act 1958*.

1.3 WHAT IS COVERED IN THE PLAN?

The Municipal Road Management Plan is divided into seven sections:

1. Rights and responsibilities – covers legislation and local laws relevant to road management.
2. Road management systems - how we classify roads, streets and footpaths – known as our asset hierarchy – and the plans and processes we use to maintain roads and road-related infrastructure.
3. Road management framework – plans, policies and processes that influence how we manage roads.
4. Municipal Public Road Register – what's in it, how to access it and the process for making changes.

5. Technical references.
6. Supporting documents.
7. Attachments.

1.4 UPDATING THE PLAN

This plan must be updated within a set period following a Council election. Outside of this cycle, changes may be required from time to time.

The following process will be used to manage these changes:

- If material changes are made to standards and specifications, a report will be presented to Council, along with a brief explanation as to why such changes are necessary.
- When changes do not alter these technical aspects of road management, changes will be approved by the City Services Director.

These changes will be made in accordance with the processes prescribed by the *Road Management Act 2004*.

To assist with version control, these changes will be numbered as follows:

- Versions presented to Council will be renumbered by whole numbers – for example, from Version 1.00 to 2.00.
- Those approved by the Director will be renumbered by decimals – for example, from Version 1.00 to 1.01.

1.5 SUSPENDING THE PLAN

Although we will do our best to meet the requirements of this plan, there are times when circumstances beyond our control may prevent this from happening.

Our obligations may be suspended in the event of:

- Natural disasters – including floods, fires, droughts or similar events.
- Any other major event beyond our control.

Our Chief Executive Officer has delegated authority to suspend the plan in such circumstances. The decision to suspend the plan will be made in consultation with our City Services Director. Factors that might influence the decision include available resources and conflicting priorities.

If the plan is suspended, entirely or in part, the necessary changes to our activities and response times will also be documented.

As soon as circumstances allow, the City Services Director will recommend to the Chief Executive Officer how and when the plan should be reactivated and the Chief Executive Officer will determine whether to do so.

1.6 RESPONSIBILITY FOR THE PLAN

Overall responsibility for administering and implementing the plan rests with the City Services Director.

Rights and responsibilities

2.1 PUBLIC ROADS

Public roads are defined in the *Road Management Act 2004* as including:

- a freeway
- an arterial road
- a road declared under section 204(1) of the *Local Government Act 1989*
- a municipal road declared under section 14(1) of the *Road Management Act 2004*
- a road in respect of which the City has made a decision that it is reasonably required for general public use and is included on the Municipal Public Road Register.

They can include streets, rights of way, bridges, footpaths, bicycle paths and nature strips.

2.2 KEY STAKEHOLDERS

The key stakeholder impacted by this plan include:

- the general community (for recreation, sport, leisure and business)
- residents and businesses adjoining the road network
- pedestrians
- vehicle users with motorised vehicles, such as trucks, buses, commercial vehicles, cars and motorcycles
- users of smaller, lightweight vehicles, such as pedal-powered bicycles, motorised buggies, wheelchairs, prams and so on
- tourists and visitors to the area
- emergency agencies (Victoria Police, Country Fire Authority, Ambulance Victoria, State Emergency Services)
- the military (in times of conflict and emergency)
- traffic and transportation managers
- managers of the road network asset
- construction and maintenance personnel, who build and maintain asset components
- utility agencies using the road reserve for infrastructure (water, sewerage, gas, electricity, telecommunications)
- the City of Greater Geelong, as custodian of the asset
- state and federal governments, who periodically provide funding for roads.

2.3 COORDINATING ROAD AUTHORITY

Section 36 of the *Road Management Act 2004* provides information on coordinating road authority. According to subsection (c), the coordinating road authority:

If the road is a municipal road, it is the municipal council of the municipal district in which the road or part of the road is situated.

However, there are instances where several authorities are responsible for components of the road within the road reserve. Section 33 of the *Road Management Act 2004* covers this by saying:

A road authority must, in performing road management functions, have regard to the principal object of road management and the works and infrastructure management principles.

Furthermore, Section 35 says:

Subject to this Act, a road authority has power to do all things necessary or convenient to be done for or in connection with the performance of its functions under this Act.

2.4 GENERAL FUNCTIONS OF A ROAD AUTHORITY

Section 34 of the Road Management Act 2004 describes the general functions of a road authority, as follows:

- (1) A road authority has the following general functions –
 - (a) to provide and maintain, as part of a network of roads, roads for use by the community served by the road authority
 - (b) to manage the use of roads having regard to the principle that the primary purpose of a road is to be used by members of the public and that other uses are to be managed in a manner which minimises any adverse effect on the safe and efficient operation of the road and on the environment
 - (c) to manage traffic on roads in a manner that enhances the safe and efficient operation of roads
 - (d) to coordinate the installation of infrastructure on roads and the conduct of other works in such a way as to minimise, as far as is reasonably practicable, adverse impacts on the provision of utility or public transport services
 - (e) to undertake works and activities which promote the functions referred to in paragraphs (a), (b) and (c) and to undertake activities which promote the function in paragraph (d).
- (2) The general functions conferred on a road authority under sub-section (1) are not to be construed as limiting any other functions conferred on a road authority by or under this Act or any other Act.
- (3) In seeking to achieve its functions, a road authority should—
 - (a) consult with the community and disseminate information in relation to the exercise of those functions

- (b) take steps as are reasonably practicable to ensure the structural integrity and safety of public roads in accordance with this Act.

2.5 RIGHTS OF THE ROAD USER

Sections 8 to 10 of the *Road Management Act 2004* outline the rights of public road users, which are legally enforceable:

Section 8 – Right of passage

- (1) A member of the public is individually entitled as of right to pass along a road.
- (2) Members of the public are generally entitled as of right to pass along a road.
- (3) The rights conferred by this section extend to a member of the public using any means of public transport along a road.
- (4) The rights conferred by this section do not derogate from any right of passage conferred by the common law.
- (5) Rights of passage conferred by this section or at common law are subject to any restrictions, limitations or conditions which may be specified by or under this Act or any other Act or law.

Section 9 – Rights of owners and occupiers of adjoining land

- (1) An owner or occupier of any land which adjoins a road is entitled as of right to access the road from that land.
- (2) Rights of access conferred by this section or at common law are subject to any restrictions, limitations or conditions which may be specified by or under this Act or any other Act or laws.

Section 10 – Rights of the public in relation to a public highway

The rights of the public whether under this Act or at common law in relation to a public highway can only be extinguished if the public highway is discontinued as a road in accordance with section 12 or discontinued as a road or permanently closed as a road under a power to discontinue or permanently close a road by or under any other Act.

2.6 OBLIGATIONS OF ROAD USERS

2.6.1 General Usage

The *Road Safety Act 1986* requires that:

- (1) A person who drives a motor vehicle on a highway must drive in a safe manner having regard to all the relevant factors.
- (2) A road user other than a person driving a motor vehicle must use a highway in a safe manner having regard to all the relevant factors.

(2A) For the purpose of subsections (1) and (2) and without limiting their generality, the relevant factors include the following:

- (a) physical characteristics of the road
- (b) prevailing weather conditions
- (c) level of visibility
- (d) the condition of any vehicle the person is driving or riding on the highway
- (e) prevailing traffic conditions
- (f) the relevant road laws and advisory signs
- (g) the physical and mental condition of the driver or road user.

(3) A road user must:

- (a) take reasonable care to avoid any conduct that may endanger the safety or welfare of other road users
- (b) take reasonable care to avoid any conduct that may damage road infrastructure and non-road infrastructure on the road reserve
- (c) take reasonable care to avoid conduct that may harm the environment of the road reserve.

2.6.2 Incident claims

If a person proposes to make a claim in relation to a public road or infrastructure for which we are the responsible road authority, they must send us something in writing within 30 days of the incident they are proposing to claim for.

In line with Section 110 of the *Road Management Act 2004*, we are not legally liable for property damages where the value of the damage is equal to or less than the threshold amount.

In cases where the claim relates to assets we don't own on the road reserve, claims should be referred to the authority responsible for those assets.

2.6.3 Permits for works within a road reserve

In cases where an individual or organisation proposes to carry out works within the road reserve that may impede public access, or interfere with road infrastructure, they must apply for a 'works within road reserve' permit. There are some exemptions, as noted in the *Road Management (Works and Infrastructure) Regulations 2015*.

Local laws also require property owners to apply for a vehicle crossing permit if they plan to build a driveway.

In both cases, a fee applies to cover the costs of the administration and inspection of the work.

2.6.4 Obligation to maintain exclusions

There are several assets within the road reserve that we do not have an obligation to inspect and/or maintain. These include:

- **Vehicle driveways** – the vehicle crossing, located between the carriageway and the property boundary, must be maintained by the adjoining property owner. However, we are responsible for the portion of the driveway where the constructed path is reasonably required by the public.
- **Single property stormwater drains** – for drains constructed within the reserve that carry water from a single property to an outlet in the kerb, or other drain. As the drain constitutes non-road infrastructure, there is no obligation on the City to inspect it.
- **Utilities** – including, but not limited to; telecommunication, power, water, gas and rail authority assets.

Road management systems

3.1 BACKGROUND AND PROCESS

Section 50 of the *Road Management Act 2004* states:

The purposes of a road management plan are having regard to the principal object of road management and the works and infrastructure management principles –

- (a) to establish a management system for the road management functions of a road authority which is based on policy and operational objectives and available resources and
- (b) to set the relevant standard in relation to the discharge of duties in the performance of those road management functions.

Road asset management involves managing both physical assets, and uses and operation that have the potential to impact their condition. It applies to all road assets, including:

- the road – pavement and surface, as well as footpaths, kerb and channel
- structures – bridges, culverts and traffic management devices
- road infrastructure – traffic signals and on-road electrical assets.

The aim of our road management system is to deliver a safe and efficient road network and meet community needs to the best of our ability, within available resources.

To create a road asset management system that would best meet our needs when inspecting, maintaining and repairing public roads, we used the following nationally-recognised asset management frameworks:

- International Infrastructure Management Manual (IIMM) 2015, IPWEA
- MAV Asset Management Improvement STEP Program
- Other references, as listed in Technical References.

The system is designed to set the direction for our asset management activities. It is also linked to the annual business planning cycle.

3.2 ASSET HIERARCHIES – MUNICIPAL ROAD NETWORK

All roads and footpaths within the municipal road network are classified according to a hierarchy that takes into account how they are used, who uses them and how often.

The hierarchy classification is used to determine the levels of service required, prioritise works programs and determine defect intervention responses.

The three levels in the hierarchy are:

1. Urban road and street network

This is further divided into four categories, as follows:

- Category 4: Main distributor
- Category 3: Secondary distributor and collector
- Category 2: Local access
- Category 1: Access lane.

See Attachment 1 for more information

2. Rural road network

This is further divided into four categories, as follows:

- Category 4: Link road
- Category 3: Collector road – sealed and gravel
- Category 2: Local road – sealed and gravel
- Category 1: Limited access track and fire tracks.

See Attachment 2 for more information.

3. Footpath network

This is further divided into four categories, similar to roads, as follows:

- Category 5: CBD and waterfront tourist precincts
- Category 4: Busy urbanised areas
- Category 3: Specific pedestrian generators
- Category 2: Other areas.

See Attachment 3 for more information.

3.3 OUR ROAD NETWORK

Table 3.1 provides more information about the roads in the hierarchy. This information shows that 'local access – urban roads' make up over half of our road network (52 per cent).

Table 3.1 – Road length statistics

Hierarchy Classification	Total length (kms)	Percentage of total length (%)
Category 4: Main distributor – urban	120.2	5.4
Category 4: Link road – rural	131.6	6.0
Category 3: Secondary distributor – urban	216.9	9.8
Category 3: Collector road – rural	123.7	5.6
Category 2: Local access – urban	1,169.8	53.0
Category 2: Local road – rural	372.3	16.9
Category 1: Lane – urban	49.8	2.3
Category 1: Firetrack – rural	21.4	1.0
Total	2,205.7	100.00

Sealed and unsealed	Total length (kms)	Percentage of total length (%)
Urban sealed	1,443.9	65.5
Urban unsealed	112.9	5.1
Rural sealed	372.8	16.9
Rural unsealed	276.2	12.5
Urban and rural	Total length (kms)	Percentage of total length (%)
Urban roads	1,556.8	70.6
Rural roads	649.0	29.4

Local access, urban and rural	Total length (kms)	Percentage of total length (%)
Urban Roads	1,169.8	75.9
Rural roads	372.3	24.1
Total	1,542.1	100.00

3.4 MAINTENANCE MANAGEMENT REGIME

3.4.1 Maintenance management

We have a duty of care to all road users and the community to maintain public roads to a suitable standard, within our available funds and resources. By developing long-term maintenance programs for our assets, we are better able to plan how we do this.

The following maintenance requirements shape our annual program and budget:

Routine maintenance standards

Standards vary across the network depending on the asset type and relevant risk factors, such as traffic volumes and composition, operating speeds, the susceptibility of assets to deterioration and the cost effectiveness of repairs. Competing priorities for funding are also relevant.

Defect intervention levels have been established using the *VicRoads Standard Specification Section*, and adapting it to local conditions.

The standards will be reviewed periodically to make sure they are adequate.

Repair and maintenance works

Works must be completed within a specified period of time, depending on the severity of the defect. Response times were determined using local knowledge and experience and past performance as a guide.

Response times are monitored and will be periodically reviewed (see section 3.4.4).

'Make safe' measures

These are temporary works designed to reduce the risk of an incident, until such time as repair or maintenance works can be completed.

Response times and safety measures – for example warning signs, flashing lights, and safety barriers – are determined by reference to the risk to safety, road type and traffic volume.

Emergency works

This covers works that result from emergency incidents and must be undertaken immediately, for the safety of road users and the public.

Emergency works might include traffic incident management, responses to fires, floods, storms and spillages, and any assistance required under the Victorian State Emergency Response Plan and Municipal Emergency Management Plan.

3.4.2 Asset management plans

Our asset management plans guide the development of long-term asset renewal programs, helping us to plan and finance asset renewal and replacement.

3.4.3 Maintenance surveys and inspections

A four-tier regime is used to inspect our road network assets. It covers safety issues, incidents, defects and condition inspections.

1. Reactive (RFS) inspections

These inspections are conducted in response to requests from the community. The inspection is carried out by a City employee and assessed according to the *Schedule of intervention levels*, contained within Attachment 6.

Attachment 5 shows the process for managing these inspections – from report through to completion.

2. Programmed (proactive) inspections

Regular timetabled inspections that are scheduled depending on traffic flow, the types of defects likely to impact the asset and the perceived risks of these defects (in line with *VicRoads Standard Specification Section 750*).

3. Condition inspections

These inspections identify structural integrity issues which, if untreated, are likely to adversely affect the network overall. These issues may impact short-term serviceability, as well as the ability of the asset to perform for the duration of its intended life span.

While these inspections are made according to a timetable, they are less frequent than programmed inspections.

4. Fatality inspections

These inspections are conducted by our Engineering Services and Risk Management personnel, in situations where a death has occurred on a municipal road. The inspection is conducted as soon as possible after the fatality, to record on-site conditions.

3.4.4 Maintenance responsiveness and performance targets

The following information is recorded when we receive a Request for Service (RFS) from the community:

- date the request was received
- details of the request
- date by which the request must be actioned (based on the target response time below)
- date when the request was actioned and/or completed (this typically involves someone carrying out an RFS inspection, as described in section 3.4.3).

By recording this information, we are able to monitor response times – that is, the time it takes from receiving a request to carrying out an inspection.

Customer requests will be inspected and assessed in no more than 10 working days. Following are some possible outcomes from a road inspection:

- If repairs are straight-forward, a work order would be created based on the *Schedule of intervention levels* in Attachment 7.
- If repairs are significant - for example, rehabilitation works are required – this would be programmed. Temporary measures may be undertaken to ‘make safe’ until the proper works can be undertaken.
- If the defect is below the intervention levels specified in Attachment 7, it would be noted, but no remedial action would necessarily be planned.

In all cases, the action taken would be noted against the original request.

Target response times and intervention times are based on ‘normal’ conditions. The same level of service would not apply in cases where this plan has been suspended, under Section 1.5.

3.5 ASSET LEVELS OF SERVICE

Four elements are taken into account when determining appropriate levels of service for the road network. These are:

- community expectations
- technical standards
- organisational capacity
- performance measures and targets.

Register of public roads

We maintain a register of public roads – called the Municipal Public Road Register – with the details of all public roads, and ancillary areas for which we are responsible.

The Municipal Public Road Register is available on the City's website. A hard copy is made available at our Geelong Customer Service Centre, 100 Brougham Street, upon request.

4.1 MAINTENANCE DEMARCATION (BOUNDARY) AGREEMENTS

Where there are boundary agreements between us and other road authorities, or private organisations, the schedule of roads affected and agreements are listed in the Municipal Road Register.

We have agreements with the following road authorities:

- Surfcoast Shire - bridges and roads
- Golden Plains Shire – bridges and roads
- Moorabool Shire – bridges and roads
- City of Wyndham – bridges
- Borough of Queenscliff – roads
- VicRoads – roads.

4.2 ROADS NOT ON THE REGISTER

The following roads are not listed on our Municipal Public Road Register:

- roads which are the full responsibility of the state government, or a private enterprise
- unused roads that we have not accepted responsibility for
- roads drawn out on a plan of subdivision, until such time that we accept responsibility for these roads
- roads which we have not determined are reasonably required for general public use.

Technical References

- i. Risk Management Standard, AS/NZS ISO 31000:2009
- ii. Integrated Asset Management Guidelines for Road Networks (AP-R202) 2002, Austroads Inc.
- iii. International Infrastructure Management Manual (IIMM) 2015, IPWEA.
- iv. VicRoads Risk Management Guidelines.
- v. VicRoads Standard Specification Section 750 – Routine Maintenance.

DRAFT

ATTACHMENT 1: ROAD HIERARCHY – URBAN ROADS AND STREETS

Traffic management categories	Adopted road hierarchy categories	Description of categories
<p>Note: These categories follow the state and local Planning Scheme classifications for residential streets.</p>		
Restricted traffic route	Main distributor (Category 4)	<p>These carry heavy volumes of traffic, including commercial vehicles, and also act as principle routes for traffic flows in and around the municipality.</p> <p>Key features typically include:</p> <ul style="list-style-type: none"> • Supplementary to arterial road system • Connector between arterial roads and lower order streets • Cater for, but may restrain, service and heavy vehicles • Provide access to significant public services • Minimum two clear traffic lanes (excluding parking) • 5,000–10,000 vehicles per day • 60 km p/h speed limit (or less)
Local Crossing Road	Secondary distributor and collector (Category 3)	<p>Carry significant volumes of traffic and provide access, by linking residential areas to arterial roads. They also provide links between the various collector roads.</p> <p>Key features typically include:</p> <ul style="list-style-type: none"> • Non-continuous connector (do not cross arterial roads) • Limited through traffic (not promoted, or encouraged) • Cater for, but may restrain, service and heavy vehicles • Minimum two clear traffic lanes (excluding parking) • 3,000–5,000 vehicles per day and 60 km p/h speed limit (or less)

Traffic management categories

Adopted road hierarchy categories

Description of categories

Note: These categories follow the state and local Planning Scheme classifications for residential streets.

Local Street: **Collector Street** Carry moderate volumes of traffic and provide a connection between local roads and the distributor road network. In urban areas, these are residential streets.

Collector Street (Category 3)

Key features typically include:

- Collect traffic from lower order roads
- Very limited through traffic
- Minimum two clear traffic lanes (excluding parking)
- Fewer than 3,000 vehicles per day and 50 or 60 km p/h speed limit

Local Street: **Local Access** Key features typically include:

Access Street

(Category 2)

- Short distance travel to higher level roads, access for one or more access places
- One clear traffic lane (excluding parking)
- Less than 2,000 vehicles per day and 40 km p/h target speed (or less)

Local Street: Carry only local traffic. Their primary function is to provide access to private properties.

Access Place (Category 2)

Key features typically include:

- Short length (less than 100 metres), courts and cul de sacs
- Clear traffic lane (excluding parking)
- Carry less than 500 vehicles per day and 30 km p/h target speed (or less)

Traffic management categories	Adopted road hierarchy categories	Description of categories
		Note: These categories follow the state and local Planning Scheme classifications for residential streets.

Access Lane		Perform a very minimal function as local access roads.
	(Category 1)	Key features typically include: <ul style="list-style-type: none"> • A side or rear entry lane, generally providing access to parking for properties with another street frontage. • Less than 20 km p/h

ATTACHMENT 2: ROAD HIERARCHY – RURAL ROADS

Road hierarchy categories	Sub-categories	Description of categories
Link Road	(Category 4)	Link roads between centres, but supplementary to arterial road system within the municipality. <p>Key features typically include:</p> <ul style="list-style-type: none"> • High truck count • Access to major industries • Minimum 2 clear traffic lanes. • Generally greater than 1000 vehicles per day.

Road hierarchy categories	Sub-categories	Description of categories
Collector Road	Collector – Sealed (Category 3)	<p>Carry moderate volumes of traffic and provide access, by linking local areas to link and arterial roads. They also provide links between the various collector roads.</p> <p>Key features typically include:</p> <ul style="list-style-type: none"> • Non continuous connector (do not cross arterial roads) • Limited through traffic (not promoted or encouraged) • Caters for, but may restrain, service and heavy vehicles • Minimum 2 clear traffic lanes
	Collector – Gravel (Category 3)	Function as above, but generally less traffic volumes.
Local Road	Local Sealed (Category 2)	Relatively short distance travel to higher level roads.
	Local Gravel (Category 2)	<p>Carry only local traffic.</p> <p>Key features:</p> <ul style="list-style-type: none"> • Primary function is to provide access to private properties. • Generally less than 30 vehicles per day <p>In the case of access to a single property with a residence, the road will only be maintained to the closest boundary of that property. The balance will be maintained as a Limited Access Track (see below).</p>
Others – Not our responsibility	Fire track and Crown roads	In Crown or private ownership. The City is not responsible for these assets.
	Private roads and lanes	Privately owned. The City is not responsible for these assets.

ATTACHMENT 3: FOOTPATH HIERARCHY

Footpath hierarchy categories	Area	Description of categories
Category 5	Central Business District & Waterfront Tourist Precincts	The category of 'highest use' that includes all footpaths in the Central Activities Area and Geelong Waterfront.
Category 4	Busy Urbanised Areas	This category includes multi-shop shopping strips such as: Pakington Street (Geelong West and Newtown); High Street (Belmont); Highton Village; The Terrace (Ocean Grove); and Lara Village Shopping Centre.
Category 3	Specific Pedestrian Generators	This category includes areas adjacent to small strip shopping centres, schools, senior citizens centres, railway stations, community centres and so on.
Category 2	Other Areas	Residential, commercial and industrial areas.

ATTACHMENT 4: INSPECTION REQUIREMENTS

Inspection Type	Purpose	Inspection Performed by and Reporting Requirements
Request for Service (RFS)	<ul style="list-style-type: none"> Reactive inspections are designed to identify any defect that exceeds the intervention levels specified in Attachment 6. Safety issues may be detected as the result of: <ul style="list-style-type: none"> Notification by members of the community or City employees, while undertaking their normal work duties. A subsequent safety inspection will be conducted by an appropriate City-employed officer. 	<ul style="list-style-type: none"> A City representative with some knowledge of road maintenance techniques who may then call in a higher level of expertise if necessary. Recording to identify specific safety defect, time first reported, time inspected and by whom, subsequent action and time of completion.
Programmed Inspection (Proactive)	<ul style="list-style-type: none"> Inspection undertaken in accordance with a formal programmed inspection schedule to determine if the road asset complies with the levels of service as specified A record of each street/road is to be completed detailing the name of the inspector, the inspection date, and a description of any defects found that exceed the specified intervention levels In addition, the date of inspection and the inspector's details shall be recorded during the inspection process and in turn, electronically recorded against the particular asset inspected. 	<ul style="list-style-type: none"> Dedicated civil asset inspectors; A record of the inspection is to be signed by the inspector (NB: this may include insurance or litigation requirements).

ATTACHMENT 5: INSPECTION FREQUENCIES – ROAD NETWORK

Asset Group	Hierarchy Category	Inspection Frequency
		Programmed
Sealed Roads	4. Main Distributor/Link	4 months
	3. Secondary Distributor and Collector	6 months
	2. Local Access Streets, Places and Roads	12 months
	1. Lanes in urban areas	24 months
Regulatory, Warning and Hazard Signs	4. Main Distributor/Link	4 months
	3. Secondary Distributor and Collector	6 months
	2. Local Access Streets, Places and Roads	12 months
	1. Lanes in urban areas	24 months
Unsealed Roads	4. Main Distributor/Link	4 months
	3. Secondary Distributor and Collector	6 months
	2. Local Access Streets, Places and Roads	12 months
	1. Lanes in urban areas	24 months
Off-Street Car Parks	Sealed	12 months
	Unsealed	12 months

Asset Group	Hierarchy Category	Inspection Frequency
		Programmed

Bridges	Level 1 Inspections – all structures	12 months
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Asset Group	Hierarchy Category	Inspection Frequency
		Programmed

Footpaths	5. CAA and Waterfront Tourist Precincts	4 months
	4. Busy Urbanised Areas	6 months
	3. Specific Pedestrian Generators	12 months
	2. Other areas (residential, commercial, industrial)	24 months

Kerb and Channel	4. Main Distributor/Link	6 months
	3. Secondary Distributor and Collector	12 months
	2. Local Access Streets, Places and Roads	24 months
	1. Lanes in urban areas	36 months

ATTACHMENT 6: SCHEDULE OF HAZARD INTERVENTION LEVELS

Note – Response times in days refer to business days

Description	Hierarchy			
	4	3	2	1
Sealed road hazard defects				
Potholes in the traffic lane of a sealed pavement greater than 75mm in depth or 300mm in diameter.	10 days	10 days	20 days	20 days
Edge drops onto an unsealed shoulder greater than 75mm over a 5m or greater length and edge drops greater than 50mm over a 10m or greater length	10 days	10 days	20 days	20 days
Depression/deformations in the traffic lane of a sealed pavement greater than 75mm in depth under a 3.0m long straight edge.	10 days	10 days	20 days	20 days
Debris on a sealed road posing a possible danger to motorists, cyclists or pedestrians such as fallen materials from vehicles, dead animals, slippery surfaces and hazardous material.	2 days	2 days	2 days	2 days
Missing pit lids within the trafficable lane of the road	2 days	2 days	2 days	2 days
Broken pit lids within the trafficable lane of the road	10 days	10 days	20 days	20 days

Description	Hierarchy			
	4	3	2	1

Un-sealed road hazard defects

Wheel ruts, potholes, scouring on an unsealed road greater than 75mm in depth	30 days	60 days	120 days	240 days
Corrugations on an unsealed road greater than 75mm in depth and greater than 250m in length	30 days	60 days	120 days	240 days

Traffic Control Defects

Regulatory, Warning and Hazard Signs missing, illegible or damaged making them substantially ineffective	10 days	10 days	20 days	N/A
Guard rail/fence damaged or missing making them substantially ineffective	20 days	20 days	90 days	N/A
Pavement markings which are missing or faded making them substantially ineffective	20 days	20 days	90 days	N/A

Description	Hierarchy			
	5	4	3	2

Footpath Defects

Concrete or brick paths with a lip / step greater than 30mm in height or crack / opening greater than 50mm in width over a 1.5m length	20 days	90 days	120 days	240 days
Sealed paths with potholes greater than 50mm deep or 300mm in diameter or crack / opening greater than 50mm in width over a 1.5m length	20 days	90 days	120 days	240 days
Concrete or sealed paths with subsidence (depression) or dislodged pieces greater than 75mm in depth over a 1.5 metre straight edge	20 days	90 days	120 days	240 days
Roadside vegetation intruding into the footpath envelope creating a hazard to cyclists or pedestrians	20 days	20 days	60 days	60 days
Missing pit lids within the trafficable lane of the footpath	2 days	2 days	2 days	2 days
Broken pit lids within the trafficable lane of the footpath	10 days	10 days	20 days	20 days

Description	Hierarchy			
	4	3	2	1

Roadside Vegetation Hazards

Roadside vegetation intruding into the road envelope creating a hazard to motorists, cyclists or pedestrians	10 days	10 days	20 days	20 days
Vegetation that is obstructing minimum sight distances at intersections and Regulatory, Warning and Hazard Signs	20 days	60 days	120 days	240 days

Kerb and Channel Defects

Uplift section of 30mm in tray and water ponds for greater than 10 metres in channel	120 days	240 days	480 days	480 days
Lateral displacement of top of kerb and tilted tray greater than 50mm	120 days	240 days	480 days	480 days

ATTACHMENT 7: MUNICIPAL BOUNDARY MAP



**MAP OF CITY OF GREATER GEELONG
AND NEIGHBOURING COUNCILS**

3. CORIO (PURNELL ROAD) INTEGRATED CHILD AND FAMILY CENTRE - SUBMISSION REVIEW PANEL HEARING

Source:	Community Life
Director:	Linda Quinn
Index Reference:	Sports Leisure and Recreation - Reports
Portfolio	Social and Infrastructure Planning

Purpose

To present the outcomes of the Submission Review Panel on the Corio (Purnell Road) Integrated Child and Family Centre for a decision of Council.

Background

The proposed Corio (Purnell Road) Integrated Child and Family Centre (CICFC) is a new facility that will provide 91 child care places, 66 sessional kindergarten places, a two room Maternal and Child Health consulting suite and waiting room, multi-purpose room and Toy Library and specialised family support facilities/suite.

The site is on public open space located next to the Northern Bay College, Wexford Court Campus. The CCFC will be designed to enable future integration and shared entry with the school.

Council's '*Approval Procedure for Open Space Development Projects Policy*' provides an opportunity for the community to make submission in response to any significant development proposals on public open space.

The Corio Kindergarten is on the site for the proposed development. A submission (petition) from the Corio Kindergarten Committee of Management was received on 28 September 2017.

Key Issues

The key issues identified in the original submission of the Corio Kindergarten and further identified throughout the submission review process were: (1) traffic management and safety on surrounding roads (including inadequacy of car parking); (2) demolition of the current 'stand-alone' Corio Kindergarten; (3) cost of new kindergarten fees and charges for families using the new centre; and (4) loss of open space.

A Submission Review Panel hearing was held on 2 May 2018 to hear from the Corio Kindergarten Committee of Management (refer **Attachment 3**).

In response to the key issues raised during the submission review process, the following actions have been initiated or are proposed:

- Corio City Learning and Care is demolished and the land repurposed for use as public open space, and negotiations be entered into with the Department of Education for public access to the Northern Bay College school oval. This proposal addresses the loss of public open space and has been agreed to by the Corio Kindergarten Committee of Management;
- A marker or similar recognising the heritage of the Corio Kindergarten be incorporated into the design of the new CICFC;
- Application and advocacy be made to VicRoads for the introduction of a 40Km/h zone in Purnell Road, Corio; and
- Kindergarten fees will be developed in line with State Government kindergarten fees policy and will be presented to Council as part of the 2019/20 budget process.

Cr Aitken moved, Cr Grzybek seconded -

That Council:

- 1) Proceed with the process for development of the new Corio (Purnell Road) Integrated Child and Family Centre (CICFC), noting a tender report for construction of the facility is currently scheduled for presentation to Council in July 2018;**
- 2) Authorise officers to undertake design work for a new sensory playspace on the site of the former Corio City Learning and Care and that the design be undertaken in consultation with the local community and be presented back to Council as part of the 2019/20 Budget process;**
- 3) Authorise officers to enter into negotiations for a joint use agreement between the Department of Education and Training and the City of Greater Geelong for community use of the Northern Bay College school oval outside of school hours, to further increase the availability of open space in the area; and**
- 4) Acknowledge the significant contribution of the current and former committees of management and staff at the Corio Kindergarten and (subject to the acceptance of the final tender by Council) request that officers work with the Corio Kindergarten Committee of Management to develop a recognition marker (or similar) at the site of the proposed new Corio Child and Family Centre.**

Attachment 1

Financial Implications

Current approved budget.

The 2018/19 draft Council budget provides an amount of \$13.3M toward the development of the new CICFC. The state government has recently announced a contribution of \$1.6M toward the development of the new CICFC.

Construction tenders have been called for and are now closed. All tenders are currently being assessed and will be the subject of a tender report to Council for decision in July 2018.

The design for a new playspace at the former Corio City Learning and Care is estimated to cost \$50,000. This funding is available in the 2018/19 budget through the CICFC development budget.

The operating costs and fees for the new CICFC will be presented to Council for consideration during the 2019/20 Council Budget process.

The development of the CICFC will reduce Council's exposure to ongoing maintenance by consolidating six separately located and ageing facilities:

- City Learning and Care – Corio
- City Learning and Care – Norlane
- Corio Kindergarten
- Family Access Centre – Norlane
- Corio West Maternal and Child Health Centre
- Cheshire Recreation Reserve Pavilion

Community Engagement

A summary that outlines the history of community engagement related to this project is provided in **Attachment 4**.

In September 2017, although technically not required, the City initiated the '*Approval Procedure for Open Space Development Projects Policy*' to provide an opportunity for the community to make submissions in regard to the proposed development of the CCFC on public open space.

All residents and owners within a 400m radius of the site received a letter providing an opportunity to make submission. One submission was received on 25 September 2017, at the beginning of the council caretaker period prior to the 30 October election of Council. During this period, under legislation, no consultation was allowed.

In accordance with Council policy a mediation / information sharing meeting was held with the Corio Kindergarten Committee on February 2018, following the 2017 Christmas school holidays to ensure parents and representatives of the Corio Kindergarten could attend.

As the matters raised were not all able to be successfully mediated, a Submission Review Panel was held on 2 May 2018, following the term 1 school holidays.

The Submission Review Panel meeting provided an opportunity for the submitter, being the Corio Kindergarten Committee of Management representatives and parents, to formally present their concerns and issues to Councillors.

Social Equity Considerations

The Corio-Norlane area has 1,482 children between 0 and 4 years of age, being the second largest population of children of this age cohort in the City of Greater Geelong. Population projections indicate that the current population of children aged 0-4 years is likely to remain relatively stable over the next 20 years.

The CICFC will be located in an acknowledged area of vulnerability among young children and families, with higher rates of disadvantage than the average rate for Greater Geelong. According to ABS data, the suburbs of Corio and Norlane are some of the most disadvantaged suburbs in the state and country.

Higher rates of developmental vulnerability amongst young children are also evident based on the most recent Australian Early Development Census (2015) in Corio, Norlane and North Shore compared with local, Victorian and Australian national averages.

Consequently the CICFC and the services it will provide, are likely to have a more significant impact and benefit for the local community.

A key issue raised during the submission panel review process was a concern about kindergarten fees.

This report provides an undertaking that the development of new fees and pricing of service will give consideration to the social equity principles of Council (adopted in September 2017) and be benchmarked against children's services in similar areas prior to being presented to Council as part of the 2019/20 budget process.

Policy/Legal/Statutory Implications

The *National Early Childhood Development Strategy* provides a shared vision in a national framework to guide action by all governments in Australia to improve outcomes for children and their families. The Council of Australian Governments (COAG) endorsed the National Early Childhood Development Strategy – Investing in the Early Years on 2 July 2009.

The strategy focuses on six priority areas for reform with a focus on improving early childhood infrastructure that includes strengthening universal maternal, child and family health services; support for vulnerable children and improving early childhood infrastructure.

State government policy no longer supports the development of stand-alone childcare and kindergarten services. The focus and funding is for a more integrated service models to support children and families. One approach to achieving this policy outcome is support and funding for the development of integrated child and family centres.

The research indicates greater benefit to families and children in areas where an integrated child and family service hub operated when compared with children living in similar areas without a service hub. The children showed better social development, more positive social behaviour and greater independence/self-regulation.

The benefits for families include easier access to services, reduction in the number of agencies families have to access, more efficient service delivery and fewer families 'falling through the cracks'. Integrated services tend to also result in greater parent satisfaction with services; improved wellbeing and quality of life; reduced impact of social isolation; and greater parental engagement with children and early childhood services.

Alignment to City Plan

The new Corio Family and Child Centre is aligned to the Council Plan objectives of enhancing our sustainable built environment and enhancing community well-being by delivering a range of services in an integrated model, tailored to the needs of children and families in the Corio / Norlane area.

Council's Clever and Creative Strategy identifies as a priority the development of an inclusive, diverse, healthy and socially connected community. The success of this priority is measured by the ensuring public areas and local services are accessible to all levels of ability and equity in the provision of community infrastructure.

Conflict of Interest

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

Risk Assessment

The most notable risk is the loss of community heritage for people directly associated with the Corio Kindergarten.

The heritage of the Corio Kindergarten is intended to be acknowledged through the establishment of a recognition marker (or similar) within the site of the new development.

Environmental Implications

A planning permit was sought with regard to native vegetation. No known endangered or other species of endangered fauna were identified and the planning permit has been issued.

MINUTES

SUBMISSIONS PANEL HEARING

PURNELL ROAD INTEGRATED CHILD & FAMILY CENTRE



DATE & TIME: WEDNESDAY 2ND MAY 2018 - 5PM TO 6PM

LOCATION: CITY HALL COUNCIL CHAMBERS, 57 LT MALOP ST GEELONG

ATTENDEES

Cr Stephanie Asher (Chair)
Cr Jim Mason
Cr Ron Nelson
Cr Kylie Grzybek
Cr Peter Murrhoy
Cr Trent Sullivan

Fiona Zinn, (Minutes)

COGG OFFICERS

Malcolm Kuhn, Acting Director Community Life
Ian Hicks, Manager Social Planning & Investment
Rhona Pedretti, Manager Family Services
Darren Saunders, Acting Coordinator Transport
Stephen Parker, Coordinator Recreation & Open Space Infrastructure & Planning
Terri Osburn, Acting Coordinator Community Infrastructure Planning
Josh Bosker, Coordinator Capital Projects
Callum Bourke, Project Manager, Capital Projects

SUBMITTER(S) – CORIO KINDERGARTEN COMMITTEE MEMBERS

Donna Jervies
Bronwen Malpas

Nola Perkins
Georgina Elek

Debbie Szucs

APOLOGIES

Cr Bruce Harwood

1. Welcome

Chair to welcome submitters and any members of the public present.

2. Declarations of pecuniary interest of Mayor & Councillors and Staff

Chair to note any declared pecuniary interests

3. CoGG Management – Presentation of Purnell Road Integrated Child & Family Centre Development

Manager Social Planning and Investment (Ian Hicks) and Manager Family Services provided a brief overview of the project / proposal.

4. Purnell Road Integrated Child & Family Centre

Chair to invite the Submitters to be heard and address the Panel

The matters associated with the kindergarten's objection to the proposed project are outlined as follows:

1. Traffic management and safety on surrounding roads and adequacy of car parking.
2. Demolition of the current 'stand-alone' Corio Kindergarten (loss of heritage and history; and loss of the role of committee and autonomy).
3. Cost of new kindergarten - fees and charges for families using the new centre compared with current fees.
4. Loss of open space – *outcome decided at Mediation Meeting on 14 March 2018, implementation of an all ages sensory open space will be investigated as per example at Gateway Sanctuary Leopold rather than a traditional play ground*

5. Discussion / Questions from Chair and Councillors

QUESTION: Cr Peter Murrehy – How many staff does the existing kindergarten employ and will these staff have a job at the new integrated centre?

RESPONSE: Currently 6 staff, no loss of staff, no guarantee of a job, staff will need to apply for job at the new Centre, staff have previously indicated they do not want to seek employment at the new Centre.

QUESTION: Cr Ron Nelson – Is City of Greater Geelong (CoGG) operating the new Centre?

RESPONSE: No decision has been made yet, currently working on finalising those details

QUESTION: Cr Kylie Grzybek – What are the general thoughts from the Committee surrounding the new Centre?

RESPONSE: Committee feels that the children will get lost in an Integrated Centre rather than feeling at home in an independent Kindergarten, families already have access to nearby allied services via Maternal Child Health Centres and Barwon Health.

QUESTION: Cr Stephanie Asher – What allied services will be available in the new Centre?

RESPONSE: Whatever is required of the Centre, some examples are Occupational Therapy, Speech Pathology

QUESTION: Cr Ron Nelson – Purnell Road - Is the asset manager Vic Roads or CoGG? Can the speed limit be reduced now to 40km/h? Can we implement an egress?

RESPONSE: CoGG is asset manager, application to reduce speed limit to 40km/h was rejected by VicRoads however this can be pursued again. Ian Hicks indicated CoGG can investigate the egress query and offer some advice to Councillors through the Chair.

QUESTION: Cr Jim Mason – Can the current Committee of Management be kept in place for the new Centre?

RESPONSE: Current state models are run via a Parent Advisory Group.

QUESTION: Cr Jim Mason – Have we looked at other sites and why was this site chosen?

RESPONSE: Ian Hicks advised that we can provide more information to the Councillors regarding the decision for the site through the chair. State Government has provided \$1.6million in funding which would be lost if another site was used.

QUESTION: Cr Kylie Grzybek – An offer to visit other centres such as Boorai in Ocean Grove and Bop Bop Karong in Barwon Heads, how did these tours go?

RESPONSE: Representatives from the Corio Kindergarten Committee chose not to go on an official tour with Rhona Pedretti, Manager Family Services. Donna Jervies and Bronwen Malpas have been to a centre.

QUESTION: Cr Stephanie Asher – Will this integrated model be a feeder centre into the Northern Bay College P-12 campus that is on site?

RESPONSE: Yes, it will be a feeder to Northern Bay College (as is the current Corio Kindergarten) however it does not mean that children can't access other schools (if they choose) as they currently do.

QUESTION: Cr Kylie Grzybek – What are the enrolments like at the existing kindergarten?

RESPONSE: Currently 51 x 4 year olds, enrolments usually happen late in the year with some places still available just prior to the start of first term, always have room for last minute "walk up" enrolments as well.

QUESTION: Cr Trent Sullivan – What is the current condition of the Corio Kindergarten?

RESPONSE: Ian Hicks advised that an assessment has been done on the existing building and will provide more detail to the Councillors via the Chair. CoGG believe the building is 40 years old and nearing the end of its operational life.
Kindergarten Committee advised that the need for maintenance has been minimal and is self-funded by the Committee

QUESTION: Ms Georgina Elek – How long will the construction take?

