

AGENDA

COUNCIL MEETING

Tuesday 27 January 2026
6:00 pm

City Hall
57 Little Malop Street, Geelong 3220

TO BE LIVE STREAMED ON THE CITY'S WEBSITE:
www.geelongaustralia.com.au/meetings

COUNCIL:

Cr S Kontelj (Kardinia Ward) - Mayor
Cr R Nelson (Barrabool Hills Ward) - Deputy Mayor
Cr E Sinclair (Charlemont Ward)
Cr M Cadwell (Cheetham Ward)
Cr E Wilkinson (Connewarre Ward)
Cr A Aitken (Corio Ward)
Cr A Katos (Deakin Ward)
Cr E Kontelj (Hamlyn Heights Ward)
Cr T Sullivan (Leopold Ward)
Cr R Story (Murradoc Ward)
Cr C Burson (You Yangs Ward)

1. PROCEDURAL MATTERS.....	3
1.1. Acknowledgement of Country	3
1.2. Apologies	3
1.3. Leaves of Absence	3
1.4. Declarations of Conflicts of Interest	3
1.5. Confirmation of Minutes	3
1.6. Public Question and Submission Time	3
1.7. Petitions	3
2. REPORTS	4
2.1. T2600018 - Supply & Delivery of Pool Chemicals	4
2.2. T2500140 - Plumbing Services	8
2.3. T2500074 - Queens Park Golf Course	12
2.4. T2500113 - Parks & Reserves Maintenance	17
2.5. S6A Instrument of Delegation - Council to Members of Council Staff	21
3. RECORD OF INFORMAL MEETINGS OF COUNCILLORS.....	34
4. CONFIDENTIAL.....	38
4.1. 2025-26 Community Grants Funding Recommendations (Confidential)	38
4.2. T2500052 - Supply of Mobile Garbage Bins (Confidential).....	38
4.3. Audit and Risk Committee - Minutes 4 December 2025 (Confidential).....	39

1. PROCEDURAL MATTERS

1.1. Acknowledgement of Country

Council acknowledges the Wadawurrung People as the Traditional Owners of the Land, Waterways and Skies. We pay our respects to their Elders, past, present and emerging. We acknowledge all Aboriginal and Torres Strait Islander people who are part of our Greater Geelong community today.

1.2. Apologies

1.3. Leaves of Absence

That Leave of Absence be granted to Cr S Kontelj from 10 February 2026 to 12 February 2026, inclusive.

1.4. Declarations of Conflicts of Interest

1.5. Confirmation of Minutes

That the Minutes of the Council Meeting held on 9 December 2025 be confirmed.

1.6. Public Question and Submission Time

1.7. Petitions

2. REPORTS

2.1. T2600018 - Supply & Delivery of Pool Chemicals

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. The purpose of this report is to award a contract for the Supply of Pool Chemicals to the preferred tenderer as detailed in Clause 3 of the Confidential Procurement Evaluation Report at **Attachment 1**.

Background

2. The City requires the ongoing supply and delivery of chemicals to support water treatment and chemical balancing across pools at its seven leisure centres.

Confidentiality

3. Confidential information is contained in **Attachment 1** as circulated in the confidential section of the report attachments. The information in the Attachment is confidential information for the purposes of 66(2)(a) and the definition of “confidential information” in section 3(1) of the *Local Government Act 2020* because it is council business information, being information that would prejudice the Council’s position in commercial negotiations if prematurely released (section 3(1)(a)).

Key Matters

4. The Procurement and Strategic Sourcing team administered an open tender process on behalf of the Swim, Sport and Leisure department.
5. Details of the Procurement process, including the evaluation methodology and the preferred tenderer, are outlined in the Confidential Procurement Evaluation Report at **Attachment 1**.