RESPONSE: Tender to be awarded August or September 2018, the new Integrated Centre expected to open Term 1 2020.

COMMENTS: Ms Georgina Elek – the existing kindergarten facility works well so why do we need to fix something that isn't broken, her family has a long history with the kindergarten, worried that her children will become a number and lost within an institution such as an Integrated Centre, construction of the facility will be very disruptive to the children at nearby Northern Bay P-12 College, may result in damaging the childrens learning and concentration capacities.

6. Actions	By Who
CoGG to readdress the application to VicRoads to reduce the speed limit at Purnell Road to 40km/h from 60km/h.	Darren Saunders
CoGG to investigate the egress query at Purnell Road and offer some advice to Councillors through the Chair.	Ian Hicks
CoGG to provide more information regarding the decision of the proposed site at Purnell Road to Councillors through the Chair.	Ian Hicks
A building assessment has been done on the existing building (Corio Kindergarten) by CoGG and will provide more details of the report to the Councillors through the Chair.	Ian Hicks

Purnell Road Child and Family Centre - Community Engagement and Consultation

Date	Stakeholders	Description	Reports
2009	<p>Sandra Anderson, Norlane Community Centre Arda Duck, Project Manager, Corio Norlane Regeneration DEECD Gary Golding, Corio Norlane Education Regeneration Project Cathy Gordon, Manager Early Years DEECD Workshops with government and community agencies; Workshops with local residents; Consultation with young people of primary and secondary age; Consultation with young parents. Multiple community stakeholders and consultation processes as listed in Corio-Norlane Structure Plan Background Report</p>	<p>The City of Greater Geelong engaged Collaborations in partnership with David Lock and Associates and Perkins Architects to research and develop a strategic direction for future community services infrastructure provision in Corio and Norlane. The resulting report titled Future Dreaming, Community Infrastructure Analysis for Corio and Norlane identified priorities for the future development of community service infrastructure including the development of a service hub in Purnell Road. The report was adopted by the Geelong Council on 9 November 2010.</p>	<p>Corio Norlane Community Services Infrastructure Plan</p>
2012	<p>Corio Kindergarten</p>	<p>Meeting was held with the Corio Kindergarten to discuss the proposed concept of the development on an integrated child and family centre at Purnell Road and to also advise staff about the site investigations which Council were about to undertake to examine the cost and feasibility of the proposed development.</p>	<p>Corio-Norlane Structure Plan (2012)</p>
07-Sep-15	<p>City of Greater Geelong Northern Bay College Doveton College Funds for the Future Community Foundation (Geelong)</p>	<p>Representatives from the City of Greater Geelong attended a meeting held at Doveton College in Melbourne's South-Eastern suburbs to view and discuss the development and operation of an integrated early childhood and primary school that has received strong support from the Colman Foundation. This model has been under consideration for adoption and potential development by Northern Bay College and members of the Funds for the Future Community Foundation (Geelong).</p>	
21-Dec-15	<p>City of Greater Geelong Colman Foundation</p>	<p>Tour of local facilities and discussion regarding potential project development opportunities and priorities in Greater Geelong including the site at Purnell Road, Corio.</p>	
05-Feb-16	<p>Colman Foundation City of Greater Geelong Northern Bay College</p>	<p>Meeting held with the Colman Foundation, representatives from Northern Bay College, and Council officers, including Council's Chief Executive Officer, to discuss the concept of an integrated early childhood and primary school development at Purnell Road (Corio). At this meeting the proposal was put forward by the Colman Foundation of an investment of \$300,000 p.a. over a 10 year period, to support the delivery of integrated 'wrap-around' services for children and families, and provide a single entry between the school and the early childhood facility.</p>	
16-Feb-16	<p>Department of Education and Training Chris Keating, Executive Director Infrastructure and Sustainability Sheila Schaefer, Director Service Delivery Infrastructure and Sustainability Lynne Sutton, Provision Planning Manager, South-Western Region Don Burns Manager Implementation Infrastructure and Sustainability Skyllie Garwood, Integrated Provision and Design Sarah Adams, Senior Project Officer, Implementation Infrastructure and Sustainability City of Greater Geelong Paul Jamieson, Acting Manager Family Services Frank Giggins, Coordinator Family Services Planning Local Schools Barrie Speight, Principal Whittington Primary School Fredrick Clarke, Principal Northern Bay P-12 Neil Lynch, Campus Principal Northern Bay P-8 Wexford Campus Other Julius Colman, Director Colman Foundation Michael Tate, Electorate Officer, Christine Couzens MP Wayne Stephens, ClarkeHopkinsClarke Architects</p>	<p>Council officers were invited to attend a meeting at Treasury Place in Melbourne with representatives from the Department Education and Training, Northern Bay College, the office of the State Member for Geelong, Whittington Primary School, and the Colman Foundation to discuss a proposal for the development of an integrated early childhood and primary school facility incorporating the existing Wexford Campus of Northern Bay College in Corio and also interest in a potential similar developments at Whittington. As a result of this meeting Council undertook in-principle agreement to investigate the feasibility of delivering an integrated child and family centre on the site adjacent to the Wexford Court Campus at sufficient scope and scale to meet all existing and future service requirements, including OS assessment.</p>	
27-Jul-16	<p>City of Greater Geelong Department of Education and Training Northern Bay College</p>	<p>Meeting held at Northern Bay College representatives from the Department of Education and Training, Colman Foundation, Northern Bay College, and Clarke Hopkins Clarke (school architect) to review concept planning. This meeting reinforced the commitment of stakeholders to continue to work towards the development and delivery of an integrated early childhood and primary school facility.</p>	
28-Mar-17	<p>City of Greater Geelong Council Meeting</p>	<p>Council endorsement to proceed with the development of an Integrated Child and Family Centre at Purnell Road Corio.</p>	<p>Greater Geelong City Council Minutes of Ordinary Meeting</p>

01-May-17	City of Greater Geelong Corio Kindergarten	Meeting to commence formal consultation with Corio Kindergarten following Council's decision to pursue planning for the design and development of the proposed Purnell Road Child and Family Centre on the site adjacent to the Northern Bay College Wexford Court P-8 Campus.
04-May-17		Consultation held with staff of Council's two existing childcare centres (Corio and Norlane) to advise them about the development and implications for the future of the two Council child care centres which are planned to relocate on completion of the new facility.
21-Jun-17	City of Greater Geelong Corio Kindergarten	A subsequent meeting was held with representatives from the Corio Kindergarten and senior Council officers to discuss issues associated with the proposed development.
21-Aug-17	City of Greater Geelong Corio Kindergarten	A subsequent meeting was held with representatives from the Corio Kindergarten and senior Council officers to discuss concept plans for the new centre.
23-Aug-17	Corio-Norlane Best Start Partnership	Meeting held with members of the Corio-Norlane Best Start Partnership to discuss the concept plans for the new centre and project developments.
11-Sep-17	Department of Education and Training Northern Bay College	Meeting held to discuss the design of the Purnell Road CFC with key stakeholders including joint use and development agreements.
Sep-17	City of Greater Geelong Purnell Road CFC Project Reference Group	The Project Reference Group provides community representatives with the opportunity to have input on the design of the Purnell Road Integrated Child and Family Centre. In particular the group is requested to comment on orientation, the external aesthetics, and internal layout of the new facility, to ensure the facility reflects best design practice in relation to children and family services, local community needs, and potential user groups.
Sep-17	Community Information Forum	Formal advice sent to local residents in the vicinity of the project development and generally to interested residents and stakeholders. At this session stakeholders are able to view the plans of the development and ask the project team questions. Opportunity for feedback on the project development can also be submitted electronically online via Council's "Have Your Say" portal on the Council website.
10-Nov-17	Corio Christian Centre	Car park use during construction by kindergarten parents approval.
08-Dec-17	Victorian State Member for Corio John Eren MP Minister for Sport Minister for Tourism and Major Events Minister for Veterans' Affairs	Briefing held with Victorian State Member for Corio John Eren MP and Principal of Northern Bay College, Fred Clarke.
Dec-17	Open Space consultation Native vegetation permit Car parking permit	Council's Planning Department have confirmed that a planning permit is not required for the development of the project, however in situations where a planning permit is not required for a major development still be undertaken with adjoining residents and key stakeholders. Processes are therefore currently occurring in relation to the following: Public Open Space process. Permit Application for native grass removal on PPRZ site. Permit Application for car park on existing site of kindergarten (to be demolished)
20-Feb-18	Children's Consultation Sessions to be held at: Corio City Learning and Care Children's Centre Northern Bay College Wexford Court Campus Resident Notification	Consultations session to be held with children at Corio Kindergarten, Corio City Learning and Care Children's Centre, and Northern Bay College Wexford Campus to provide input into the internal design and playground design for the new centre Advice about the project and invitation to make planning permit submission.
14-Mar-18		

Purnell Road Child and Family Centre Project Reference Group Membership

Name	Position	Organisation
Nick Collins	Director Operations (Western Region)	CatholicCare
David Meade	Co-Director Community Health, Rehabilitation & Palliative Care / Director Allied Health	Barwon Health
Carol Mioduchowski	Area Health Manager	Barwon Health: Corio Community Health Centre
Grant Boyd	Chief Executive Officer	Bethany Community Support
Anneliese Knell	Executive Manager	Bethany Kindergarten Services Ltd
Julius Colman	Director	Colman Foundation
Rhona Pedretti	Manager Family Services	City of Greater Geelong
Ian Hicks	Manager Social Planning and Investment	City of Greater Geelong
Robyn Stevens	Manager Connected Communities	City of Greater Geelong
Frank Giggins	Coordinator Community Infrastructure Planning	City of Greater Geelong
Maree Crellin	Coordinator Community Child Health	City of Greater Geelong

Lisa Demajo
 Josh Bosker
 John Elliott
 Stephen Parker
 Phil Pavey
 Nathan Giles
 Lyndon Ray
 Maree Roberts
 Pam Williams
 Chris Faulkner
 Amanda Miggins
 Andrea Ollquist
 Catriona Salt
 David Moar
 Kelly Stacey
 Lynne Sutton
 Donna Jervies
 Bronwen Malpas
 Michael Martinez
 Rosemary Malone
 Sandy Morrison
 Dianne Matheson
 Fred Clarke
 Shonah Friswell
 Maria Scala
 Margaret Dudley
 Rod Jackson
 Belinda Foley
 Natalie Millstead
 Anita Christou
 Lee Wheeler
 Helen O'Connor
 Narelle Langerberg
 Brad Roylance
 Liz Bonner
 Deanne Verity
 Joanne Cresswell
 Shae Coatsworth
 Laurence Robinson
 Kate Reed
 Gerard McCurry

Coordinator Early Childhood Education and Care
 Coordinator Capital Projects
 Project Manager Capital Projects
 Coordinator Recreation and Open Space Planning
 Coordinator Facilities Maintenance
 Coordinator Parks
 Coordinator Health Services
 Regional Director
 Director Barwon Area
 Director Barwon Area
 Community Engagement Officer
 Acting Area Manager Barwon Child Protection
 Area Executive Director
 A/Manager Services Support Barwon Region
 Early Childhood Performance and Planning Advisor - Barwon Area
 Provision Planning Manager, South-Western Region
 President
 Early Childhood Educator
 Chief Executive Officer
 Chief Executive Officer
 Chief Executive Officer
 Campus Principal
 College Principal
 President School Council
 Principal
 Secretary (Head Coach)
 Chief Executive Officer
 Family Services Manager
 Director
 Early Childhood Educator
 Director
 Coordinator
 Director
 Facilitator
 Manager
 Manager, Children's and Youth Services
 Centre Coordinator
 Community Facilitator
 Director
 Senior Associate
 Director

City of Greater Geelong
 City of Greater Geelong
 City of Greater Geelong
 City of Greater Geelong
 City of Greater Geelong
 City of Greater Geelong
 Department Health and Human Services (BSW Region)
 Department Health and Human Services (BSW Region)
 Department Health and Human Services (BSW Region)
 Department Health and Human Services (BSW Region)
 Department Education and Training (SW VIC Region)
 Department Education and Training (SW VIC Region)
 Department Education and Training (SW VIC Region)
 Department Education and Training (SW VIC Region)
 Corio Kindergarten
 Corio Kindergarten
 Diversitat
 Gateways Support Services
 Barwon Child Youth and Family
 Northern Bay College: Wexford Court P-8 Campus
 Northern Bay P-12 College
 Northern Bay P-12 College
 St Francis Xavier Primary School
 Regal Drilldance Club Inc
 Wathaurong Aboriginal Cooperative
 Wathaurong Aboriginal Cooperative
 Happy Feet Early Learning Centre
 Norlane West Kindergarten
 Paisley Park Early Learning Centre
 Northern Bay College Family Centre
 Northern Bay College Early Learning Centre
 The Smith Family
 Cloverdale Community Centre
 Geelong Regional Library Corporation
 Salvation Army: Northside Centre Corio
 Corio-Norlane Best Start Partnership
 Brand Architects
 Brand Architects
 Brand Architects

4. COMMUNITY INVESTMENT SUPPORT FUND ASSESSMENT PANEL

Source:	Community Life – Connected Communities
Director:	Linda Quinn
Index Reference:	Grants – Reports
Portfolio	An Inclusive and Diverse Community

Purpose

To seek Council endorsement for the Community Investment Support Fund policy and assessment panel terms of reference, and to note that three independent members will be recruited to the assessment panel.

Background

At its ordinary meeting on 23 May 2017, Council endorsed the community grants framework and funding model for the Community Investment Support Fund (CISF). Council endorsed an allocation of \$5.6M in the 2017/2018 budget to support the delivery of the CISF. The CISF streamlines Council's grants and provides clear guidelines for the community to access funding.

The CISF comprises five streams:

- Grant programs (a number of smaller competitive grants)
- Community Facility Infrastructure Fund (competitive grants)
- Sponsorships and Donations
- Strategic Partnerships
- Geelong Major Events (supported by Section 86 Committee)

The CISF is being implemented in phases. It began in 2017/2018, with some components still to be implemented in full.

Subsequent to the introduction of the new CISF, at its ordinary meeting on 5 September 2017, Council endorsed the recruitment of an independent panel member to chair the grant assessment panel for the 2017/2018 CISF grant round. The use of independent panel members is considered best practice in grant assessment and is widely applied across the sector.

The independent panel member was selected based on knowledge of local government and experience in grants disbursement to community groups. Their primary role was to ensure guidelines, criteria, policy and procedures were applied. Officers provided support and advice on each grant application to the assessment panel and the panel made its recommendations to the Directors of Community Life and Investment & Attraction for final approval. Council noted the successful grant recipients.

Key Issues

- Planning for the 2018/2019 CISF is progressing according to the program timeline and applications to the fund are scheduled to open early July 2018. Community information sessions about the grants are being held in June 2018.
- It was originally proposed that multiple panels with a number of independent members be established for future rounds, rather than the single independent member previously used in the 2017/2018 rounds. However, given the success of the 2017/2018 assessment process it is recommended that one panel be maintained, but with the number of independent panel members increased from one to three. Terms of reference have been developed for the assessment panel and are included as part of the revised policy (**Attachment 2**).
- Establishing multiple panels to assess each grant stream would be resource intensive and poses a risk to the timely distribution of grant funds to the community. One assessment panel, including three independent members is consistent with the intent of the original proposal as it will provide the increased accountability, consistency and transparency required. It will also better enable funds to be provided for community events and activities in a timely way.
- Aligned with the proposal in the September 2017 Council report, the independent panel members are to be recruited through an expression of interest (EoI) process. The EoI will be advertised locally, and a selection made based on applicants' knowledge of community activities, interest and according to the terms of reference.
- To further support the phased implementation and to take account of the changes made as part of the CISF, the Council Policy has been reviewed.
- Panel recommendations for funding through the CISF are to be made to Council for endorsement. Following Council approval, applicants will be notified about the outcome of their grant application.

Cr Mansfield moved, Cr Grzybek seconded -

That Council:

- 1) **Endorses the Council Policy Community Investment Support Fund including the:**
 - a) **Application Framework;**
 - b) **Assessment Framework;**
 - c) **Guidelines for each competitive grant stream; and**
 - d) **Assessment Panel Terms of Reference.**
- 2) **Notes that three independent panel members will be appointed to assess applications to the Community Investment Support Fund according to the Terms of Reference.**

Carried.

Attachment 1

Discussion

A review of the grant-making activities of Council was commissioned in December 2016. The resulting endorsed framework addresses requirements to improve Council's governance and accountability, reinforcing probity, fairness and transparency.

The aim of the CISF is to: streamline internal processes by bringing together a number of grants variously administered across the organisation; comply with the *Local Government Act 1989* and Council Policy; and provide clear guidelines to support community groups through a single grant application process.

Financial Implications

Funding for the CISF is allocated annually as part of the budget process. The allocation proposed for 2018/19 CISF in the draft budget is \$6,382,563.

Community Engagement

Consultation sessions will be held to provide information to the community about the CISF and the process for applying for grants. Staff will be available during the application process to provide advice and information to groups submitting a grant application. All applicants to the CISF are notified of the outcome of their grant application following the assessment process and the list of allocations will be reported on the Geelong Australia website.

Social Equity Considerations

The CISF framework ensures equitable access to funding is available to eligible groups within our community. The program encourages applications for projects and initiatives that promote participation and inclusion across the community. The provision of grants through the CISF promotes inclusion and participation.

Policy/Legal/Statutory Implications

The CISF framework and related guidelines provide the parameters for managing and delivering the CISF to the community. The framework and guiding documents have been developed to reflect good practice as outlined by the Australian Institute of Grants Management.

Alignment to City Plan

The provision of grants through the CISF supports and encourages connection and engagement of a range of community groups and members. This aligns with the City Plan priority area of community wellbeing and Geelong's vision, A Clever and Creative Future

Conflict of Interest

No officer has any known indirect or direct conflict of interest in the preparation of this report.

Risk Assessment

Grants are governed in accordance with Council's monitoring, reporting and accountability framework. The engagement of independent assessment panel members includes processes to ensure probity and conflict of interest issues are addressed.

A delay in establishing the panel arrangements could compromise the timeline in which the grant rounds are opened, closed, assessed and distributed and therefore not meet community expectations.

Environmental Implications

There are no environmental implications associated with this report.

COUNCIL POLICY



Community Investment Support Fund	Document No:	D18-198564
	Approval Date:	Draft
	Approved By:	
	Review Date:	
Responsible Officer: Director Strategy and Finance	Version No	
Authorising Officer:		Chief Executive Officer

1. PURPOSE

To outline Council's commitment to providing the community with funding for activities and programs that align with Council's strategic direction.

2. SCOPE

This policy applies to all funding provided by Council through the Community Investment Support Fund in order to guide consistent governance, administration and assessment processes.

3. REFERENCES

- Best Practice in Local Government Community Grants Programs (VLGA 2002)
- Australian Institute of Grants Management (AIGM) Grantmaking Took Kit
- Charter of Human Rights and Responsibilities Act 2006
- Local Government Act 1989 – Sect 79 – Disclosure of conflict of interest.
- Community Investment Support Fund Application Framework
- Community Investment Support Fund Assessment Framework
- Community Investment Support Fund Assessment Panel Terms of Reference
- Community Investment Support Fund Guidelines

4. DEFINITIONS

Contribution – Means a payment made by Council to an organisation that assists in meeting the City of Greater Geelong's strategic goals and objectives.

Grant – Means a payment made by Council to an independent organisation or individual for a specific purpose or project that demonstrates community benefit and assists in meeting the City of Greater Geelong's strategic goals and objectives. Grants are subject to an application process and generally are distributed among a range of individuals, organisations or groups.

Disbursement – Means the overall term used to describe grants, contributions, donations and sponsorships. It is the financial description utilised in Council’s budget documentation.

Donation – Means a voluntary, freely given financial payment that is often charitable in nature that meets the City of Greater Geelong’s strategic goals and objectives. There are generally no formal conditions or reporting measures placed on recipients other than that the funds are expended within the intent that they are given.

Non-Financial Contribution – Means the provision of a Council service, product, or facility, free of charge or at a subsidised rate. A non-financial contribution may be subject to eligibility criteria and shall meet the City of Greater Geelong’s strategic goals and objectives.

Sponsorship – Means a financial payment provided in exchange for a negotiated mutual benefit that meets the City of Greater Geelong’s strategic goals and objectives.

Guidelines – Means the Community Investment Support Fund endorsed guidelines that provide information on each competitive grant stream including eligibility, assessment criteria, timelines, reporting requirements, etc. Guideline documents have been developed for each individual competitive grant program.

Assessment Criteria – Means the weighted criteria endorsed as part of the guidelines that is used to evaluate and prioritise applications for funding.

5. COUNCIL POLICY

Council is committed to investing funds for the development of positive and beneficial projects within the community in line with Geelong’s Vision, a Clever and Creative Future and Council’s strategic objectives as outlined in the Council Plan.

The Community Investment Support Fund Application Framework and Assessment Framework provides the structure for establishment of processes to ensure consistency, fairness, transparency and accountability. Any review of processes must be aligned to the frameworks.

Each funding program shall operate under established guidelines that identify timelines, and mechanisms to provide status reports. Funded projects will be monitored to ensure the benefit to the community is realised.

Application to the CISF and assessment of applications for funding will be made using endorsed criteria, guidelines and assessment panel arrangements.

Recommendations for funding will be endorsed by Council.

All council employees, assessment panel members or councillors must declare any conflict of interest when involved in the assessment and endorsement of grant applications or proposal for funds in accordance with the Local Government Act 1989.

5.1. APPLICATION FRAMEWORK

The Community Investment Support Fund Application Framework provides the process to guide how the fund will operate. This includes identification of themes for funding, streams of funding available and how the community can apply for and receive funding through the program.

5.2. ASSESSMENT FRAMEWORK

The Community Investment Support Fund Assessment framework provides the process for assessment of grant applications to the competitive grant streams, including the Grant Programs and Community Facility Infrastructure Fund streams. The framework requires an assessment panel, including independent community members to make recommendations for funding to Council for endorsement. Independent panel members will be engaged and operate according to the Assessment Panel Terms of Reference.

6. QUALITY RECORDS

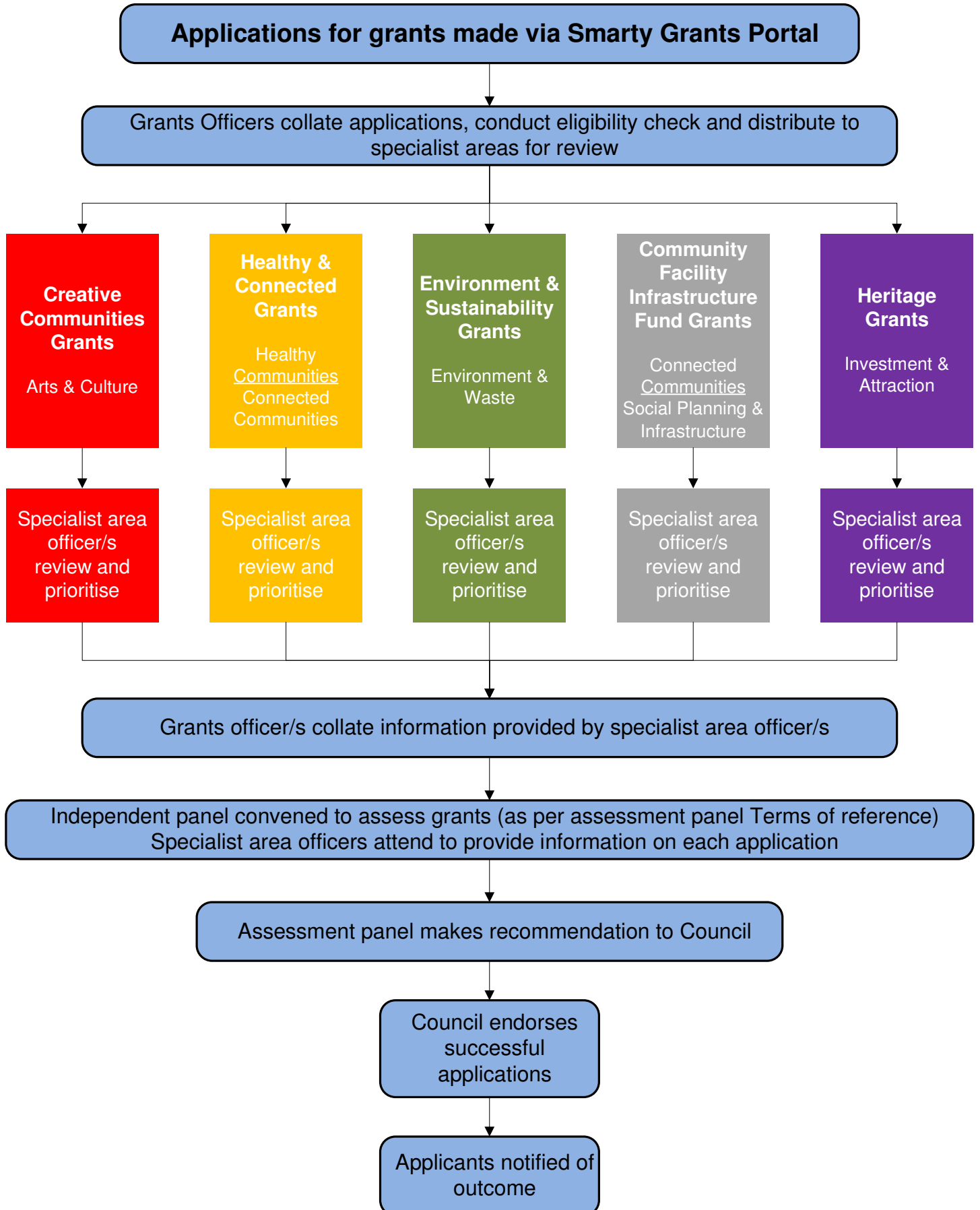
Quality Records shall be retained for at least the period shown below.

Record	Retention/Disposal Responsibility	Retention Period	Location

7. ATTACHMENTS

- Community Investment Support Fund Application Framework
- Community Investment Support Fund Assessment Framework
- Community Investment Support Fund Assessment Panel Terms of Reference
- Community Investment Support Fund Guidelines
 - Healthy and Connected Communities Guidelines
 - Creative Communities Guidelines
 - Environment Grants Guidelines
 - Heritage Grants Guidelines
 - Community Facility Infrastructure Fund Guidelines

Community Investment & Support Fund (CISF) Assessment Framework Competitive Grants Streams (Grants Programs & CFIF)



Framework endorsed
by Council
23 May 2017

Community Investment & Support Fund (CISF) Application Framework

\$6.38 million (2018/19 draft budget estimates)

Funding Themes - Based on Our Future Indicators of a successful community

Connected

Prosperous

Creative

Sustainable
& Resilient

Designed
for People

Funding disbursed through five main streams -

Grant
Programs
(Competitive)

Community
Facility
Infrastructure
Fund
(Competitive)

Sponsorships
& Donations
(Negotiable)

Strategic
Partnerships
(Negotiable)

Geelong
Major Events
(Section 86
Committee)

Grants Information & Support

Grants Portal – online forms

Plan

Apply

Receive grant*

Deliver*

Report & Acquit*

** if funding request is successful*

COMMUNITY INVESTMENT & SUPPORT FUND

COMMUNITY FACILITY INFRASTRUCTURE FUND

The Community Investment and Support Fund offers a variety of grant programs for groups and organisations to undertake projects that benefit the local community.

This will help achieve the Greater Geelong region's 30-year community led vision: *Greater Geelong: A Clever and Creative Future*.

The Clever and creative future vision is about developing a consistent approach to get things done and collaborating to create opportunities that address our challenges. This approach will assist in achieving the elements of a successful community. These elements are:



To find out more about the *Greater Geelong: A Clever and Creative Future* go to:

<https://www.geelongaustralia.com.au/clevercreative>

GRANT GUIDELINES AND FREQUENTLY ASKED QUESTIONS

WHAT IS THE COMMUNITY FACILITY INFRASTRUCTURE FUND?

The Community Facility Infrastructure Funding program is offered to support funding for the planning and delivery of capital works projects within the City of Greater Geelong - in or on Council owned community and sporting facilities. This includes facilities on public land managed or owned by Council, or Crown land where the management of the facility is community based and there is access for the broader community.

The Fund is open to not for profit community organisations (incorporated or registered under company law) to assist with capital costs associated with the construction of new, or the upgrading of existing, infrastructure that will benefit the local community.

This includes feasibility studies and planning activities as well as capital works. This also incorporates projects aimed at improving facilities that assist with the development of meeting spaces, disability access, change facilities for junior or female use, sports surfaces, universal design principles and improved environmental sustainability initiatives.

Applicants must fit within the grant guidelines and eligibility criteria of this funding program.

Projects that increase community access and participation, demonstrate collaboration between groups, and result in greater use of facilities are our priority.

WHAT ARE THE KEY DATES FOR APPLICATIONS?

Applications will be accepted until 5.00pm on the final day. Incomplete or late submissions will not be accepted.

GRANT ROUND	GRANT APPLICATION DATES	DATE APPLICANTS ADVISED OF OUTCOMES
2018/19 financial year	9.00am Monday 2 July to 5.00pm Monday 13 August 2018	By Friday 5 October 2018

HOW MUCH CAN YOU APPLY FOR?

The total funding pool for 2018/2019 is \$1,000,000.

The Community Facilities Infrastructure Fund Program total funding pool is offers two levels of funding to choose from:

Categories	Title	Description	Max. Grant Allocation (per applicant)
Level 1	Planning	For costs associated with planning & feasibility activities for future infrastructure projects that demonstrate strong community benefit and align with key priority areas of this program.	\$50,000
Level 2	Capital Works	To assist with cost of ready to go community infrastructure projects. Infrastructure projects must be openly accessible to, and have strong community benefits and align with the key priority areas of this program.	\$300,000

See pages 4 & 5 for more information on the types of projects that will be considered for funding)

- Funding amounts offered to successful applicants are based on outcomes determined during the assessment process and in line with budget limitations.
- Only one proposal can be considered per applicant organisation per financial year.
- Grant amounts offered to successful applicants are based on outcomes determined during the assessment process and in line with budget limitations.
- This is a competitive process and not all applications will necessarily be funded. In some cases, applicants may also be offered partial funding to run a reduced or modified project. Please consider this when planning your project.
- Priority will be given to applicants who demonstrate the most need.
- Applicants whose projects involve partnerships with other organisations or agencies will need to provide a support letter with their application.
- Level 1 proposals that are successful in obtaining funds for planning does not automatically obligate Council to fund a subsequent application for submitted for a Level 2 project.

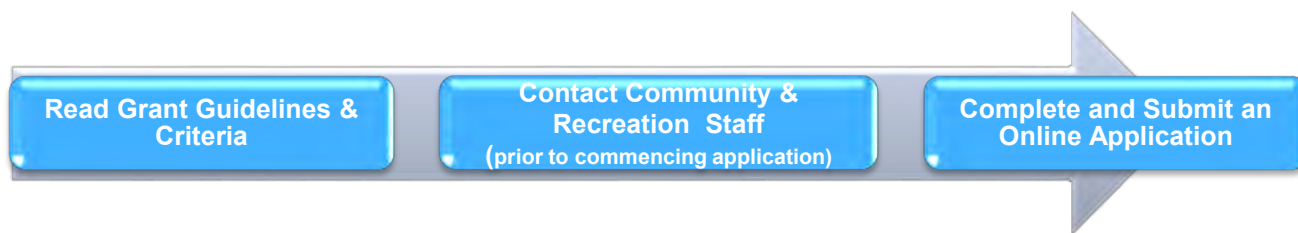
Co-contributions from successful applicants are mandatory as follows:

- Council will contribute up to two-thirds (2/3) of the total project cost, with the club/organisation to contribute a minimum one-third (1/3) of the total project cost including any other funding sources.
- Achieving the club/organisation funding threshold of one-third (1/3) does not automatically obligate Council to fund the project.
- Organisations/clubs that can demonstrate hardship may apply for exemption from the contribution policy funding ratio. In applying for exemption, clubs must agree to an audit of their finances and administration.

WHAT IS THE APPLICATION PROCESS?

Community Facility Funding project ideas must be submitted through our online application forms. You will need an email address to access the online program. (Support can be provided by grants staff if required).

On line applications will be accessible through our website – www.geelongaustralia.com.au/grants



Community and Recreation staff contact information:

Hinga Fletcher – Coordinator 5272 4752 hfletcher@geelongcity.vic.gov.au

Paul Cotter – Team Leader 5272 4780 pcotter@geelongcity.vic.gov.au

WHO CAN APPLY?

This table identifies who can apply and those that are not eligible to receive funding from this funding program.

Type	YES	NO
Not for Profit, incorporated bodies or registered under company law who operate on public land managed or owned by Council, or Crown land where the management of the facility is community based and there is access for the broader community.	✓	
Unincorporated bodies (unless auspiced) *		X
Individuals		X
Profit making organisations including commercial entities, businesses and sole traders.		X
Organisations with outstanding debts or arrears to the City of Greater Geelong.		X
Organisations that have not provided a satisfactory Evaluation/Acquittal form for any previous funding received from Council.		X

**If your group is not for profit but is unincorporated you will need to obtain an 'Auspice' (i.e. sponsor or manager) for your grant application.*

WHAT IS AN AUSPICE?

- If your group is a not for profit organisation but is not incorporated or registered under company law, you will need to find another organisation that meets the eligible status. You must obtain approval from that organisation to act as an 'Auspice' for your grant application. If this application is successful, Grant funds will be paid to the Auspice organisation for distribution to the Applicant.
- The Auspice shall be responsible to ensure funds are spent as per the Funding Agreement and to ensure that the relevant Acquittals and Evaluation reports are completed .
- The Applicant must obtain advance approval from the organisation before listing them as Auspice. The Applicant must keep the Auspice fully informed of the details of the application and all project aspects and progress. The Auspice must provide a letter of confirmation with application.
- In some instances, an applicant might request that the Auspice provide Public Liability Insurance (PLI) for their project. Should this occur, the Applicant must obtain a PLI Certificate of Currency from the Auspice for inclusion with this application. (a policy statement or receipt is not sufficient). Some Auspice organisations may charge an Auspice fee, at their discretion.

WHAT CAN YOU APPLY FOR?

The Community Facility Infrastructure Fund is offered to support community infrastructure initiatives within the City of Greater Geelong.

Projects that increase community access and participation, demonstrate collaboration between groups, and result in greater use of facilities are our priority.

Examples of community infrastructure includes, but is not limited to:

- Recreational and sporting facilities
- Community facilities
- Community parks and gardens

These facilities could include those that are managed by:

- Recreation and sporting clubs
- Seniors citizen clubs
- Neighbourhood House Committees of Management
- Community Hall Committees of Management

Note: If you are receiving external support to write this grant, the applicant must actively participate in developing the ideas and the application process.

WHAT CAN YOU APPLY FOR? (CONT'D)

This table identifies ideas and examples of the types of initiatives and projects that will be considered for funding and the types of projects that will not be considered and under this program.

Project Type	YES	NO
• Accessibility improvements of a facility to comply with DDA (Disability Discrimination Act) Standards.	✓	
• Unisex accessible change facilities.	✓	
• Sports lighting that improves participation and safety.	✓	
• General facility improvements that demonstrate an increase in community access, equity and participation.	✓	
• Multipurpose training facilities.	✓	
• Public art projects.	✓	
• Environmental Initiatives.	✓	
• Operational or core funding or recurrent expenses e.g. staff salaries, general administration costs, utilities, services or program delivery.		X
• Programs or activities that could potentially commit Council funding on an ongoing basis.		X
• Requests projects that have commenced prior to lodging an or application		X
• Projects that place outside the City of Greater Geelong.		X
• Projects that do not align with objectives of the grant program or strongly meet the eligibility criteria		X
• Funding for Council services where fees are normally charged e.g. Council rates; waste removal; building or planning permit fees; parking fees, etc.		X
• Projects that have already received support from, and/or meet the criteria of another City of Greater Geelong funding program.		X
• Costs associated with insurance claims.		X
• Tenant clubs/organisations that have not resolved a breach of the Victorian Code for Community Sport.		X
• Projects that do not meet relevant Australian standards (e.g. lighting projects or netball court dimensions).		X
• Projects that do not obtain and provide evidence of any required building, planning or other relevant permits or approvals.		X
• Projects where contributions from funding partners or other grant/funding programs are not confirmed in writing within a timeframe stipulated by Council.		X
• Projects that are deemed by the City of Greater Geelong as not ready to proceed.		X
• Applications submitted after the closing date.		X
• The purchase of land.		X
• Facilities where little or no public/community access is available.		X
• Facilities designated for electronic gaming machine operations.		X
• Bar facilities		X
• Routine or general maintenance works.		X
• Repair works caused by natural disasters such as fire or as a result of vandalism.		X
• Costs associated with purchase of transport or vehicles.		X
• Purchasing or maintenance of equipment (except as part of a facility fit out)		X
• Projects previously funded by the City of Greater Geelong. (exceptions may be were demonstration can be made of additional or new uses resulting in increases in participation or program outcomes)		X
• Projects that do not support implementing the principles of Universal Design and Environmentally Sustainable Design.		X
Note: Proposals for funding where the recipient organisations/receive revenue from electronic gaming machines will be given a lower priority.		

WHAT IS THE ASSESSMENT PROCESS?

- Applications are assessed by determining the eligibility of each request and how it addresses the general grant guidelines and criteria
- Eligible applications are then rated and scored against the key criteria and priority areas of the program.
- The Assessment Criteria table on page 7 shows the key criteria and the percentage weighting applied to each. It also shows the indicators that assessors will look for when reviewing the applications and determining the scores.
- Total scores and preliminary recommendations are forwarded to the grant review panel.
- The panel reviews these and recommends outcomes of applications to the City's Director of Community Life for final approval and authorisation.
- Council has a Conflict of Interest declaration which all parties involved in the assessment process must complete to ensure any interests are declared prior to the assessment of grants commencing.
- If required applicants may be contacted by grant officers during the assessment process for further clarification about their project.
- All applicants are advised of the outcome of their submissions following final authorisation.
- A list of allocations that provides the applicant organisation's name, the project title and the amount awarded will then be uploaded to the grants page on the Geelong Australia website – <http://geelongaustralia.com.au/grants>

To assist in determining the grant outcomes, a scoring system forms part of the assessment process and is based on answers to the questions in the online application. These scores are based on the following key criteria and weighting using a range of indicators.

ASSESSMENT CRITERIA TABLE	
KEY CRITERIA AND WEIGHTING %	KEY INDICATORS – (what we look for when assessing an application)
WELL PLANNED PROJECT – 30%	<ul style="list-style-type: none"> • Demonstration that the project is well planned and scoped and ready to proceed. • Provision of a clear, well balanced budget. Budgets must describe and show the total cost of the project and list any other additional sources of funds that will contribute to the total costs. If there are no other additional sources of funding, applicants must apply for hardship consideration and provide all relevant documents. • Three written quotes and a Quantity Survey (QS) (QS required for projects over \$50,000 in total cost). • Provision of relevant plans, permits and approvals with the application. • Demonstrated capacity that the applicant organisation has the necessary expertise and support the delivery of the project.
COMMUNITY IMPACT – 40%	<ul style="list-style-type: none"> • The application provides clear reasons for the project’s need, who and how many community members will benefit and what those benefit will be. It will also need to provide information on where the facility is/will be located and who will have access to it when complete. • Demonstrates it will assist to achieve one or more of the following outcomes where the aim is to: <ul style="list-style-type: none"> ○ Improve social connections in our community. ○ Support older people, young people and children in our community. ○ Improve access to facilities and programs for people with all abilities. ○ Promote healthy eating and support active living. ○ Improve safety in our community. ○ Address social and economic vulnerability. ○ *Improve social equity and inclusion. <p><i>*The outcomes of social equity are intended to result in an increased sense of belonging, universal participation and a level playing field for all.</i></p>
ENVIRONMENTAL IMPACT - 15%	<p>Considers how the project positively impacts on the built and natural environment. Takes into account how the project aligns with one or more of the ten One Planet Living principles Council has adopted in order to:</p> <ul style="list-style-type: none"> • Enhance and protect natural areas and ecosystem health • Support our community to live sustainability • Advocate for and promote sustainable design and development • Minimise our environmental footprint
ECONOMIC IMPACT – 15%	<p>Considers how the project will assist to achieve one or more of the following outcomes:</p> <ul style="list-style-type: none"> • Strengthen an organisation or group ‘s capacity to deliver existing programs. • Provides or generates additional services for the community. • Strengthen the social and economic capacity of community members and volunteers groups. <p><i>Note: While these grants are for not for profit community organisations for projects that focus on improving social and community impact, there is a potential flow on effect that can positively impact the local economy and contribute to the prosperity of the community.</i></p>
TOTAL 100%	

WHAT BUDGET DETAILS ARE REQUIRED TO SUPPORT MY REQUEST?

- All applications are required to supply three quotes/estimates of expense. All quotes need to be itemised and clearly show details of the cost of each individual item, labour charges or aspect of the project. For projects \$50,000 and over, a quantity survey will be required.
- A current detailed profit and loss statement, audited financial statement or the financial statement presented at your AGM must be provided with the application.

These documents can be uploaded to your online application form.

The budget section in the application form is provided in two parts. List ALL project costs, and attach quotes from suppliers/contractors where possible. *(add extra rows if needed).*

Part (a) Income and Expenditure - **MUST**:

- Be balanced i.e. the Total Income must be the same figure as Total Expenses.
- Show specifically what grant funds will be spent on.
- Show that the Applicant will contribute a significant proportion of the project cost (including a 1/3 cash contribution).
- Other items you may wish to include in your budget

Part (b) In-kind Contributions - refers to FREE labour, goods or services received or anticipated.

- The suggested figure to estimate voluntary labour is \$20 per hour.
- Provide details of the in-kind eg. donated equipment; assistance from volunteers
- Information should be as accurate as possible.

WHAT ARE THE LEGAL AND TAXATION REQUIREMENTS?

- If required, you must arrange Public Liability Insurance to cover the activity detailed in the grant application.
- All applicants must possess an Australian Business Number (ABN) **or** provide written advice from the Australian Tax Office that no withholding tax is required from the grant payment by completing a [Statement by a Supplier Form](#)*.
 - *as per taxation requirements, 46.5% of the grant payment will be deducted from the grant allocation (withholding tax) if the funding recipient does not have an ABN or has not provided the ATO's Statement by a Supplier Form.
- If you wish to obtain a 'Statement by a Supplier Form' please contact the Australian Taxation Office or visit <https://www.ato.gov.au/forms/statement-by-a-supplier-not-quoting-an-abn/>
- If you wish to apply for a free ABN please visit <https://abr.gov.au>
- A Tax Invoice must be submitted within one month of notification that the application has been successful.
- Allocated funds must be expended within 12 months of receiving the grant, unless otherwise negotiated (see 'Changes to Project Prior to Completion')
- Allocations for which Council has not received a Tax Invoice will be automatically withdrawn at end of the financial year.

DO I NEED TO PROVIDE ANY PERMITS & APPROVALS?

Evidence of permits or approvals (for capital works projects) must be provided with your application.

You need to have approval in writing from the owner and the manager of the land or building where the works are planned. If the land or building is owned or managed by the City of Greater Geelong, **you must** discuss your proposal, in advance of your submission with the relevant Council department. Contact the grants staff on **5272 4736** for advice about who you need to contact for approvals to work on City of Greater Geelong owned/managed land or buildings.

WILL THERE BE A FUNDING AGREEMENT?

Successful grant applicants will be required to enter into Funding Agreement that will establish the terms and conditions of funding and set out the activity details, the deliverables and schedule of payments. The Agreement will need to be signed by both the funding recipient and the City of Greater Geelong. An inception meeting will be arranged with successful applicants to establish agreed deliverables and schedules.

DO I NEED TO ACKNOWLEDGE THE CITY OF GREATER GEELONG AS A FUNDING CONTRIBUTOR?

Yes, as a condition of funding successful recipients are required to acknowledge the City of Greater Geelong.

- To acknowledge The City of Greater Geelong as a funding source on marketing and publicity material, you will need include the City's official logo and include the following wording: 'This project is supported by the City of Greater Geelong through its Community Facilities Infrastructure Fund.
- A logo will be supplied via email to successful applicants. Please contact the City's Communication and Marketing team on 5272 4803 to arrange for approval of proofs of all materials before production.
- Unauthorised use of the Council log or inappropriate attribution may result in the Funded Applicant being ineligible to apply for further grants.

WHAT IF THERE ARE CHANGES TO THE PROJECT PRIOR TO ITS COMPLETION?

- Funded projects are expected to be delivered as described in the grant application. You must seek approval in writing from the City's Connected Communities Department if changes need to be made. This includes delays to the original completion date or the ability to fully expended the grant funds within the agreed timeframes as per the Funding Agreement. If a project is to be discontinued or the grant funds will no longer be required, you will need to contact the City's Connected Communities Department to arrange for the return of grant funds.

DO I NEED TO PROVIDE A PROJECT EVALUATION REPORT?

Grant recipients are required to complete and submit a project report and online acquittal form on the completion of their funded activity.

- You will need to define the plan, process or strategy will you use to evaluate if your project has been successful.
- Milestone progress reports will be required to be provided to demonstrate evidence of agreed project deliverables.
- For Council audit purposes, an acquittal/evaluation report must be submitted upon conclusion of any funded project including discontinued projects. An online acquittal/evaluation report form will be provided to all successful applicants.. To access the form, log in to your SmartyGrants account using the user name and password you created to complete your application form.
- Organisations that do not submit a completed acquittal/evaluation form, including provision of an accurate statement of actual expenditure of funds will be ineligible to apply to City of Greater Geelong for future grants.
- Unless written permission is obtained from the City's Community Inclusion Unit, grant funds must only be used as indicated in the Grant Application budget. Funds not used as originally intended may need to be returned to Council. (see "Changes to Project Prior to Completion").
- As part of the Evaluation process, randomly selected projects may be required to provide additional detail of expenditure to improve project accountability.
- Council officers may request meetings with the Applicant to check progress, or undertake an independent audit of the books and records of the Applicant as they relate directly to the grant.
- Accurate financial records of the recipient organisation must be maintained and made available to Council in the event of any further audit by Council into the use of the grant.

PRIVACY INFORMATION

- The personal information on Grant Application Forms is collected by Council for the primary purpose of processing your grant application. Should you wish to access this information, you may contact Council on **5272 5272**.
- Council will publicly report grants awarded on an annual basis.

CONTACT INFORMATION

To discuss your proposed project in detail prior to submitting your application please contact

Community and Recreation staff :

Hinga Fletcher – Coordinator 5272 4752 hfletcher@geelongcity.vic.gov.au

Paul Cotter – Team Leader 5272 4780 pcotter@geelongcity.vic.gov.au

For information and support in accessing the online application form and general process information, please contact our grants team on 5272 5039 or 5272 4736 or email communitygrants@geelongcity.vic.gov.au

OTHER CITY OF GREATER GEELONG FUNDING OPTIONS

There are a variety of fund programs under the Community Investment and Support Fund. For more information, go to:

<http://www.geelongaustralia.com.au/grants>

COMMUNITY INVESTMENT & SUPPORT FUND CREATIVE COMMUNITIES – ARTS GRANTS

The Community Investment and Support Fund offers a variety of grant programs for groups and organisations to undertake projects that benefit the local community.

This will help achieve the Greater Geelong region's 30-year community led vision: *Greater Geelong: A Clever and Creative Future*.

The Clever and creative future vision is about developing a consistent approach to get things done and collaborating to create opportunities that address our challenges. This approach will assist in achieving the elements of a successful community.

These elements are:



To find out more about the *Greater Geelong: A Clever and Creative Future* go to:

<https://www.geelongaustralia.com.au/clevercreative>

The Creative Communities Arts Project Grants Program helps achieve this goal, and is underpinned by the following Strategic Directions.

'Community Wellbeing' Priority Areas:

- 'Connected, Creative and Strong Communities'

'Growing Our Economy' Priority Areas:

- 'A Prosperous and Innovative Geelong',
- 'A Successful and Vibrant City Centre' and
- Greater Geelong is a Leading City for Tourism, Arts, Culture and Events'.

The Community Investment & Support Fund themes are based on Indicators of a successful community. A successful community is one that is based on the City of Greater Geelong's ['Our Future'](#) Project.

WHAT ARE COMMUNITY ARTS GRANTS?

- The Community Arts Grants program aims to support the initiation, development and delivery of quality arts projects, enriching the cultural fabric of the Geelong region and maximising community participation in local arts activity.
- We look for projects that assist the City to build cultural strengths, connect communities through the arts and heritage, and raise the profile of the Geelong municipality as a creative region.
- The program is structured to enable a wide range of arts and cultural groups to obtain a share of an annual allocation of \$120,000 of grant funds, for a varied range of projects spanning all arts genres.
- Eligible organisations may apply for activities that will take place within the Greater Geelong municipality, and/or benefit the cultural life of the Geelong community.

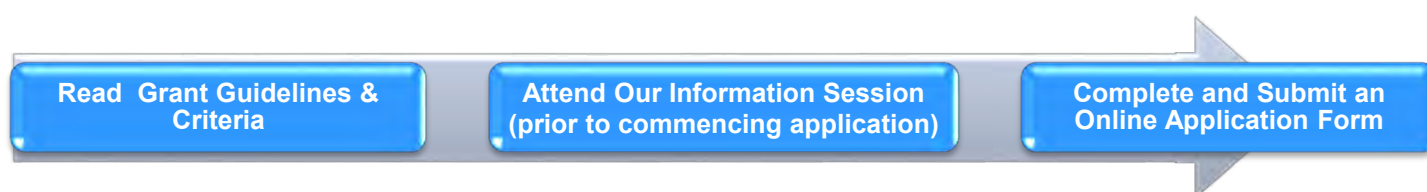
- Projects that are the same or similar to a previous year's application cannot be assured repeat funding and to ensure that funds distributed equitably, new or one off projects are our priority.

APPLICATION TIMELINES

Applications will be accepted until midnight on the final day of each round. *N.B. Incomplete submissions will not be accepted.*

Grant Rounds 2018/2019	Grant Round Dates	Outcome Announcement Dates
Creative Communities – Arts Grants - Main Round	Opens 2 July 2018 Closes 13 August 2018	5 October 2018
Creative Communities Arts (Quick Response) and Creative Communities (Professional Development)	Opens 8 October 2018 Closes 17 May 2019 Subject to availability of funds	Within (approx) four weeks from submission date

APPLICATION PROCESS



Mandatory information sessions to advise on these programs:

Please RSVP on-line at <https://www.geelongaustralia.com.au/events/calendar/item/8d5b668176007ba.aspx> advising which session you wish to attend.

All applications are submitted online via <http://www.geelongaustralia.com.au/grants>. Contact the Arts & Culture Department on 5272 4703 if you require assistance to access the grant portal.

Please Note: If you are receiving external support to write this grant, the applicant must actively participate in developing the ideas and the application process.

WHO CAN APPLY?

ORGANISATION CATEGORY	YES	NO
Not for Profit, incorporated bodies, cooperatives or associations	✓	
Government schools (<i>where funded activity is conducted with wider community participation and external to school grounds and curriculum only</i>)	✓	
Registered charitable organisations– Refer to Australian Charities and Not for Profit Commission.	✓	
Groups with an eligible auspice. (<i>see 'what is an auspice'</i>)	✓	
Groups that have engaged individual Professional Artist/s to facilitate community arts projects on their behalf. In this instance the organisation is considered to be the applicant.	✓	
Unincorporated bodies		✗
Individuals (<i>May be eligible under 'Professional Development grant stream'</i>)		✗
Commercial entities, businesses and sole traders		✗
Organisations with outstanding debts or arrears to the City of Greater Geelong.		✗

Organisations/groups that have not provided a satisfactory Evaluation/Acquittal form to the City of Greater Geelong for any previous funding received from Council from any funding program. This includes organisations that have acted as an Auspice body for an unincorporated group		x
Organisations that have already received funds from Council for the same project in the same financial year. <i>(Some exceptions may be considered. Please check with the Arts & Culture Department on 03 5272 4703)</i>		x

WHAT IS AN AUSPICE?

- If your group is a not for profit organisation but is not incorporated or is not one of the other types of legal entities as listed above, you will need to find another organisation that meets the eligible status. You must obtain approval from that organisation to act as an 'Auspice' for your grant application. If this application is successful, Grant funds will be paid to the Auspice organisation for distribution to the Applicant. For further details and advice, please speak to the Arts & Culture Department on 03 5272 4703.
- The Applicant must obtain advance approval from the organisation before listing them as Auspice. The Applicant must keep the Auspice fully informed of the details of the application and all project aspects and progress.
- If your group has limited financial reserves, it is advisable to negotiate clear terms with your Auspice to include up-front or progress payments.
- In some instances an applicant might request that the Auspice provide Public Liability Insurance (PLI) for their project.. Should this occur, the Applicant must obtain a PLI Certificate of Currency from the Auspice for inclusion with this application. (a policy statement or receipt is NOT sufficient).
- Some Auspice organisations may charge an Auspice fee, at their discretion.

LEGAL AND TAXATION REQUIREMENTS:

- All applicants must arrange Public Liability Insurance to cover the activity detailed in the grant application.
- All applicants must possess an Australian Business Number (ABN) or provide written advice from the Australian Tax Office that no withholding tax is required from the grant payment by completing a [Statement by a Supplier Form](#)*.
 - *As per taxation requirements, 46.5% of the grant payment will be deducted from the grant allocation (withholding tax) if the funding recipient does not have an ABN or has not provided the ATO's Statement by a Supplier Form.
- A Tax Invoice must be submitted to "The Arts & Culture Department" within one month of notification that the application has been successful.
- Allocated funds must be expended within 12 months of receiving the grant, unless otherwise negotiated (see 'Changes to Project Prior to Completion')
- Allocations for which Council has not received a Tax Invoice will be automatically withdrawn at end of the financial year.

PERMITS & APPROVALS

- Any event/program/project that is to be held on Council property (including Council-owned buildings, parks and all other open space areas including the Geelong Waterfront) is required to have the approval of both the Council Department with asset management responsibility for the property, and Council's Event Services Unit. Grant recipients are responsible for obtaining the appropriate permits and permissions for use of these locations. Contact the Arts & Culture Department on 03 5272 4703 for advice about who you need to contact.
- **Organising a community event** - please refer to Council's Events Planning Guide at <http://www.geelongaustralia.com.au/events/planning>.
- **Public Art Installation** – contact Council's Public Art Officer on 03 5272 4704.

PRIVACY INFORMATION

- The personal information on Grant Application Forms is collected by Council for the primary purpose of processing your grant application. Should you wish to access this information, you may contact Council on 5272 5272.
- Council will publicly report grants awarded on an annual basis.

HOW MUCH CAN YOU APPLY FOR?

Community Arts Grants (Arts Project) are amounts of up to \$6,000.

A two year (Biennial) funding option of up to \$12,000 is available, disbursed across two years (max \$6,000 per year), for particularly large projects with two distinct phases. For example: planning phase for community consultation and research etc. followed by a delivery phase for production and public outcome.

Note: Applications that are not considered to have a sufficiently strong case for biennial funding may be considered for single year funding. In this instance an officer will contact you discuss this shift; scoring of your application will not be adversely affected.

WHAT CAN YOU APPLY FOR?

This table identifies ideas and examples of the types of initiatives and projects that will be considered for funding and the types of projects that will not be considered and under this program. All projects with an arts and culture focus which occur within the Greater Geelong municipality will be considered. However the most successful projects are ones that seek to enhance local identity and cultural life.

PROJECT TYPE	YES	NO
• Creation and or delivery of original performance works – all disciplines	✓	
• Development costs for scripts and publications.	✓	
• Preparation of business cases, and business plans for large-scale arts activities.	✓	
• Creation and delivery of Workshops, Information Sessions, Seminars and Event Series' of an arts and cultural nature.	✓	
• Activities that encourage collaboration between arts organisations and other (arts or non-arts) communities.	✓	
• Non-festival cultural activities.	✓	
• Installations and exhibitions.	✓	
• Costs related to arts workshops and community arts events.	✓	
• Project-based artist fees (<i>not wages or salaries</i>)	✓	
• Project specific hire of equipment e.g. sound equipment, instruments, mobile staging etc.	✓	
• Art making materials	✓	
• Project launch costs	✓	
• Activities that involve schools/learning organisations but that are conducted in, and primarily and for the benefit of the wider community.		✗
• Activities that could be considered core business i.e. those associated with the application organisation's normal or day-to-day operation (<i>including regular projects and activities administration, staff salaries, insurances and permit costs</i>).		✗
• Programs or activities that could potentially commit Council funding on an ongoing basis.		✗
• Requests for retrospective purchases or projects or where activities commence prior to being acknowledged as successful (<i>This does not include any planning or preparation that does not require the commitment of funds</i>).		✗
• Activities that take place outside the City of Greater Geelong. (<i>Where activities have outcome/s that occur outside the Municipality, only the portion taking place within Greater Geelong is eligible</i>).		✗

• Fundraising events. e.g. Fetes, markets, fun runs, concerts, competitions, and other activities where the main aim is to directly fundraise for a particular charity or cause.		×
• Projects that have already received support from, and/or meet the criteria of another City of Greater Geelong funding program.		×
• Prizes, gifts, awards, or sponsorship costs. e.g. Trophies, medals, money, vouchers etc.		×
• Some touring shows or performances of previously published works may be considered core business of the application (contact the Arts & Culture Department)		×
• Capital Works – includes building, renovations, refurbishments to the inside of outside of a building or to any outdoor spaces such as playgrounds, sporting groups, parts or reserves etc.		×
• Purchase (not hire) of equipment for ongoing use including hand tools, pre-made costumes.		×
• Professional Development Training for artists and volunteers (may be eligible under the Creative Communities Professional Development Grant category)		×
• Activities that may be covered by Federal or State Education Training funding – e.g. school fete activities based on school grounds (<i>except activities that involve schools/learning organisations but that are conducted in, and primarily and for the benefit of the wider community</i>).		×

HOW ARE APPLICATIONS ASSESSED?

Eligible applications are assessed against this set of common criteria by a cross-departmental panel of Council officers, who review each submission preliminary recommendations are forwarded to the grant review panel.

The panel reviews these and recommends outcomes of applications to the City's Director of Investment and Attraction for final approval and authorisation.

If required applicants may be contacted by grant officers during the assessment process for further clarification about their project. All applicants are advised of the outcome of their submissions following final authorisation.

A list of allocations that provides the applicant organisation's name, the project title and the amount awarded will then be uploaded to the grants page on the Geelong Australia website – <http://geelongaustralia.com.au/grants>

before recommendations are sent to the Director for approval.

Criteria
WELL PLANNED – 25%
<ul style="list-style-type: none"> • Project Rationale Considers the need and reasons for doing it. Includes estimated number, gender, age and location/region of those participating in the project. Considers how it fits within City of Greater Geelong strategic directions • Well Scoped Project and Sound Budget Demonstration that project is well planned and scoped. Where relevant, evidence of plans, required permits and approvals should be provided. Provision of a clear, well balanced budget that details total project costs and all income sources relevant to the project. Where relevant, written quotes should be provided. Demonstrated capacity of the applicant organisation to support delivery of the project.

COMMUNITY BENEFIT – 40%

To assist to determine the level of community benefit, the following three main elements will be considered:

- **Creative – 20%**
Considers how the project provides opportunities that strengthen and express the unique character of the City of Greater Geelong by developing clever, creative activities and ideas.
Considers the artistic, cultural and heritage merit of the specific activities that will take place, the involvement of local professional artists (artists/arts practitioners who charge for their work) and non-professional artists who will be engaged on this project
- **Connected - 10%**
Considers how the project increases community access, equity, participation and demonstrates collaboration between groups.
- **Healthy and Strong – 10%**
Considers how the project will enhance health, wellbeing, diversity and quality of life for Greater Geelong communities by creating new or enhancing existing opportunities and capacities (awareness, knowledge, skills, resources).
Considers how the project encourages healthy environments for physical activity and infrastructure to support healthy living.

ENVIRONMENT & SUSTAINABILITY– 15%

- Considers how the project positively impacts on the built and natural environment and minimises our environmental footprint, including developing waste wise events.

ECONOMIC IMPACT – 20%

- Considers the direct or indirect impact on local economic growth, business and/or organisational capacity.
- Considers how the project contributes to the City of Greater Geelong goals of a vibrant and prosperous community.
For example, this could include activities that are aimed at one or more of the following:
 - *attracting new residents, visitors and/or audiences*
 - *contributing towards Greater Geelong being a leading city for tourism, arts, culture and heritage events*
 - *supporting the local economy*
 - *strengthening an organisation's governance, structure, and/or financial capacity*
 - *provision or generation of additional services for the community*
 - *increasing or enhancing volunteering*

BUDGET

The budget is provided in three parts. List ALL project costs, and attach quotes from suppliers/contractors where possible. (*add extra rows if needed*).

Part (a) Income and Expenditure - MUST:

- Be balanced i.e. the Total Income must be the same figure as Total Expenses.
- Show specifically what grant funds will be spent on.
- Show that the Applicant will contribute a significant proportion of the project cost (including cash contribution).
- Other items you may wish to include in your budget.
- **Other Grants** – Detail other (non-City of Greater Geelong) grants you have/will be applied for, to support this project.
- It is important that you show how you will proceed if 'Other grants' applied for are not successful.

Part (b) In-kind Contributions - refers to FREE labour, goods or services received or anticipated.

- The suggested figure to estimate voluntary labour is \$20 per hour.
- Provide details of the in-kind e.g. “Art-making materials, legal services, sound equipment loan, provision of catering, etc.”
- Information should be as accurate as possible.

INCOME

- **Sale of products or merchandise**
- **Entry fees (based on \$____ per head)**

EXPENDITURE

- Materials costs
- Marketing and Promotion costs
- Contingency (*list under expenditure*) – an unallocated amount to allow for the unexpected

NOTE: Contribution to the project by the (Applicant) organisation: It is desirable to ensure that the success of your project does not depend entirely on receiving a City of Greater Geelong grant. Your response to ‘contribution to the project’ should include comment about how you will proceed if other funding applications are not successful, and reference any other external funding or sponsorship you are applying for.

FUNDING AGREEMENT

- Successful grant applicants will be required to enter into Funding Agreement that will establish the terms and conditions of funding and set out the activity details.

PROMOTION AND MARKETING

As a condition of funding, successful recipients are required to:

- acknowledge Council as a funding source on all marketing and publicity materials. This will include the City of Greater Geelong logo and the words ‘This project is supported by City of Greater Geelong through its Creative Communities Grant Program’. Please contact Council’s Communication and Marketing Department on 5272 4803 to obtain the relevant logo and arrange for approval of proofs of all materials before production. Unauthorised use of the Council logo or inappropriate attribution may result in the Applicant being ineligible to apply for further grants.
- submit a promotional article for the funded activities in the Council’s Geelong Region Arts Atlas at least two weeks prior to the activity commencing: see www.artsatlasgeelong.com.au. Phone 5272 4703 for assistance;
- provide invitations to the launch event or public outcome of any funded activities, for the following City of Greater Geelong representatives:
 - a. Mayor
 - b. Arts and Culture Portfolio Holder
 - c. Arts and Culture Department Officers (min. of two invitations)

Invitations should be sent to: PO Box 104, Geelong VIC 3220 or emailed to info@geelongcity.vic.gov.au

CHANGES TO PROJECT PRIOR TO COMPLETION

- Funded projects are expected to be delivered as described in the grant application. You must seek approval in writing from Council via the Arts & Culture Department if substantial changes are to be made to the nature of the project, how the funds will be used, or if grant funds cannot be expended within 12 months.
- If a project is to be discontinued, Council must be contacted immediately to arrange for the return of grant funds.

PROJECT EVALUATION

- You need to define the plan, process or strategy will you use to evaluate whether your project has been successful.
- For Council audit purposes, an Acquittal must be submitted upon conclusion of any funded project including discontinued projects. Acquittal is conducted online. Login to your grant application to complete the associated Acquittal Form.
- Acquittals will include a self-evaluation of the project’s cultural/creative and economic benefit to Geelong.

- Organisations that do not submit a completed Acquittal Form, including an accurate statement of actual expenditure of funds, will be ineligible to apply to City of Greater Geelong for future grants.
- Unless written permission is obtained from the Arts & Culture Unit, grant funds must only be used as indicated in the Grant Application budget. Funds not used as originally intended may need to be returned to Council. (see “Changes to Project Prior to Completion”)

PROFIT

- Making a profit from your Project is acceptable, provided you have used all grant funds strictly for the purpose for which they were approved. Any unspent grant funds must be returned to Council.

AUDITS

- As part of the Evaluation process, randomly selected projects may be required to provide additional detail of expenditure to improve project accountability.
- Council officers may request meetings with the Applicant to check progress, or undertake an independent audit of the books and records of the Applicant as they relate directly to the grant.
- Accurate financial records of the recipient organisation must be maintained and made available to Council in the event of any further audit by Council into the use of the grant.

CONTACT

For further information regarding this grant program please call 5272 4703 email artsculture@geelongcity.vic.gov.au

OTHER CITY OF GREATER GEELONG FUNDING OPPORTUNITIES

For more information, go to: <http://www.geelongaustralia.com.au/grants>

COMMUNITY INVESTMENT & SUPPORT FUND

CREATIVE COMMUNITIES – FESTIVALS GRANTS

The Community Investment and Support Fund offers a variety of grant programs for groups and organisations to undertake projects that benefit the local community.

This will help achieve the Greater Geelong region's 30-year community led vision: *Greater Geelong: A Clever and Creative Future*.

The Clever and creative future vision is about developing a consistent approach to get things done and collaborating to create opportunities that address our challenges. This approach will assist in achieving the elements of a successful community. These elements are:



To find out more about the *Greater Geelong: A Clever and Creative Future* go to:

<https://www.geelongaustralia.com.au/clevercreative>

The Creative Communities Festivals Grants Program is underpinned by the following Strategic Directions:

'Community Wellbeing' Priority Areas:

- 'Connected, Creative and Strong Communities'

'Growing Our Economy' Priority Areas:

- 'A Prosperous and Innovative Geelong',
- 'A Successful and Vibrant City Centre' and
- Greater Geelong is a Leading City for Tourism, Arts, Culture and Events'.

The Community Investment & Support Fund themes are based on Indicators of a successful community. A successful community is one that is based on the City of Greater Geelong's ['Our Future'](#) Project.

WHAT ARE COMMUNITY FESTIVALS GRANTS?

- The Community Festivals Grants Program aims to strengthen community festival activities across the municipality and in doing so, celebrate the diverse and unique communities within the City of Greater Geelong.
- The Program has a total allocation of \$100,000 per year, available to groups seeking to develop small to moderate sized festivals which celebrate local or community identity, provide a diverse range of arts activities in accessible locations, and enrich the cultural life of the Geelong community.
- Eligible organisations may apply for activities that will take place within the Greater Geelong municipality, and which demonstrate benefit to the cultural life of the Geelong community.

IS YOUR EVENT A COMMUNITY FESTIVAL?

It is important to ensure that your event is a Community Festival as opposed to an arts project or major event. For the purposes of this program, a Community Festival is defined as:

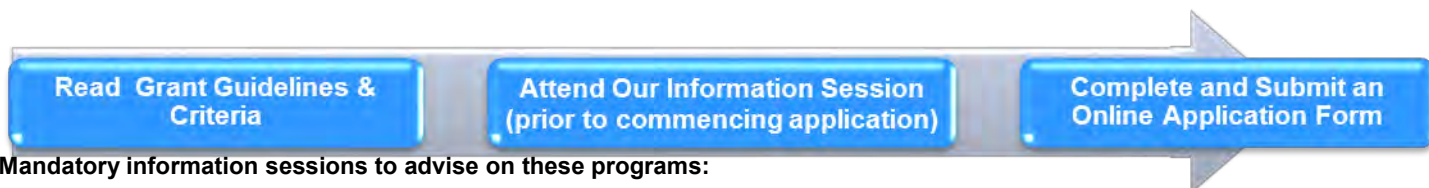
- Primarily focused on meeting the arts cultural and heritage needs of the local community rather than a non-local audience.
- Celebrates local identity and uniqueness of place.
- Provides opportunities for community arts and cultural development.
- Community participation is evident in the planning process.
- Offers a diverse range of cultural experiences and activities.
- Utilises space in a creative or different manner than that intended as its primary purpose eg. parks or a foreshore.
- Is widely accessible and able to attract a broad range of participation and attendance.

APPLICATION TIMELINES

Applications will be accepted until midnight on the final day of each round. *N.B. Incomplete submissions will not be accepted.*

Grant Rounds 2018/2019	Grant Round Dates	Outcome Announcement Dates
Creative Communities – Festival Grants - main round	Opens 2 July 2018 Closes 13 August 2018	5 October 2018
Creative Communities - Quick Response round	Opens 8 October 2018 Closes 17 May 2019 Subject to availability of funds	Within (approx) four weeks from submission date

APPLICATION PROCESS



Mandatory information sessions to advise on these programs:

Please RSVP on-line at <https://www.geelongaustralia.com.au/events/calendar/item/8d5b668176007ba.aspx> advising which session you wish to attend.

All applications are submitted online via <http://www.geelongaustralia.com.au/grants>. Contact the Arts & Culture Department on 5272 4703 if you require assistance to access the grant portal.

Please Note: If you are receiving external support to write this grant, the applicant must actively participate in developing the ideas and the application process.

WHO CAN APPLY?

ORGANISATION CATEGORY	YES	NO
Not for Profit, incorporated bodies, cooperatives or associations	✓	
Government schools (<i>where funded activity is conducted with wider community participation and external to school grounds and curriculum only</i>)	✓	
Registered charitable organisations– Refer to Australian Charities and Not for Profit Commission.	✓	
Groups with an eligible auspice. (<i>see 'what is an auspice'</i>)	✓	
Unincorporated bodies		✗
Individuals		✗

Profit making organisations including commercial entities, businesses and sole traders		×
Organisations with outstanding debts or arrears to the City of Greater Geelong.		×
Organisations/groups that have not provided a satisfactory Evaluation/Acquittal form to the City of Greater Geelong for any previous funding received from Council from any funding program. This includes organisations that have acted as an Auspice body for an unincorporated group		×
Organisations that have already received funds from Council for the same project in the same financial year. <i>(Some exceptions may be considered. Please check with the Arts & Culture Department on 03 5272 4703)</i>		×

WHAT IS AN AUSPICE?

- If your group is a not for profit organisation but is not incorporated or is not one of the other types of legal entities as listed above, you will need to find another organisation that meets the eligible status. You must obtain approval from that organisation to act as an 'Auspice' for your grant application. If this application is successful, Grant funds will be paid to the Auspice organisation for distribution to the Applicant. For further details and advice, please speak to the Arts & Culture Department on 03 5272 4703.
- The Applicant must obtain advance approval from the organisation before listing them as Auspice. The Applicant must keep the Auspice fully informed of the details of the application and all project aspects and progress.
- If your group has limited financial reserves, it is advisable to negotiate clear terms with your Auspice to include up-front or progress payments.
- In some instances an applicant might request that the Auspice provide Public Liability Insurance (PLI) for their project.. Should this occur, the Applicant must obtain a PLI Certificate of Currency from the Auspice for inclusion with this application. (a policy statement or receipt is NOT sufficient).
- Some Auspice organisations may charge an Auspice fee, at their discretion.

LEGAL AND TAXATION REQUIREMENTS:

- All applicants must arrange Public Liability Insurance to cover the activity detailed in the grant application.
- All applicants must possess an Australian Business Number (ABN) or provide written advice from the Australian Tax Office that no withholding tax is required from the grant payment by completing a [Statement by a Supplier Form](#)*.

*As per taxation requirements, 46.5% of the grant payment will be deducted from the grant allocation (withholding tax) if the funding recipient does not have an ABN or has not provided the ATO's Statement by a Supplier Form.

- A Tax Invoice must be submitted to "The Arts & Culture Department" within one month of notification that the application has been successful.
- Allocated funds must be expended within 12 months of receiving the grant, unless otherwise negotiated (see 'Changes to Project Prior to Completion')
- Allocations for which Council has not received a Tax Invoice will be automatically withdrawn at end of the financial year.

PERMITS & APPROVALS

- Any event/program/project that is to be held on Council property (including Council-owned buildings, parks and all other open space areas including the Geelong Waterfront) is required to have the approval of both the Council Department with asset management responsibility for the property, and Council's Event Services Unit. Grant recipients are responsible for obtaining the appropriate permits and permissions for use of these locations. Contact the Arts & Culture Department on 03 5272 4703 for advice about who you need to contact.

- **Organising a community event** - please refer to Council's Events Planning Guide at <http://www.geelongaustralia.com.au/events/planning>.
- **Public Art Installation** – contact Council's Public Art Officer on 03 5272 4704.

PRIVACY INFORMATION

- The personal information on Grant Application Forms is collected by Council for the primary purpose of processing your grant application. Should you wish to access this information, you may contact Council on 5272 5272.
- Council will publicly report grants awarded on an annual basis.

HOW MUCH CAN YOU APPLY FOR?

Community Festivals Grants are amounts of up to \$6,000.

A three year (Triennial) funding option may be considered for events which have operated successfully for three or more consecutive years, by invitation only from the Arts & Culture Department. A higher level of funding may be considered for these events, determined by the scope and capacity of the festival. Triennial applications are based on a business case model, and are subject to annual evaluation and review. Prospective applicants will be invited to present a submission for consideration.

WHAT CAN YOU APPLY FOR?

This table identifies ideas and examples of the types of initiatives and projects that will be considered for funding and the types of projects that will not be considered and under this program. All festival activities with an arts and culture focus which occur within the Greater Geelong municipality will be considered, however the most successful projects are ones which seek to enhance local identity and cultural life.

PROJECT TYPE	YES	NO
• Innovative arts activities not currently being presented as part of the festival.	✓	
• Artist fees e.g. Musicians, Artistic Director, etc.	✓	
• Expenses incurred for the provision of workshops	✓	
• Materials for art installations, performance art, etc.	✓	
• Venue hire (for the period of the event i.e. not ongoing).	✓	
• Equipment rental essential to the festival program.	✓	
• Advertising and promotional expenses.	✓	
• Cost of development of professional Business Plans pertaining to the development for your event.	✓	
• Food items, where provision of this food is integral to the cultural significance of the program e.g. Cross-cultural learning through provision of an international cooking class.	✓	
• Community engagement activities for research purposes	✓	
• Core business costs associated with the daily operations of the festival organisation (<i>including administration and staff salaries and wages</i>).		✗
• Festivals whose primary participants or target audience is core business (<i>e.g. school event, where primary target audience is students/parents</i>).		✗
• Festival activities that commence prior to this application being received by Council, or acknowledged as successful (<i>to ensure that community organisations do not place themselves at financial risk</i>). This does not include any planning or preparation that does not require the commitment of funds.		✗
• Events that take place outside the City of Greater Geelong.		✗

• Fundraising events. e.g. Fetes, markets, fun runs, concerts, competitions, and other activities where the main aim is to directly fundraise for a particular charity or cause.		×
• Festivals/events that have already received support from, and/or meet the criteria of another City of Greater Geelong funding program.		×
• Prizes, gifts, awards, or sponsorship costs. e.g. Trophies, medals, money, vouchers etc.		×
• Some touring shows or performances of previously published works may be considered core business of the application (<i>contact the Arts & Culture Department</i>)		×
• Capital Works – includes building, renovations, refurbishments to the inside of outside of a building or to any outdoor spaces such as playgrounds, sporting groups, parts or reserves etc.		×
• Purchase (not hire) of equipment for ongoing use including hand tools, pre-made costumes.		×
• Professional Development Training for artists and volunteers (<i>may be eligible under the Community Arts Professional Development Grant category</i>)		×
• Activities that may be covered by Federal or State Education Training funding – e.g. school fete activities based on school grounds (<i>except activities that involve schools/learning organisations but that are conducted in, and primarily and for the benefit of the wider community</i>).		×
• Catering costs where provision of food is not considered integral to the cultural nature of the project (<i>e.g. Food and drink provided at a launch event</i>).		×
• A concert or series of performances to be held in a theatre or outdoor venue. (<i>May be eligible under Arts Grants Program</i>)		×

HOW ARE APPLICATIONS ASSESSED?

Eligible applications are assessed against the below (next Page) set of common criteria by a cross-departmental panel of Council officers, who review each submission preliminary recommendations are forwarded to the grant review panel.

The panel reviews these and recommends outcomes of applications to the City's Director of Investment and Attraction for final approval and authorisation.

If required applicants may be contacted by grant officers during the assessment process for further clarification about their project. All applicants are advised of the outcome of their submissions following final authorisation.

A list of allocations that provides the applicant organisation's name, the project title and the amount awarded will then be uploaded to the grants page on the Geelong Australia website – <http://geelongaustralia.com.au/grants>

before recommendations are sent to the Director for approval.

Criteria
WELL PLANNED – 25%
<ul style="list-style-type: none"> Project Rationale Considers the need and reasons for doing it. Includes estimated number, gender, age and location/region of those participating in the project. Considers how it fits within City of Greater Geelong strategic directions Continued... Well Scoped Project and Sound Budget Demonstration that project is well planned and scoped. Where relevant, evidence of plans, required permits and

approvals should be provided.

Provision of a clear, well balanced budget that details total project costs and all income sources relevant to the project.

Where relevant, written quotes should be provided.

Demonstrated capacity of the applicant organisation to support delivery of the project.

COMMUNITY BENEFIT – 40%

To assist to determine the level of community benefit, the following three main elements will be considered:

- **Creative – 20%**

Considers how the project provides opportunities that strengthen and express the unique character of the City of Greater Geelong by developing clever, creative activities and ideas.

Considers the artistic, cultural and heritage merit of the specific activities that will take place, the involvement of local professional artists (artists/arts practitioners who charge for their work) and non-professional artists who will be engaged on this project

- **Connected - 10%**

Considers how the project increases community access, equity, participation and demonstrates collaboration between groups.

- **Healthy and Strong – 10%**

Considers how the project will enhance health, wellbeing, diversity and quality of life for Greater Geelong communities by creating new or enhancing existing opportunities and capacities (awareness, knowledge, skills, resources).

Considers how the project encourages healthy environments for physical activity and infrastructure to support healthy living.

ENVIRONMENT & SUSTAINABILITY– 15%

- Considers how the project positively impacts on the built and natural environment and minimises our environmental footprint, including developing waste wise events.

ECONOMIC IMPACT – 20%

- Considers the direct or indirect impact on local economic growth, business and/or organisational capacity.
- Considers how the project contributes to the City of Greater Geelong goals of a vibrant and prosperous community.
For example, this could include activities that are aimed at one or more of the following:
 - *attracting new residents, visitors and/or audiences*
 - *contributing towards Greater Geelong being a leading city for tourism, arts, culture and heritage events*
 - *supporting the local economy*
 - *strengthening an organisation's governance, structure, and/or financial capacity*
 - *provision or generation of additional services for the community*
 - *increasing or enhancing volunteering*

BUDGET

The budget is provided in three parts. List ALL project costs, and attach quotes from suppliers/contractors where possible. (*add extra rows if needed*).

Part (a) Income and Expenditure - MUST:

- Be balanced i.e. the Total Income must be the same figure as Total Expenses.
- Show specifically what grant funds will be spent on.
- Show that the Applicant will contribute a significant proportion of the project cost (including cash contribution).
- Other items you may wish to include in your budget.
- **Other Grants** – Detail other (non-City of Greater Geelong) grants you have/will be applied for, to support this project.
- It is important that you show how you will proceed if 'Other grants' applied for are not successful.

Part (b) In-kind Contributions - refers to FREE labour, goods or services received or anticipated.

- The suggested figure to estimate voluntary labour is \$20 per hour.
- Provide details of the inkind eg. "Art-making materials, legal services, sound equipment loan, provision of catering, etc"
- Information should be as accurate as possible.

INCOME

- **Sale of products or merchandise**
- **Entry Fees (based on \$____ per head)**

EXPENDITURE

- Materials costs
- Marketing and Promotion costs
- Contingency (list under expenditure) – an unallocated amount to allow for the unexpected

NOTE: Contribution to the project by the (Applicant) organisation: It is desirable to ensure that the success of your project does not depend entirely on receiving a City of Greater Geelong grant. Your response to 'contribution to the project' should include comment about how you will proceed if other funding applications are not successful, and reference any other external funding or sponsorship you are applying for.

FUNDING AGREEMENT

- Successful grant applicants will be required to enter into Funding Agreement that will establish the terms and conditions of funding and set out the activity details.

PROMOTION AND MARKETING

As a condition of funding, successful recipients are required to:

- acknowledge Council as a funding source on all marketing and publicity materials. This will include the City of Greater Geelong logo and the words 'This project is supported by City of Greater Geelong through its Creative Communities Grant Program'. Please contact Council's Communication and Marketing Department on 5272 4803 to obtain the relevant logo and arrange for approval of proofs of all materials before production. Unauthorised use of the Council logo or inappropriate attribution may result in the Applicant being ineligible to apply for further grants.
- submit a promotional article for the funded activities in the Council's Geelong Region Arts Atlas at least two weeks prior to the activity commencing: see www.artsatlasgeelong.com.au. Phone 5272 4703 for assistance;
- provide invitations to the launch event or public outcome of any funded activities, for the following City of Greater Geelong representatives:
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 - c. Arts and Culture Department Officers (min. of two invitations)

Invitations should be sent to: PO Box 104, Geelong VIC 3220 **or** emailed to info@geelongcity.vic.gov.au

CHANGES TO PROJECT PRIOR TO COMPLETION

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PROFIT

- Making a profit from your Project is acceptable, provided you have used all grant funds strictly for the purpose for which they were approved.

AUDITS

- As part of the Evaluation process, randomly selected projects may be required to provide additional detail of expenditure to improve project accountability.
- Council officers may request meetings with the Applicant to check progress, or undertake an independent audit of the books and records of the Applicant as they relate directly to the grant.
- Accurate financial records of the recipient organisation must be maintained and made available to Council in the event of any further audit by Council into the use of the grant.

CONTACT

For further information regarding this grant program please call 5272 4703 email artsculture@geelongcity.vic.gov.au

OTHER CITY OF GREATER GEELONG FUNDING OPPORTUNITIES

For more information, go to: <http://www.geelongaustralia.com.au/grants>

COMMUNITY INVESTMENT & SUPPORT FUND ENVIRONMENT & SUSTAINABILITY GRANTS



The Community Investment and Support Fund offers a variety of grant programs for groups and organisations to undertake projects that benefit the local community.

This will help achieve the Greater Geelong region's 30-year community led vision:
Greater Geelong: A Clever and Creative Future.

The Clever and Creative Future vision is about developing a consistent approach to get things done and collaborating to create opportunities that address our challenges. This approach will assist in achieving the elements of a successful community.



To find out more about the Greater Geelong: A Clever and Creative Future go to:

<https://www.geelongaustralia.com.au/clevercreative>

WHAT IS THE ENVIRONMENT AND SUSTAINABILITY GRANT PROGRAM?

The Environment and Sustainability Grants Program is one of the grant programs under the Community Investment and Support Fund. The program is offered to assist not-for-profit community organisations in providing opportunities that benefit the wider Geelong community.

We are looking for projects that help to achieve the goals and outcomes of Council's strategic objectives relating to environment and sustainability. The City's overarching documents are [Greater Geelong: A Clever and Creative Future](#) and the [Environment Management Strategy 2014-2017](#).