Recommendation

That Council:

1. **Awards the contract for the T2600018 - Supply of Pool Chemicals to the preferred tenderer as detailed in Clause 3 of the Confidential Procurement Evaluation Report, based on the tendered schedule of rates and otherwise in accordance with the negotiated terms and conditions of the contract;**
2. **Approves the contract term of one year, with the option to extend the contract for up to two additional terms of one year;**
3. **Authorises the Chief Executive Officer to execute the Contract for T2600018 and any other documents required by or to give effect to the terms of the Contract on behalf of Council;**
4. **Authorises the Chief Executive Officer to release the name of the awarded tenderer following the execution of the Contract by the relevant parties; and**
5. **Resolves that the information contained in Attachment 1 of the report from management is to remain confidential pursuant to section 3(1) of the *Local Government Act 2020* because it contains Council business information being information that would prejudice the Council's position in commercial negotiations. This section is applicable because of the ongoing contract negotiations with the preferred tenderer.**

Financial Sustainability

6. The estimated cost of delivering these services over the full contract term, including extension options, will be managed within current and future approved budgets.

Community Engagement

7. There was no community engagement on this tender as it is part of the City's regular operations to fulfil its legislative and management obligations to residents, ratepayers, and visitors to the area.

Collaboration Opportunities

8. No tender collaboration opportunities were identified at this time however opportunities may present themselves in the future to be considered for new contracts.

Social Equity and Sustainability

9. The contract supports equitable access to safe and well-maintained aquatic facilities across the Geelong Region by ensuring the reliable supply of essential pool treatment chemicals.

Gender Equality – Gender+ Impact Assessment

10. A Gender Impact Assessment was not required for this report.

Relevant Law/Policy/Legal Implications

11. This tender was advertised and managed in accordance with the requirements of sections 108 and 109 of the *Local Government Act 2020* and in accordance with the City's Procurement Policy.

Alignment to Community Plan and Vision

12. This report aligns with the Council Plan 2025-29 strategic priority:
Healthy and Caring Community
13. This report aligns with the Community led 30-year Vision, "Greater Geelong: A Clever and Creative Future" community aspiration:
An inclusive, diverse, healthy and socially connected community.

Conflict of Interest

14. No officer involved in the preparation of this report declared a general or material conflict of interest.

Risk Assessment and Risk Appetite Statement

15. The tender evaluation process involved the assessment of work, health and safety policies, procedures, and risk assessment documents. Any other risks associated with the acceptance of this tender will be managed through the contract conditions.

Environmental Sustainability

16. Any environmental implications associated with this contract will arise from the execution of the works. It is considered these are the responsibility of the contractor and will be managed through the contract documentation.

Attachments

1. CONFIDENTIAL REDACTED - T 2600018 - Supply & Delivery of Pool Chemicals Council Report [**2.1.1** - 30 pages]

2.2. T2500140 - Plumbing Services

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. The purpose of this report is to award contracts for Plumbing Services to the preferred tenderers as detailed in Clause 3 of the Confidential Procurement Evaluation Report at **Attachment 1**.

Background

2. The City is seeking to establish a panel of suitably qualified and experienced suppliers to deliver plumbing services across City-owned assets.
3. The scope of services also includes irrigation works, as well as specialised aquatic tiling, caulking, and minor structural repair services.

Confidentiality

4. Confidential information is contained in **Attachment 1** as circulated in the confidential section of the report attachments. The information in the Attachment is confidential information for the purposes of 66(2)(a) and the definition of “confidential information” in section 3(1) of the Local Government Act 2020 because it is council business information, being information that would prejudice the Council’s position in commercial negotiations if prematurely released (section 3(1)(a)).

Key Matters

5. The Procurement and Strategic Sourcing team administered an open tender process on behalf of the Facilities Maintenance team.
6. Details of the Procurement process, including the evaluation methodology and the preferred tenderers, are outlined in the Confidential Procurement Evaluation Report at **Attachment 1**.

Recommendation

That Council:

1. **Awards the contracts for T2500140 - Plumbing Services to the preferred tenderers detailed in Clause 3 of the Confidential Procurement Evaluation Report, based on the tendered schedule of rates and otherwise in accordance with the negotiated terms and conditions of the contract;**
2. **Approves the contract term of three years, with the option to extend the contract for up to two additional terms of one year;**
3. **Authorises the Chief Executive Officer to execute Contracts for T2500140 and any other documents required by or to give effect to the terms of the Contract on behalf of Council;**
4. **Authorises the Chief Executive Officer to release the names of the awarded tenderers following the execution of the Contracts by the relevant parties; and**
5. **Resolves that the information contained in Attachment 1 of the report from management is to remain confidential pursuant to section 3(1) of the *Local Government Act 2020* because it contains Council business information being information that would prejudice the Council's position in commercial negotiations. This section is applicable because of the ongoing contract negotiations with the preferred tenderers.**

Financial Sustainability

7. The estimated cost of delivering these services over the full contract term, including extension options, will be managed within current and future approved budgets.

Community Engagement

8. There was no community engagement on this tender as it is part of Council's regular operations to fulfil its legislative and management obligations to residents, ratepayers and visitors to the area.

Collaboration Opportunities

9. No tender collaboration opportunities were identified at this time however opportunities may present themselves in the future to be considered for new contracts.

Social Equity and Sustainability

10. A number of the preferred tenderers operate their businesses within the Geelong Region providing significant local employment and economic benefits to the Geelong community.

Gender Equality – Gender+ Impact Assessment

11. A Gender Impact Assessment was not required for this report.

Relevant Law/Policy/Legal Implications

12. This tender was advertised and managed in accordance with the requirements of sections 108 and 109 of the *Local Government Act 2020* and in accordance with the City's Procurement Policy.

Alignment to Community Plan and Vision

13. This report aligns with the Council Plan 2025-29 strategic priority:
Core and Critical Infrastructure
14. This report aligns with the Community led 30-year Vision, "Greater Geelong: A Clever and Creative Future" community aspiration:
A prosperous economy that supports jobs and education opportunities.

Conflict of Interest

15. No officer involved in the preparation of this report declared a general or material conflict of interest.

Risk Assessment and Risk Appetite Statement

16. The tender evaluation process involved the assessment of work, health and safety policies, procedures, and risk assessment documents. Any other risks associated with the acceptance of this tender will be managed through the contract conditions.

Environmental Sustainability

17. Any environmental implications associated with this contract will arise from the execution of the services. It is considered these are the responsibility of the contractors and will be managed through the contract documentation.

Attachments

1. CONFIDENTIAL REDACTED - T 2500140 - Tender Evaluation Report - Council [2.2.1 - 89 pages]

item- T2500074 - Queens Park Golf Course no}

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. To inform Council of the outcome of the procurement activity for the operation and management of the Queens Park Golf Course, and to seek endorsement for the Chief Executive Officer to finalise negotiations and enter into contractual documents with the preferred respondent generally in accordance with the detail set out in the Confidential Procurement Evaluation Report at **Attachment 1**.

Background

2. In November 2022 Council adopted the Golf Facilities Strategy 2022 which set out a vision for the future use, management and sustainability for the City's golf facilities.
3. The Strategy's implementation requires the City to withdraw from the direct management of its golf facilities by investigating alternative operational models and pursuing long-term leasing arrangements for the following sites - Balyang, Barwon Valley, Ocean Grove, Clifton Springs, East Geelong, Lara, and Queens Park.
4. In 2024 Council undertook a joint expression of interest process for management options for Queens Park and Balyang courses.
5. Following the expression of interest process, it was determined that the Queens Park and Balyang facilities provided different opportunities to the community and golf market, and a separate procurement process would be undertaken for each facility.
6. City Officers then undertook an open request for proposal process for the Queens Park facility, which called for proposals for the operation, maintenance, and upgrade of the existing 18-hole traditional long-course and associated infrastructure (including clubrooms and related amenities) at Queens Park.

Confidentiality

7. Confidential information is contained in **Attachment 1** as circulated in the confidential section of the report attachments. The information in the Attachment is confidential information for the purposes of 66(2)(a) and the definition of "confidential information" in section 3(1) of the *Local Government Act 2020* because it is council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released (section 3(1)(a)).

Key Matters

8. The Procurement and Strategic Sourcing Team administered an open request for proposal process on behalf of the Swim Sport and Leisure Team.
9. As part of the request for proposal, the City invited submissions from interested respondents to deliver the management, maintenance, and continual improvement of

the Queens Park Golf Course to ensure its long-term sustainability and community benefit. Respondents were requested to provide a detailed proposal including projected operational costs and proposed capital investment for the facility.