The priority areas of the Greater Geelong: A Clever and Creative Future that relate to community groups are:

- Sustainable development that supports population growth and protects the natural environment
- Development and implementation of sustainable solutions

Within the Environment Management Strategy 2014-2017 council adopted the [One Planet Living](#) principles and is certified as a One Planet Council. The City aims to encourage others to help deliver projects around a shared agenda by adopting or being guided by the following One Planet Living principles:

- Health And Happiness
- Equity And Local Economy
- Culture And Community
- Land Use And Wildlife
- Sustainable Water
- Local And Sustainable Food
- Sustainable Materials
- Sustainable Transport
- Zero Waste
- Zero Carbon

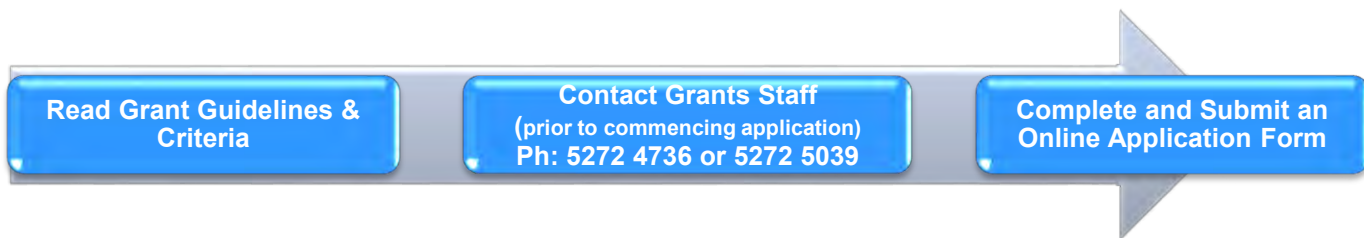
KEY DATES FOR APPLICATIONS

To assist in planning your project grant application, please refer to the following key dates for the 2018-2019 Environment and Sustainability Grants Program.

Applications will be accepted until 5.00pm on the final day. Incomplete or late submissions will not be accepted.

GRANT ROUND	GRANT APPLICATION DATES	DATE APPLICANTS ADVISED OF OUTCOMES
2018/19 financial year	9.00am Monday 2 July to 5.00pm Monday 13 August 2018	By Friday 5 October 2018

APPLICATION PROCESS



All applications are submitted online via <http://www.geelongaustralia.com.au/grants>

- Grants will be awarded from a minimum \$500 to a maximum of \$6,000 for the Environment and Sustainability Grants Program. Minor capital works will be funded for a maximum amount of \$4,000.
- For capital works above \$4,000, applicants are advised to apply through the [Community Facility Infrastructure Fund](#).
- Funding contributions from the applicant organisation towards the cost of the project are strongly encouraged.
- Grant amounts offered to successful applicants are based on outcomes determined during the assessment process and in line with budget limitations.
- This is a competitive process and not all applications will necessarily be funded. In some cases, applicants may also be offered partial funding to run a reduced or modified project. Please consider this when planning your project.
- Funding co-contributions towards the costs of the project in excess of the maximum grant allocation amount need to be confirmed and identified in the application.
- Generally only one application can be considered per applicant organisation per financial year.
- Applicants must fit within the grant program’s eligibility criteria as outlined in this document.
- Environment and Sustainability Grant requests must be submitted through our online application form. You will need an email address to access the online program.

WHO CAN APPLY?

	YES	NO
Not for Profit, incorporated bodies, cooperatives or associations	✓	
Registered charitable organisations - Refer to Australian Charities and Not for Profit Commission.	✓	
Government Schools/Learning institutions – (only where the project is not curriculum based or where the activity or benefit is not confined to the learning institution but is for the primary benefit is for the wider community) – (where the project has broad community benefit and is not curriculum based)	✓	
Unincorporated bodies		✗
Individuals		✗
Profit making organisations including commercial entities, businesses and sole traders		✗
Organisations with outstanding debts or arrears to the City of Greater Geelong		✗
Organisations that have not provided a satisfactory Evaluation/Acquittal form for any previous funding received from Council. This includes organisations that have acted as an Auspice body for an unincorporated group		✗
Generally organisations that have already received funds from Council in the same financial year		✗
Activities that may be covered by Federal or State Education Training funding <i>e.g. school fete activities based in the school grounds.</i>		✗

WHAT IS AN AUSPICE?

- If your group is a not for profit organisation but is not incorporated or is not one of the other types of legal entities as listed above, you will need to find another organisation that meets the eligible status. You must obtain approval from that organisation to act as an 'Auspice' for your grant application. If this application is successful, Grant funds will be paid to the Auspice organisation for distribution to the Applicant.
- The Applicant must obtain advance approval from the organisation before listing them as Auspice. The Applicant must keep the Auspice fully informed of the details of the application and all project aspects and progress.
- In some instances an applicant might request that the Auspice provide Public Liability Insurance (PLI) for their project. Should this occur, the Applicant must obtain a PLI Certificate of Currency from the Auspice for inclusion with this application. A policy statement or receipt is NOT sufficient.
- Some Auspice organisations may charge an Auspice fee, at their discretion.

LEGAL AND TAXATION REQUIREMENTS

- If required, you must arrange Public Liability Insurance to cover the activity detailed in the grant application.
- All applicants must possess an Australian Business Number (ABN) or provide written advice from the Australian Tax Office that no withholding tax is required from the grant payment by completing a [Statement by a Supplier Form](#)*.
 - *as per taxation requirements, 46.5% of the grant payment will be deducted from the grant allocation (withholding tax) if the funding recipient does not have an ABN or has not provided the ATO's Statement by a Supplier Form.
- A Tax Invoice must be submitted within one month of notification that the application has been successful.
- Allocated funds must be expended within 12 months of receiving the grant, unless otherwise negotiated (see 'Changes to Project Prior to Completion')
- Allocations for which Council has not received a Tax Invoice will be automatically withdrawn at end of the financial year.

PERMITS & APPROVALS

Evidence of permits or approvals (if required) must be provided with your application if you are requesting funds for a project or activity that includes:

- **Works on public land or community buildings:** You need to have approval in writing from the owner and the manager of the land or building. If the land or building is owned or managed by the City of Greater Geelong, **you must** discuss your proposal, in advance of your submission with the relevant Council department. Contact the grants staff on **5272 4736** for advice about who you need to contact for approvals to work on Council (City of Greater Geelong) managed land or buildings.
- **Organising a community event:** Please refer to the City's Events Planning Guide at <http://www.geelongaustralia.com.au/events/planning> for further information as you may need an event permit. Also you can list your event on our web page for free and find out other useful information about planning your event.

PRIVACY INFORMATION

- The personal information on Grant Application Forms is collected by Council for the primary purpose of processing your grant application. Should you wish to access this information, you may contact Council on **5272 5272**.
- Council will publicly report grants awarded on an annual basis.

HOW MUCH CAN YOU APPLY FOR?

- **Environment and Sustainability Grants** are for amounts from a minimum of \$500 to a maximum of \$6,000. Minor capital works (e.g. water tanks) can be funded for a maximum amount of \$4,000.
- For capital works \$4,000 and above applicants are advised to apply through the [Community Facility Infrastructure Fund](#).
- Grant amounts offered to successful applicants are based on outcomes determined during the assessment process and in line with budget limitations
- Funding contributions from the applicant organisation towards the cost of the project are strongly encouraged.

WHAT CAN YOU APPLY FOR?

ON-GROUND ENVIRONMENT WORKS	YES	NO
Re-vegetation with indigenous (locally native) plants	✓	
Purchase of re-vegetation materials and equipment	✓	
Pest plant and/or animal control measures on public land (not on private property)	✓	
Removal of native vegetation or other environmental assets		✗
Re-vegetation with non-indigenous plants		✗
Works or equipment for landscaping without positive biodiversity benefits or outcomes		✗
SUSTAINABILITY	YES	NO
Saving energy e.g. energy efficiency upgrades to facilities – minor capital works are capped at \$4,000	✓	
Saving water e.g. water efficiency upgrades – minor capital works are capped at \$4,000	✓	
Sustainable transport e.g. reducing fossil fuels associated with transport, bicycle skills training, end-of-trip facilities, carpooling initiatives	✓	
Reducing waste e.g. reducing waste going to landfill, recycling systems, composting systems	✓	
Sustainable gardens e.g. urban/rooftop gardens, sustainable food production, community gardens, local food events	✓	
Upgrading facilities where the sustainability outcomes or credentials are minimal or incidental		✗
CAPACITY BUILDING AND COMMUNITY ENGAGEMENT AND GENERAL REQUIREMENTS	YES	NO
Community events that engage on environmental or sustainability themes	✓	
Development of educational or capacity building materials and resources	✓	
Development of a strategic or business plan, or land management plans for a community group	✓	
Initiatives that build capacity and promote best practice in environment or sustainability e.g. workshops, networking events, training and skill development	✓	
Events or initiatives that do not have a clear focus on environment or sustainability outcomes		✗
GENERAL ELIGIBILITY REQUIREMENTS	YES	NO
Activities that could be considered core business i.e. those associated with the application organisation's normal or day-to-day operation (including regular projects and activities administration, staff salaries/wages, insurances and permit costs).		✗
Catering costs		✗
Programs or activities that could potentially commit Council funding on an ongoing basis		✗
Requests for retrospective purchases or projects. (This does not include any planning or preparation that does not require the commitment of funds).		✗
Activities that take place outside the City of Greater Geelong		✗

GENERAL ELIGIBILITY REQUIREMENTS (continued)	YES	NO
Fundraising events. e.g. Fetes, markets, fun runs, concerts, competitions, and other activities where the main aim is to directly fundraise for a particular charity or cause.		✘
Funding for Council services where fees are normally charged e.g. Council rates; waste removal; building or planning permit fees; parking fees, etc		✘
Activities aimed at promoting political views		✘
Projects that have already received support from, or meet the criteria of another City of Greater Geelong funding program		✘
Prizes, gifts, awards, or sponsorship costs. e.g. Trophies, medals, money, vouchers etc		✘

ASSESSMENT CRITERIA

Applications are assessed by determining the eligibility of each request and how it addresses the general grant guidelines and criteria. Each application is then assessed rating the key aspects of the project against the criteria outlined below. An assessment panel reviews the applications and provides recommendations to the Director, City Services for approval.

We are looking for projects that help to achieve the goals and outcomes of Council's strategic objectives relating to environment and sustainability. The City's overarching documents are [Greater Geelong: A Clever and Creative Future](#) and the [Environment Management Strategy 2014-2017](#). The Sustainable Built and Natural Environment objectives that form part of Greater Geelong: A Clever and Creative Future have two priority areas that relate to community groups:

- Sustainable development that supports population growth and protects the natural environment
- Development and implementation of sustainable solutions

Applications will also be assessed on how well they align with the [One Planet Living](#) principles Council adopted in the [Environment Management Strategy 2014-2017](#). Applications should address one or more of the following principles:

- Health and Happiness
- Equity and Local Economy
- Culture and Community
- Land Use and Wildlife
- Sustainable Water
- Local and Sustainable Food
- Sustainable Materials
- Sustainable Transport
- Zero Waste
- Zero Carbon

Applications will be assessed, taking into account how well one or more of the strategic objectives above are addressed. To assist in determining the level that these priority areas are demonstrated by applicants, a scoring system forms part of the assessment process as follows:

Criteria
WELL PLANNED – 15%
<p>Project Rationale</p> <ul style="list-style-type: none"> • Considers the need and reasons for doing it. Includes estimated number, gender, age and location/region of those participating in the project. • Considers how it fits within Council's strategic directions e.g. aligned with Greater Geelong: A Clever and Creative Future <p>Well Scoped Project and Sound Budget</p> <ul style="list-style-type: none"> • Demonstration that the project is well planned and scoped. Where relevant, evidence of plans, required permits and approvals should be provided. • Provision of a clear, well balanced budget that details total project costs and all income sources relevant to the project. Where relevant, written quotes should be provided. • Demonstrated capacity of the applicant organisation to support delivery of the project.
COMMUNITY BENEFIT – 25%
<p>Considers how the project will</p> <ul style="list-style-type: none"> • enhance health, wellbeing, diversity and quality of life for Greater Geelong communities by creating new or enhancing existing opportunities and capacities (awareness, knowledge, skills, resources). • Improve access to programs for people with all abilities. • encourages healthy environments for physical activity and infrastructure to support healthy living.
ENVIRONMENT & SUSTAINABILITY – 50%
<p>Considers how the project positively impacts on the built and natural environment. Takes into account how the project aligns with one or more of the ten One Planet Living principles Council has adopted in order to:</p> <ul style="list-style-type: none"> • Enhance and protect natural areas and ecosystem health • Support our community to live sustainably • Advocate for and promote sustainable design and development • Minimise our environmental footprint
ECONOMIC IMPACT – 10%
<p>Considers:</p> <ul style="list-style-type: none"> • the direct or indirect impact on local economic growth, business and/or organisational capacity. • how the project contributes to the City of Greater Geelong's goals of a vibrant and prosperous community. <p><i>For example, this could include activities that are aimed at one or more of the following:</i></p> <ul style="list-style-type: none"> • <i>strengthening an organisation's governance, structure, and/or financial capacity</i> • <i>provision or generation of additional services for the community</i> • <i>increasing or enhancing volunteering</i>

BUDGET

The budget is provided in two parts. List ALL project costs, and attach quotes from suppliers/contractors where possible (*add extra rows if needed*).

Part (a) Income and Expenditure - **MUST**:

- Be balanced i.e. the Total Income must be the same figure as Total Expenses
- Show specifically what grant funds will be spent on
- Funding contributions from the applicant organisation towards the cost of the project are strongly encouraged
- Other items you may wish to include in your budget

Part (b) In-kind Contributions - refers to FREE labour, goods or services received or anticipated.

- The suggested figure to estimate voluntary labour is \$20 per hour.
- Provide details of the in-kind eg. donated equipment; assistance from volunteers
- Information should be as accurate as possible.

FUNDING AGREEMENT

- Successful grant applicants will be required to enter into Funding Agreement that will establish the terms and conditions of funding and set out the activity details.

PROJECT EVALUATION REPORTS

- You need to define the plan, process or strategy you will use to evaluate whether your project has been successful.
- For Council audit purposes, an Acquittal must be submitted upon conclusion of any funded project including discontinued projects. Acquittal is conducted online. Login to your grant application to complete the associated Acquittal Form.
- Organisations that do not submit a completed Acquittal Form, including an accurate statement of actual expenditure of funds, will be ineligible to apply to City of Greater Geelong for future grants.
- Unless written permission is obtained from the Community Development & Engagement Unit, grant funds must only be used as indicated in the Grant Application budget. Funds not used as originally intended may need to be returned to Council. (see "Changes to Project Prior to Completion")

PROMOTION AND MARKETING

Promotion of funded projects and programs is strongly encouraged. As a condition of funding, successful recipients are required to:

- Acknowledge Council as a funding source on all marketing and publicity materials. This will include the City of Greater Geelong logo and the words '**This project is supported by the City of Greater Geelong through its Environment & Sustainability Program**'. Please contact Council's Communication and Marketing Department on 5272 4803 to obtain the relevant logo and arrange for approval of proofs of all materials before production. Unauthorised use of the Council logo or inappropriate attribution may result in the Applicant being ineligible to apply for further grants.

CHANGES TO PROJECT PRIOR TO COMPLETION

- Funded projects are expected to be delivered as described in the grant application. You must seek approval in writing from Council via the Community Development & Engagement Unit if substantial changes are to be made to the nature of the project, how the funds will be used, or if grant funds cannot be expended within 12 months.
- If a project is to be discontinued, Council must be contacted immediately to arrange for the return of grant funds.

AUDITS

- As part of the Evaluation process, randomly selected projects may be required to provide additional detail of expenditure to improve project accountability.
- Council officers may request meetings with the Applicant to check progress, or undertake an independent audit of the books and records of the Applicant as they relate directly to the grant.
- Accurate financial records of the recipient organisation must be maintained and made available to Council in the event of any further audit by Council into the use of the grant.

CONTACT

For further information regarding this grant program please call **5272 5039** or **5272 4736** or email communitygrants@geelongcity.vic.gov.au

OTHER CITY OF GREATER GEELONG FUNDING OPPORTUNITIES

For more information, go to: <http://www.geelongaustralia.com.au/grants>

COMMUNITY INVESTMENT & SUPPORT FUND

HEALTHY AND CONNECTED COMMUNITIES GRANT PROGRAM



The Community Investment and Support Fund offers a variety of grant programs for groups and organisations to undertake projects that benefit the local community.

This will help achieve the Greater Geelong region's 30-year community led vision:
Greater Geelong: A Clever and Creative Future.

The Clever and Creative Future vision is about developing a consistent approach to get things done and collaborating to create opportunities that address our challenges. This approach will assist in achieving the elements of a successful community.



To find out more about the Greater Geelong: A Clever and Creative Future go to:

<https://www.geelongaustralia.com.au/clevercreative>

GRANT GUIDELINES AND FREQUENTLY ASKED QUESTIONS

WHAT IS THE HEALTHY AND CONNECTED COMMUNITIES GRANT PROGRAM?

It is one of several grant programs offered under the Community Investment and Support Fund (CISF) aimed at contributing to the elements of a successful community.

Funding applications will be considered from not for profit community groups and organisations who undertake programs or activities that support the community to be healthy and provide a sense of well-being and connection.



We are looking for projects that contribute to an Inclusive, diverse, healthy and socially connected community

We have two categories of grants - **Category 1: Project Grants.** - **Category 2. Equipment Grants.**

Please refer to pages 4 & 5 for more information including a list of our key priorities and project types.

WHAT ARE THE KEY DATES FOR APPLICATIONS?

Applications will be accepted until 5.00pm on the final day. Incomplete or late submissions will not be accepted.

GRANT ROUND	GRANT APPLICATION DATES	DATE APPLICANTS ADVISED OF OUTCOMES
2018/19 financial year	Open 9.00am Monday 2 July, Closing 5.00pm to Monday 13 August 2018	By Friday 5 October 2018

HOW MUCH CAN YOU APPLY FOR?

The Healthy and Connected Communities Grant Program offers two categories to choose from:

Categories	Title	Description	Max. Grant Allocation (per applicant)
Category 1	Project Grants	For the delivery of responsive community projects, programs, activities and small community forums or events that focus on improving health, wellbeing and capacity building that benefit the broader community.	\$6,000
Category 2	Equipment Grants	To assist with the cost of small equipment purchases that help community groups to either: Deliver services and programs; improve health and safety outcomes; or improve resources that support volunteer groups.	\$2,000

- Only one of the above categories can be selected per application and organisation.
- Grant amounts offered to successful applicants are based on outcomes determined during the assessment process and in line with budget limitations.
- This is a competitive process and not all applications will necessarily be funded. In some cases, applicants may also be offered partial funding to run a reduced or modified project. Please consider this when planning your project.
- You will need to tell us how you will deliver the project if you are allocated less money that you are asking for.
- Priority will be given to applicants who demonstrate the most need and those that have not received funding in the previous financial year.
- Funding co-contributions towards the costs of the project in excess of the maximum grant allocation amount need to be confirmed and identified in the application.
- Applicants whose projects involve partnerships with other organisations or agencies will need to provide a support letter with their application.
- See pages 4 & 5 for more information on the types of projects that will be considered for funding.

WHO CAN APPLY?

This table identifies the types of organisations that are eligible and those that are not eligible to receive funding from this grant program. Please note: If you are receiving external support to write this grant, the applicant must actively participate in developing the ideas and the application process.

APPLICANT TYPE	YES	NO
Not for Profit, incorporated bodies, cooperatives or associations	✓	
Registered charitable organisations– Refer to Australian Charities and Not for Profit Commission.	✓	
Government Schools/Learning institutions – (only where the project is not curriculum based or where the activity or benefit is not confined to the learning institution but is for the primary benefit is for the wider community)	✓	
Organisations and groups that comply with Child Safe Standards. For more information please refer to: https://ccyp.vic.gov.au/child-safety/being-a-child-safe-organisation/	✓	
Services and organisations that are the responsibility of other local or levels of governments or other Council Departments		X
Unincorporated bodies (for unincorporated groups you may wish to appoint an Auspice*).		X
Individuals		X
Profit making organisations including commercial entities, businesses and sole traders		X
Activities that may be covered by Federal or State Education Training funding – e.g. school fete activities based on school grounds (<i>except activities that involve schools/learning organisations but that are conducted in, and primarily and for the benefit of the wider community</i>)		X
Organisations with outstanding debts or arrears to the City of Greater Geelong		X
Organisations that have not provided a satisfactory Evaluation/Acquittal form for any previous funding received from Council. This includes organisations that have acted as an Auspice body for an unincorporated group		X
Organisations that have already received funds from Council from this program within the current financial year		X

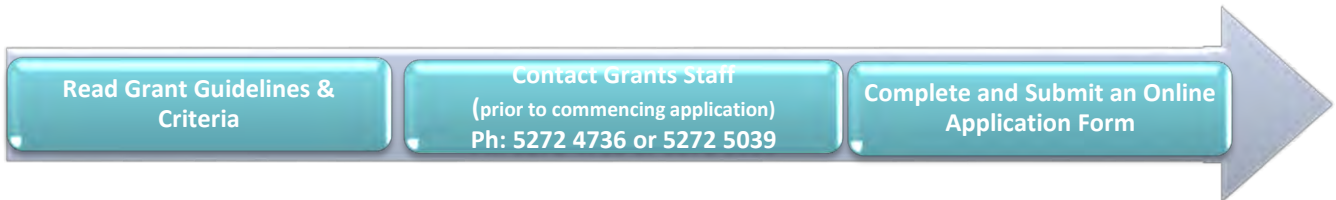
WHAT IS AN AUSPICE?*

- If your group is a not for profit organisation but is not incorporated or is not one of the other types of legal entities as listed above, you will need to find another organisation that meets the eligible status. You must obtain approval from that organisation to act as an 'Auspice' for your grant application. If this application is successful, Grant funds will be paid to the Auspice organisation for distribution to the Applicant.
- The Applicant must obtain advance approval from the organisation before listing them as Auspice. The Applicant must keep the Auspice fully informed of the details of the application and all project aspects and progress.
- Auspice organisations are responsible to ensure that any grant funds allocated are expended and acquitted according to the grant conditions and Funding Agreement.
- In some instances an applicant might request that the Auspice provide Public Liability Insurance (PLI) for their project. Should this occur, the Applicant must obtain a PLI Certificate of Currency from the Auspice for inclusion with this application. A policy statement or receipt is NOT sufficient.
- Some Auspice organisations may charge an Auspice fee, at their discretion.

WHAT IS THE APPLICATION PROCESS?

Grant requests *must* be submitted through our online application form. You will need an email address to access the online program. The online application and these guidelines can be accessed by visiting the Geelong Australia website <http://geelongaustralia.com.au/grants>

Support can be provided by grants staff if required.



WHAT CAN YOU APPLY FOR?



We are looking for projects that contribute to an Inclusive, diverse, healthy and socially connected community

In particular, our key priorities are to support projects that can demonstrate that they aim to:

- Improve social connections in our community.
- Support local Aboriginal people to achieve their priorities.
- Promote gender equity and diversity.
- Support older people, young people and children in our community.
- Foster inclusive communities,, multicultural activities and respect for cultural diversity.
- Improve access to programs for people with all abilities.
- Promote healthy eating and support active living.
- Improve safety in our community.
- Address social and economic vulnerability.
- Promote social equity and inclusion. *(The outcomes of social equity are intended to result in an increased sense of belonging, universal participation and a level playing field for all).*

WHAT CAN YOU APPLY FOR? (CONT'D)

The following table provides a checklist of the types of projects that we will consider and those that will not be funded. The list of the types of projects that will be considered is not exhaustive and is a guide only. To see what types of projects funded in the past go to <http://geelongaustralia.com.au/grants> to view a list of previous successful applicants. Check with the grants staff to see if your project idea fits with the guidelines – see contact details on the last page.

PROJECT TYPE	YES	NO
CATEGORY 1 – PROJECT GRANTS		
<ul style="list-style-type: none"> Activities, programs and events that take place within the City of Greater Geelong – (for activities that have multiple locations within and outside this municipality, we will only fund expenses related to those taking place within the City of Greater Geelong municipality). 	✓	
<ul style="list-style-type: none"> Initiatives that promote healthy lifestyles such as those that increase community participation in physical activities, recreational pursuits or promote and improve healthy eating. 	✓	
<ul style="list-style-type: none"> Initiatives aimed at improving mental health and wellbeing outcomes in the community. 	✓	
<ul style="list-style-type: none"> Community celebrations or events that mark a specific milestone, significant anniversary or promote community inclusion and social connections. 	✓	
<ul style="list-style-type: none"> Activities that strengthen community relationships and encourage active participation in community life. 	✓	
<ul style="list-style-type: none"> Initiatives that compliment or support existing programs, or strategies that aim to raise awareness or address complex social issues. For example this could include issues around discrimination, gender equality, family violence or community safety etc. 	✓	
<ul style="list-style-type: none"> Initiatives that address specific needs of Aboriginal, multicultural and new arrival communities; LGBTQI people; children; young people; seniors, and people with disabilities. 	✓	
<ul style="list-style-type: none"> Projects that aim to increase community knowledge and capacity to use and embrace digital technologies and contribute to lifelong learning. 	✓	
<ul style="list-style-type: none"> Training & development opportunities for volunteers. 	✓	
<ul style="list-style-type: none"> Establishment costs associated with setting up a new community group. 	✓	
<ul style="list-style-type: none"> Development of strategic or business plans to facilitate and assist community groups to identify and achieve goals and objectives consistent with their charter. 	✓	
CATEGORY 2: EQUIPMENT GRANTS		
<ul style="list-style-type: none"> Small equipment purchases that help community groups to either: Deliver services and programs; improve health and safety outcomes or improve resources that support volunteer groups. (for amounts of up to \$2,000. (Equipment must remain the property of the applicant organisation and be located within the City of Greater Geelong) 	✓	
CATEGORIES 1 & 2		
<ul style="list-style-type: none"> Staff salaries and wages (we will consider funding, for the purposes of assisting with specific proposed project, costs to engage an external facilitator, consultant or contractor who can supply and ABN and written quotations) 		X
<ul style="list-style-type: none"> Administration costs and insurances (exceptions will be considered if the project is to establish a new community group) 		X
<ul style="list-style-type: none"> Existing events, activities services and programs that are ongoing. This includes those that have already commenced. <i>(Note: we will only fund projects on a one-off basis. If the project will be ongoing or recurrent it cannot rely on its continuing operation on further funding support from the City of Greater Geelong)</i> 		X
<ul style="list-style-type: none"> Requests for retrospective purchases or projects. (This does not include any planning or preparation that does not require the commitment of funds). 		X
<ul style="list-style-type: none"> Projects that duplicate or do not link with developed strategies of other local service responses (unless evidence of need, coordination and cooperation is demonstrated) 		X
<ul style="list-style-type: none"> Fundraising events. e.g. Fetes, markets, fun runs, concerts, competitions, and other activities where the main aim is to directly fundraise for a particular charity or cause. 		X
<ul style="list-style-type: none"> Funding for Council services where fees are normally charged e.g. Council rates; waste removal; building or planning permit fees; parking fees, etc. 		X
<ul style="list-style-type: none"> Activities aimed at promoting political views. 		X
<ul style="list-style-type: none"> Projects that have already received support from, or meet the criteria of another City of Greater Geelong funding program or have received funds for the same project previously. 		X
<ul style="list-style-type: none"> Prizes, gifts, awards, or sponsorship costs. e.g. Trophies, medals, money, vouchers etc. 		X

CAN I APPLY FOR A PROJECT THAT THE CITY HAS FUNDED PREVIOUSLY?

- We will only fund the same or similar project once. To ensure that funds distributed equitably, new or one off projects are our priority.

WHAT IS THE ASSESSMENT PROCESS?

- Applications are assessed by determining the eligibility of each request and how it addresses the general grant guidelines and criteria
- Eligible applications are then rated and scored against the key criteria and priority areas of the program.
- The Assessment Criteria tables on pages 7 & 8 show the key criteria and the percentage weighting applied to each. It also shows the indicators that assessors will look for when reviewing the applications and determining the scores.
- Total scores and preliminary recommendations are forwarded to the grant review panel.
- The panel reviews these and recommends outcomes of applications to the City's Director of Community Life for final approval and authorisation.
- If required applicants may be contacted by grant officers during the assessment process for further clarification about their project.
- All applicants are advised of the outcome of their submissions following final authorisation.
- A list of allocations that provides the applicant organisation's name, the project title and the amount awarded will then be uploaded to the grants page on the Geelong Australia website – <http://geelongaustralia.com.au/grants>

WHAT IS THE ASSESSMENT CRITERIA?

Please refer to the assessment criteria for the relevant category you are applying for in the following tables

CATEGORY 1 - PROJECT GRANTS	
ASSESSMENT CRITERIA TABLE	
KEY CRITERIA AND WEIGHTING %	KEY INDICATORS – (what we look for when assessing an application)
WELL PLANNED PROJECT – 30%	<p>Demonstration of</p> <ul style="list-style-type: none"> • A sound and clear rationale for the project idea: ie the reasons for doing, its aim and why the funding is needed and can't be sourced elsewhere.. • A project plan or a clear list of actions/tasks and timelines need to deliver the project. • The capacity of the applicant organisation to undertake and deliver the project. e.g. there are sufficient numbers and skills and knowledge of volunteers and staff resources, timeframes are . • That required permits and approvals have been obtained and are provided with the application (e.g. an event permit or approval to install fixed equipment) • A clear, well balanced budget. Budgets must describe and show the total cost of the equipment and list any other additional sources of funds that will contribute to the total costs. If there are no other additional sources of funding, it can be demonstrated why this is not possible. • Quotes to substantiate the cost of items that the grant funds are intended to fund.
COMMUNITY IMPACT – 40%	<p>The project demonstrates it will assist in achieving outcomes that aim to:</p> <ul style="list-style-type: none"> • Improve social connections in our community • Support local Aboriginal people to achieve their priorities. • Promote gender equity and diversity • Support older people, young people and children In our community • Foster inclusive communities, multicultural activities and respect for cultural diversity • Improve access to programs for people with all abilities • Promote healthy eating and support active living • Improve safety in our community • Address social and economic vulnerability • *Improve social equity and inclusion <i>*The outcomes of social equity are intended to result in an increased sense of belonging, universal participation and a level playing field for all.</i>
ENVIRONMENTAL IMPACT – 15%	<p>Demonstration that the project:</p> <ul style="list-style-type: none"> • Enhances sustainability and/or will not have a negative impact on the built and natural environment. • Includes consideration has been given to minimising our environmental footprint, including waste wise events.
ECONOMIC IMPACT – 15%	<p>Demonstration that project will assist to achieve one or more of the following outcomes:</p> <ul style="list-style-type: none"> • Strengthen an organisation's governance structure, and/or financial capacity. • Strengthen the social and economic capacity of community members and groups. • Provide or generating additional services for the community. • Increase or enhance volunteering. • Foster life-long learning. <p><i>Note: While these grants are for not for profit community organisations for projects that focus on improving social and community impact, there is a potential flow on effect that can positively impact the local economy and contribute to the prosperity of the community.</i></p>
TOTAL 100%	

CATEGORY 2 - EQUIPMENT GRANTS

ASSESSMENT CRITERIA TABLE

KEY CRITERIA AND WEIGHTING %	KEY INDICATORS – (what we look for when assessing an application)
WELL PLANNED PROJECT – 30%	<p>The application includes:</p> <ul style="list-style-type: none"> • Clear reasons showing why the equipment is needed and what it will be used for. • Where it will be located and who will have access to it. • Supporting evidence to show that any required permits and approvals have been obtained (this relates for equipment that needs installing or fixing to an existing structure) • A clear, well balanced budget. Budgets must describe and show the total cost of the equipment and list any other additional sources of funds that will contribute to the total costs. If there are no other additional sources of funding, it can be demonstrated why this is not possible. • Quotes to substantiate the cost of items that the grant funds are intended to fund.
COMMUNITY IMPACT – 40%	<p>Acquiring the equipment will help to achieve one or more of the following:</p> <ul style="list-style-type: none"> • Improve social connections in our community. • Support older people, young people and children in our community. • Improve access to programs for people with all abilities. • Promote healthy eating and support active living. • Improve safety in our community. • Address social and economic vulnerability. • *Improve social equity and inclusion. <p><i>*The outcomes of social equity are intended to result in an increased sense of belonging, universal participation and a level playing field for all.</i></p>
ENVIRONMENTAL IMPACT - 15%	<ul style="list-style-type: none"> • The equipment enhances sustainability and/or will not negatively impact the built and natural environment.
ECONOMIC IMPACT – 15%	<p>Acquiring the equipment will assist to achieve one or more of the following outcomes:</p> <ul style="list-style-type: none"> • Strengthen an organisation or group 's capacity to deliver existing programs. • Provide or generate additional services for the community. • Strengthen the social and economic capacity of community members and volunteers groups. <p><i>Note: While these grants are for not for profit community organisations for projects that focus on improving social and community impact, there is a potential flow on effect that can positively impact the local economy and contribute to the prosperity of the community.</i></p>
TOTAL 100%	

WHAT BUDGET DETAILS ARE REQUIRED TO SUPPORT MY REQUEST?

The budget section in the application form is provided in two parts. List ALL project costs, and attach quotes from suppliers/contractors where possible. (add extra rows if needed).

Part (a) Income and Expenditure - **MUST**:

- Be balanced i.e. the Total Income must be the same figure as Total Expenses.
- Show specifically what grant funds will be spent on.
- Show that the Applicant will contribute a significant proportion of the project cost (including cash contribution).
- Other items you may wish to include in your budget

Part (b) In-kind Contributions - refers to FREE labour, goods or services received or anticipated.

- The suggested figure to estimate voluntary labour is \$20 per hour.
- Provide details of the inkind eg. Free use of a venue; donated equipment; assistance from volunteers
- Information should be as accurate as possible.

INCOME	EXPENDITURE
<ul style="list-style-type: none">• GRANT AMOUNT REQUESTED• FINANCIAL CONTRIBUTION BY APPLICANT• OTHER GRANT/FUNDING• OTHER INCOME	<ul style="list-style-type: none">• Materials costs• Marketing and Promotion costs• Catering• Equipment

WHAT ARE THE LEGAL AND TAXATION REQUIREMENTS?

- If required, you must arrange Public Liability Insurance to cover the activity detailed in the grant application.
- All applicants must possess an Australian Business Number (ABN) **or** provide written advice from the Australian Tax Office that no withholding tax is required from the grant payment by completing a [Statement by a Supplier Form](#)*.
 - *as per taxation requirements, 46.5% of the grant payment will be deducted from the grant allocation (withholding tax) if the funding recipient does not have an ABN or has not provided the ATO's Statement by a Supplier Form.
- If you wish to obtain a 'Statement by a Supplier Form' please contact the Australian Taxation Office or visit <https://www.ato.gov.au/forms/statement-by-a-supplier-not-quoting-an-abn/>
- If you wish to apply for a free ABN please visit <https://abr.gov.au>
- A Tax Invoice must be submitted within one month of notification that the application has been successful.
- Allocated funds must be expended within 12 months of receiving the grant, unless otherwise negotiated (see 'Changes to Project Prior to Completion')
- Allocations for which Council has not received a Tax Invoice will be automatically withdrawn at end of the financial year.

DO I NEED TO OBTAIN ANY PERMITS & APPROVALS?

Evidence of permits or approvals (if required) must be provided with your application if you are requesting funds for a project or activity that includes:

- **Installation of fixed equipment:** You need to have approval in writing from the owner and the manager of the land or building. If the land or building is owned or managed by the City of Greater Geelong, **you must** discuss your proposal, in advance of your submission with the relevant Council department. Contact the grants staff on **5272 4736** for advice about who you need to contact for approvals to work on Council (City of Greater Geelong) managed land or buildings.
- **Organising a community event:** Please refer to the City's Events Planning Guide at <http://www.geelongaustralia.com.au/events/planning> for further information as you may need an event permit. Also you can list your event on our web page for free and find out other useful information about planning your event.

WILL THERE BE A FUNDING AGREEMENT?

Successful grant applicants will be required to enter into Funding Agreement that will establish the terms and conditions of funding and set out the activity details

DO I NEED TO ACKNOWLEDGE THE CITY OF GREATER GEELONG AS A FUNDING CONTRIBUTOR?

Yes, as a condition of funding successful recipients are required to acknowledge the City of Greater Geelong.

- To acknowledge The City of Greater Geelong as a funding source on marketing and publicity material, you will need include the City's official logo and include the following wording: 'This project is supported by the City of Greater Geelong through its Healthy and Connected Communities Grant Program.
- A logo will be supplied via email to successful applicants. Please contact the City's Communication and Marketing team on 5272 4803 to arrange for approval of proofs of all materials before production.
- Unauthorised use of the Council logo or inappropriate attribution may result in the Funded Applicant being ineligible to apply for further grants.

WHAT IF THERE ARE CHANGES TO THE PROJECT PRIOR TO ITS COMPLETION?

- Funded projects are expected to be delivered as described in the grant application. You must seek approval in writing from the City's Community Inclusion Unit if changes need to be made. This includes delays to the original completion date or the ability to fully expended the grant funds within 12 months. If a project is to be discontinued or the grant funds will no longer be required, you will need to contact the City's Community Inclusion unit to arrange for the return of grant funds.

DO I NEED TO PROVIDE A PROJECT EVALUATION REPORT?

- Yes, you will need to define the plan, process or strategy will you use to evaluate if your project has been successful.
- For Council audit purposes, an acquittal/evaluation report must be submitted upon conclusion of any funded project including discontinued projects. An online acquittal/evaluation report form will be provided to all successful applicants.. To access the form, log in to your SmartyGrants account using the user name and password you created to complete your application form.
- Organisations that do not submit a completed acquittal/evaluation form, including provision of an accurate statement of actual expenditure of funds will be ineligible to apply to City of Greater Geelong for future grants.
- Unless written permission is obtained from the City's Community Inclusion Unit, grant funds must only be used as indicated in the Grant Application budget. Funds not used as originally intended may need to be returned to Council. (see "Changes to Project Prior to Completion").
- As part of the Evaluation process, randomly selected projects may be required to provide additional detail of expenditure to improve project accountability.
- Council officers may request meetings with the Applicant to check progress, or undertake an independent audit of the books and records of the Applicant as they relate directly to the grant.
- Accurate financial records of the recipient organisation must be maintained and made available to Council in the event of any further audit by Council into the use of the grant.

PRIVACY INFORMATION

- The personal information on Grant Application Forms is collected by Council for the primary purpose of processing your grant application. Should you wish to access this information, you may contact Council on **5272 5272**.
- Council will publicly report grants awarded on an annual basis.

CONTACT INFORMATION

For further information regarding this grant program please contact our grants team on 5272 5039 or 5272 4736 or email communitygrants@geelongcity.vic.gov.au

OTHER CITY OF GREATER GEELONG FUNDING OPTIONS

There are a variety of fund programs under the Community Investment and Support Fund. For more information, go to: <http://www.geelongaustralia.com.au/grants>

CENTRAL GEELONG MAJOR HERITAGE FUND



2018 Program Guide

OVERVIEW

The Central Geelong Major Heritage Fund is now in its third round. The Fund is a grant program intended for one-off capital improvement projects and is a key project of the Central Geelong Action Plan (December 2013). The fund supports the restoration of heritage building facades within the Action Plan boundary, the outcomes of which will contribute to the quality and attractiveness of our city streets.

Grant applications will be assessed by a panel of representatives appointed by the Central Geelong and Waterfront Unit, Investment and Attraction Division, of the City of Greater Geelong, (herein the Assessment Panel). If the project is successful, the applicant will enter into a formal Funding Agreement with the City of Greater Geelong.

The types of projects which will be considered for funding include:

- reinstatement or restoration of heritage verandas, awnings and balconies;
- repainting of facades;
- restoration of building names, original signage and decorative elements;
- restoration and repointing of brickwork or stonework;
- repair of roofs, chimneys, gables and parapets; and
- restoration and/or replacement of windows.

ELIGIBILITY CRITERIA

To be eligible for funding assistance from the Central Geelong Major Heritage Fund, the project must:

- be located within the Central Geelong Action Plan boundary – Figure 1.
- apply to a place protected under a Heritage Overlay in the City of Greater Geelong Planning Scheme;
- conserve the overall significance of the place;
- be visible to the public, focusing on the presentation of the property to the street;
- be of a reconstructive or restorative nature, established by the provision of early building plans, photographs, drawings and other evidence of the place;
- reconstruct only original features;
- be for no more than 50% of the total project cost;
- be put forward by the property owner or a lessee with written consent from the owner and whose term of lease is longer than any completion deadline for the works; and
- be for a single property per applicant in any one financial year.

INELIGIBLE PROJECTS

The following works are excluded from assistance under this fund:

- works to private residential dwellings;
- works to Council owned properties;
- works to interiors;
- works that are not publicly visible, unless the Assessment Panel uses its discretion to grant an exception;
- works required by a repair order issued by the City of Greater Geelong;

- routine repairs and general maintenance (for example, roof plumbing or restumping);
- works already commenced;
- new additions or extensions unless they are the reconstruction of an original element where evidence is provided of the earlier appearance of the place;
- speculative reconstruction works where there is no evidence of the earlier appearance of the place; and
- works proposed for properties where monies are owing to the City of Greater Geelong.

For properties located under the Victorian Heritage Register, a state government grant may be an option. For more information about the Department of Environment, Water, Land and Planning's Living Heritage Program please visit <http://www.dtpli.vic.gov.au/heritage/about-heritage-in-victoria/living-heritage-program> or email living.heritage@delwp.vic.gov.au.

ASSESSMENT CRITERIA & PROCESS

The Assessment Panel together with the Central Geelong and Waterfront Unit will assess eligible applications. A decision on the allocation of funding will be made using evidence provided by eligible applicants. Applicants will be advised of the outcome of the assessment in writing.

Applications will be assessed against the following criteria:

- contribution to the cbd streetscape including significance of contribution to precinct evolution and proximity to Revitalising Central Geelong initiatives;
- relevance to the heritage policies identified the Greater Geelong Planning Scheme as they apply to Central Geelong, including the Verandah Study (2006);
- consideration of an approved Conservation Management Plan;
- architectural significance;
- significance of the place;
- community and public benefit;
- contribution to increasing public awareness of heritage;
- demonstrated need for the works;
- established need for funding assistance.

All works must be undertaken in accordance with The Australian ICOMOS Charter for the Conservation of Places of Cultural Significance (The Burra Charter). <http://australia.icomos.org/publications/charters/>

PLANNING PERMITS

To apply for a Major Heritage Fund grant, an application requires:

- a current or lodged planning permit for the proposed works; and
- a letter of support from Council's Heritage Advisor for the proposed works.

The Planning Permit application process involves a pre-application stage and an application stage. It is the responsibility of the applicant to prepare ALL materials in relation to planning stages and the Major Heritage Fund application.