10. Details of the procurement process, including the evaluation methodology are outlined in the Confidential Procurement Evaluation Report at **Attachment 1**.
11. Clublinks Management Pty Ltd (**Clublinks**) has been identified as the preferred respondent after evaluation of all submissions.
12. Negotiations are currently in progress with Clublinks to finalise the terms of the contractual framework for the engagement. The contractual framework comprises a Lease (which will set out the capital investment requirements) and a separate (but collateral) Operation & Management Agreement which will set out the service delivery requirements.
13. Subject to satisfactory negotiation of the final terms, and authorisation from Council, the City proposes to enter into the Lease and Operation & Management Agreement with Clublinks. If satisfactory contractual terms cannot be negotiated with Clublinks, the City may need to conduct a further procurement activity to meet the objectives of the *Golf Facilities Strategy 2022*.

Recommendation

That Council:

1. **Accepts the submission of Clublinks Management Pty Ltd as the preferred respondent for the T2500074 - Queens Park Golf Course as detailed in the Confidential Procurement Evaluation Report in Attachment 1;**
2. **Authorises the Chief Executive Officer to negotiate the terms and conditions of the Lease and Operation & Management Agreement for the Queens Park Golf Course to achieve the outcomes set out in the submission of Clublinks Management Pty Ltd, as set out in the Confidential Procurement Evaluation Report in Attachment 1;**
3. **Authorises the Chief Executive Officer to execute the Operation & Management Agreement with Clublinks Management Pty Ltd once the contractual terms and conditions of the engagement have been negotiated;**
4. **Notes that the Lease will be signed under delegated authority;**
5. **Notes further that, if satisfactory contractual terms cannot be negotiated with Clublinks Management Pty Ltd, the City may need to conduct a further procurement activity to meet the objectives of the *Golf Facilities Strategy 2022*; and**
6. **Resolves that the information contained in Attachment 1 of the report from management is to remain confidential pursuant to section 3(1) of the *Local Government Act 2020* because it contains Council business information being information that would prejudice the Council's position in commercial negotiations. This section is applicable because of the ongoing contract negotiations with the preferred respondent.**

Financial Sustainability

14. The Lease and Operation & Management Agreement for the Queens Park Golf Course will deliver a net financial return to the City over the full contract term as set out in the Confidential Procurement Evaluation Report in **Attachment 1**.

Community Engagement

15. The proposed Lease for the site was approved through the City's budget process which included extensive community engagement. No further community engagement is required under *Local Government Act 2020* for the granting of the Lease.

Collaboration Opportunities

16. No collaboration opportunities were identified at this time; however, opportunities may present themselves in the future to be considered for new contracts.

Social Equity and Sustainability

17. The proposed operating model supports inclusive access to golf and recreation facilities, encourages participation from diverse community groups, and promotes sustainable management practices consistent with Council's strategic objectives.

Gender Equality – Gender+ Impact Assessment

18. A Gender Impact Assessment was not required for this report.

Relevant Law/Policy/Legal Implications

19. This request for proposal was advertised and managed in accordance with the requirements of sections 108 and 109 of the *Local Government Act 2020* and in accordance with the City's Procurement Policy.
20. The *Crown Land (Reserves) Act 1978* applies to the Lease and will require Ministerial approval. The Department of Energy, Environment and Climate Action has provided in-principal support for the proposed Lease.

Alignment to Council Plan and Vision

21. This report aligns with the Council Plan 2025-29 strategic priorities: Economic Development; Healthy and Caring Community; Core and Critical Infrastructure.
22. This report aligns with the Community led 30-year Vision, "Greater Geelong: A Clever and Creative Future" community aspiration:
A prosperous economy that supports jobs and education opportunities.

Conflict of Interest

23. The Manager Swim Sport & Leisure declared a general conflict of interest in this matter, arising from a previous employment relationship with officers of Clublinks Management Pty Ltd.
24. The Operations Lead Swim Sport & Leisure declared a general conflict of interest in this matter, arising from previous employment with Genesis Health + Fitness, a subsidiary entity of the Belgravia Group.

25. These conflicts are being managed in accordance with the City's Conflict of Interest Policy.

Risk Assessment and Risk Appetite Statement

26. The evaluation process involved the assessment of work, health and safety policies, procedures, and risk assessment documents. Any other risks associated with the acceptance of this proposal will be managed through the contract conditions.

Environmental Sustainability

27. Any environmental implications associated with this contract will arise from the execution of the services. It is considered these are the responsibility of the contractor and will be managed through the contract documentation.