The pre-application stage involves meeting with Council's Heritage Advisor to discuss project details and be advised of Heritage requirements under the Greater Geelong Planning Scheme, Heritage Overlay policies. The aim of the pre-application phase is to describe the project in sufficient detail for it to be assessed by Council's Planning department.

Once Council's Heritage Advisor is satisfied the documentation is sufficient to progress, the applicant may move to the application stage, applying for a Planning Permit.

For more detailed information on the planning process please contact Council's Statutory Planning team on 5272 4456.

The Greater Geelong Planning Scheme can be found here: <http://planningschemes.dpced.vic.gov.au/schemes/greatergeelong>

APPLICATION TIMELINES:

Applications open: 2 July 2018

Applications close: 13 August 2018

Successful applicants notified: September 2018

HOW TO APPLY

Applications for the Central Geelong Major Heritage Fund are to be made online at www.geelongaustralia.com.au/cgw/

Applications are to include the following information:

1. Property address;
2. Ownership or tenure details, including:
 - Length of ownership and copy of certificate of title; or
 - Copy of lease and letter, support from owner and copy of title.
3. Description of the property and the works, including:
 - Current photograph/s of premises from street frontages;
 - Description of the works;
 - Any architectural drawings or reports (including from builders or other contractors).
4. Timeframes for the project;
5. Historical information about the property, which may include:
 - Original drawings of the property;
 - Old photographs; or
 - Historical records.
6. Quotes for the proposed works or any tender documents, which must:
 - be no more than six months old; and
 - set out the same scope of works, be detailed and broken down to enable direct comparison.
7. Copy of Details of planning permit requirements, including either:
 - Written confirmation from the City of Greater Geelong planning department that no planning permit is required;
 - Copy of the planning permit and endorsed plans;
 - For proposals under consideration by Council's Planning department, the Planning Permit application number and a letter of support from Council's Heritage Advisor.
8. Confirmation of whether the property is a Place of Significance on the Victorian Heritage Register, which can be searched via the Victorian Heritage Database <http://vhd.heritage.vic.gov.au/>.
9. Confirmation of whether funding has been sought from any other source.

ADDITIONAL INFORMATION FOR APPLICANTS

Successful applicants will be required to enter into a legally-binding Funding Agreement with the City of Greater Geelong prior to the receipt of grant funds that sets out the responsibilities of each party. The Funding Agreement will not be registered on the title of the property.

The value of the grant provided to individual applicants will be assessed on a case-by-case basis determined on its merits relative to the assessment criteria.

No more than 50% of the value of the works will be funded by the Major Heritage Fund, with the applicant to at least match the value of the grant dollar for dollar.

The Applicant is required (at their cost) to erect a temporary sign on the subject property for the duration of the works stating that these works are being partially funded by the City of Greater Geelong Major Heritage Fund. Details of the signage can be obtained from Council's Central Geelong and Waterfront Unit on 5272 4265.

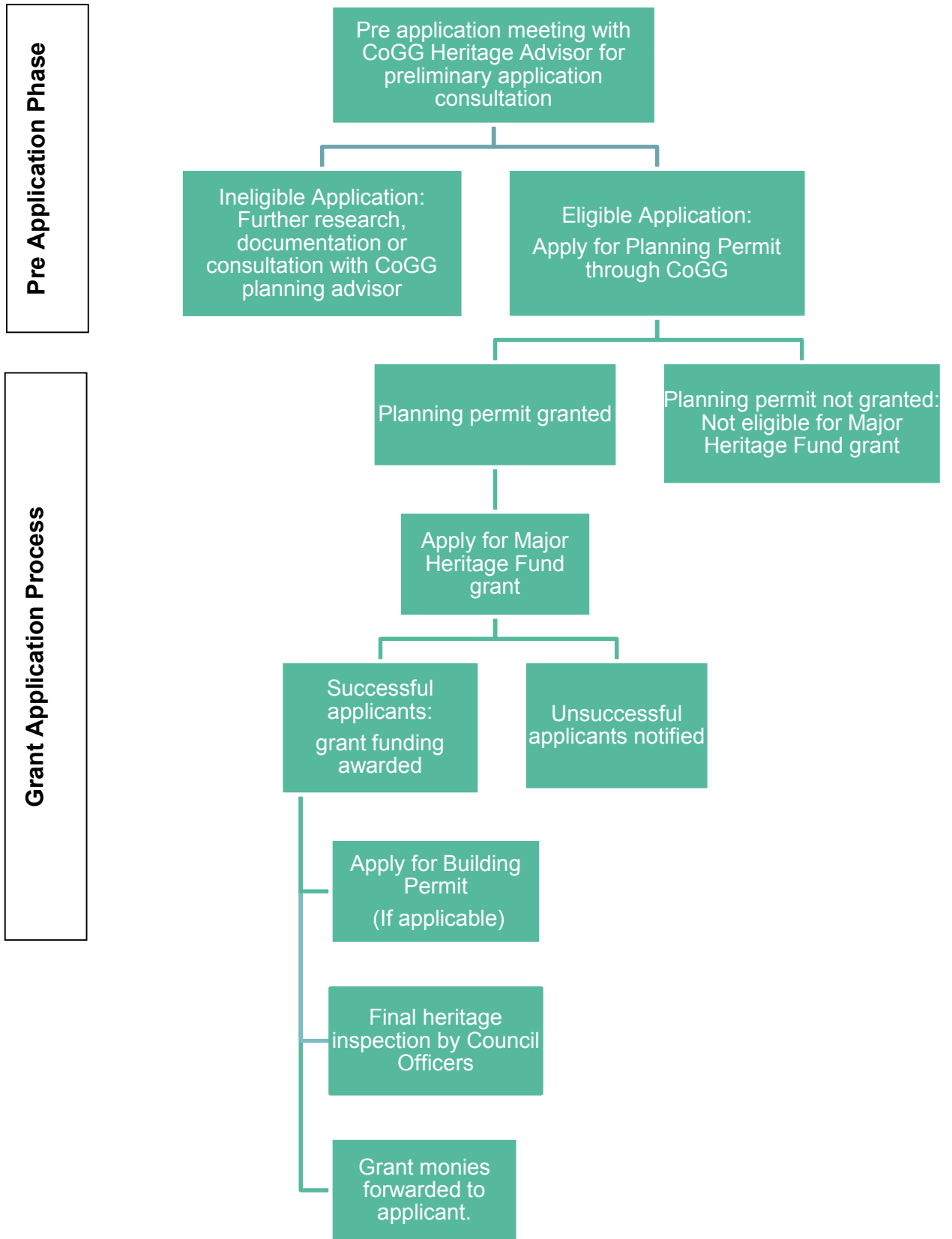
The property will be subject to routine inspection(s) by representatives of Council, fulfilling its responsibilities under the Planning and Environment Act (1987), Building Regulations 2006 and any requirements set out in the Funding Agreement.

A final inspection of adherence to heritage principles by Council will be undertaken before the payment of a final grant instalment is issued. Drawings submitted as part of the application process, detailing the works to be completed and any 'before' photos of the property may be utilised by the City of Greater Geelong. The applicants are required to make the building available for photography for use in City of Greater Geelong documentation if requested.

Applicants will be required to complete the project within twelve (12) months of successful grant notification.

GRANTS AND APPLICATIONS PROCESS

The process for applying for a grant is shown in the flow-chart below.



APPLICATION CHECKLIST

Are you ready to upload copies of:

- Certificate of Title
- For tenants: copy of lease and letter of support from owner
- Description of Works with current photos, documentation
- Historical information with photos or historical documentation
- Quotes or tender documents for the proposed works
- Expected timeframes
- Copy of Planning Permit or Planning Permit application number.
- Confirmation of whether the property is a Place of Significance on the Victorian Heritage Register <http://vhd.heritage.vic.gov.au/>
- Confirmation of whether funding has been sought from any other source.



Figure 1 – Central Geelong Action Plan Boundary

CUSTOMER SERVICE CENTRE

Geelong
100 Brougham Street
Geelong VIC 3220
8:00am – 5:00pm

CITY OF GREATER GEELONG

PO Box 104, Geelong VIC 3220
P: 03 5272 5272
E: contactus@geelongcity.vic.gov.au
www.geelongaustralia.com.au

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TERMS OF REFERENCE



Community Investment Support Fund Assessment Panel	Document No:	D18-198563
	Approval Date:	Draft
	Approved By:	
	Review Date:	
Responsible Officer: Director Strategy and Finance		
	Version No:	
Authorising Officer:	Chief Executive Officer	

1. SUMMARY

The Community Investment and Support Fund (CISF) is an integrated grants framework and funding model aimed at streamlining Council's grants process and providing clear guidelines to the community to access funding.

Applications to the CISF grant programs can be made by not-for-profit community organisations and businesses with allocations based on funding themes aligned with Council Plan priorities and Geelong's vision - A Clever and Creative Future.

The CISF comprises five streams;

- Grant programs (a number of smaller competitive grants)
- Community Facility Infrastructure Fund
- Sponsorships and Donations
- Strategic Partnerships
- Geelong Major Events (supported by s86. Committee and not subjected to this assessment process)

Assessment of applications is based on the eligibility criteria and guidelines which have been endorsed by Council.

2. OBJECTIVES

The objectives of the assessment panel is to:

- Review, assess and provide objective, independent recommendations to Council in relation to funding applications to the CISF; and
- Ensure that guidelines, assessment criteria, policy and procedures endorsed by Council have been applied consistently and equitably for all applications.

3. TERMS OF REFERENCE

3.1. Expected / Definite life of the Assessment Panel

The assessment panel members will be appointed for a period of three years.

3.2. Constituency of the Assessment Panel

The panel will be convened by Council and shall comprise:

- Director Strategy and Finance (or delegate); and
- Three community members selected through an Expression of Interest (Eol) process.

Council officers with expertise relevant to each grant stream will present to the panel meetings to provide advice and information on applications. These officers will not have a decision making role.

3.3. Selection of Community Panel Members

Community members will be invited to submit an Eol for participation on the assessment panel.

In selecting community members for the panel Council will seek to:

- Achieve a mix of skills representative of the scope of the CISF;
- Ensure broad representation of the City of Greater Geelong community; and
- Create a forum for full discussion of all applications to the CISF.

Any vacancy that arises during the appointment period will be filled through a further Eol process.

3.4. Authority of the Assessment Panel

- The assessment panel is responsible for making recommendations to Council regarding funding applications to the CISF
- Individual panel members are required to:
 - Adhere to the policy and guidelines in making assessment of each grant application.
 - Adhere to confidentiality and conflict of interest requirements.

3.5. Conflict of Interest

- All assessment panel members are required to declare and document any conflict of interest in line with legislation and policy guidelines.
- Members of the assessment panel are ineligible to receive any funding through the CISF that is awarded through or on the advice of the panel.

3.6. Assessment Procedure

- Funding round opening and closing dates are advertised on Council's website. Applications to grant programs are made via Smarty Grants.
- Following closure of the application period officers shall compile all applications and make an initial assessment of eligibility in preparation for the assessment panel meeting.
- The Director Strategy and Finance (or delegate) shall be the Convenor of the assessment panel meetings.

- Assessment panel meetings are convened at an agreed time to assess all applications received under each grant category. In addition to the assessment panel members, Council officers with expertise relevant to each grant stream will present to the panel meetings advice and information on applications. These officers do not have a decision making role.
- The assessment panel uses the weighted assessment criteria as outlined in the program guidelines to guide the assessment of applications and development of recommendations for funding.
- The overall assessment scores provide the basis for the panel’s funding recommendations to Council.

The Convenor has a role in ensuring all panel members are equal participants in discussion and in providing oversight on the consistent application of the policy and guidelines throughout the assessment process.

3.7. Reporting Requirements

- The panel is required to report its recommendation to Council for endorsement of funding allocations through the CISF.

3.8. Secretariat

- Council officers will provide administrative support to the assessment panel.

4. QUALITY RECORDS

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

Record	Retention/Disposal Responsibility	Retention Period	Location

5. STATE GOVERNMENT OF VICTORIA 2018/19 FEMALE FRIENDLY FACILITIES FUND AND 2019/20 COMMUNITY SPORT INFRASTRUCTURE FUND

Source:	Community Life - Social Planning & Investment
Director:	Linda Quinn
Index Reference:	Sports Leisure and Recreation - Reports
Portfolio	Social and Infrastructure Planning

Purpose

To seek Council approval to submit two applications for funding to the state government 2019-20 Community Sport Infrastructure Fund.

Background

In late April 2018, the state government opened applications to two Funds:

1. The Community Sport Infrastructure Fund (CSIF); and
2. The Female Friendly Facilities Fund (FFFF).

These Funds provide for Councils, community groups and sporting clubs to seek a contribution from the state to supplement their respective financial contributions to develop infrastructure that provides for greater community participation in sport.

The CSIF makes funding available for projects in the 2019/20 financial year. The maximum grant available from the CSIF Minor Facilities Category is \$250,000. Council can submit up to two applications to the CSIF.

The FFFF makes funding available for projects in the 2018/19 financial year. The maximum total grant amount available from the FFFF is \$500,000. Council can submit up to two applications to the FFFF.

The current process for Fund applications sees local clubs encouraged by Sport and Recreation Victoria (SRV) to submit expressions of interest (EOIs) to Council for consideration and potential submission to SRV. Council must make a co-contribution to the project funding, together with the sporting club or community group.

Council is in the process of reviewing the municipal Social Infrastructure Plan. The plan will identify future social infrastructure priorities for the municipality and will be used to guide Council's decisions to seek or apply for state and federal government funding for community infrastructure projects in the future.

Key Issues

- Two EOIs were received for the 2018/2019 FFFF. The two EOIs do not align with Council's priority projects to which funding has been allocated in the draft budget. Due to the timing of the applications for the FFFF, and because Council's draft budget makes no provision for the funding of the two EOIs received, it is recommended that these EOIs do not proceed to application.
- Ten EOIs were received for the 2019/2020 CSIF. Eight of these EOIs are for floodlighting projects that are important, but are not afforded the same level of priority for investment by Council as other infrastructure projects under Council's Fair Play Strategy.
- The projects received through the EOI process which are recommended for funding by Council in its 2019/20 budget and for application for state funding to the CSIF are:

- W.G. Little Reserve Portarlington Sub-Regional Playground. This is a highly utilised playground in a prominent public location and is in very poor condition. Through a review of playgrounds across the municipality, this playground was identified to be at end of life and is in urgent need of redevelopment. This playground is on Crown land managed by the Bellarine Bayside Foreshore Committee. It is acknowledged that this asset is on Crown land not managed by Council. Council generally does not fund community infrastructure projects outside of the Council's Community Investment and Support Fund (CISF) for infrastructure on Crown land not managed by Council. This particular project would be eligible for a Council funding contribution through the Council's Infrastructure stream of the CISF, and an application through the state CSIF provides an opportunity to secure additional state funding for this project.

The proposed funding for this project is:

Funding Source	Confirmed	Amount
2019-20 Community Sport Infrastructure Fund	N	\$100,000
Council contribution 2019-20	N	\$100,000
Bellarine Bayside Foreshore Committee (cash)	Y	\$200,000
Total income/total project cost		\$400,000

- Barwon Soccer Club Stage 2 Change Facility Development. This Club has expanded rapidly, and is the biggest soccer club in Geelong with 480 players, including 100 female players. The current facility does not meet the standards of Football Federation Victoria, which require two sets of change facilities to support the current levels of participation, including the development of gender neutral amenities. The club has undertaken the necessary planning requirements and are ready to proceed to construction.

The proposed funding for this project is:

Funding Source	Confirmed	Amount
2019-20 Community Sport Infrastructure Fund	N	\$150,000
Council contribution 2019-2-	N	\$325,000
Barwon Soccer Club (cash)	Y	\$24,000
Total income/total project cost		\$499,000

Cr Aitken moved, Cr Nelson seconded -

That Council:

- 1) **Approves a submission to Sport & Recreation Victoria's 2019-20 Community Sport Infrastructure Fund for the W.G. Little Reserve Portarlington sub-regional playground redevelopment and make a provisional budget allocation of \$100,000 in the 2019-20 budget;**
- 2) **Approves a submission to Sport & Recreation Victoria's 2019-20 Community Sport Infrastructure Fund for Barwon Soccer Club stage 2 change facility development and make a provisional budget allocation of \$325,000 in the 2019-20 budget;**
- 3) **Notes that should either of these applications be unsuccessful, Council's contribution will not be required.**

Carried.

Attachment 1

Discussion

Details of the projects recommended for submission to the 2019-20 Community Sport Infrastructure Fund are:

W.G. Little Reserve Portarlington Sub-Regional Playground Redevelopment

At over 25 years old, the current playground is at end-of-life and in urgent need of renewal. The playground is of sub-regional importance and is widely used by the broader community, as well as visitors to this popular holiday destination.

It is acknowledged that Council does not currently have a clear policy position on the approach to investment in assets and facilities on Crown land not managed by Council. However, this proposal presents an opportunity for Council to partner with state government and the land manager, Bellarine Bayside Foreshore Committee of Management, to deliver contemporary playground infrastructure for Portarlington and the broader Bellarine community. The upgrade of the playground will provide an accessible, modern play facility that incorporates both natural and traditional equipment to enhance children's play experience. Bellarine Bayside are contributing \$200,000 towards this project.

Barwon Soccer Club Stage 2 Change Facility Development

In 2012, Stage 1 of the Barwon Soccer Club change and social room development was completed. This provided one set of change rooms and amenities for the club to utilise. Since then, the Club has expanded rapidly, and is now the biggest soccer club in Geelong with 480 registered players, 100 of those are female. The current facility does not meet the requirements of Football Federation Victoria, who require that two sets of change facilities must be available. The delivery of this project will further support future and existing participation by providing appropriate gender neutral amenities.

Information on the 2019-20 Community Sport Infrastructure Fund can be found at: <http://www.sport.vic.gov.au/grants-and-funding/our-grants/community-sports-infrastructure-fund>

Financial Implications

Should the projects recommended for submission to SRV be successful, Council will be expected to make a commitment to the projects in 2019-20. The minimum funding ratio for this program in \$1.5 State : \$1 Local.

Community Engagement

Following the state government opening of the funding rounds in May 2018 Council advertised and opened an EOI which called for submissions from all sporting clubs in the municipality.

EOIs were assessed against the funding guidelines along with Council's budget drivers and the Our Future community indicators. Alignment to supporting strategies and project readiness were also considered. Discussions were held with local SRV representatives to ensure they had a level of comfort with the proposals. The assessment of EOIs can be found at **Attachment 2**.

Social Equity Considerations

The proposed projects will support participation through traditional sport and play across the municipality. All of the identified projects respond to a clear need and address a gap in facility provision. The Barwon Soccer Club project will provide greater opportunities for their 100+ female playing base and the W.G. Little Reserve Sub-Regional Playground will provide greater opportunities for children to engage and develop skills through play.

Policy/Legal/Statutory Implications

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

Alignment to City Plan

The recommended project aligns to the City Plan's priority of *Community Wellbeing* along with the City's Clever and Creative vision through the *Inclusive, Diverse, Healthy and Socially Connected Communities*. This project will encourage healthy lifestyles and connected communities through active recreation and participation in

Conflict of Interest

No officer has any known direct or indirect conflict of interest in the preparation of this report.

Risk Assessment

There are no immediate risks associated with this report. The projects will include relevant risk management and Occupational Health & Safety assessments.

Environmental Implications

There are no foreseeable environmental implications associated with this report. Environmentally sustainable design initiatives will be incorporated into the design where practicable.

Attachment 2 - 2019/20 Community Sport Infrastructure Fund and 2018/19 Female Friendly Facilities Fund - EOI Assessment

Applicant	Fund Applied For	Project description	Received Via	Total project cost	Total request from program	Total request from Council	Total contribution from applicant (cash)	Total contribution from applicant (in-kind)	SRV criteria*							Alignment to CoGG Budget Drivers			Comments
									Project scope clearly outlined?	Budget outlined (including recent QS)	Supporting plans provided?	Addresses safety and universal design?	Have stakeholders been engaged	Is the project strategically supported	Does the project result in participation outcomes	Alignment with Council Strategy/Policy	Asset Management	Economic Development	
Female Friendly Facilities Fund																			
Geelong Rangers Soccer Club	FFFF	Female Friendly Change Rooms	Smarty Grants	\$292,000	\$100,000	\$172,000	\$20,000											This project is not recommended as funding is not available in the 2018/19 draft budget.	
Newcomb Power Football Club	FFFF	Grinter Reserve unisex change room development	Smarty Grants	\$762,000	\$500,000	\$262,000												This project is not recommended as funding is not available in the 2018/19 draft budget.	
Community Sport Infrastructure Fund																			
Elcho Park Cardinals Soccer Club	CSIF- Minor	Hurst Reserve Soccer Floodlighting	Smarty Grants	\$285,000	\$150,000	\$100,000	\$5,000	\$30,000	✓			✓	✓	✓	✓	✓	✓	Addition to Council's asset base Assumed that local contractors would be used to undertake works Requires further planning to ensure project readiness. Officers to work with Club to assist in further project planning. This project will be supported to apply to Council's Community Infrastructure Support Fund.	
FC Leopold	CSIF- Minor	Estuary Reserve Floodlighting	Smarty Grants	\$165,000	\$100,000	\$55,000	\$10,000		✓		✓	✓	✓	✓	✓	✓	✓	Addition to Council's asset base Assumed that local contractors would be used to undertake works Needs a QS to test costings. Officers to work with Club to assist in further project planning. This project will be supported to apply to Council's Community Infrastructure Support Fund.	
Geelong Rangers Soccer Club	CSIF- Minor	Myers Reserve Floodlighting	Smarty Grants	\$195,000	\$100,000	\$95,000	\$0		✓	✓	✓	✓	✓	✓	✓	✓	✓	Addition to Council's asset base Assumed that local contractors would be used to undertake works Not afforded highest priority on this occasion, due to this type of infrastructure investment not being the highest strategic priority. This project will be supported to apply to Council's Community Infrastructure Support Fund.	
North Geelong Warriors Soccer Club	CSIF- Minor	Elcho Park Floodlighting	Smarty Grants	\$350,000	\$150,000	\$100,000	\$50,000	\$50,000	✓	✓		✓	✓	✓	✓	✓	✓	No impact on Council's asset base - club located on private land Assumed that local contractors would be used to undertake works Requires further planning to ensure project readiness. Officers to work with Club to assist in further project planning. This project will be supported to apply to Council's Community Infrastructure Support Fund.	
Lara United Football Club	CSIF- Minor	Lara Reserve Floodlighting Installation	Email	\$190,000	\$100,000	\$90,000			✓	✓		✓	✓	✓	✓	✓	✓	Addition to Council's asset base Assumed that local contractors would be used to undertake works Requires further planning to ensure project readiness. Officers to work with Club to assist in further project planning. This project will be supported to apply to Council's Community Infrastructure Support Fund.	
Barwon Soccer Club	CSIF- Minor	Barwon Soccer Club Stage 2 unisex change room development	Email	\$600,000	\$150,000	\$100,000	\$25,000		✓	✓	✓	✓	✓	✓	✓	✓	✓	Addition to Council's asset base Assumed that local contractors would be used to undertake works Strong identified need. Well developed and will alleviate pressure on existing facility. Recommended for submission.	
St Albans Football Netball Club	CSIF- Minor	St Albans Reserve Floodlighting LED globe replacement.	Smarty Grants	\$56,400	\$45,000		\$11,400		✓	✓			✓	✓	✓	✓	✓	No impact on Council's asset base - project is for globe replacement on existing infrastructure Assumed that local contractors would be used to undertake works Not afforded highest priority on this occasion, due to this type of infrastructure investment not being the highest strategic priority. Officers to direct to Council's infrastructure grants process.	
Collendina Cobras Junior Football Club	CSIF- Minor	Collendina Reserve Floodlighting	Email	\$200,000	\$100,000	\$65,000	\$35,000		✓	✓	✓	✓	✓	✓	✓	✓	✓	Addition to Council's asset base Assumed that local contractors would be used to undertake works Not afforded highest priority on this occasion, due to this type of infrastructure investment not being the highest strategic priority. This project will be supported to apply to Council's Community Infrastructure Support Fund.	
WG Little Reserve, Portarlington - Sub-Regional Playground	CSIF- Minor	Development of Sub-Regional Playground	Email	\$400,000	\$100,000	\$100,000	\$200,000		✓	✓	✓	✓	✓	✓	✓	✓	✓	No impact - project located on land managed by Bellarine Bayside Foreshore Committee Assumed that local contractors would be used to undertake works Asset is past its useable life and in need of urgent renewal. Project offers good partnership between CoGG, Bellarine Bayside and State Gov. Recommended for submission.	
Bell Park Football Club re Sport and Recreation Club BELREC	CSIF- Minor	Hamlyn Park Floodlighting Upgrade	Email	\$284,000	\$100,000	\$184,000			✓	✓	✓	✓	✓	✓	✓	✓	✓	Addition to Council's asset base Assumed that local contractors would be used to undertake works Not afforded highest priority on this occasion, due to this type of infrastructure investment not being the highest strategic priority. This project will be supported to apply to Council's Community Infrastructure Support Fund.	

6. AMENDMENT C375 - BARWON HEADS STRUCTURE PLAN - CONSIDERATION OF SUBMISSIONS

Source:	Planning and Development - Strategic Implementation
Acting Director:	Joanne Van Slageren
Index Reference:	Application: Amendment C375
Portfolio	Sustainable Development

Purpose

To consider submissions to Planning Scheme Amendment C375 and recommend all the submissions be referred to an Independent Planning Panel.

Background

In 2016/17 Council officers extensively engaged with the Barwon Heads community and stakeholders to prepare an update of the 2010 Barwon Heads Structure Plan. This culminated in Council resolving to adopt the Barwon Heads Structure Plan (BHSP) at its meeting of 22 August 2017. It was also resolved to exhibit a planning scheme amendment to implement the necessary elements of the Structure Plan into the Greater Geelong Planning Scheme.

Key Issues

- Exhibition of Amendment C375 commenced on 1 February and closed on 16 March 2018. Notice of the amendment appeared in local newspapers, the Geelong Australia website and letters were sent to over 3,900 landowners and occupiers.
- 940 submissions were received. The overwhelming majority of submissions support the BHSPs retention of the current urban settlement boundary location.
- Objecting submissions question the existence of the Increased Housing Diversity Area (IHDA) policy in a town such as Barwon Heads. Traffic, character and Warrenbeen Court are some of the other issues raised by residents (152 in total).
- In accordance with the *Planning and Environment Act* Council must now either: change the Amendment in the manner requested by the submitters; refer the submissions to an Independent Panel; or abandon the Amendment.
- Council officers have considered the submissions and recommend some drafting changes to the planning controls. Shifting the settlement boundary is not supported nor is removing the IHDA, except from properties west of Golf Links Road. The new zones and overlays are proposed to remain as exhibited.
- It is recommended that all submissions be referred to an Independent Panel appointed by the Minister for Planning.

Cr Mason moved, Cr Kontelj seconded -

That Council having considered all submissions to Amendment C375 to the Greater Geelong Planning Scheme resolves to:

- 1) Request the Minister for Planning to appoint an Independent Panel under Part 8 of the Planning and Environment Act, 1987;**
- 2) Refer all submissions to the Panel; and**
- 3) Submit to the Panel its response to the submissions generally as outlined in this report; and**
- 4) That officers commit to and support at the Panel an updated traffic and parking study being undertaken that includes measurements conducted during both peak summer season and the non-winter period. Such study should be conducted to reflect the changing traffic conditions in Barwon Heads as a result of regional growth in surrounding areas, as well as the car dependency of residents and visitors through limited alternative transport options.**

Carried.

Attachment 1

Discussion

Preparation of the Barwon Heads Structure Plan 2017

Review of the 2010 Barwon Heads Structure Plan by Council's Planning Strategy Unit commenced in April 2016. The update considered a range of factors around the changing needs of the town and recent changes to state and local policy. This included changing demographics, development pressures across the township, housing diversity, residential character, climate change, flooding, the natural environment, transport and infrastructure.

Preparation of the Structure Plan was accompanied by comprehensive community engagement. The *Help Shape the Place* sessions in October and November 2017 had 120 people attend workshops and drop in sessions, as well as 130 submissions being received. Engagement on the Draft Structure Plan in May and June 2017 resulted in 1,050 submissions.

The Structure Plan was informed by specialist residential character and native vegetation assessments that recognised the town's unique coastal design character and pockets of significant vegetation.

Carried at the 22 August 2017 Ordinary Meeting was that Council:

- 1) *adopts the Draft Barwon Heads Structure Plan 2017, including the Structure Plan map as shown in Attachment 2;*
- 2) *resolves to prepare and exhibit a planning scheme amendment to include the necessary elements of the Structure Plan within the Greater Geelong Planning Scheme, subject to authorisation;*
- 3) *requests the Minister for Planning to exercise powers under Section 20(4) of the Planning and Environment Act 1987 by applying an interim Environmental Significance Overlay schedule while the formal Planning Scheme Amendment is prepared and considered.*

The full Council Report can be found at:

<https://www.geelongaustralia.com.au/meetings/documents/item/8d4eeef6124ede8.aspx>

Part 3 of the resolution was completed on 14 December 2017 when Planning Scheme Amendment C374 applied an Environmental Significance Overlay Schedule 6 (ESO6) to properties in the Warrenbeen Court area. The ESO6 was applied on an interim basis while permanent controls are pursued as part of Amendment C375.

A copy of the adopted Barwon Heads Structure Plan, August 2017, can be found at:

[https://www.geelongaustralia.com.au/common/public/documents/amendments/8d56887c2c4a98e-BarwonHeadsStructurePlanAugust2017\(D17-188165\).PDF](https://www.geelongaustralia.com.au/common/public/documents/amendments/8d56887c2c4a98e-BarwonHeadsStructurePlanAugust2017(D17-188165).PDF)

Amendment C375 to the Greater Geelong Planning Scheme

Amendment C375 was exhibited between 1 February 2018 and 13 March 2018. Submissions were accepted up to Friday 16 March 2018, as well as two late submissions received on 27 April.

The Amendment proposes the following changes to the Planning Scheme:

- Amend Clause 21.14 *Bellarine Peninsula* to add the key strategies of the Barwon Heads Structure Plan 2017 including an updated Barwon Heads Structure Plan Map.
- Rezone all the land in the Residential Growth Zone Schedule 3 (except land south of Bridge Road) to the General Residential Zone Schedule 1.

- Rezone all the land in the General Residential Zone Schedule 2 (except Warrenbeen Court properties) and the land in the Residential Growth Zone Schedule 3 south of Bridge Road, to the Neighbourhood Residential Zone Schedule 6.
- Rezone all the properties in Warrenbeen Court from the General Residential Zone Schedule 2 to the Neighbourhood Residential Zone Schedule 7.
- Insert a new Schedule 6 *Barwon Heads Incremental Change Area* to Clause 32.09 Neighbourhood Residential Zone.
- Insert a new Schedule 7 *Warrenbeen Court Residential Area, Barwon Heads* to Clause 32.09 Neighbourhood Residential Zone.
- Insert a new Schedule 41 to Clause 43.02 Design and Development Overlay that will apply to the majority of the land being rezoned to the Neighbourhood Residential Zone Schedule 6.
- Insert a new Schedule 42 to Clause 43.02 Design and Development Overlay that will apply to all the land being rezoned to the General Residential Zone Schedule 1.
- Replace Schedule 6 to Clause 42.01 Environmental Significance Overlay that applies to all the properties in Warrenbeen Court, nine Saratoga Avenue properties, part of Taits Road and fragments of farming zoned land north of Taits Road, with a new Schedule 6 on a permanent basis. The Environmental Significance Overlay was applied in the interim by Amendment C374.
- Amend Schedule 9 to Clause 42.03 Significant Landscape Overlay (*Barwon River Environs*) to ensure consistency with the proposed new Design and Development Overlays.
- Amend Schedule 25 to Clause 43.02 Design and Development Overlay (*Barwon Heads Town Centre*) to provide building form consistency within the Barwon Heads Increased Housing Diversity Area.
- Amend Clause 22.36 *Heritage Overlay 1649: Flinders Heritage Area* to ensure consistency with the proposed new Design and Development Overlays.
- Replace the *Barwon Heads Increased Housing Diversity Area* map in Clause 22.63 with a new map to reflect the removal of residential land south of Bridge Road from the increased housing diversity area.

Letters were sent to 3,925 property owners and occupiers in the Barwon Heads area. Notices were placed in the Geelong Independent, The Bellarine Times, Talking Heads Magazine and the Government Gazette. The documentation was available on the Geelong Australia website and at the Barwon Heads and Ocean Grove libraries. Those who were involved in the Structure Plan consultation process and requested to be informed about the Amendment, were also notified.

To better explain the proposed residential zone and overlay changes, an information brochure was included with the exhibition documents (see **Attachment 2**).

Exhibition of Amendment C375 resulted in a total of 940 submissions. Of these, 772 were pro forma submissions, individually lodged via an on-line google App supporting retention of the current settlement boundary location. The App also provided an opportunity for further comment in addition to the pro forma submission.

The breakdown of all submissions shows there were:

- 168 standard submissions (letter, email, Council online portal); 136 objecting on a range of issues and 32 supporting;

- 599 google App submissions supporting the BHSP position to retain the current settlement boundary location;
- 173 google App 'further' submissions; 157 supporting the BHSP position to retain the current settlement boundary location with personal comments and 16 objecting (i.e. support the settlement boundary issue but object on other grounds);
- Overall, 940 submissions lodged; 788 supporting and 152 objecting.

It was common for standard submissions to support many of the BHSP directions (e.g. retain the existing settlement boundary or introduce the NRZ) but object to other aspects of the plan. Such submissions are treated as objections. Many submissions refer to an area (e.g. 'Area 1' or 'Area 4') which are derived from the *Proposed Residential Zone & Overlay Changes in Barwon Heads* brochure.

Council officers decided to engage Glossop Town Planning (GTP) to review the exhibited Amendment documentation and submissions and provide an opinion of the planning merits of Amendment C375. GTP's preliminary opinion is that the Amendment is strategically justified, however notes aspects for clarification. GTP have been retained by Council to appear as an expert witness at the pre-set Panel Hearing.

A summary of all submissions will be made available on Council's Amendments webpage prior to the Council meeting. The webpage can be viewed via this link: <https://geelongaustralia.com.au/amendments/item/8d56887c2c4a98e.aspx>

Key issues/themes in the submissions have been identified as follows:

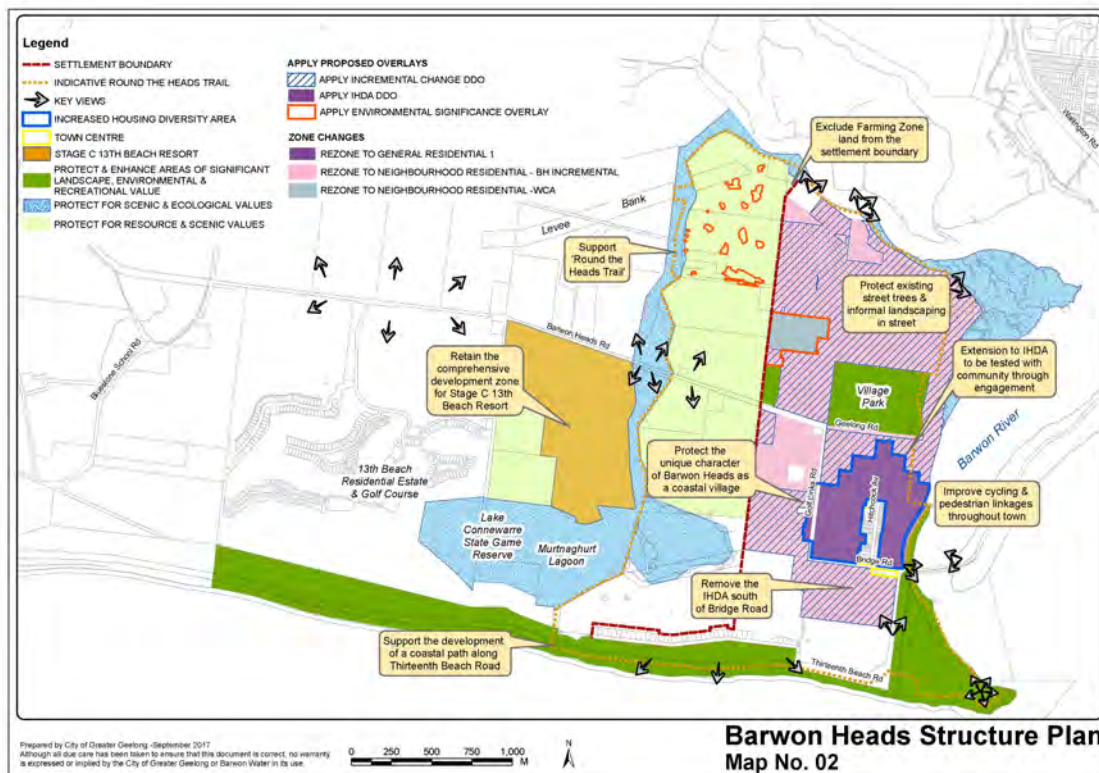
1. Settlement Boundary
2. Increased Housing Diversity Area
3. Warrenbeen Court
4. Residential land south of Bridge Road
5. The Neighbourhood Residential Zone
6. Movement and parking
7. Vegetation protection
8. Drafting (of the proposed planning controls)
9. Village character

Discussion of the above issues and Council officer's response is set out in the following section of this report.

1. Settlement Boundary

The main issue raised in submissions concerns the Barwon Heads settlement boundary, which, in effect, is the extent of the western urban edge of the town. Amendment C375 updates Clause 21.14 and includes a new map that defines the settlement boundary location. The boundary location is proposed to remain the same as currently defined in the Greater Geelong Planning Scheme.

The settlement boundary is shown as a thick red-dashed line on the BHSP map:



Council received 928 submissions in support of this position. This included 772 online google App pro-forma individually lodged submissions. The App was created by the Save Barwon Heads Alliance (SBHA). Supporting submissions were received from local residents and organisations/agencies such as the Barwon Heads Association (#13), Corangamite Catchment Management Authority (#31), Geelong Environment Council (#65), Geelong Field Naturalist Club (#66), SBHA (#128) and the Department of Environment, Land, Water and Planning (DELWP #167).

Reasons given in support are varied but essentially highlight the following:

- Barwon Heads is not a designated growth township.
- Avoids unacceptable pressure on finite infrastructure and township amenity, which would destroy its coastal character and charm.
- Recognition of the sensitive coastal values inherent in the physical and ecological surrounds of the township and the threat that urban development represents to these values.
- Alignment with international, national, state and local policy that supports limits to growth in sensitive coastal areas where knowledge is uncertain.
- Retains non-urban breaks between settlements.

Twelve submissions were received in opposition, including submissions from consultants on behalf of landowners outside the settlement boundary seeking the boundary be shifted west to include additional land.

Submission #50 was prepared by Dominion Property Group on behalf of Barwon Heads Lifestyle Pty Ltd, owners of 1900 Barwon Heads Road. This 49.6 hectare site is located on the south side of Barwon Heads Road as shown on the map in Attachment 3 (under submission #50). The submission refers to site location and characteristics; being primarily zoned Farming Zone, with a southern segment zoned Rural Conservation Zone 10 which is also applied with the Environmental Significance Overlay Schedule 2 (High

Value Wetlands and Associated Habitat Protection). The Land Subject to Inundation Overlay applies to a western portion of the site.

Submission #50 refers to the site's planning history notably the Amendment C159 Panel Report recommendation (p.45):

"Council should consider the potential for limited residential development of 1900 – 1920 Barwon Heads Road as a means of achieving a net improvement to the environmental values of the Murtnaghurt Lagoon and channel. This assessment should also address the issues raised in this report".

According to the submission this recommendation 'provides a significant strategic position to facilitate a revision of the settlement boundary'. Other commentary on the BHSP argues that the site's inclusion in the settlement boundary:

- Is modest, logical and would have no discernible difference to the residential land supply of the municipality or Barwon Heads.
- Includes a commitment to incorporating a retirement and aged care complex as part of the development (\$110m investment and approximately 140 permanent jobs).
- Can contribute to the establishment of the Round the Heads Trail;
- Allows efficient connection to reticulated water and sewer as well as incorporating best practice urban stormwater techniques which would pose no threat to nearby wetlands and coastal environs;
- Eases housing price pressures in Barwon Heads and provides market choice;
- Would consider landscape and biodiversity issues in any rezoning request; and
- Is not used for agriculture (and a change of use would have negligible impact on the sector).

Submission #50 requests changes to Clause 21.14 to include the developable part of the site within the settlement boundary and designating the Neighbourhood Residential Zone Schedule 6 and DDO41. The submission further requests the developable part be applied with the DDO41 and "otherwise facilitate the use and development of the developable part of the land at 1900 Barwon Heads Road for residential purposes".

Submission #137 was prepared by St Quentin Consulting on behalf of a consortium of landowners at 135 Taits Road, 137 Taits Road and 1941-1949 Barwon Heads Road. This 39 hectare Farming Zone site is located on the north side of Barwon Heads Road as shown on the map in Attachment 3 (under submission #137).

The submission identifies the shortcomings of the BHSP under the categories of:

- Growth: the BHSP implies that Council has no obligation to plan for future growth and is therefore inconsistent with Clause 11.05-1 which seeks to provide for a broad range of housing types and redevelopment opportunities. The Amendment restricts development within the town by replacing the GRZ with the more restrictive NRZ; and replacing the RGZ with the more restrictive GRZ. A western expansion of the settlement boundary could assist in addressing the limited housing supply and may also provide land supply for other basic services needed by the community.
- Wetlands: the BHSP relies on assumptions regarding the 'substantial threat' to these wetlands posed by development west of the settlement boundary without any supporting evidence. The BHSP has not undertaken a detailed feasibility assessment of individual sites. The BHSP should remove all arguments for not extending the boundary due to potential impacts on sensitive environments because this is simply unsubstantiated.

- Development alternatives: the BHSP assumes that it is not possible to design an innovative development that is hidden from view, protects the environment and does not erode village atmosphere. An expansion to the western boundary could involve well-planned development with large separation distances to environmental values, plenty of parkland and vegetation, integrated water management, highly sustainable development outcomes and great linkages to the existing town.

Submission #137 concludes by saying a western expansion of the settlement boundary could achieve a net community benefit.

The other objections were #38, 39, 40, 51, 58, 59, 118, 126, 147 & 161. Grounds include: that Barwon Heads has a significant shortage of land for new housing; land is available on the western boundary; land is required for aged care, affordable housing, tourist accommodation, walking trails, etc; and supposed threats to wetlands can be easily managed.

Submission #39 warns that if the rural land west of the settlement boundary falls into the hands of multi-national companies subdivisions will be approved, lot yields maximised and there will be no generous offers of free land for the community. Submission #161 asks why is the Special Building Overlay in the centre of Barwon Heads being supported for medium density while the area outside the boundary is ignored (and does not have potential flood problems)?

One submission (#94), supports retention of the current boundary but considers very low density development north of Taits Road combined with compulsory revegetation would improve the Moonah Woodland area.

Officer Response

Submissions seeking a westward shift of the settlement boundary are not supported.

The supporting submissions are noted and reinforce the reasons outlined in the BHSP. Clearly, there is overwhelming and passionate support to retain the current settlement boundary location from the local community.

The DELWP submission #167 notes that the Amendment is consistent with matters it raised in earlier feedback on the structure plan. This feedback was sought during the BHSP preparation phase and incorporated the views of Parks Victoria, manager of the Lake Connewarre State Game Reserve. The comments address issues relating to policy, servicing, ecology and Ramsar obligations, and potential conflicting uses. The DELWP letter is shown in **Attachment 3**.

The objecting Submission #50 from Dominion Property fails to outline any planning policies to support shifting the settlement boundary, instead relying on a panel report recommendation. The C375 Explanatory Report provides a strategic assessment of the Amendment including how retaining the existing settlement boundary is consistent with the State and Local Planning Policy Framework.

Providing a commitment to deliver aged care and retirement living is noted however substantial amounts of recently rezoned residential land is available in nearby Ocean Grove and Armstrong Creek. 1900 Barwon Heads Road is located in the Farming Zone and sits outside the township settlement boundary. Clause 21.06 requires retirement accommodation to be located within urban areas, preferably within close proximity to activity centres and public transport services.

No substantive detail is provided about this commitment, nor its relationship with more conventional residential subdivision which is also presumably proposed. Regardless, the uses are urban in nature and Barwon Heads is not a designated growth location with limited local service provision.

In the Section 4 Request, Submission #50 uses the term 'developable part of the land'. However the submission has not included any technical assessments to determine and support the limits of development. It is assumed that the submission is really seeking all of the land to be included in the settlement boundary and detailed assessments undertaken at a later time. This is assumed because a Development Plan Overlay requirement is proposed to address landscape, biodiversity, cultural heritage and stormwater constraints (on page 5).

In some locations this approach may be acceptable but certainly not in this sensitive environmental location. The BHSP sets out the reasons for not supporting urban development outside the settlement boundary, including that Clause 12 of the State Planning Policy Framework requires Council to adopt the 'precautionary principle'. Submission #50 has not included any peer and Council engineer reviewed evidence to demonstrate net environmental benefits to the area.

Submission #137 from St Quentin agrees that the wetlands around Barwon Heads are of significance but says the BHSP relies on a series of assumptions regarding the threat posed by development. The submission says Council has not undertaken a detailed feasibility assessment of individual sites to support its position. This argument is rejected. The BHSP makes it clear that due to a lack of 'in-principle' support for development, Council has not undertaken any such assessments but has received high level expert advice. This position is appropriate given the policy context and purpose of the structure plan.

Other arguments raised by Submission #137 are also rejected. The Amendment is consistent with Clause 11.05-1 as it supports managed growth and redevelopment and continues to designate an area for increased housing diversity. Council welcomes innovative, sustainable development and the owners are free to pursue opportunities in the Farming Zone.

Submissions #50 and #137 highlight the contribution their land could make to the establishment of the planned 'round the heads trail'. Private land could indeed improve the ability to realise the trail by avoiding construction within some of the Murtnaghurt tidal palaeochannel. However this alone is not a sufficient reason to support the rezoning of over 88 hectares of sensitive coastal land.

All the objecting submissions refer, in one way or another, to the critical shortage of residential land supply in Barwon Heads. They also refer to the community benefits that would accrue from providing more residential land. The BHSP notes there is a limited supply of housing (Section 7.0), though when measured against Clause 11.02-1 *Supply of urban land*, substantial land is available in nearby Ocean Grove and Armstrong Creek. Also, in the context of Barwon Heads, it is unlikely that providing additional land will have a marked impact on affordability. No submission has produced any evidence that shifting the settlement boundary will increase housing affordability. The BHSP does not identify future areas for new community or educational uses.

The objecting Submission #161 appears to have an interest in 1900 Barwon Heads Road. The submission raises the issue of BHSP support for medium density housing in areas prone to flooding. This issue is addressed below under '2. Increased Housing Diversity Area'. Statements that the area outside the boundary has been ignored for development and (unlike within the town) does not have potential flood problems is incorrect. 1900 Barwon Heads Road is partly applied with a Land Subject to Inundation Overlay under the Planning Scheme and partly designated Flood Prone under the Building Regulations.

The BHSP (p. 128) notes that Council's Engineering Services does not support the expansion of the settlement boundary for residential development and further states:

“The location of the town boundary has always left a buffer of rural zoned land between the levee and more intensive development. Any alteration of the township boundary to the west would need to be informed by a detailed risk assessment, including structural assessment of the levee and imposition of appropriate buffers in accordance with the Victorian Floodplain Management Strategy 2016.” (p. 99)

It is further noted that both the CCMA and DELWP support retaining the existing settlement boundary location.

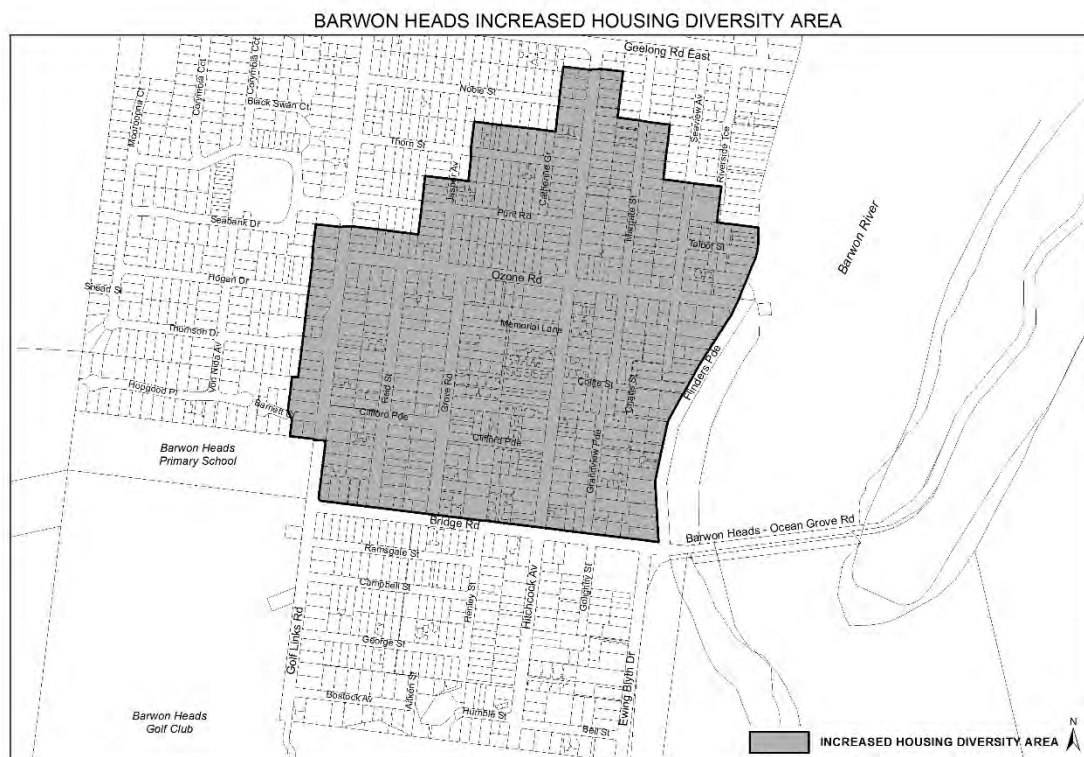
Concerns that the land will fall into the hands of multi-national companies (Submission #39) is not relevant to Amendment C375. In responding to Submission #94, the rezoning of land for low density or rural living is generally not supported by Council. Clause 21.06-2 *Urban Growth* limits rural living development to existing zoned land in existing nodes such as nearby Wallington.

2. Increased Housing Diversity Area

Amendment C375 proposes to rezone the Increased Housing Diversity Area (IHDA) from the current Residential Growth Zone Schedule 3 (with a maximum building height of 10.5m) to the General Residential Zone Schedule 1 (with a maximum building height of 11m and no more than 3 storeys at any point). The Amendment will also apply a Design and Development Overlay Schedule 42 (DDO42) *Barwon Heads Increased Housing Diversity Area* to the IHDA.

It is noted that the IHDA south of Bridge Road is proposed to be removed – refer to the section below under the heading ‘Residential land south of Bridge Road’.

The exhibited IHDA is mapped as follows:



Council received 78 submissions that object to the existence of the IHDA policy. Objections seek to either remove the IHDA completely or reduce its extent. Submissions generally call for this area be rezoned to the NRZ.

Submission #10 was a petition with 24 signatures from residents seeking removal of the IHDA from the western side of Golf Links Road. Hence the submission requests this area

be rezoned to the Neighbourhood Residential Zone. Reasons for the change include: negative impact on the neighbourhood; conflict with the nearby school traffic, parking and pedestrian activity; 11m is too high in the context of mainly single storey dwellings in this part of Barwon Heads; and the Neighbourhood Residential Zone still encourages development of a significant height.

Submission #57 typifies submissions saying: *"I do not support an IHDA classification for Barwon Heads. The principles behind the IHDA are not compatible with a non-growth zone small coastal village. It is out of scale with the size of the town"*. Submission #123 says the IHDA is not applicable as Barwon Heads is a coastal village and does not have transport hubs such as railway stations.

Submission #82 challenges the IHDA saying: "The Housing Diversity Strategy, in Map area 4, was applied by Council in 2008 and was not based on a detailed review of the existing character of individual settlements like Barwon Heads. The outcome is that a large part of Barwon Heads was identified as an 'Increased Housing Diversity Area'. Apparently only for the reason it was within the 400m of a shopping area."

Common to many of the objections is that the 11 metre building height limit (and 3 storeys) is too high and should be reduced to 9m. It is fair to say there is confusion as to why the height limit is being increased to 11m yet the zone is changing from Residential Growth to General Residential.

Some submissions highlight the conflict with the existing Flinders Heritage Area (see submission #81 and #136 for instance) and encouraging development in an area prone to flooding. There is also concern that the proposed DDO42 will do little to protect the unique coastal character of Barwon Heads.

The Barwon Heads Association Submission #13 seeks a reduction of the IHDA to 100m from the current commercial zone and limit to Ozone Road. Submission #77 advocates two IHDA areas: Hitchcock-Ozone-Grove-Bridge Roads and Hitchcock-Colite-Margate-Geelong Roads. Submission #84 suggests an area bound by Ozone Road, Grove Road, Bridge Road and Grandview Parade.

Seven submissions support the IHDA and associated zone and overlay controls.

Officer Response

Submissions calling for the complete removal of the Barwon Heads IHDA are not supported. The IHDA policy is embedded in the Municipal Strategic Statement at Clauses 21.06, 21.14 and 22.63. The policy is not 'new' and has formed part of Council's housing strategy for 10 years. It also recognises the strategic policy in the G21 Regional Growth Plan for Barwon Heads to receive a 'moderate' degree of new residential development while respecting existing character.

There is continued need to encourage and support increased housing diversity close to the town centre. The existing Residential Growth Zone Schedule 3 *Coastal Increased Housing Diversity Areas* applies to all the Bellarine towns and sets a 10.5m building height limit. However, as a consequence of the State Government reformed residential zones (VC110) policy, RGZ schedules must be at least 13.5 metres. Heights of 13.5m and above (effectively 4 storeys) are not consistent with the preferred character of Barwon Heads.

The BHSP has recommended that the IHDA be rezoned to the General Residential Zone and applied with a new DDO42. The purpose of the proposed GRZ remains consistent with the intent of the IHDA. The GRZ sets a maximum building height requirement of 11m and 3 storeys (which schedules cannot lower) and is similar to the existing 10.5m. Therefore, while the height limit has increased by half-a-metre, the addition of the DDO42 provides design requirements to ensure that dwellings are designed, sited and

landscaped in a manner to reduce the dominance that a two or three storey building would have on the streetscape.

Overall, the purpose of the GRZ is to encourage housing diversity and growth that respects neighbourhood character, while the purpose of the NRZ is primarily to preserve identified character. Given the IHDA is to remain, rezoning this area to the NRZ is not appropriate and not supported.

Concerns about the blanket 400m walkable catchment methodology applied under the 2008 Housing Diversity Strategy are not without merit. This methodology was applied uniformly to all the coastal towns, including the larger nearby Ocean Grove (noting that Ocean Grove has two separate IHDA's) which is a designated growth location.

However the 2008 Housing Diversity Strategy recognised that further work would be required stating on page 53:

"Subject to...specific studies undertaken by Council, consider [of] the use of Significant Landscape, Design and Development or similar Overlays to protect areas of specific urban design...notably specific areas of...Barwon Heads (RCS Precinct 2, 4, 5 and 6)."

This work occurred in the preparation of the 2017 BHSP where Council engaged Hansen Partnership and the *Barwon Heads Residential & Landscape Character Assessment March 2017* was completed. The purpose of the Character Assessment was to determine if there is a need for new planning controls for residential development in Barwon Heads, in order to protect or enhance the existing character of the town in the face of new development.

The Assessment formed the view that (p. 38): *"Increased diversity of housing stock is still encouraged but at a lower intensity commensurate with the scale of the township, associated availability of services and facilities, as well as the preferred character."*

The Character Assessment, which included field work and community engagement, has informed the BHSP settlement and housing discussion and directions. The City will undertake similar assessments for the other Bellarine townships to guide housing change as time and budget allows.

Other main issues raised in submissions are addressed as follows:

- Reducing the extent of the IHDA (other than west of Golf Links Road) is not supported. As discussed above the strategic policy basis for the designated area is sound. Further review by the *Barwon Heads Residential & Landscape Character Assessment* recommended removing only two discrete parts.
- Removal of the IHDA from the western side of Golf Links Road is supported. This area is recommended for removal in the *Barwon Heads Residential & Landscape Character Assessment* (p. 41). This will require changes to planning scheme maps 81 and 88 to remove the GRZ1 and replace with NRZ6; and remove DDO42 and replace with DDO41.
- It is acknowledged that there is some conflict between the Flinders Heritage Area (HO1649) and the IHDA. This conflict exists now. The HO supporting policy Clause 22.36 promotes detached, single and double storey dwellings (amongst other design characteristics) which differs from the proposed GRZ maximum height of 11m and the IHDA policy. Local Policy Clause 22.63 *Increased Housing Diversity Areas* requires developments to respond positively to heritage matters. Permit applications in the HO will continue to be assessed on their planning merits.

It is noted that just because the GRZ allows dwelling heights up to 11m does not automatically mean landowners/developers will seek higher dwellings. The Hansen assessment found no 3 storey buildings when it undertook its analysis in 2016. Since the assessment, two 3 storey buildings have been constructed, neither in a HO.

- It is acknowledged that parts of the IHDA are applied with a Special Building Overlay (SBO) and therefore prone to flooding. The BHSP responds to this constraint by proposing the GRZ and DDO42 to ensure redevelopment provides reduced building site coverage, and increased areas for soft landscaping, front setbacks and side setbacks. Applying these design requirements will reduce stormwater flow restrictions and increase infiltration.

The introduction of the NRZ, DDO41 and removal of the IHDA from land south of Bridge Road and west of Golf Links Road are further measures to lessen the extent of stormwater flooding impacts in Barwon Heads.

The interrelated hazard of climate change/sea level rise was raised in seven submissions. Climate change is discussed in the BHSP on pages 101-102 and includes a map showing the flood risk (1% Annual Exceedance Probability) and the climate change risk to 2070 and 2100 (for events that occur under a 1% AEP storm surge event on top of sea level rise scenarios). The mapping shows potential inundation to fragments of the IHDA under 0.8m sea level rise (by 2100).

The recently completed *Bellarine Peninsula – Corio Bay Local Coastal Hazard Assessment Greater Geelong and Queenscliffe Planning Schemes Implementation* (Our Coast, Final Report, Dec 2017) recommends that mapped inundation affecting urban areas be applied with a Land Subject to Inundation Overlay supported by local policy. Given that hazard assessments apply to Breamlea, Ocean Grove, Point Lonsdale, Queenscliff, St Leonards, Indented Head, Portarlington and Corio Bay, as well as Barwon Heads, Council officers are currently resolving a preferred approach to implement this information uniformly into the Planning Scheme.

3. Warrenbeen Court

The Amendment proposes to zone land in Warrenbeen Court to NRZ 7, with a minimum lot size of 4000 m² that may be created in subdivision of an existing lot, and to permanently apply Schedule 6 to the Environmental Significance Overlay (ESO 6). ESO 6 currently applies on an interim basis until 30 June 2019.

11 submissions supported the Amendment's proposals for Warrenbeen Court; eight objected and one requested changes. The eight objecting submissions were made by Warrenbeen Court landowners – owners of eight of 14 affected properties. Another submission from a Warrenbeen Court landowner did not object to the Amendment but requested changes to the wording of ESO 6. One supporting submission was from the Barwon Heads Association; the other 10 from individuals.

Issues raised by the objecting submissions included:

- *Subdivision restriction*

Seven of the eight objecting submissions specifically opposed the proposed subdivision restriction (4000 m² minimum lot size for any subdivision) and/or indicated the submitters had intended to subdivide their properties after the expiry of a restrictive covenant at the end of 2020. Three submissions indicated that subdivision of Warrenbeen Court lots could still maintain the existing street character and style. Two submissions contended that subdivision of lots into two (allowing one new dwelling) could retain significant Moonah or would not have significant environmental impact.

- *Retrospective and detriment to owners*

Five submissions indicated that the Amendment is a retrospective action that discriminates against owners. One argued that Warrenbeen Court has long been zoned and developed for residential use, which should be the primary policy consideration. Another stated that the effected properties are private residences, not State Parks. Two submissions queried why properties were given two street numbers if Council's original intention was not to allow subdivision. Another contended that the original Council subdivision approval being time limited indicates further subdivision after 2020 was originally intended.

- *Environmental Significance Overlay Schedule 6*

Submissions objecting to ESO 6 argued it is: an unnecessary burden and restriction; too onerous; inappropriate in a residential area; restrictive and unreasonable in not allowing works such as carport, driveways, gardens or chook pens; best applied to land yet to be developed; and offensive to submitters who have developed sympathetically and cared for the Moonah environment.

Submissions argued that a Vegetation Protection Overlay (VPO) should be used instead of an ESO; one submission argued the purposes of a VPO are more closely aligned with the findings and recommendations of the tree assessment. One submission stated ESO 6 results in significant fire danger, arguing it would create dense, fire-fuelling vegetation in the form of trees and widespread undergrowth.

- *Vegetation*

Several submissions raised issues specific to the vegetation the Amendment seeks to protect. Two submissions argued there are Moonah trees in several other locations in Barwon Heads; one argued that Warrenbeen Court has been unfairly singled out. One submission argued that the Warrenbeen Court Moonah is not the healthiest condition; another stated that much of the subdivision area is degraded and is no longer Moonah woodland. Another submitter indicated that they have planted many Moonah and Bellarine Yellow-gums in the area and managed trees on their property, but this appears to stand for nothing. A submission argued it is not feasible or viable to expect landowners in an established residential area to begin land management.

- *Other matters*

Two submissions indicated a lack of consultation on the proposals. Frustration was expressed that alternatives suggested in submissions to the Structure Plan were not reflected in the adopted Structure Plan. One submission stated Council has not mentioned that restrictive covenants that expire at the end of 2020. Two submissions argued that Council should maintain the ability for infill development because extension of the town's Settlement Boundary is not proposed. One submission contended Council is trying to placate residents elsewhere in Barwon Heads to the detriment of Warrenbeen Court landowners.

Officer Response

Clause 21.14-3 of the Scheme includes a further work action to undertake a landscape assessment study for Warrenbeen Court with the intention to apply an overlay to protect the existing character and vegetation. This action has been in the Scheme since 2010 and was proposed in the 2007 Barwon Heads Structure Plan.

Council commissioned Ecology & Heritage Partners to conduct a significant tree assessment within private land in Warrenbeen Court (it also assessed some adjacent land in Saratoga Court). The assessment, completed in October 2016, found remnant indigenous vegetation representative of the Ecological Vegetation Class: Coastal Alkaline Scrub (EVC 858). This EVC corresponds with the Coastal Moonah woodland community, listed as threatened under the *Flora and Fauna Guarantee Act 1988*. The report identified Coastal Moonah woodland on all privately owned lots proposed to be zoned NRZ 7 by this Amendment. The vegetation in that area ranged from good condition to poor to moderate condition. The report concluded that all areas supporting remnant vegetation in the study area should be retained and maintained and recommended planning controls to protect the vegetation.

The Amendment is justified to protect the very low density residential character and the Coastal Moonah woodland community vegetation identified by Ecology & Heritage Partners in Warrenbeen Court. The location of vegetation is such that further subdivision of the area and subsequent development of new dwellings would require substantial vegetation removal. The minimum lot size has been set at 4000 m² in order to prevent subdivision of lots containing the vegetation the Amendment seeks to protect.

An aerial map of Warrenbeen Court is shown below:



ESO 6 requires a permit to remove, destroy or lop vegetation indigenous to Victoria in most circumstances, as well as a permit for buildings and works affecting or within 2 metres of the outer edge of three canopy of vegetation identified in the Ecology & Heritage Partners report. Prior to the interim ESO 6, a permit was only required to remove vegetation on lots above 4000 m²; the majority of lots in Warrenbeen Court are below 4000 m².

An ESO is preferred to a VPO. While a VPO would protect specific trees, the ESO protects the entire vegetation community, including the understorey. The ESO protects the vegetation community from building or construction works by requiring a permit for these and through decision guidelines specifying the need to avoid removal, lopping, destruction or disturbance of the Coastal Moonah Woodland community.

An ESO has been applied to protect environmental values in vegetated existing residential areas elsewhere in the City of Greater Geelong (e.g. Breamlea) and other Victorian local governments. While Warrenbeen Court vegetation was assessed, an approximately 1000 ha study area to the west of the Barwon Heads township was also assessed by Ecology & Heritage. ESO 6 is also being applied to portions of several Taits Road properties as well as some Saratoga Court properties.

Council acknowledges that landowners have managed the Coastal Moonah woodland, with the Ecology & Heritage assessment identifying vegetation on many lots as being in good or moderate condition. However, the Amendment's proposals are warranted to ensure ongoing protection of the Coastal Moonah Woodland community.

With respect to bushfire hazard, Clauses 41.01-3 and 52.48 provide exemptions from the requirement for a permit to remove, destroy or lop vegetation in certain circumstances for bushfire protection. It is understood that the operation of Clause 52.48 is under review by the State Government.

There are restrictions created on the Plan of Subdivision for Lots 1 to 14 Warrenbeen Court, stipulating:

- *The owners ... shall not allow the erection of more than one dwelling on any single lot or further subdivision of any lot.*
- *The owners ... shall not develop the land other than in accordance with an approved Neighbourhood Design Plan pursuant to Planning Permit No. 1057/97.*

The second dot point means that no building can be located outside the building envelopes shown on that Neighbourhood Design Plan.

A separate private covenant on all but one lot, among various other matters relating to land use, stipulates an owner shall not build more than one dwelling on a lot or cause or permit the lot to be subdivided. This covenant expires on 31 December 2020.

While the second covenant expires at the end of 2020, the restrictions on the Plan of Subdivision will remain. The implications of these restrictions is that, regardless of Scheme controls, subdivision would not be possible without removing or varying these restrictions. The process for such removal or variation is set out in the *Transfer of Land Act 1958* and the *Planning and Environment Act 1987*. Removing or varying the restrictions in order to allow subdivision would be highly unlikely without the consent of all landowners who are beneficiaries to the covenant, given Section 60(2) of the *Planning and Environment Act 1987* and the impacts of substantial vegetation removal that subdivision and development of new lots would entail.

The restrictive covenants are separate from the Scheme and are not the reason or justification for the Amendment. However, the ongoing restrictions on the Plan of Subdivision provide context for judging the fairness of the Amendment's controls on subdivision and development.

Range street numbering merely reflects the lengths of a property's street frontage and is completely independent of whether there is current or anticipated subdivision potential.

Submissions on the Barwon Head Structure Plan regarding Warrenbeen Court were considered and are referred to in the adopted 2017 Structure Plan.

A few of the requested changes to ESO 6 (Submission #99) supporting the Amendment are supported as they provide clarity around Permit requirements. However, most of the requested changes are not supported as they are superfluous, inconsistent with the ESO parent clause 42.01-2 or contrary to the Ministerial Direction on the Form and Content of Planning Schemes.

4. Residential land south of Bridge Road

21 submissions specifically addressed Area 5, south of Bridge Road. The Amendment proposes to rezone 'Area 5' from Residential Growth Zone Schedule 3 (RGZ 3) to Neighbourhood Residential Zone Schedule 6 (NRZ 6), and to apply a new Design and Development Overlay Schedule 41 (DDO 41). Of the 21 submissions, eight supported and 13 opposed the Amendment's proposals for the area. Of the eight supporting submissions, three were from affected owners. Of the 13 objecting submissions, 12 were from or on behalf of affected owners.

Objecting submissions raised a wide range of issues. Comments on the Amendment's proposals in general included:

- The Amendment affects Area 5 much more than other parts of Barwon Heads.
- The Amendment significantly restricts opportunity to meet increased housing demand.
- Higher density must be allowed if town's settlement boundary is not expanded.
- The proposals contradict the Housing Diversity Strategy and the 2017 Barwon Heads Structure Plan, which identify an ageing population and the need for greater housing diversity and indicate urban consolidation and infill is the most appropriate way to accommodate projected population growth.
- Area 5 has no unifying neighbourhood character or unique landscape character.
- It is arguably too late to preserve the character of the area, as many existing dwellings in the area are not consistent with the Amendment's requirements/guidelines.
- Height limit and site coverage are impractical for building a house.
- Adverse impacts on land values.

Comments specifically on the proposed rezoning from RGZ to NRZ included:

- Stifles development opportunities and inadequately supports projected population growth.
- Good design outcomes can be achieved by retaining the RGZ and relying on tools such as Clause 55 and a DDO.
- Despite the height limit change from 10.5 m to 9.0 m, allowing three storey buildings will dramatically change appearance of area.
- Some land south of Bridge Road should be included in GRZ, near the supermarket (approximately 400m area between Hitchcock Avenue and Ewing Blyth Drive).

A wide range of comments were made regarding proposed DDO 41. Most objecting submissions commented on the proposed 40% site coverage, arguing that it:

- is overly restrictive and disadvantages affected owners. One submitter indicated it would prevent them extending their home. Another indicated it would cause them to build higher than they would prefer. It was argued that the site coverage reduction is unfair on owners yet to build or redevelop;
- is too restrictive on smaller lots (a 300 m² lot and a 540 m² lot were cited in separate submissions); one submission argued the Amendment should acknowledge that a permit for site coverage above 40% is supported on smaller lots created at an earlier time;
- is unrealistic given most properties in the area already exceed this;

- being reduced from 70% to 40% is a substantial rather than incremental change. A submission contended this was insufficiently highlighted during exhibition and many landowners were unaware of this change;
- will result in more two or three storey dwellings, with overshadowing and adverse impact on character and streetscape, particularly on smaller lots;
- makes little sense given trend towards larger dwellings; and
- should be changed: one submission suggested 50 to 55%, two indicated 60%, and another indicated it should be removed or replaced with a more incremental change that also considers different limits for different lot sizes.

Submissions made comment on other specific aspects of DDO 41 include:

- A design objective in Point 1 is “to protect the unique low scale coastal design character of Barwon Heads”, but this character was lost many years ago.
- Several submissions objected to this point in 2.0 (Buildings and works): “Buildings are designed with lightweight, natural and timber materials and unobtrusive building colours”. Comments included the requirement is too restrictive; few existing structures use these materials; these materials require frequent upkeep in a seaside environment; and colour control could result in a bland built environment.
- The requirement in 2.0 (Buildings and works) for a landscaping plan to be prepared for the site by a qualified landscape architect was questioned, contending that requiring a landscape architect is excessive and a cost burden.
- Setbacks (Table 1) should be based on lot orientation.
- The required min 2 m setback to at least one boundary (Table 1) will severely limit development; many properties currently do not comply with this setback.
- Not clear that requiring garages to be set behind building frontages (Table 1) results in a more appealing outcome.
- A 1 m high fence (Table 1) provides insufficient security.
- Reducing the dominant scale of the upper level can be achieved in a number of ways, not necessarily recessing or articulating (5.0, Decision guidelines).

Officer Response

The proposed rezoning of Area 5 from RGZ 3 to NRZ 6 and the application of DDO 41 reflect recommendations of the *Residential and Landscape Character Assessment 2017* (Character Assessment) undertaken by Hansen Consultants to inform future infill development in Barwon Heads. This assessment informed the 2017 Structure Plan.

The RGZ zoning of Area 5 has resulted from the City’s Housing Diversity Strategy. The Character Assessment noted that the Housing Diversity Strategy was undertaken at a municipal level and consequently was not based on a detailed review of the existing character of individual settlements. The Character Assessment also noted that the RGZ, which encourages higher density residential development, without regard to the existing character of the area, may be inappropriate for this area.

The Character Assessment identified the area south of Bridge Road as having a particularly strong character through the unformed nature of roadside and vegetation, which would be significantly compromised by more intensive development. It noted that the area is influenced by both the public and private realms, with the topography and road treatments particularly influential and vegetation across both the public and the private realms also notable. The Character Assessment recommended that the area be deleted from the Increased Housing Diversity Area (IHDA).

The particular character of the area south of Bridge Road has also been previously recognised. Clause 21.14 of the Scheme includes a further work item to undertake a landscape assessment study of the Ewing Blyth/Golf Links/Bridge Road area with the intention to apply an overlay to protect the existing character and vegetation. The area was also identified as having a distinct character by the 2001 Geelong Neighbourhood Character Study.

Consistent with other non-IHDA residential areas in Barwon Heads, the Amendment proposes the NRZ for Area 5. Given the findings and recommendations of the Character Assessment, reflected in the 2017 Structure Plan, this zoning is considered well justified. The IHDA, with its greater opportunities for infill development, will remain to the north of Bridge Road and east of Golf Links Road.

Only a small proportion of properties in Area 5 currently exceed 40% site coverage. There are very few vacant lots smaller than 500 m² in Area 5. For the few smaller lots in the area, a permit application proposing greater than 40% site coverage could be considered, although a very strong case would be required given 40% maximum site coverage is both a permit trigger and a design requirement on Table 1. In addition to protecting the character of the area, the proposed 40% maximum site coverage will also help to lessen stormwater drainage problems in Barwon Heads by retaining more permeable area as development proceeds.

The proposed reduction in maximum site coverage in Area 5 from 70% to 40% was clearly stated in information mailed to all landowners.

It is acknowledged that the NRZ and DDO 41 may result in more multi-storey dwellings; this is not considered an undesirable outcome. The Character Assessment has already identified the area south of Bridge Road as having a higher presence of two storey buildings than most of the town. The reduced site coverage will provide greater opportunities to retain existing and plant new trees, so that multi storey dwellings will sit in a more vegetated landscape. Under the NRZ, a 9 m maximum height will apply.

The various comments in submissions on specific aspects of proposed DDO 41 have been considered and some changes to DDO 41 are recommended in response to these. Recommended changes to Point 2.0 include removing the requirement for a landscape plan to be prepared by a qualified landscape architect and removing reference to unobtrusive building colours. However, the majority of the content of proposed DDO 41 is considered appropriate and well justified, being based on recommendations of the Character Assessment.

5. Neighbourhood Residential Zone

The majority of the township is proposed to be rezoned from General Residential Zone Schedule 2 (GRZ2) to Neighbourhood Residential Zone Schedule 6 (NRZ6) accompanied by a Design and Development Overlay Schedule 41 (DDO41) *Barwon Heads Incremental Change Residential Area*.

The Barwon Heads Association Submission #13 and other submitters support the NRZ6 however believe a minimum lot size of no less than 400 square metres should be applied. There is widespread support for the 9m building height limit and reduced building site coverage of 40%. Submission #84 suggests the DDO41 should be applied to 'Area 2'.

Submission #6 is strongly opposed to the 9m height limit and seeks 11 metres. Submission #94 also favours 11m in 'Area 1'. On the other hand, Submission #87 says the height limit should be reduced to 7.5m.

Submission #111 by Novo Planning on behalf of a Barwon Heads landowner says the rezoning from GRZ1 to NRZ6 blanket application should be modified to apply to targeted areas in the township (Precincts 8 and 10 in the *Barwon Heads Residential & Landscape Character Assessment March 2017* should be excluded from NRZ6 and DDO41). The submission states:

- Newer development areas should remain in the General Residential Zone Schedule 2 to allow for varied development outcomes.
- The DDO41 should be applied to areas that have high visual amenity such as main roads and more established areas, not nearly all of Barwon Heads residential areas. The 40% maximum site coverage and 30% soft landscaping requirements are not supported.
- The default site coverage of 60% should remain, particularly given the inconsistency in the *Barwon Heads Residential & Landscape Character Assessment*.
- The combination of the garden area, landscaping and site coverage requirements are onerous and limit infill development and good design outcomes.

Officer Response

The request to introduce a minimum lot size of no less than 400 square metres is not supported. Such a control would place serious restrictions on lots of less than 800 square metres and cause material detriment to landowners. Changing the exhibited NRZ6 to include a minimum subdivision area would be a transformation of the Amendment and, in accordance with the rules of natural justice, require reengagement and notification.

The *Barwon Heads Residential & Landscape Character Assessment* has recommended zone and overlay controls to better protect and enhance the town's character as infill redevelopment occurs. The assessment identified the special vegetation character of Warrenbeen Court properties that warrant a minimum subdivision control. However the assessment recommended the broader township be applied with design and development overlays – which are performance based tools. No submission has provided expert landscape character evidence to support the introduction of a 400 sqm minimum lot size.

Applying the DDO41 to 'Area 2' is not supported as these are new residential subdivisions with notable character differences. The built form is unlikely to change and applying the DDO41 would have little to no benefit.

Submissions that oppose the height limit of 9 metres – and seek either higher or lower limits, are not supported. The NRZ is a Victorian Planning Provision that cannot be altered by Council. The NRZ at Clause 32.09-9 sets the building height at 9m and no more than 2 storeys at any point.

Submission #111 fails to identify the address of properties owned – which may give a clearer indication of why Precincts 8 and 10 are specifically requested to be excluded from the proposed NRZ and DDO41. The arguments raised in the submission are rejected.

The BHSP directs that the General Residential Zone only be applied to the IHDA. The IHDA is where infill development and diversity is encouraged. Precincts 8 and 10 in the Character Assessment are areas where most of the housing stock dates back to the 1980s or earlier. Application of the NRZ6 and DDO 41 to these areas is well justified and consistent with nearly all of Barwon Heads' residential areas outside of the IHDA.

DDO 41 proposes maximum 40% site coverage, as a permit trigger and development requirement. This reflects the existing character of the town, with the great majority of

properties having less than 40% site coverage. The Character Assessment notes that this lower site coverage will also reinforce the unique context of Barwon Heads and its associated 'coastal' character. In addition to protecting the character of the area, the proposed 40% site coverage will also help to lessen stormwater drainage problems in Barwon Heads by retaining more permeable area as development proceeds. The 40% site coverage is appropriate for all of the proposed DDO 41 area.

The garden area requirement is separate from, though complementary to, the site coverage and landscaping requirements in DDO 41, although it achieves similar outcomes. All of these requirements would apply, noting that the garden area requirement is mandatory whereas the other requirements may be varied.

6. Movement and parking

51 submissions specifically raised traffic and/or parking issues. Car parking was a clear matter of concern to submitters, with 47 submissions specifically referring to parking issues. Submissions outlined existing traffic and/or parking problems in Barwon Heads. Many indicated that these problems are worst in summer, peak holiday periods and weekends, but are extending throughout the year. Concern was expressed that problems would worsen with population growth in surrounding areas, increasing visitor numbers and new development in Barwon Heads.

Previous parking and traffic studies were criticised for being out of date and taking place outside the summer peak holiday season. Many submissions called for a new traffic and parking study and for traffic and parking improvements to be identified, rather than just ongoing monitoring.

Specific traffic issues raised included:

- congestion on the bridge between Barwon Heads and Ocean Grove;
- safety risks from arterial road traffic, including trucks, to pedestrians and cyclists, particularly Barwon Heads Primary School students;
- impact of Bridge Road pedestrian crossings on traffic flow;
- traffic congestion and management on Hitchcock Avenue and Ozone Road;
- emergency vehicle access;
- speed limits (two submissions suggested a 40 km/h limit, one for the whole town, one for all of Hitchcock Avenue).

Several submissions addressed pedestrian and cyclist networks and safety. Reduced safety for pedestrians and cyclists due to increased traffic volumes and congestion was cited. Submissions called for an expanded network of pedestrian and cycle paths. Two submissions recommended enhancing or preserving laneway links. Two submissions specifically indicated that improved roads, footpaths and cycle paths should not be funded through Special Rates and Charges, but through current rates/consolidated revenue.

A submission from the Department of Economic Development, Jobs, Transport and Resources (DEDJTR) indicated that Transport for Victoria and VicRoads are aware of community concerns regarding traffic congestion and that VicRoads is monitoring the issue, but has not developed any proposals at this stage. The DEDJTR submission indicated that the Structure Plan should identify shared path connections to the broader path network including the Thirteenth Beach coastal path extension to the path between Blackgate Road and Breamlea Road.

Many submissions referred to limited availability of car parking in Barwon Heads, particularly in and around the town centre. Concern was expressed at the impact of on-street parking in streets surrounding the town centre. 25 submissions raised the need

for each development to provide adequate car parking. Most of these specifically expressed concern with the waiving of parking requirements for individual developments, with the impact of waived parking requirements on parking availability in and around the town centre cited in several submissions. Concern was also raised with the standard parking requirements for dwellings. Nine submissions expressed concerns with underground parking, including impact of the water table, flooding of car parks and neighbouring properties and impact on building foundations.

Among a wide range of specific solutions recommended in submissions to address parking issues were:

- developing off-street car parking on Council or private property in or near the town centre;
- improved enforcement of existing parking restrictions;
- increasing timed parking bays on Flinders Parade;
- analysing cumulative parking impacts of new development in Hitchcock Avenue;
- requiring parking assessments to be carried out over summer and weekends; and
- phasing out residential use in the town centre so that land is only used for commercial use or parking.

Officer Response

Community concerns with traffic volumes and flows and car parking supply in Barwon Heads are acknowledged and addressed in the 2017 Structure Plan.

An arterial road passes through Barwon Heads (Barwon Heads Road, Golf Links Road, Bridge Road and the Barwon Heads Bridge) and is managed by VicRoads. Council has to work within the limitations this arterial road alignment presents with respect to traffic movements in Barwon Heads. The Structure Plan recognises slower traffic flows and parking availability problems in peak holiday periods.

Council has previously commissioned traffic and parking studies for Barwon Heads, undertaken in 2003 and 2010. Council has implemented a wide range of traffic and parking improvements since the 2010 Barwon Heads Traffic and Parking study and continues to undertake monitoring of traffic and parking. Council's Engineering Services does not support requests for a new traffic and parking study for Barwon Heads.

Council's Engineering Services advises that further speed reductions on certain roads in the town would inevitably transfer problems to other roads, and that a blanket speed limit reduction across Barwon Heads would likely have a detrimental impact on the overall traffic flows in the town.

With respect to pedestrian and cycling infrastructure, the Structure Plan notes proposed improvements and states that Council will continue to undertake improvements to the road and pedestrian network and facilities when funding is available and in line with Council strategies and priorities.

DEDJTR's submission that the Structure Plan should identify shared path connections to the broader path network including the Thirteenth Beach coastal path extension to the path between Blackgate Road and Breamlea Road is supported. The Structure Plan Map proposed to be included in Clause 21.14 already contains the notation "Support the development of a coastal path along Thirteenth Beach Road" and no change to the Amendment is required. However, the text of the Structure Plan can be revised to refer to that path connecting to the off-road path between Blackgate Road and Breamlea Road.

With respect to parking, the Structure Plan (Part C, point 6.4.4) identifies options that may be considered by Council in future, subject to funding and community support. A Special Rates and Charges Scheme is included as an option for funding car parking or footpaths, however the Structure Plan notes that community consultation would be required due to the financial implications this would have on affected ratepayers.

The Scheme provisions setting car parking requirements for various uses and addressing reductions to car parking requirements are Victoria Planning Provisions, applying throughout Greater Geelong and elsewhere in the State. Council has permitted reduced parking provision for a small number of mixed use (commercial and residential) developments in the town centre in recent years. These have been considered in accordance with Scheme provisions, a parking demand assessment and the advice of Council's Traffic Unit.

Basement car parking is able to be approved subject to Engineering assessment and support and appropriate conditions. Where a Special Building Overlay applies, flooding risk must be considered when assessing proposed developments. The BHSP is a land use plan rather than a detailed traffic and parking plan. The issue has been adequately addressed in the Structure Plan and potential improvements can continue to be considered by Council on an ongoing basis.

7. Vegetation protection

24 submissions highlight the important contribution that vegetation provides within the Barwon Heads township. There is a concern that the Amendment fails to adequately protect the town's vegetation, notably when redevelopment occurs. Submissions request controls be applied to private land similar to that proposed for Warrenbeen Court and in Ocean Grove.

The BHA request that Council urgently undertake further assessment of significant trees on private land (as well as public land) to support planning or other legal controls on the removal of vegetation to preserve landscape character.