Attachments

1. CONFIDENTIAL REDACTED - T 2500074 - Confidential Procurement Evaluation Report [2.3.1 - 8 pages]

2.4. T2500113 - Parks & Reserves Maintenance

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. The purpose of this report is to award contracts for Parks and Reserves Maintenance to the preferred tenderers as detailed in Clause 3 of the Confidential Procurement Evaluation Report at **Attachment 1**.

Background

2. The City is seeking to engage suitably qualified and experienced contractors to provide parks, reserves, and streetscape maintenance services, supporting the Parks and Natural Assets team with specialist assistance as required.

Confidentiality

3. Confidential information is contained in **Attachment 1** as circulated in the confidential section of the report attachments. The information in the Attachment is confidential information for the purposes of 66(2)(a) and the definition of “confidential information” in section 3(1) of the *Local Government Act 2020* because it is council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released (section 3(1)(a)).

Key Matters

4. The Procurement and Strategic Sourcing team administered an open tender process on behalf of the Parks and Natural Assets team.
5. Details of the Procurement process, including the evaluation methodology and the preferred tenderers, are outlined in the Confidential Procurement Evaluation Report at **Attachment 1**.

Recommendation

That Council:

- 1. Awards the contracts for T2500113 - Parks and Reserves Maintenance to the preferred tenderers as detailed in Clause 3 of the Confidential Procurement Evaluation Report and otherwise in accordance with the negotiated terms and conditions of the contract;**
- 2. Approves the contract term of three years, with the option to extend the contract for up to two additional terms of one year;**
- 3. Authorises the Chief Executive Officer to execute the contracts for T2500113 and any other documents required by or to give effect to the terms of the Contract on behalf of Council;**
- 4. Authorises the Chief Executive Officer to release the name of the awarded tenderers following the execution of the Contracts by the relevant parties; and**
- 5. Resolves that the information contained in Attachment 1 of the report from management is to remain confidential pursuant to section 3(1) of the *Local Government Act 2020* because it contains Council business information being information that would prejudice the Council's position in commercial negotiations. This section is applicable because of the ongoing contract negotiations with the preferred tenderers.**

Financial Sustainability

6. The estimated cost of delivering these services over the full contract term, including extension options, will be managed within current and future approved budgets.

Community Engagement

7. There was no community engagement on this tender as it is part of the City's regular operations to fulfil its legislative and management obligations to residents, ratepayers, and visitors to the area.

Collaboration Opportunities

8. No collaborative opportunities were identified for this tender. However, during the contract term, the Procurement and Strategic Sourcing team will investigate opportunities to collaborate with neighbouring councils for future arrangements.

Social Equity and Sustainability

9. All preferred tenderers operate businesses within the Geelong Region providing significant local employment and economic benefits to the Geelong community.

Gender Equality – Gender+ Impact Assessment

10. A Gender Impact Assessment was not required for this report.

Relevant Law/Policy/Legal Implications

11. This tender was advertised and managed in accordance with the requirements of sections 108 and 109 of the *Local Government Act 2020* and in accordance with the City's Procurement Policy.

Alignment to Community Plan and Vision

12. This report aligns with Our Community Plan 2025-2029 strategic priority: Environment and Circular Economy.
13. This report aligns with the Community led 30-year Vision, "Greater Geelong: A Clever and Creative Future" community aspiration:
An inclusive, diverse, healthy, and socially connected community.

Conflict of Interest

14. No officer involved in the preparation of this report declared a general or material conflict of interest.

Risk Assessment and Risk Appetite Statement

15. The tender evaluation process involved the assessment of work, health and safety policies, procedures, and risk assessment documents. Any other risks associated with the acceptance of this tender will be managed through the contract conditions.

Environmental Sustainability

16. Any environmental implications associated with this contract will arise from the execution of the works. It is considered these are the responsibility of the contractor and will be managed through the contract documentation.

Attachments

1. CONFIDENTIAL REDACTED - T 2500113 Tender Evaluation Report Council [2.4.1 - 51 pages]

2.5. S6A Instrument of Delegation - Council to Members of Council Staff

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. To adopt the interim S6A Instrument of Delegation to members of Council staff under section 188 of the *Planning and Environment Act 1987*.

Background

2. The *Local Government Act 2020* (the Act) provides for the delegation of Council's powers, duties and functions under that Act or any other Act.
3. When legislative changes occur, it is important that Council reviews and updates its instrument of delegations so that the delegations remain consistent with current legislative requirements.