Officer Response

Introducing vegetation protection controls in residential areas is problematic, especially where blanket controls are applied. As was the case with Warrenbeen Court and the Ocean Grove Significant Tree Project, previous studies and structure plans had identified the need for technical assessments to determine the merits of new vegetation controls in specific areas.

Planning Practice Note 07 *Vegetation Protection in Urban Areas* provides guidance on how to assess the significance of vegetation and how to protect significant vegetation. The Note states if the planning scheme is to be used to protect vegetation, a vegetation survey or study must be undertaken.

It would be a flawed approach for a Council to propose onerous vegetation controls on private land without supporting evidence. Statements such as that from Submission #122: "Significant vegetation and trees should be protected with tighter controls and a permit needed to remove any of the above", while well meaning, would need to be supported by such evidence. The 2017 BHSP does not include any studies of private land vegetation nor recommend additional controls to the ESO6.

However this does not mean that the BHSP is silent or dismissive of the important value that vegetation – both indigenous to the area and non-indigenous – makes to Barwon Heads.

Amendment C375 proposes Design and Development Overlays to virtually the entire township. These overlays will, where a permit is triggered, require those seeking to redevelop to place greater emphasis on clever siting and design that gives proper consideration to protecting existing vegetation and incorporating new vegetation.

This is considered to be a practical and immediate approach to address the incremental loss of vegetation on private land.

The Amendment also includes the following proposed “Further work” to Clause 21.14:

Undertake a study to identify significant vegetation and biodiversity values of public areas and roadsides within Barwon Heads.

No further work or studies have been identified for private land in Barwon Heads. If the Barwon Heads Association is aware of particular vegetation areas of significance it had ample opportunity to highlight such areas during the BHSP consultation phase.

8. Drafting

This section addresses submissions that request general and specific drafting changes to the exhibited Amendment documents that have not been mentioned in previous sections of the report.

Common to many submissions is that the DDO41 and DDO42 single dwelling exemption from notice and review provision should be removed. Submission #13 states:

“I do not support the total exemption of planning permit applications for single dwellings from advertising and third party appeal rights. It is critical that residents be made aware of the proposed planning permits for all dwellings, be they single or multi-dwelling developments, so they can use their third party appeal rights when appropriate. By removing this right of appeal the community cannot express its views on inappropriate constructions. We need to retain this right to appeal against inappropriate constructions. Council must not remove this right.”

Submission #41 supports exemption provisions.

Further in relation to the DDOs, Submission #24 (and others) state:

“If DDO’s are to be of any use and to have any impact there need to be rigorous mechanisms for ensuring that design character requirements are clearly identified and incorporated into the design process of the development. A mechanism then needs to exist which sees that they are strictly adhered to and permits are not issued unless all requirements have been met. Requirements need to be much tighter. If the CoGG is serious about retaining the ‘coastal character’ of Barwon Heads this needs to be addressed urgently.”

And from Submission #81:

“The Design and Development Overlay 42 that is also proposed for Area 4 is manifestly inadequate. Although the reduction in coverage from 70% to 60 % is welcomed, the Decision Guidelines do not guarantee that dwellings will not dominate the streetscape or have a dominant built form or sufficient front setbacks or significant landscaping. The problem with these type of design overlays is that some or all of the key points can be waived by well-meaning strategic planners. Or the” Buildings and works” requirements are open to a wide variety of interpretation by town planners and builders and developers.”

Requests for specific drafting changes are addressed in the ‘Officer Response’ section.

Officer Response

Having considered the submissions **Attachment 4** highlights (in yellow) changes which will replace the exhibited Amendment clauses as Council's position at the Panel Hearing. It is noted that some of the Attachment 4 drafting changes have been instigated by Council officers to improve clarity and purpose.

Removing the DDO41 & 42 notice and review exemption is not supported. The exemption only applies to single dwellings that do not meet measurable permit triggers in Table 1. Where a permit is required Council statutory planning staff are suitably equipped to assess the application. This is considered reasonable and appropriately limits applicant and Council time and cost. It is important for the community to understand that non-compliance with ResCode provisions (such as overlooking or overshadowing) are not assessed under the DDOs.

Submissions calling for the DDO requirements to be 'tighter' and 'strictly adhered to' need to appreciate the subjective nature of the requirements. Unlike the design requirements in Table 1 (of both DDO41 & 42), which are measurable, the buildings and works requirements pose a more sophisticated assessment of how individual design elements work together. The DDOs are drafted so that the permit triggers (i.e. Table 1) serve as the benchmark for all development, and variations will need to demonstrate how a specific design response to site context achieves the character objectives.

This approach is consistent with PPN59 *The role of mandatory provisions in planning schemes*. It notes the Victorian Planning Provision process is primarily based on the principle that there should be discretion for most developments, and that applications are to be tested against objectives and performance outcomes, rather than merely prescriptive mandatory requirements. Blanket mandatory controls are not appropriate for Barwon Heads.

Suggested specific drafting changes are responded as follows:

#	Submission	Response
13	Clause 21.14 under 'Barwon Heads' add: "and increased height and density is contained in the immediate Hitchcock Ave precinct".	Not necessary and not agreed.
13	DDO42 to include a height limit of 9m.	Contrary to the GRZ 11m height limit and not agreed.
13	DDO42 to specify site coverage of 60%.	Agreed.
13	DDO41: include more specific coastal design benchmarks which encourage stronger architectural design elements such as materials, form and colours.	Not agreed. The design requirements stem from the Character Assessment.
13	Clause 21.14 under 'Barwon Heads' remove reference to 'support lifetime home living for older people'.	Agreed. To be removed.
13	DDO25 should not be amended unless further impacts on coastal character and township amenity is considered.	Not agreed. The DDO25 is a consequential change to make the height consistent with the surrounding GRZ.
84	Unclear why the statement "Consider the impacts of climate change on the future development of Barwon Heads in accordance with the Climate Change Adaptation Strategy to be developed by Council during 2010-2011," is to be removed.	The Strategy has been completed. Refer to the report discussion section 2. IHDA
84	DDO42 to include the statement: "The development will deliver a variety of housing	Agreed.

	types, with a preference for smaller one and two bedroom housing types”.	
84	DDO42 reference to Decision guidelines should strengthen wording ‘consider’ to ‘encourage’.	Not agreed as would be contrary to MD Form & Content of Planning Schemes.
84	DDO42 terminology “The upper levels of a building are recessed and articulated to reduce the dominant scale of the upper level “ should include ‘ <i>to all sides</i> ’.	Agreed.
84	SLO9 decision guidelines be amended to strongly discourage heights above 7.5m.	Not agreed. The SLO9 was not reviewed other than consequential changes resulting from the Amendment.
84	DDOs to mandate use of architects for built form.	Not agreed.
84	An overlay applicable such as the Barwon River Environs should be implemented, nominally 7.5m, to reduce height of building above the vegetation especially leading to the coastal dunes adjacent to the Golf Course.	Not recommended in the Character Assessment and not agreed.

9. Village character

Common to all the above themes is the overarching concept of ‘coastal character’ or ‘village character’. Many objecting submissions make mention of this concept, often critical or dismissive of the BHSPs ability to protect the established character of the town.

As stated in Submission #32: *“The proposed changes will affect the residential amenity and liveability of Barwon Heads and the general style of this area and is contrary to the unique feeling the township of Barwon Heads has to offer.”*

Some of the submissions that advocate expanding the settlement boundary say inappropriate development in recent years has permanently damaged the character and appeal of Barwon Heads. Others also say the expansion would reduce intensive development and village atmosphere issues.

Twelve submissions support the BHSPs approach and recommended planning controls to safeguard character.

Officer Response

Assumptions that infill development intrinsically implies detriment to village character is somewhat misguided. It is not possible or appropriate to stop growth and Barwon Heads will continue to change and renew. This is particularly so as the Barwon Heads housing market becomes ever more sophisticated.

Preparation of the BHSP involved comprehensive community engagement and the expertise of landscape consultants; to not only arrive at an understanding of what is the character of Barwon Heads, but how to best manage development and change to protect that character.

The resulting *Barwon Heads Residential & Landscape Character Assessment* has informed the BHSP. The Assessment says that fundamental to the concept of character is the distinction between ‘existing’ character and ‘preferred’ character. After analysing a range of development trends and design elements, the Assessment concluded that the residential and landscape character of Barwon Heads is very mixed.

The Assessment also sought the community’s views on the town’s special and valued characteristics.

The Assessment then lays out the approach to manage change supported by the evidence acquired in preparing the report. By identifying the important key elements of Barwon Head's character, the Assessment was able to make informed recommendations including the most appropriate planning controls.

While the Character Assessment was concentrated on the land within the town, it is the coastal setting in which the town lies that most significantly defines Barwon Heads. This fact is evidenced in numerous policy and strategic documents, such as:

'Protect the unique character of Barwon heads as a coastal village located within a sensitive environment and significant landscape setting' [Clause 21.14 Greater Geelong Planning Scheme].

'A place that is defined by the natural landscape features that surround it – the Bellarine Peninsula's 'island' community' [Barwon Heads Urban Design Framework 2013].

The township characteristics identified in the *Barwon Heads Residential & Landscape Character Assessment March 2017* (p. 20).

Submissions that support the BHSPs efforts to protect the unique coastal or 'village' character of Barwon Heads are appreciated. Those that say the structure plan is a weak document and will do little to address character concerns are rejected – as are arguments that request expanding the township to the west.

The new zone and overlay controls, together with retaining the settlement boundary location, ensures Amendment C375 strategically responds to the challenges of accommodating a 'modest' level of growth while protecting the 'village' character of Barwon Heads.

Financial Implications

The planning scheme amendment process has no significant financial implications for Council.

Community Engagement

The Amendment was exhibited in accordance with the provisions of the *Planning and Environment Act 1987*.

In accordance with Clause 4(2) of Ministerial Direction No. 15 the following panel hearing dates have been set for this Amendment:

- Directions Hearing: in the week commencing 23 July 2017.
- Panel Hearing: in the week commencing 20 August 2018.

Planning Panels Victoria will notify all submitters of the Panel dates and invite requests to be heard at the hearing.

On 8.5.2018 Council officers met with several objecting Warrenbeen Court landowners; where the landowners reiterated their strong objections to the Amendment's proposals.

Social Equity Considerations

The Amendment does not raise any social equity issues.

Policy/Legal/Statutory Implications

The 2017 BHSP has been prepared having regard to existing relevant State, regional and local planning policies as described in the BHSP policy context section (pp. 43-66) and the Explanatory Report accompanying the exhibited amendment.

Alignment to City Plan

The 2017 BHSP aligns with the Sustainable, Built and Natural Environment and Growing our Economy strategic directions in City Plan.

Conflict of Interest

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

Risk Assessment

Deferral or delay of proceeding to the pre-set panel hearing will require rescheduling of the hearing with Planning Panels Victoria. Given the relatively high level of building activity in Barwon Heads and the Amendment C375 proposed new zone and overlay controls, any delay will cause inconvenience and confusion for landowners, the local community and the development industry.

Submission #29 stated that if the Amendment's proposals for Warrenbeen Court proceed without compromise, the submitter will initiate legal proceedings against the City of Greater Geelong for substantial financial compensation for losses and backdated land rates adjustments back to the estate's inception.

Environmental Implications

Maintaining the existing Barwon Heads settlement boundary location recognises the sensitive ecological and landscape values located west of the urban area. This includes the internationally recognised Ramsar wetland area of the Murtnaghurt Lagoon. The BHSP supports public land managers and community groups in the on-going management of Murtnaghurt Lagoon, the Bluff, the coastal and river environs and the estuary.

Barwon Heads is susceptible to flooding and a Special Building Overlay applies to areas in the town designated flood prone. Future growth in Barwon Heads will be from infill development, which has the potential to exacerbate stormwater runoff. Increasing the capacity of the underground drain network is not feasible and the Amendment responds to stormwater hazard by proposing zone changes and new development controls to reduce maximum building site coverage and create more permeable land.

The low lying nature of Barwon Heads in a coastal area also makes the Township susceptible to climate change. The 2017 Barwon Heads Structure Plan refers to Council's Climate Change Adaption Strategy 2011 and the recent preparation of a 3rd Pass Local Coastal Hazard Assessment. The impacts of coastal inundation by the year 2100 will require careful coastal planning in the future.

Mapped Coastal Moonah Woodland communities in the Warrenbeen Court area and adjacent farming zoned land are recommended for protection by applying an Environmental Significance Overlay and minimum lot sizes. There are also BHSP directions to encourage revegetation and enhance existing street trees and informal landscaping in the street network.

Attachment 2 - Information Sheet

AMENDMENT C375

PROPOSED RESIDENTIAL ZONE & OVERLAY CHANGES IN BARWON HEADS



Area 1

The current zone is General Residential Zone (GRZ) Schedule 2.
The proposed zone is Neighbourhood Residential Zone (NRZ) Schedule 6.

This change maintains a 9 metre building height limit and private open space area requirements for new development.

Why are we proposing a change of zone? The State Govt has lifted the building heights in the GRZ to 11 metres throughout Victoria. Rezoning to the NRZ retains the 9 metre height limit.

Also proposed is a Design & Development Overlay Schedule 41 so that new development complies with coastal character design requirements (when the DDO41 triggers a planning permit).

Area 2

The current zone is General Residential Zone Schedule (GRZ) 2.
The proposed zone is Neighbourhood Residential Zone Schedule (NRZ) 6.

This change maintains a 9 metre building height limit and private open space area requirements for new development.

Why are we proposing a change of zone? The State Govt has lifted the building heights in the GRZ to 11 metres throughout Victoria. Rezoning to the NRZ retains the 9 metre height limit.

Area 3

The current zone is General Residential Zone (GRZ) Schedule 2.
Your proposed zone is Neighbourhood Residential Zone (NRZ) Schedule 7.

This change maintains a 9 metre building height limit and introduces a minimum subdivision lot size of 4,000 square metres.

Why are we proposing a change of zone? The State Govt has lifted the building heights in the GRZ to 11 metres throughout Victoria. Rezoning to the NRZ retains the 9 metre height limit. Furthermore, the NRZ allows minimum subdivision lot sizes to be specified which is applied here to protect vegetation.

Also proposed is an Environmental Significance Overlay Schedule 6 to require a planning permit for removal of native vegetation.

Area 4

The current zone is Residential Growth Zone (RGZ) Schedule 3.
The proposed zone is General Residential Zone (GRZ) Schedule 1.

This change increases the building height limit from 10.5 to 11 metres and reduces building site coverage from 70% to 60%.

Why are we proposing a change of zone? The State Govt has lifted the building heights in the RGZ to 13.5 metres throughout Victoria. The GRZ is the best-fit zone to reflect existing height limits and support Council's increased housing diversity area policy which continues to apply.

Also proposed is a Design & Development Overlay Schedule 42 so that new development complies with coastal character design requirements (when the DDO42 triggers a planning permit).

Area 5

The current zone is Residential Growth Zone (RGZ) Schedule 3.
The proposed zone is Neighbourhood Residential Zone (NRZ) Schedule 6.

This change reduces the building height limit from 10.5 to 9 metres and reduces building site coverage from 70% to 40%.

Why are we proposing a change of zone? The area south of Bridge Rd has unique landscape characteristics best managed in the NRZ. Furthermore, the NRZ reflects the removal of Council's increased housing diversity area policy from this area.

Also proposed is a Design & Development Overlay Schedule 41 so that new development complies with coastal character design requirements (when the DDO41 triggers a planning permit).

Area 6

The current zone is General Residential Zone (GRZ) Schedule 2.
Your proposed zone is Neighbourhood Residential Zone (NRZ) Schedule 6.

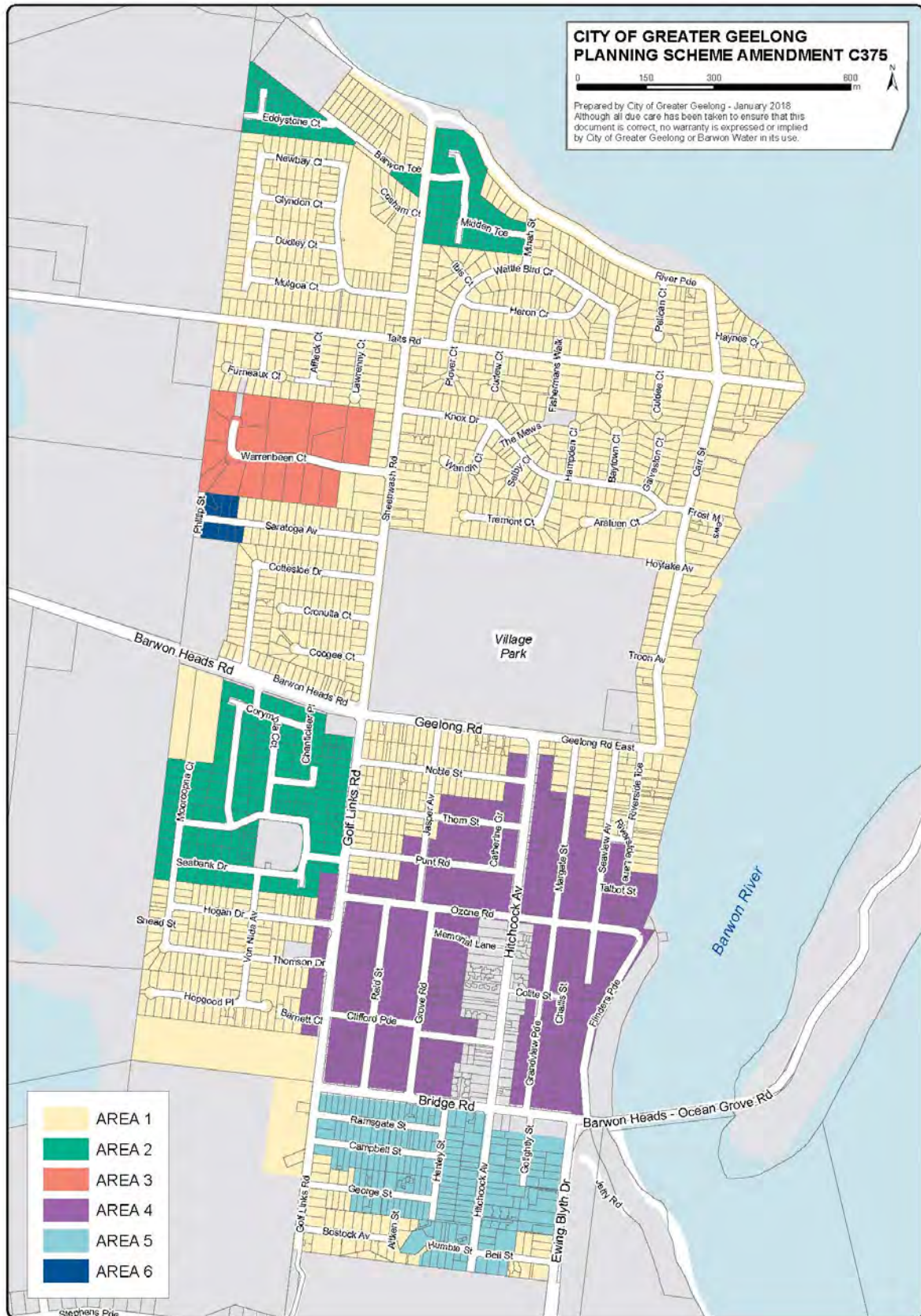
This change maintains a 9 metre building height limit and private open space area requirements for new development.

Why are we proposing a change of zone? The State Govt has lifted the building heights in the GRZ to 11 metres throughout Victoria. Rezoning to the NRZ retains the 9 metre height limit.

Also proposed is a Design & Development Overlay Schedule 41 so that new development complies with coastal character design requirements (when the DDO41 triggers a planning permit) and an Environmental Significance Overlay Schedule 6 to require a planning permit for removal of native vegetation.

Please turn over to view area map

Full details of Amendment C375 can be found on the Geelong Australia Website at:
www.geelongaustralia.com.au/amendments



Attachment 3 - DELWP Letter



Department of Environment,
Land, Water & Planning

Our ref: SP456712
Your ref: Barwon Heads Structure Plan Review 2010

20 July 2016

Mr André Schmid
Senior Strategic Planner
City of Greater Geelong
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aschmid@geelongcity.vic.gov.au

State Government Offices
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DX 216048

Dear Mr Schmid

PROPOSAL: Barwon Heads Structure Plan Review 2010
ADDRESS: Barwon Heads and surrounds

I refer to your letter to Lisa Neville, the former Minister for Environment, Climate Change and Water dated 22 April 2016, in respect of the above-described Structure Plan Review. I apologise for the extended delay in this response.

The Department of Environment, Land, Water and Planning (DELWP) has reviewed the current Structure Plan and considered the particular questions you raised. These comments incorporate the views of Parks Victoria, which manages Lake Connewarre State Game Reserve including Murtnaghurt Lagoon.

Key projects, policies or strategies

The Victorian Coastal Strategy (VCS) and associated coastal policies identified in the current Barwon Heads Structure Plan remain relevant and appropriate.

The current VCS (2014) expands on the importance of coastal settlements and defines a number of key policies for decision making when defining township boundaries:

- Non-urban breaks be maintained between coastal settlements to preserve the character of the coastline and coastal settlements (2.2).
- Growth should be directed to areas suitable for accommodating sustainable growth (2.2).
- Risks associated with areas susceptible to flooding (both river and coastal inundation) are critical when redefining coastal town boundaries (2.2.2)
- The structure plan should reflect the directions set out in the Regional Growth Plan (2.2.3a) – the Geelong RGP identifies Armstrong Creek and Ocean Grove as the key growth areas.
- Growth should not threaten wetlands or estuaries (2.2.3d).
- Avoid development on primary coastal dune systems and low lying coastal areas (2.2.4)
- Existing non-urban breaks between all coastal settlements must be maintained to support community identity and inspire a sense of place (2.2.5)
- Avoid linear urban sprawl along the coastal edge and within rural landscapes, protect areas between settlements for non-urban use, retain visually significant landscapes and views protected (2.2.6 & 7).
- New greenfield development outside of existing town boundaries, plan for not less than 0.8 metre sea level rise by 2100 (2.1.3).
- Avoid development in low lying coastal areas susceptible to inundation, both river and coastal (2.1.6).

Privacy Statement

Any personal information about you or a third party in your correspondence will be protected under the provisions of the Privacy and Data Protection Act 2014. It will only be used or disclosed to appropriate Ministerial, Statutory Authority, or departmental staff in regard to the purpose for which it was provided, unless required or authorised by law. Enquiries about access to information about you held by the Department should be directed to the Privacy Coordinator, Department of Environment, Land, Water and Planning, PO Box 500, East Melbourne, Victoria 3002



The following additional references may also assist Council in review and update of the Structure Plan:

- *The Bellarine Peninsula-Corio Bay Local Coastal Hazard Assessment*. Specific data is available at a local scale on sea-level rise projections and riverine flood events, and the combined potential impacts sufficient to inform strategic planning without having to rely only on the 'precautionary principle'.
- *The Victorian Coastal Inundation Dataset* is useful in a broad context, however, the local coastal hazard assessment will provide more specific details on climate change impacts to specific areas identified in the Barwon Heads Structure Plan review.
- *The Victorian Coastal Hazard Guide* provides guidance on adaptation and planning for impacts of climate change on the coast into the future.
- *The Victorian Waterway Management Strategy (VWMS)* (DEPI 2013) provides useful guidance for considering and managing Victoria's waterways. Of particular relevance are: chapter 12 (Wetlands) which sets the strategy and policy around protecting wetlands from adverse impacts from development and land use (including 12.3 *Protecting the values of Ramsar sites*); and chapter 14 (Waterways in Urban Areas), which sets the direction for the protection of waterway and wetlands from the adverse impacts of urban development within close proximity to these areas.

Additional services planned or required for the township for current needs or future consolidation/growth

DELWP's key concern is the ability of existing infrastructure and systems to accommodate any future population growth in an environmentally sustainable manner. Of particular concern is stormwater runoff and the threat it poses to surrounding sensitive environments. Further comment is provided in the discussion about Ramsar considerations.

The review is a good opportunity for Council to reflect on how issues such as parking have evolved. DELWP noted parking as a community concern in 2007, with potential to be exacerbated by increased visitor numbers. Importantly, there was and is no scope for expansion of parking provision on coastal Crown land. The township has continued to attract tourists, and populations have expanded in the region at places such as Armstrong Creek. Council should consider how this situation has evolved, and whether / what measures are required to manage these pressures on the town.

Potential changes to the settlement boundary and associated constraints

There is a lack of policy support for expansion of the settlement boundary, and there are significant environmental sensitivities and constraints surrounding the township.

Expansion of Barwon Heads remains counter to the planning scheme's urban growth and coastal policies, which seek to direct urban growth to identified growth areas (i.e. Armstrong Creek, Ocean Grove and Leopold), and protect undeveloped areas between coastal towns from development pressure. DELWP is not aware of any changes since publication of the current Structure Plan that provide overriding policy or strategic support for growth of the town beyond existing boundaries.

There are also the geographical limitations imposed by the river and Crown land, and the significantly limited potential for increasing stormwater disposal that might be associated with expansion. A Ramsar wetland borders the town on the west, north and east, with only the river downstream of the bridge and the Bass Strait coast not so encumbered.

Council should also actively consider the appropriateness of further growth of the township against projections for sea level rise in the context of climate change. Whereas DELWP previously promoted application of the 'precautionary principle', the *Bellarine Peninsula-Corio Bay Local Coastal Hazard Assessment* now provides data at a local scale sufficient to inform strategic planning without having to rely only on the precautionary principle.

In relation to the three geographical areas of interest you identified, DELWP provides the following:

South of Barwon Heads Road (1920 Barwon Heads Road) & Stage C of Thirteenth Beach Resort

Urban development in the above-described areas may have implications for the long term management and biodiversity of Murtnaghurt Lagoon through changing the hydrological regime.

Murtnaghurt Lagoon is a naturally saline wetland that is dry for extended periods during the warmer months of the year. The lagoon is connected to the Barwon River by a semi natural floodway that directs flows from the Barwon River during high water events. It has a small local catchment that directs some overland flows from adjoining land to the lagoon. The lagoon has been substantially dry for several years due to low flows of water in the Barwon River.

As indicated on the proposed structure plan, the catchments for the above-described areas drain towards the lagoon. Stormwater from these areas would likely flow into the system unless a series of intercepting devices/ basins was installed and alternative disposal means designed and constructed.

On a separate matter, the coastal policy settings embedded in the VCS and planning scheme maintain the focus on non-urban breaks between coastal townships, such as the break between the town and Thirteenth Beach Resort. Urban expansion to the west of Barwon Heads should be considered against the same policy context as it was in 2007.

North of Barwon Heads Road (various land owners)

The area north of Barwon Heads Road is likely to drain into the Barwon River. Any increase in freshwater inputs such as stormwater runoff may have localised impacts on riparian vegetation. The section of the Barwon River adjacent to the land north of Barwon Heads Road has important areas of White Mangrove (*Avicennia marina*) and coastal saltmarsh vegetation that are reliant on a saline environment. The impact of localised freshwater inflows on mangroves is not understood, but experience from other coastal areas has shown that increases in the quantity of freshwater have a detrimental effect on saltmarsh vegetation through allowing the invasion of weed species and changes in the vegetation structure.

Ramsar considerations

Murtnaghurt Lagoon and the Barwon River (between Lake Connewarre and the Barwon Heads Bridge) are part of the Lake Connewarre Wildlife Reserve which is a designated State Game Reserve. Activities that impact wildlife reserves are regulated under the *Wildlife Act 1975*.

The Lake Connewarre Wildlife Reserve is also part of the Port Phillip (Western Shoreline) and Bellarine Peninsula Ramsar site. Impacts to the ecological character of a Ramsar site are regulated through the *Environment Protection and Biodiversity Conservation Act 1999*. DELWP is responsible for leading the management of Ramsar sites in Victoria.

A change in land use to allow urban development would need to consider implications for the ecological character of the Ramsar site due to stormwater runoff (volumes, timing and frequency) and other impacts such as sedimentation, pollution and nutrient loads from an urbanising environment. Ecological character is the combination of ecosystem components, processes and benefits and services that characterise a wetland at a given point in time. For Ramsar sites this is at the time of listing. A change in ecological character is a human-induced adverse alteration of any ecosystem component, process and/or ecosystem benefit/service. Impacts to ecological character could include a change in the hydrological regime due to increased freshwater inflow to the lagoon and river.

Experience from the Armstrong Creek development has identified that increasing freshwater inflows into a saline wetland system can lead to a degradation of the wetland by changing the vegetation community and also not allowing the system to dry out as would occur in the natural system.

Clause 12.02-1 *Protection of Biodiversity* of the planning scheme requires that any change in land use or development "Considers impacts of any change in land-use or development that may affect the biodiversity value of adjoining national parks and conservation reserves or nationally and internationally significant sites including wetlands and wetland wildlife habitat designated under the Convention on Wetlands of International Importance (the Ramsar Convention), and sites utilised by species designated under the Japan-Australia Migratory Birds Agreement (JAMBA) or the China-Australia Migratory Birds Agreement (CAMBA)." As the Barwon River and Murtnaghurt Lagoon are both part of a Ramsar site, impacts on the biodiversity value of these sites should be considered as part of the structure plan review.

Stormwater management would need to be delivered on site to meet the objectives of the planning scheme in relation to environmental impact from stormwater management, as well as State and Commonwealth legislation and policy relating to protection of internationally significant sites. Given the above mentioned concerns, the use of Murtnaghurt Lagoon as a receiving body for stormwater or uncontrolled outflows to the Barwon River would not be supported by DELWP.

Native vegetation

Barwon Heads contains areas of native vegetation (e.g. Warrenbeen Court, Stephens Parade, Ewing Blyth Drive), particularly remnant Moonah woodlands. The current native vegetation permitted clearing regulations (i.e. as per Clause 52.17 of the planning scheme) only identify a small portion of this vegetation as high significance in the Victorian context (the scale at which the regulations apply). As such, a planning permit may be required to remove this vegetation, but due to its low significance at a State level there is little within the native vegetation regulations to restrict its removal.

Council may wish to consider whether there are areas of vegetation in the town that are of local importance and require additional regulatory protection, such as through overlay controls. As an example, Schedule 9 to the Significant Landscape Overlay currently identifies Moonah and Coast Beard-heath as valuable, and provides a higher level of protection for these species in areas where the overlay applies.

Potential conflicting uses

Council should consider the existing uses of Murtnaghurt Lagoon, and the potential impact of increased urban development in areas adjoining this site. The State Game Reserve of which Murtnaghurt Lagoon is part is a permitted duck hunting area. There is potential for conflict between increasing urban development and hunting. This has already been identified as an issue for the Armstrong Creek development where it adjoins Hospital Swamps, and from a small number of complaints by current residents at the Thirteenth Beach Resort adjacent to Murtnaghurt Lagoon.

Victoria Police have requirements under the Firearms Act relating to not using a firearm in a populous place which may be triggered if urban development occurred up to the boundary of Murtnaghurt Lagoon. These requirements already prevent hunting on the Barwon River section of the State Game Reserve. The thoughts of the Game Management Authority may be valuable when reviewing the structure plan.

If you have any queries regarding this matter, please contact me on telephone (03) 5561 9956.

Yours sincerely



Claire Tesselaar
Senior Statutory Planning Officer
Barwon South West Region

Attachment 4 - Amendment C375 Clause Changes (relevant pages only)

GREATER GEELONG PLANNING SCHEME

- Support the duplication of Grubb Road in a manner which preserves significant roadside vegetation, provides an attractive town entry, safe crossing points, pedestrian/cycle paths and undergrounding of powerlines.
- Support the provision of community and social infrastructure commensurate with population growth, including the investigation of a site for a new primary school in the north-east growth area.

Leopold:

- Support Leopold as a Sub Regional Retail Activity Centre for the Bellarine Peninsula, whilst providing local community, recreational and employment facilities to Leopold's residents.
- Ensure the retention of Leopold as an urban island - supporting urban growth contained to the settlement boundary and preserving the surrounding rural hinterland.
- Support the development of the Ash Road Growth Area and other areas identified for residential development on the Structure Plan map.
- Support increased housing densities around the Sub Regional Retail Activity Centre and neighbourhood shopping strips at Ash Road and Dorothy Street.
- Encourage the northerly expansion of the Sub Regional Retail Activity Centre, ensuring any development integrates with the existing centre and surrounding community facilities, and enhances its appearance and functionality.
- Support the local convenience role of the Ash Road and Dorothy Street neighbourhood shopping centres, whilst restricting any future expansion of these centres.
- Support the development of Council's Kensington Road Community Hub to provide a wide range of community, health, education and civic services/facilities.
- Encourage the creation of an additional local mixed use centre on the south east corner of Bellarine Highway and Melaluka Road. Any redevelopment of this site could accommodate restaurants, convenience shops, offices and residential development.
- Provide public open space within existing and proposed residential areas to cater for the passive and active recreation needs of the community.
- Provide an improved transport network which includes better traffic movements, pedestrian and cyclist linkages and public transport options.
- Ensure environmentally sensitive areas including Lake Connewarre and Reedy Lake are protected from localised development pressure.
- Investigate opportunities for public access to Port Phillip Bay.

Barwon Heads:

- Maintain a compact urban form and avoid outward sprawl by ensuring that urban development does not occur outside of the defined settlement boundary.
- Protect the unique character of Barwon Heads as a coastal village located within a sensitive environment and significant landscape setting.
- Ensure that new development complies with specified coastal character siting and design requirements.
- Protect the very low density residential character of the Warrenbeen Court area to ensure that development has minimal impact on the indigenous vegetation and landscape character of the area.
- Encourage the provision of adaptable housing designs to support lifetime home living for older people.
- Ensure the Hitchcock Avenue shopping centre remains the focus of retail activity in Barwon Heads.

GREATER GEELONG PLANNING SCHEME

- Restrict new ~~real commercial~~ development ~~within~~ the existing town centre business and mixed use zones in Hitecock Avenue between Bridge Road and Ozone Road and the south side of Bridge Road and ~~discourage the use of the land for industry or warehouse uses.~~
- ~~Ensure new housing development complements the character of Barwon Heads and provides for a variety of housing sizes and types.~~
- Support the ~~appropriate continued~~ development of Stage 3 of the 13th Beach Resort as a focus for golf that excludes residential development and provides demonstrable net environmental benefit - tourist destination.
- Continue upgrading the Barwon Heads Village Park and foreshore reserves in accordance with established master plans.
- ~~Protect existing street trees and where possible informal landscaping in streets.~~
- Support development of appropriate tourist accommodation around the Barwon Heads town centre, including improvement of accommodation diversity.

Drysdale/Clifton Springs:

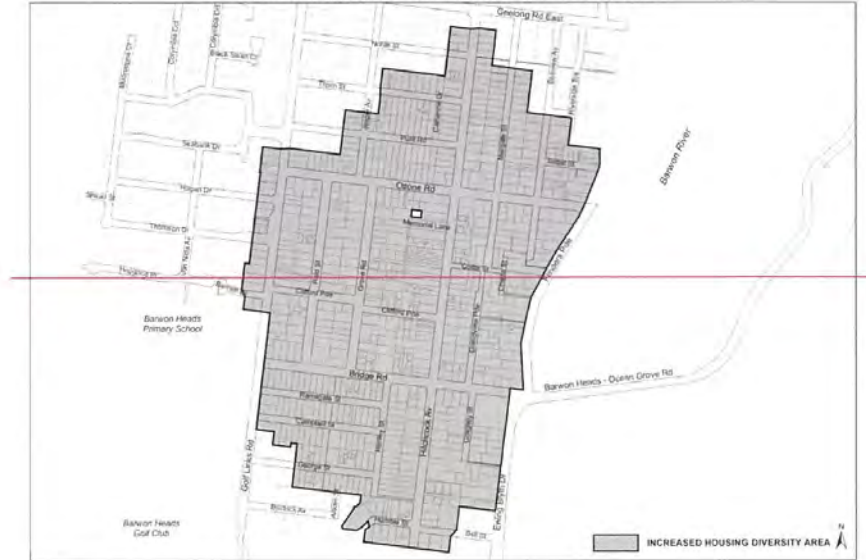
- Contain urban development within the defined settlement boundary on the Structure Plan map.
- Support the development of the Jetty Road Urban Growth Area and other areas identified for residential development on the Structure Plan map.
- Ensure new development incorporates sustainability principles including environmentally sustainable design, energy efficiency, connectivity and water sensitive urban design.
- Reinforce the Drysdale town centre as the primary retail centre including the development of an additional supermarket on the south side of Murradoc Road
- Provide for the expansion of the Drysdale town centre to the east along Murradoc Road.
- Locate future development of a service business or industrial nature in the identified precinct along Murradoc Road extending to the proposed Drysdale Bypass.
- Ensure new development opposite or in close proximity to the Drysdale Bypass road accords with the VicRoads Drysdale Bypass Access Management Strategy (November 2017) and minimises back fencing as viewed from the Bypass.
- Locate and integrate future education, community and recreation facilities to enhance their accessibility and to maximise joint use wherever possible.
- Develop the Council owned Palmerston Street site and the Drysdale Regional Community and Cultural Hub for community and recreation purposes.
- Ensure any development of short term tourist accommodation at the Curlewis Golf Course is located at the eastern end of the course in close proximity to the Jetty Road Urban Growth Area, functions as a minor component to the primary role of the site as a golf course and maintains the rural landscape character of the site.
- Provide additional bicycle and pedestrian opportunities throughout the townships including new footpaths and bicycle lanes.
- Provide for the creation of consolidated parking areas in the town centre.

Point Lonsdale

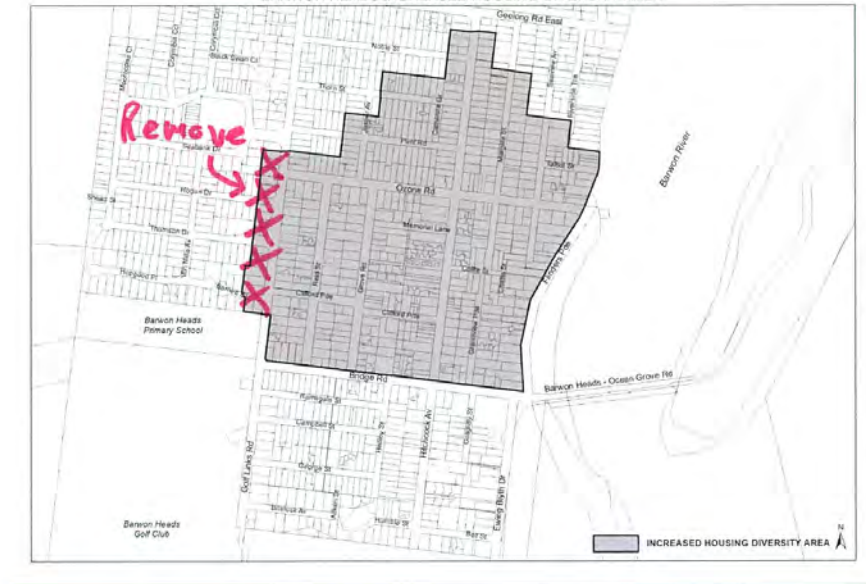
- Support low scaled and designed tourism opportunities on designated land identified on the Point Lonsdale Structure Plan map at Clause 21.14-12.
- Ensure new development strengthens the township's coastal village character and landscape setting by requiring a high standard of architectural and urban design response including;

GREATER GEELONG PLANNING SCHEME

BARWON HEADS INCREASED HOUSING DIVERSITY AREA



BARWON HEADS INCREASED HOUSING DIVERSITY AREA



GREATER GEELONG PLANNING SCHEME

DD/MM/YYYY
 Proposed C375 **SCHEDULE 6 TO CLAUSE 32.09 NEIGHBOURHOOD RESIDENTIAL ZONE**

Shown on the planning scheme map as **NRZ6**.

BARWON HEADS INCREMENTAL CHANGE AREA

1.0 Neighbourhood character objectives

DD/MM/YYYY
 Proposed C375 To protect the unique low scale coastal design character of Barwon Heads.

2.0 Minimum subdivision area

DD/MM/YYYY
 Proposed C375 None specified.

3.0 Permit requirement for the construction or extension of one dwelling or a fence associated with a dwelling on a lot

DD/MM/YYYY
 Proposed C375

Requirement	
Permit requirement for the construction or extension of one dwelling on a lot	None specified
Permit requirement to construct or extend a front fence within 3 metres of a street associated with a dwelling on a lot	None specified

4.0 Requirements of Clause 54 and Clause 55

DD/MM/YYYY
 Proposed C375

	Standard	Requirement
Minimum street setback	A3 and B6	None specified
Site coverage	A5 and B8	None specified
Permeability	A6 and B9	None specified
Landscaping	B13	None specified
Side and rear setbacks	A10 and B17	None specified
Walls on boundaries	A11 and B18	None specified
Private open space	A17	An area of 60 square metres, with one part of the private open space to consist of secluded private open space at the side or rear of the dwelling or residential building with minimum area of 40 square metres, a minimum dimension of 5 metres and convenient access from a living room. It cannot include a balcony or roof top terrace.
	B28	An area of 60 square metres, with one part of the private open space to consist of secluded private open space at the side or rear of the dwelling or residential building with minimum area of 40 square metres, a minimum dimension of 5 metres and convenient access from a living room. It cannot include a balcony or roof top terrace.

GREATER GEELONG PLANNING SCHEME

	Standard	Requirement
Front fence height	A20 and B32	None specified

5.0 Maximum building height requirement for a dwelling or residential building

DD/MM/YYYY
 Proposed C375

None specified

6.0 Application requirements

DD/MM/YYYY
 Proposed C375

None specified.

The following application requirements apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- When any of the lots being created by a subdivision are less than 500 square metres, a subdivision application must be accompanied by a development application or approved planning permit plans for the site for the construction of the dwellings.

7.0 Decision guidelines

DD/MM/YYYY
 Proposed C375

None specified.

GREATER GEELONG PLANNING SCHEME

14/12/2017
C374
Proposed C375

SCHEDULE 6 TO CLAUSE 42.01 ENVIRONMENTAL SIGNIFICANCE OVERLAY

Shown on the planning scheme map as **ESO6**.