Key Matters

4. It is important to ensure that Council has properly delegated powers, duties and functions, in order to avoid any issues arising regarding the legality of a decision or an action purportedly made or taken on behalf of the Council.
5. This interim instrument of delegation ensures that Council's delegations remain valid following recent changes to the *Planning and Environment Act 1987* (the P&E Act), specifically amendments made by the *Consumer and Planning Legislation Amendment (Housing Statement Reform) Act 2025*.
6. The amendments to the P&E Act specifically affect Council's powers, duties, and functions in relation to planning scheme amendments. Given the frequent and ongoing nature of planning scheme amendments already underway, these delegations require immediate updating.
7. Once the biannual full review of delegations is completed, the delegations set out in Attachment 1 will be incorporated into Council's S6 Instrument of Delegation – Council to Members of Council Staff.
8. The powers conferred on the Council under the P&E Act cannot be delegated through the CEO and must be delegated by resolution directly to members of Council staff.

Recommendation

In the exercise of the powers conferred by the legislation referred to in the attached Instrument of Delegation, the Greater Geelong City Council (Council) resolves that:

- 1. There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation to members of Council staff, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument (Attachment 1);**
- 2. The Instrument comes into force immediately upon the resolution of Council;**
- 3. The Instrument be signed by the Chief Executive Officer on behalf of Council; and**
- 4. The duties and functions set out in the Instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.**

Financial Sustainability

9. There is no financial sustainability implications associated with this report.

Community Engagement

10. The attached Instrument has been prepared in consultation with relevant Council officers.

Social Equity and Sustainability

11. There are no social equity or sustainability issues arising from the subject of this report.

Gender Equality – Gender+ Impact Assessment

12. A Gender Impact Assessment was not required for this report.

Relevant Law/Policy/Legal Implications

13. The powers conferred on the Council under some legislative instruments cannot be delegated through the CEO and must be delegated by resolution directly to Council officers.
14. The Acts and Regulations referred to in Attachment 1 are among those which require direct delegation.

Alignment to Council Plan and Vision

15. This report aligns with the Council Plan 2025-29 strategic priority:
Governance and Integrity

Conflict of Interest

16. No officer involved in the preparation of this report declared a general or material conflict of interest.

Risk Assessment and Risk Appetite Statement

17. Failure to adopt the new Instrument of Delegation would create a risk that Council officers are exercising powers that are no longer validly delegated under the amended Planning and Environment Act 1987.

Environmental Sustainability

18. There is no environmental sustainability implications identified for the subject of this report.

Attachments

1. S6A Instrument of Delegation Council to Members of Council Staff P E Act 1987 [2.5.1 - 10 pages]

Greater Geelong City Council

Instrument of Delegation

to

Members of Council Staff

(Planning and Environment Act 1987)

Instrument of Delegation

In exercise of the power conferred by the legislation referred to in the attached Schedule, the Greater Geelong City Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. declares that:
 - 2.1 this Instrument of Delegation is authorised by a resolution of Council passed on **27 January 2026**; and
 - 2.2 the delegation:
 - 2.2.1 comes into force immediately upon the resolution of Council;
 - 2.2.2 remains in force until varied or revoked;
 - 2.2.3 is subject to any conditions and limitations set out in sub-paragraph 2.3, and the Schedule; and
 - 2.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 2.3 the delegate must not determine the issue, take the action or do the act or thing:
 - 2.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
 - 2.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - (a) policy; or
 - (b) strategy;
 adopted by Council; or
 - 2.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
 - 2.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.
 - 2.3.5 Acknowledges that this delegation only affects the current S6 Instrument of Delegation to members of Council staff to the extent that the provisions in the Schedule are marked as 'amended' or 'repealed' as appropriate.