WARRENBEEN COURT RESIDENTIAL AREA AND LAND NORTH OF TAIT'S ROAD, BARWON HEADS

1.0 Statement of environmental significance

14/12/2017
C374

This area contains indigenous vegetation of the Ecological Vegetation Class - Coastal Alkaline Scrub (EVC 858) identified as Coastal Moonah Woodland (*Melaleuca lanceolata* subsp. *lanceolata*). Coastal Moonah Woodland is listed as threatened under the Flora and Fauna Guarantee Act 1988 and is the subject of Action Statement No. 141 under that Act. The Coastal Moonah Woodland in this area ranges from poor condition to good condition and needs to be protected and enhanced to prevent further incremental decrease in the extent and condition of the community. The presence of poor condition, or relatively poor condition Coastal Moonah Woodland is the result of poor management of the understorey which presents as a Moonah or indigenous canopy over a modified understorey.

Threats to ecological values within this area include the removal of vegetation particularly understorey species, thick mulching preventing the recruitment of indigenous plants and the general residential use of the sites resulting in trampling by humans and/or dogs, weed invasion, mowing etc.

Species found in the Coastal Moonah Woodland in this area include Overstorey: Moonah, with occasional Drooping Sheoak *Allocasuarina verticillata*; Shrub layer: Seaberry Saltbush *Rhagodia candolleana* subsp. *candolleana*, with occasional Hedge Wattle *Acacia paradoxa*, Ruby Salt-bush *Enchylaena tomentosa* subsp. *Tomentosa*, Boobialla *Myoporum insulare* and Thyme Rice-flower *Pimelea serpyllifolia* subsp. *Serpyllifolia*; Scramblers/climbers: Small-leaved Clematis *microphylla* var. *microphylla* and Bower Spinach *Tetragonia tetragonioides*; Ground cover: Slender Wallaby-grass *Ryidosperma racemosum* subsp. *racemosum*, Spear-grass *Aurolastipa* spp. and Black-anther Flax lily *Dianella admixta*. Kidney-weed *Dichondra repens* was also occasionally present in the ground layer.

2.0 Environmental objective to be achieved

14/12/2017
C374

- To protect and enhance the long term future of the Coastal Moonah Woodland vegetation community; and to minimise the impact of residential use and development on the Coastal Moonah Woodland vegetation community.

3.0 Permit requirement

14/12/2017
C374

Vegetation

A permit is not required to remove, destroy or lop vegetation that is:

- Not indigenous to Victoria.
- Listed within the incorporated document Environmental Weeds, City of Greater Geelong, September 2008.
- Pruned to remove any branch that overhangs an existing dwelling or is within 2 metres of an existing dwelling.
- ~~Pruned to improve its health, provided the normal growth habit of the plant is not retarded.~~
- An immediate risk of personal injury or damage to property, if only that part of vegetation which presents the immediate risk is removed, destroyed or lopped.
- Dead, to the satisfaction of the responsible authority.

GREATER GEELONG PLANNING SCHEME

- Maintaining public utility services for the transmission of water, sewage, gas, electricity, electronic communications or the like to the minimum extent necessary by the relevant authority.

Buildings and Works

A permit is not required to construct a building or construct or carry out works provided all of the following are met:

- Works are not being carried out within the tree canopy's area within 2 metres of the drip line (outer edge of tree canopy) of vegetation which forms part of Coastal Moonah Woodland community, including the derived grassland and planted Moonah at 42-46 and 48-50 Warrenbeen Court as identified in the Significant Residential Tree Assessment, Warrenbeen Court, Barwon Heads, Victoria (Ecology & Partners Pty Ltd, October 2016).

4.0

14/12/2017
C374

Decision guidelines

The following decision guidelines apply to an application for a permit under Clause 42.01, in addition to those specified in Clause 42.01 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The location of Coastal Moonah Woodland as identified in:
 - *Significant Residential Tree Assessment*: Warrenbeen Court, Barwon Heads, Victoria (Ecology & Partners Pty Ltd, October 2016) or
 - *Rural Significant Tree Assessment*: Barwon Heads, Victoria (Ecology & Partners Pty Ltd, February 2017).
- The location of existing and proposed building(s) on the site and on surrounding properties, and the total extent of proposed clearing, destruction or lopping and/or proposed buildings and works.
- *Flora and Fauna Guarantee Action Statement No. 141* for the 'Coastal Moonah Woodland' vegetation community.
- The need to avoid removal, lopping and/or destruction of Coastal Moonah Woodland community.
- Whether there is a valid reason for removing the vegetation and alternative options to removal have been fully explored such as changing the building footprint.
- The need to minimise human disturbance on the root system, canopy and overall health and appearance of the Coastal Moonah Woodland community from constructing a building or constructing or carrying out works. This may include mulching, trampling, introduction of pest plants and cut and/or fill, as well as measures to protect vegetation during construction.
- The need to limit buildings and hard surfaces such as dwellings, outbuildings, driveways and hard landscaping to parts of sites that does not contain the Coastal Moonah Woodland community.
- The need to improve the condition and diversity of understory vegetation in the Coastal Moonah Woodland community through natural regeneration and re-establishment of Coastal Moonah Woodland community.
- Whether a landscaping plan has been prepared by a suitably qualified person that incorporates species from the Coastal Moonah Woodland community, restricts the use of mulching within areas of remnant vegetation and specifies ongoing vegetation management practices post construction.

5.0 Expiry

14/12/2017
C374

~~The requirements of this Schedule cease to have effect after 30 June 2019.~~

GREATER GEELONG PLANNING SCHEME

DD/MM/YYYY
Proposed C375

**SCHEDULE 41 TO CLAUSE 43.02 DESIGN AND DEVELOPMENT
OVERLAY**

Shown on the planning scheme map as **DDO41**.

BARWON HEADS INCREMENTAL CHANGE RESIDENTIAL AREA

1.0 Design objectives

DD/MM/YYYY
Proposed C375

To protect the unique low scale coastal design character of Barwon Heads.

~~To ensure new development complies with specified coastal character siting and design requirements.~~

2.0 Buildings and works

DD/MM/YYYY
Proposed C375

A permit is not required to construct or extend one dwelling on a lot or construct a fence that meets the ~~design objectives and~~ design requirements in Table I.

A permit is required to construct more than one dwelling on a lot.

The following buildings and works requirements apply to an application to construct a building or construct or carry out works:

- ~~A landscaping plan must be prepared for the site by a qualified landscape architect that shows:~~
 - ~~Retention of existing trees within the front setback.~~
 - ~~If there are no existing trees, the planting of at least one new tree.~~
 - ~~The planting of additional vegetation, including a minimum of two local indigenous species.~~
- Buildings are located within a spacious and vegetated garden setting that integrates with the vegetation of the public realm.
- Buildings and driveways are designed and sited to avoid being visually obtrusive to the streetscape ~~and adjoining properties.~~
- Garages are designed or integrated into buildings to form a visually unobtrusive part of the building.
- Building setbacks are designed to ensure that adequate land is available for the retention and establishment of indigenous vegetation.
- Space between buildings is provided to avoid boundary to boundary development.
- Buildings are designed with lightweight, natural and timber materials ~~and unobtrusive building colours.~~
- ~~The openness of the streetscape is retained by avoiding the use of front fences or by providing low permeable front fences.~~
- ~~The requirements set out in Table I.~~
- ~~A landscaping plan must be prepared for the site by a qualified landscape architect that shows:~~
 - ~~Retention of existing trees within the front setback.~~
 - ~~If there are no existing trees, the planting of at least one new tree.~~
 - ~~The planting of additional vegetation, including a minimum of two local indigenous species.~~

An application for a single dwelling or buildings and works associated with a single dwelling is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act.

GREATER GEELONG PLANNING SCHEME

Table 1. Barwon Heads Incremental Change Residential Area Design Requirements

Design Requirement	Design Response	
Site coverage	A maximum up to and including a site coverage of 40%.	
Building siting and setbacks	Front setbacks	A front setback of 6m. Or 4m if located on an identified road as a Road Zone (RDZ1)
	Side setbacks	A 2m side setback on at least one side boundary.
Canopy tree	At least two existing and/or new canopy trees to be provided per site (per lot), with at least one canopy tree provided in the front yard and the use of local indigenous species.	
Soft landscaping	At least 30% of the site is available (free from hard surfaces) for soft landscaping (e.g. i.e. areas of natural ground surface set aside for vegetation).	
Garages and access	The maximum width of a garage door(s) is to be no more than 5.6m or a maximum of more than 35% of the lot frontage if the lot is greater than 16m.	
	A garage is set at least 1m behind the main building line.	
Fencing	For properties fronting a main road included in the Road Zone (RDZ1) a fence forward of the front wall of a dwelling must be less than 1.5m in height and be more than 50% permeable.	
	For any other property a fence forward of the front wall of a dwelling must be less than 1m in height and more than 50% permeable.	

3.0 Subdivision

DD/MM/YYYY
 Proposed C375

None specified.

4.0 Advertising signs

DD/MM/YYYY
 Proposed

None specified.

5.0 Decision guidelines

DD/MM/YYYY
 Proposed C375

In considering an application for a permit under this clause, the responsible authority must consider, as appropriate, whether:

- Adequate responses have been provided to the coastal character siting and design requirements and Table 1 contained in this schedule. The design and siting of the buildings achieves the preferred character set out in this Schedule.
- Adequate space is available between buildings to avoid boundary to boundary development and allow the retention and planting of indigenous vegetation and landscaping.
- Proposed landscaping, vegetation planting and boundary treatments create a strong integration between the public and private realms and soften the appearance of the building.
- Indigenous vegetation plantings reflect existing species in the surrounding area.
- The upper level of a building is recessed and articulated to reduce the dominant scale of the upper level.
- New buildings recognise the scale and form of surrounding properties.

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- Timber or natural materials and a simple palette are used as the dominant material of the façade of the building to complement the local coastal environment.
- There is limited use of brickwork and where brick is used this is for a unique design that does not have a dominance of face brickwork.
- ~~The proposal achieves a high quality design outcome that does not represent typical suburban design styles.~~
- Driveways, garages or parking areas are designed to be visually unobtrusive by achieving the following:
 - Garages are set behind the main building.
 - Garages are inconspicuous and integrated into the dwelling design.
 - Shared driveways are encouraged.
 - Vegetation and landscaping is used to soften driveways and parking areas.
 - Vehicle crossovers are limited.

GREATER GEELONG PLANNING SCHEME

DD/MM/YYYY
Proposed C375

**SCHEDULE 42 TO CLAUSE 43.02 DESIGN AND DEVELOPMENT
OVERLAY**

Shown on the planning scheme map as **DDO42**.

BARWON HEADS INCREASED HOUSING DIVERSITY AREA

1.0 Design objectives

DD/MM/YYYY
Proposed C375

To emphasise the importance of building siting and design within the Barwon Heads Increased Housing Diversity Area.

To ensure new development complies with specified coastal character siting and design requirements.

To support a variety of housing types with a preference for smaller 1 and 2 bedroom housing types.

2.0 Buildings and works

DD/MM/YYYY
Proposed C375

A permit is not required to construct or extend one dwelling on a lot or construct a fence that meets the design requirements in Table 1.

A permit is required to construct more than one dwelling on a lot.

The following buildings and works requirements apply to an application to construct a building or construct or carry out works:

▪ A landscaping plan must be prepared for the site by a qualified landscape architect that shows:

• Retention of existing trees within the front setback.

• If there are no existing trees, the planting of at least one new tree.

• The planting of additional vegetation, including a minimum of two local indigenous species.

▪ Buildings are located within a vegetated garden setting that integrates with the vegetation of the public realm.

▪ Buildings and driveways are designed and sited to avoid being visually obtrusive to the streetscape and adjoining properties.

▪ Garages are designed or integrated into buildings to form a visually unobtrusive part of the building.

▪ Front building setbacks are designed to ensure that adequate land is available for the retention and establishment of indigenous vegetation.

▪ Space between buildings is provided to avoid boundary to boundary development.

▪ Buildings are designed with lightweight, natural and timber materials and unobtrusive building colours.

▪ 3rd storey elements are recessed and articulated to all sides.

▪ The openness of the streetscape is retained by avoiding the use of front fences or by providing low permeable front fences.

▪ The requirements set out in Table 1.

~~▪ A landscaping plan must be prepared for the site by a qualified landscape architect that shows:~~

~~• Retention of existing trees within the front setback.~~

~~• If there are no existing trees, the planting of at least one new tree.~~

~~• The planting of additional vegetation, including a minimum of two local indigenous species.~~

GREATER GEELONG PLANNING SCHEME

An application for a single dwelling or buildings and works associated with a single dwelling is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act.

Table 1. Barwon Heads Increased Housing Diversity Area Design Requirements

Design Requirement	Design Response	
<u>Site coverage</u>	<u>Up to and including a site coverage of 50%</u>	
Building siting and setbacks	Front setbacks	A front setback of 6m. Or 4m if located on an identified road as a Road Zone (RDZ1)
	Side setbacks	A 2m side setback on at least one side boundary.
Canopy tree	At least one existing and/or new canopy trees to be provided per site <u>parent lot</u> , with at least one canopy tree provided in the front yard and the use of local indigenous species.	
<u>Soft landscaping</u>	<u>At least 20% of the site is available (free from hard surfaces) for soft landscaping (i.e. areas of natural ground surface set aside for vegetation).</u>	
Garages and access	The <u>maximum</u> width of a garage door(s) is <u>to be no more than</u> 5.6m, <u>or a maximum of more than</u> 35% of the lot frontage if the lot is greater than 16m.	
	A garage is set <u>at least</u> 1m behind the main building line.	
Fencing	For properties fronting a main road included in the Road Zone (RDZ1) a fence forward of the front wall of a dwelling must be less than 1.5m in height and be more than 50% permeable.	
	For any other property a fence forward of the front wall of a dwelling must be less than one metre in height and more than 50% permeable.	

3.0 Subdivision
 DD/MM/YYYY
 Proposed C375
 None specified.

4.0 Advertising signs
 DD/MM/YYYY
 Proposed C375
 None specified.

5.0 Decision guidelines
 DD/MM/YYYY
 Proposed C375
 In considering an application for a permit under this clause, the responsible authority must consider, as appropriate, whether:

- The design and siting of the building(s) achieves the preferred character set out in this Schedule.
- The development will deliver genuine housing diversity (i.e. a variety of housing types).
- Adequate responses have been provided to the coastal character siting and design requirements and Table 1 contained in this schedule.

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- Adequate space is available within a front garden to allow for the retention and planting of indigenous vegetation and landscaping.
- Adequate space is available between buildings to avoid boundary to boundary development and allow the retention and planting of indigenous vegetation and landscaping.
- Proposed landscaping, vegetation planting and boundary treatments create a strong integration between the public and private realms and soften the appearance of the building.
- Indigenous vegetation plantings reflect existing species in the surrounding area.
- New buildings and garages dominate the streetscape ~~or adjoining properties.~~
- The upper levels of a building are recessed and articulated to reduce the dominant scale of the upper level.
- Timber or natural materials and a simple palette are used as the dominant material of the façade of the building to complement the local coastal environment.
- There is limited use of brickwork and where brick is used this is for a unique design that does not have a dominance of face brickwork.
- ~~For a single dwelling the proposal achieves a high quality design outcome that does not represent typical suburban design styles.~~
- Driveways, garages or parking areas are designed to be visually unobtrusive by achieving the following:
 - Garages are set behind the main building.
 - Garages are inconspicuous and integrated into the dwelling design.
 - Shared driveways are encouraged.
 - Vegetation and landscaping is used to soften driveways and parking areas.
 - Vehicle crossovers are limited.
- ~~The development will deliver a variety of housing types, with a preference for smaller one and two bedroom housing types.~~

7. UPDATE TO THE PROCUREMENT POLICY

Source:	Strategy & Finance - Property & Procurement
Director:	Peter Anderson
Index Reference:	Procurement policies and procedures
Portfolio	Leadership and Governance

Purpose

To provide an update to the Procurement Policy following the period of Administration.

Background

The Local Government Act 1989 (Vic) (Act) was amended in 2008 requiring the Council to develop, approve and regularly review its procurement policy.

Key Issues

- The review of the policy is in line with our obligations under the Local Government Act, 1989 (Vic) – the “Act”.
- The Procurement Policy provides a framework for the purchase of goods, works, and services that emphasises value-for-money while conducting business in a fair and equitable manner. The purpose of the policy is to:
 - Provide guidance, consistency, and controls over procurement activities;
 - Demonstrate accountability to rate payers;
 - Provide guidance on ethical behaviour in public sector purchasing;
 - Demonstrate best practice elements in purchasing; and
 - Increase probity of obtaining the right outcome when purchasing goods, works, and services.
- Current amendments proposed include removal of reference to the Administrators; and clarifying code of conduct behaviours in procurement, updating sustainable procurement and local content requirements, inclusion of Clever and Creative (innovation), inclusion of Aboriginal and Torres Straight Islanders employment opportunities and clarification on when to appoint a probity auditor (outlined in **Attachment 1**).
- Improvements have been made to the variation approval method by introduction of percentage or maximum approval amounts (outlined in **Attachment 1**).
- This is a staged revision of Council’s procurement practices with the next revision to focus in further on improved economic consideration for the region, further collaborative approaches to procurement, closer links to our financial systems, improved and greater transparency in tender evaluations as well as better governance of low value procurements.

Cr Murnane moved, Cr Nelson seconded -

That Council adopts the updated Procurement Policy (Attachment 2).

Carried.

Attachment 1

Discussion

The changes that have been made to the existing policy include:

1. Adjustment to the Economic Contribution has been made to continue the City's ongoing support of local content, use of local materials, local suppliers and local employment opportunities. Procurement will assist in the allocation of this criteria.
2. Maintaining Council's support of GROW and G21 by including mandatory criteria strengthening the City's encouragement of suppliers to provide opportunities to a range of different community groups within the region.
3. Inclusion of Aboriginal and Torres Strait Islanders into mandatory criteria strengthens the City's encouragement of suppliers to provide opportunities to a range of different community groups within the region.
4. Inclusion of Clever and Creative (innovation) as a criteria is designed to align with the city's vision.
5. Inclusion of mandatory criteria for Recycled Content and Environmental Considerations is a new addition, aimed at trying to get suppliers and purchases to consider the impacts on the environment and ways to reduce our environmental footprint through the City's purchases and ongoing activities
6. Given 30% of the overall qualitative assessment criteria has been pre-set, with the intent to generate the best outcome for the City, the additional 70% will target the suppliers other key attributes, including methodology, capability, past performance and subject matter expertise to name a few.
7. The previous model allowed for up to 60% of the assessment criteria to incorporate all of the above criteria with the remainder focusing on pricing. This new model allows 100% for the assessment of qualitative criteria with value for money being a secondary calculation separate to the qualitative response. This provides the City with a quantitative/qualitative scoring model.
8. Changes to the variation threshold adjustments for awarded contracts. This tightens up the restriction on approval of low value procurements project creeping to major variations. This is a standard inclusion in most procurement policies.
9. The involvement of probity advisors on high risk and high value procurements.
10. The summary of the qualitative pre-set weightings to be applied is:
 - a. Local Content (Economic and Social Considerations) 10%
 - b. GROW and G21 initiatives 5%
 - c. Aboriginal and Torres Strait Islanders inclusion 5%
 - d. Recycled Content and Environmental Consideration 5%
 - e. Clever and Creative (Innovation) 5%

Financial Implications

The City expends in the order of \$200 million annually on procuring goods, works and services.

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

Application of this policy supports the City's objective of value-for-money procurement outcomes.

Community Engagement

There are no community engagement implications associated with updates to this policy, however, once approved the updated policy will be published and communicated via the website.

Social Equity Considerations

The policy articulates the City's ongoing commitment to the principles of social equity in procurement and strengthened through our partnership with G21's Region Opportunities for Work Compact (GROW).

Policy/Legal/Statutory Implications

Review of the policy is in accordance with the Act.

Alignment to Council Plan

The policy has been reviewed and updated to align with our 30-year vision, Greater Geelong Clever and Creative and the community aspirations.

Conflict of Interest

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

Risk Assessment

The policy accords with the Enterprise Risk Management Framework and applies risk management strategies at all stages of the procurement process.

Environmental Implications

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

COUNCIL POLICY



<h2 style="margin: 0;">Procurement Policy</h2>	Document No:	CPL565.3
	Approval Date:	
	Approved By:	Council
	Review Date:	
Responsible Officer: Manager, Property & Procurement	Version No	07
Authorising Officer: Chief Executive Officer		

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1 Principles

1.1 Scope

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

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

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

1.2 Purpose

The purpose of this Policy is to:

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

1.3 Treatment of GST

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

1.4 Role of Procurement

The role of procurement is to carry out activities relating to procurement in such a way that the goods, services and works are procured of the right quality, from the right source, at the right cost and be delivered on time and within budget, to achieve a value for money outcome for the City.

The Procurement team will lead and oversee the process for all of the City's tender processes, acting as the councils independent representative between the City and its potential suppliers

2 Effective Legislative and Policy Compliance and Control

2.1 Legislative Compliance

The Local Government Act requires the City to publicly tender contractual procurements over certain thresholds.

The key legislative requirements for this Policy include:

- section 186 of the Act (power to enter into contracts)
- section 186A of the Act (Procurement Policy)
- section 3C of the Act (Objectives of Council)
- section 208B of the Act (Best Value Principals)
- sections 77A, 77B, 78, 78A to 78E, 79, 79B to 79D, 80, 80A to 80C, 81, 95 and 95AA of the Act (Conflict of Interest)
- section 98 of the Act (Delegations)

- section 140 of the Act (Accounts and Records)
- The relevant provisions of the Competition and Consumer Act 2010 (Cth).

2.2 Conduct of Councillors and City Staff

Councillors and City Staff, in their carrying out of duties in relation to procurement, are to ensure they:

- Conduct themselves ethically and with integrity;
- Comply with the City's Gifts and Hospitality Policy;
- Declare and effectively manage real, perceived and potential conflicts of interest;
- Maintain confidentiality and security of information; and
- Comply with the relevant Codes of Conduct:
 - Councillor Code of Conduct;
 - Staff Code of Conduct.

2.3 Tender and Quotation Processes

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

2.4 Fair and Honest Dealing

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

2.5 Accountability and Transparency

The City's instrument of delegation determines the seniority levels of staff authority, required for expenditure on each instance of procurement.

Measures which intentionally seek to avoid the requirement to give public notice, for example contract splitting, placing multiple orders, seeking multiple quotations with a single supplier or engaging in effect a single supplier under different guises, are considered to breach the requirement to call public tenders where threshold values would otherwise be reached.

2.6 Disclosure of Information

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

Councillors and City staff are to protect, by refusing to release or discuss the following:

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

3 Governance

3.1 Structure

The City shall:

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

3.2 Methods

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

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

3.3 Responsible Financial Management

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

City staff must not authorise the expenditure of funds in excess of their financial delegations.

3.4 Probity Advisor/Auditor

The City will appoint a probity advisor or probity auditor for all tender processes with an expected spend of over \$1m or any projects that are under \$1m deemed as having high risk for reputational, political, or time constraints.

Exemptions to this can be granted in circumstances where officers feel there is minimal risk to council. The authority for the exemption sits with the relevant Director, Manager and Manager Property and Procurement. All three must agree for the exemption to be granted.

4. Procurement Thresholds and Competition

4.1 Requirement

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

4.2 Tenders

Purchase of all goods, services and works for which the estimated expenditure exceeds the compulsory tender thresholds pursuant to Section 186 of the Act, must

be undertaken by public tender unless approved exemptions are available. There is no specific time limit applicable to the length of a contract which is subject to the thresholds. The City will determine the optimum period for the contract, on the basis of value for money and the efficiency and effectiveness of the procurement and then assess the value of the contract.

4.3 Quotations

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

4.4 Evaluation of Tenders and Quotations

All tenders and quotations are to be evaluated by an evaluation panel of no less than two persons, in a two staged process:

1. Quantitative assessment of a weighted score totalling 100%; and
2. Evaluation of price against weighted score
 - $VFM^i = \text{Tendered Price} \div \text{Weighted Score}$

4.5 Purchasing Cards

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

4.6 Petty Cash

A petty cash system operates to reimburse legitimate, urgent and operational business expenses incurred by City staff in the course of discharging their roles. The maximum claim for petty cash is \$50 and must be authorised by the requesting officer's supervisor.

4.7 Agency

Council may use the services of a third party agent to undertake a tender on its behalf.

4.8 Emergencies

The City may enter into a contract, the value of which reaches the threshold amounts, for the provision of goods, services or works without first putting that contract to public tender, if it is resolved by a manager or above that the contract must be entered into because of an emergency. An example of an emergency is floods, bushfires, natural disasters, risk to persons or property, etc.

4.9 Variations

Contract and Scope variations must be approved in accordance with the CEO to Staff Delegations – Power to Approve Contract Variations. Variations should not exceed the available budget, and where the budget is exceeded there may be a requirement to submit a report to Council.

Coordinators & Superintendent Representatives may approve variations to contracts up to the lesser of these two options; 10% of the original contract value or a maximum of \$30,000. Where the aggregate of all variations exceeds 10% or is greater than \$30,000 they must be referred to the Manager for authorisation.

Managers/Superintendents may approve variations to contracts up to the lesser of these two options; 20% of the original contract value or a maximum of \$100,000. Where the aggregate of all variations exceeds 10% or is greater than \$100,000 they must be referred to the General Manager for authorisation.

General Managers may approve variations to contracts up to the lesser of these two options; 30% of the original contract value or a maximum of \$200,000. Where the aggregate of all variations exceeds 30% or is greater than \$200,000 they must be referred to the CEO for authorisation.

In the case of large projects, General Managers could seek special CEO delegation to increase from the maximum variation limit of \$200,000. Once delegate approval has been obtained the Superintendent will issue the approval letter to the Contractor.

4.10 Ministerial Exemption

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

5 Risk Management

5.1 General

The City is to manage all aspects of its procurement processes in accordance with its adopted Risk Management Policy and in such a way that all risks, including Occupational Health and Safety, are identified, analysed, evaluated, treated, monitored and communicated to the standard required by the law, in accordance with Australian Standards.

Procurement risk is the potential for failures of a procurement process designed to purchase services, products or resources. Common types of procurement risk include fraud, cost, quality and delivery risks.

5.2 Supply by Contract

The provision of goods, services and works by contract potentially exposes the City to risk. The City will minimise its risk exposure by measures such as:

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

5.3 OH&S and Other Mandatory Requirements

The City requires all contractors, service providers and volunteers to comply with all OH&S legislative requirements. These are mandatory requirements and non-compliance will disqualify prospective suppliers. Suppliers must provide evidence of certification or policy when providing goods, services or works.

5.4 Disability Considerations

The legislative requirements of the Disability Act 2006 and Regulations 2007 and the City's Disability Action Plan, are to be considered by City staff to ensure that procurement processes and decisions do not directly and indirectly discriminate against people with a disability.

5.5 Dispute Resolution

All City contracts shall incorporate dispute management and alternative dispute resolution provisions to minimise the potential for legal action.

5.6 Contract Management

The purpose of contract management is to ensure that the City, and where applicable its customers, receive the goods, services or works provided to the required standards of quality and quantity as intended by the contract.

6 Sustainable Value

6.1 Recycled Content and Environmental Consideration

To support sustainable procurement, incorporating the environment, social and economic considerations, the use of recycled materials in relation to goods or materials purchased, including construction material for the City's works programs, must be included as a weighted criteria in all tenders and quotations and weighted at 5% of the total weighted score.

The procurement considerations in determining the environment are to include:

- reducing greenhouse gas emissions;
- use of recycled materials;
- recycling of used materials;
- reducing waste to landfill;
- reducing water consumption;
- encouraging improved environmental management;
- select products/services that have minimal impact on natural resources and biodiversity; and
- improving our ability to adapt to climate change.

6.2 Economic and Social Sustainability Considerations

The City is committed to buying from local businesses where such purchases may be justified on value for money grounds, while remaining compliant with the Competition and Consumer Act 2010 and other fair trading legislation requirements.

Where practicable, the City will fully examine the benefits available through purchasing goods, services or works from suppliers/contractors within the Geelong Region, by applying a weighted score component of 10% for local content of total weighted score in tenders and quotations.

6.3 G21 (GROW) and Aboriginal and Torres Strait Islanders

A part of social procurement is to include opportunities of employment for residents in the low socioeconomic regions of Geelong and the engagement of Aboriginal and Torres Strait Islanders businesses or enterprises for the delivery of goods or services.

The City will identify opportunities to work with social enterprises and other not-for-profit businesses in the G21 Region which deliver social outcomes as part of doing business, either directly or as part of our supply chain.

The City will also identify opportunities to work with Aboriginal and Torres Strait Islanders businesses or enterprises engaged as a contractor or sub-contractor, and an individual's employment as a result of the provision of goods, services or works to the City of Greater Geelong.

City's expectation is that opportunities will be included as a weighted criteria in all tenders and quotations and weighted at 10% of the total weighted score.

The City is committed to procurement that supports local businesses and economic diversity and viability by:

- generating local employment;
- taking into account the life cycle of products purchased;

- building relationships and encouraging purchasing by contractors from local suppliers; and
- fostering innovation and emerging sectors.

6.4 Clever and Creative

The City of Greater Geelong is working toward being recognised regionally, nationally and internationally, as a clever and creative city-region. Delivering a clever and creative future will influence the City's connections and design, its prosperity and creativity, and increase its resilience through sustainable solutions.

All tenders and quotations are to have a weighting of 5% of the total weighted score for Clever and Creative and scored relative to the innovation of the solution offered in responses.

REFERENCES:

- Procurement and Contracts Manual
- Councilors - Code of Conduct Policy
- Confidential Information Procedure
- Fraud Control Policy
- Gifts & Hospitality Policy
- Goods & Services Tax Policy
- Occupational Health & Safety Policy
- City Safe – Heat and UV Radiation Procedure
- Risk Management Policy
- Staff Code of Conduct Policy
- Council Purchasing Card Policy
- Environment Management Strategy
- Sustainable Water Use Plan
- Local Government Act 1989
- Competition and Consumer Act 2010
- Human Rights and Responsibilities Act 2006
- Disability Act 2006 & Regulations 2007
- G21 Region Opportunities for Work Strategic Plan

ⁱ VFM = Value for Money, where the lowest VFM will represent the lowest price resulting from the formulae, and would determine Preferred Tenderer based on this principle.

8. 2017-18 BORROWING PROVISION OF \$12.1M FINALISATION

Source:	Finance & Strategy - Financial Services
Director:	Peter Anderson
Index Reference:	SUB-16-2053
Portfolio	Finance

Cr Nelson moved, Cr Grzybek seconded -

That in accordance with Section 89 (2) (d) of the Local Government Act 1989, this contractual matter be considered at the conclusion of all other business at which time the meeting be closed to members of the public.

Carried.

9. AUDIT AND RISK COMMITTEE SUMMARY REPORT

Source: Governance and Legal Services
Executive Manager: Rebecca Leonard
Index Reference: Audit - CG - Internal
Portfolio: Leadership and Governance

Cr Nelson moved, Cr Kontelj seconded -

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

Carried.

10. CONTRACTUAL MATTER

Source: Governance and Legal Services
Executive Manager: Rebecca Leonard

Cr Nelson moved, Cr Mason seconded -

That in accordance with Section 89 (2) (d) of the Local Government Act 1989, this contractual matter be considered at the conclusion of all other business at which time the meeting be closed to members of the public.

Carried.

ASSEMBLY OF COUNCIL RECORD

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

Summary

- Section 80A (2) of the Local Government Act 1989 requires the record of an Assembly of Council be reported to the next practicable Ordinary Meeting of Council.
- A record of Assembly of Council meeting(s) is attached as an Appendix to this report.

Cr Kontelj moved, Cr Mansfield seconded -

That the information be received.

Carried.

**RECORD OF ASSEMBLIES OF COUNCIL
(Council Meeting 26 June 2018)**

Assembly Details	Councillors	Officer Attendees	Agenda Items	Conflict of Interest Disclosures
Civic Accommodation Project Advisory Committee 30 May 2018	Crs Aitken, Grzybek, Mason, Murnane, Nelson, Sullivan	P Anderson (DIR) F Gray (MGR) J Malone (A/MGR) S Broadbent (MGR) A Keen (EXEC MGR) D Chrimes (OFF)	<ul style="list-style-type: none"> Scoping of the Civic Accommodation Project 	<ul style="list-style-type: none"> Nil
Budget Submissions Review Panel 5 June 2018			<ul style="list-style-type: none"> Budget Discussions 	<ul style="list-style-type: none"> Cr Harwood declared a Direct Interest in that he is a Committee member of Geelong Amateur Football & Netball Club Cr Mason declared an Indirect Interest in that a family member is making a submission Cr Kontelj declared an Indirect Interest in that a family member is a Member of the Club Cr Mansfield declared an Indirect Interest in that her Campaign Manager during the Council elections is making a submission
Budget/Council Plan Meeting 5 June 2018			<ul style="list-style-type: none"> Budget/Council Plan Discussions 	<ul style="list-style-type: none"> Cr Sullivan declared an Indirect Interest in that a family member is a Committee Member of Geelong Amateurs

<p>Council Briefing 6 June 2018</p>	<p>Crs Aitken, Asher, Grzybek, Harwood, Mansfield, Mason, Murrhiy, Murnane, Nelson, Sullivan</p>	<p>M Cutter (CEO) L Quinn (DIR) B Luxford (DIR) J Van Slageren (A/DIR) P Anderson (DIR) G Wilson-Browne (DIR) G Russell (MGR) T Raven (CO ORD) J Brown (CO ORD) R Smith (MGR) K Ivens (SNR ADV TO MAYOR & CEO) P Dorling (Monitor)</p>	<ul style="list-style-type: none"> • Transformation Program – March Quarter Update • Road Renaming McNeill Court, East Geelong • Ghazeepore Road, Waurn Ponds – Proposed Road Widening and Footpath Construction SRC363 – Declaration of Charge 	<ul style="list-style-type: none"> • Nil.
<p>Civic Accommodation Project Advisory Committee 6 June 2018</p>	<p>Crs Harwood, Aitken, Grzybek, Mason, Murnane, Murrhiy, Nelson, Sullivan</p>	<p>M Cutter (CEO) P Anderson (DIR) M Kelly (MGR) A Keen (EXEC MGR) S Broadbent (MGR) K Paton (MGR) J Malone (CO ORD) F Gray (MGR) D Chrimes (OFF)</p>	<ul style="list-style-type: none"> • Consideration of Future Use of City Hall 	<ul style="list-style-type: none"> • Nil.
<p>Council Briefing 19 June 2018</p>	<p>Crs Aitken, Asher, Grzybek, Kontelj, Mansfield, Mason, Murnane, Nelson</p>	<p>M Cutter (CEO) L Quinn (DIR) B Luxford (DIR) J Van Slageren (A/DIR) P Anderson (DIR) G Wilson-Browne (DIR) A Keen (EXEC MGR) R Leonard (EXEC MGR) G Russell (MGR) M Kelly (MGR) V Shelton (MGR) R Stevens (MGR) I Hicks (MGR) T Raven (CO ORD) J Brown (CO ORD) K Ivens (SNR ADV TO MAYOR & CEO) P Dorling (Monitor) M Mitchell (OFF) B Szymczak (OFF) T Kirwood (MGR)</p>	<ul style="list-style-type: none"> • Adoption of 2018-22 Council Plan & 2018-19 Budget • Municipal Road Management Plan 2018-21 • Amendment C375 Barwon Heads Structure Plan – Consideration of Submissions • Corio (Purnell Road) Integrated Child and Family Centre – Submission Review Panel Hearing • State Government of Victoria 2018/19 Female Friendly Facilities Fund and 2019/20 Community Sport Infrastructure Fund • Community Investment and Support Fund • Procurement Policy Update • 2017-18 Borrowing Provision of \$12.1M Finalisation (<i>Confidential</i>) • Audit and Risk Committee Summary Report (<i>Confidential</i>) 	<ul style="list-style-type: none"> • Nil.

		F Gray (MGR) S Boer (MGR) P Schembri (OFF)		
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PLANNING DELEGATIONS – MAY 2018

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

Summary

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

Cr Grzybek moved, Cr Mason seconded -

That the information be received.

Carried.

Planning Decisions Report - May

App Number	Location	Application Type	Decision Date	Description	Authority Description
PP-1071-2017	8 Griffen Street, HAMLYN HEIGHTS VIC 3215	Construction of Five (5) Dwellings and a Five (5) Lot Subdivision	3/5/2018	Grant a Planning Permit	Development Hearings Panel
PP-1135-2017	31 Marlin Drive, OCEAN GROVE VIC 3226	Construct a Second Dwelling and Subdivide the Land into Two (2) Lots	4/5/2018	Refusal to Grant a Planning Permit	Development Hearings Panel
PP-114-2017	1/367 High Street, BELMONT VIC 3216	Construction of Seventeen (17) Dwellings	4/5/2018	Refusal to Grant a Planning Permit	Development Hearings Panel
PP-1272-2015	27 Bayfield Court, NEWCOMB VIC 3219	Development of the Land for Two Dwellings, Two Lot Subdivision and Variation of Restrictive Covenants PS507775M and PS507783N on Lot 38, Plan of Subdivision 507783N, Vol 10716, Fol 620	3/5/2018	No Appeal Lodged Permit Issued	Development Hearings Panel
PP-531-2017	48 Stevens Street, PORTARLINGTON VIC 3223	Buildings and Works for the Construction of Six (6) Dwellings	4/5/2018	NOD - Planning Permit	Development Hearings Panel
	48 Stevens Street, PORTARLINGTON VIC 3223	Buildings and Works for the Construction of Six (6) Dwellings	29/5/2018	No Appeal Lodged Permit Issued	Development Hearings Panel
PP-607-2017	1 Flinders Parade, BARWON HEADS VIC 3227	Demolition of an Existing Building, Partial Demolition of an Existing Building, Buildings and Works Associated with the Construction of a Three (3) Storey, Eight (8) Dwelling Apartment Building, Alterations and Additions to Existing Building, Alteration of Access to a Road Zone Category 1 Road, Reduction in Car	4/5/2018	Refusal to Grant a Planning Permit	Development Hearings Panel
PP-656-2017	1 Rutland Street, NEWTOWN VIC 3220	Building and Works to Alter and Extend the Existing Building, Use of the Land for Offices and a Reduction of the Standard Carparking Requirements Contained in Clause 52.06.	4/5/2018	NOD - Planning Permit	Development Hearings Panel
	1 Rutland Street, NEWTOWN VIC 3220	Building and Works to Alter and Extend the Existing Building, Use of the Land for Offices and a Reduction of the Standard Carparking Requirements Contained in Clause 52.06.	29/5/2018	No Appeal Lodged Permit Issued	Development Hearings Panel

PP-833-2017	37 Pioneer Road, GROVEDALE VIC 3216	Use and Development of a Child Care Centre, Reduction of One (1) Car Space and Creation of an Access onto a Road Zone - Category 1	2/5/2018	Refusal to Grant a Planning Permit	Planning Committee
PP-897-2017	391-469 Old St Leonards Road, ST LEONARDS VIC 3223	Buildings and Works for the Construction of a Telecommunications Facility	18/5/2018	NOD - Planning Permit	Development Hearings Panel
PP-1056-2017	PARENT - 182-188 Torquay Road, GROVEDALE VIC 3216	Development of Twenty Three (23) Warehouses, Use and Development of Three (3) Restricted Retail Premises and Trade Supplies, Multi Lot Subdivision, Creation of Access to a Road Zone Category 1 and Partial Reduction in Bicycle and Car Parking Requirements.	10-May-2018	NOD - Delegate	Objections - 4
PP-1340-2017	27 Willana Avenue, HAMLYN HEIGHTS VIC 3215	Construction of Three (3) Dwellings and Three (3) Lot Subdivision	8-May-2018	NOD - Delegate	Objections - 4
PP-1345-2017	50 Boundary Road, EAST GEELONG VIC 3219	Construction of Second Dwelling; Construction of a Carport and Alterations to Existing Dwelling; and a Two (2) Lot Subdivision	14-May-2018	NOD - Delegate	Objections - 1
PP-1367-2017	2 Thatcher Court, WHITTINGTON VIC 3219	Subdivide the Land into Two (2) Lots	18-May-2018	NOD - Delegate	Objections - 2
PP-1393-2017	26 Davis Street, BELMONT VIC 3216	Construction of Three (3) Dwellings and Three (3) Lot Subdivision	16-May-2018	NOD - Delegate	Objections - 1
PP-1410-2017	236 Autumn Street, GEELONG WEST VIC 3218	Buildings and Works for Extension and Alterations to an Existing Convenience Restaurant and Reduction of Car Park Requirements	28-May-2018	NOD - Delegate	Objections - 2
PP-1422-2017	13 Victoria Terrace, BELMONT VIC 3216	Buildings and Works for the Construction of Two (2) Dwellings and Two (2) Lot Subdivision	21-May-2018	NOD - Delegate	Objections - 1
PP-182-2018	94 Draper Street, OCEAN GROVE VIC 3226	Construction of Two (2) Dwellings and Two (2) Lot Subdivision	31-May-2018	NOD - Delegate	Objections - 1
PP-247-2018	84 Prospect Road, NEWTOWN VIC 3220	Partial Demolition, Extension to a Dwelling in a Heritage Overlay	11-May-2018	NOD - Delegate	Objections - 1
PP-3-2018	4 Bridge Street, NEWTOWN VIC 3220	Use and Development of an Office, Display Business Identification Signage and Multi-lot Subdivision	28-May-2018	NOD - Delegate	Objections - 1

PP-314-2018	247 Melaluka Road, LEOPOLD VIC 3224	Construction of Two (2) Dwellings	21-May-2018	NOD - Delegate	Objections - 1
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Cr Nelson moved, Cr Mansfield seconded -

That the meeting be closed to the public.

Carried.

The Meeting was closed to the public at 8.14pm

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

Cr Aitken moved, Cr Nelson seconded -

That the Meeting be opened to the public.

Carried.

CLOSE OF MEETING

As there was no further business the meeting closed at 8.24pm. Tuesday, 26 June 2018.

Signed: _____
Cr Peter Murrhy (Acting Mayor)

Date of Confirmation: _____.