Signed for GREATER GEELONG CITY COUNCIL by
ALI WASTIE, Chief Executive Officer

Chief Executive Officer

Date:

SCHEDULE

INDEX

PLANNING AND ENVIRONMENT ACT 19871

PLANNING AND ENVIRONMENT ACT 1987

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s 8A(2) (Repealed)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	Chief Executive Officer Executive Director Placemaking Manager City Development Coordinator Strategic Implementation Senior Strategic Planner Strategic Planner	This provision has been repealed, as of 25 November 2025, and should not be exercised. Refer to section 231 for treatment of amendments on foot before the repeal of this section.
PLANNING AND ENVIRONMENT ACT 1987	s 8A(3) (Repealed)	Power to apply to Minister to prepare an amendment to the planning scheme	Chief Executive Officer Executive Director Placemaking Manager City Development Manager Planning & Growth Coordinator Strategic Planning Coordinator Strategic Implementation Coordinator Planning Delivery	This provision has been repealed, as of 25 November 2025, and should not be exercised. Refer to section 231 for treatment of amendments on foot before the repeal of this section.
PLANNING AND ENVIRONMENT ACT 1987	s 8A(5) (Repealed)	Function of receiving notice of the Minister's decision	Chief Executive Officer Executive Director Placemaking Manager City Development Manager Planning & Growth Manager Urban Design and Place Coordinator Strategic Planning Coordinator Statutory Planning Statutory Planning Project Coordinator Coordinator Strategic Implementation Coordinator Planning Delivery	This provision has been repealed, as of 25 November 2025, and should not be exercised. Refer to section 231 for treatment of amendments on foot before the repeal of this section.
PLANNING AND ENVIRONMENT ACT 1987	s 8A(7) (Repealed)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	Chief Executive Officer Executive Director Placemaking Manager City Development Coordinator Strategic Implementation Senior Strategic Planner Strategic Planner	This provision has been repealed, as of 25 November 2025, and should not be exercised. Refer to section 231 for treatment of amendments on foot before the repeal of this section.
PLANNING AND ENVIRONMENT ACT 1987	s 8B(2) (Repealed)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	Chief Executive Officer Executive Director Placemaking Manager City Development Coordinator Strategic Implementation Senior Strategic Planner Strategic Planner	This provision has been repealed, as of 25 November 2025, and should not be exercised. Refer to section 231 for treatment of amendments on foot before the repeal of this section.

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s 16B	Duty (upon receiving a request to prepare an amendment to the planning scheme) to decide: - to apply to the Minister for authorisation to prepare the amendment, with or without changes, under section 16F, or - to refuse the request. Note: see also sections 16A, 16D, 16E and 16K.	Chief Executive Officer Executive Director Placemaking Manager City Development Manager Planning & Growth Coordinator Strategic Implementation Coordinator Strategic Planning Coordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s 16C(1)	Duty to give written notice of its decision under section 16B to the person who made the request within 10 business days of making the decision. Note: The notice must contain prescribed information, and reasons if it is a refusal	Chief Executive Officer Executive Director Placemaking Manager City Development Coordinator Strategic Implementation Senior Strategic Planner Strategic Planner	
PLANNING AND ENVIRONMENT ACT 1987	s 16C(4)	Duty to give a copy of the request and the notice under subsection 16C(1) to the Minister.	Chief Executive Officer Executive Director Placemaking Manager City Development Coordinator Strategic Implementation Senior Strategic Planner Strategic Planner	
PLANNING AND ENVIRONMENT ACT 1987	s 16F	Power to apply to the Minister for authorisation to prepare an amendment to the State standard provisions or the local provisions of a planning scheme in force in the municipal district. Note: see also sections 16G and 16K.	Chief Executive Officer Executive Director Placemaking Manager City Development Manager Planning & Growth Coordinator Strategic Implementation Coordinator Strategic Planning Coordinator Planning Delivery	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s 16F	Power to prepare an amendment to the planning scheme where the Minister has authorised Council to do so under section 16F	Chief Executive Officer Executive Director Placemaking Manager City Development Coordinator Strategic Implementation Senior Strategic Planner Strategic Planner	
PLANNING AND ENVIRONMENT ACT 1987	s 16H	Power to prepare an amendment specified in an application without the Minister’s authorisation if no response received after 10 business days	Chief Executive Officer Executive Director Placemaking Manager City Development Coordinator Strategic Implementation Senior Strategic Planner Strategic Planner	Does not apply in relation to an application for the preparation of an amendment that will apply to land to which a Suburban Rail Loop planning area declaration applies.
PLANNING AND ENVIRONMENT ACT 1987	s 16I	Power to apply to the Minister for authorisation to prepare an amendment to any part of the State standard provisions and local provisions of a planning scheme applying to an area adjoining its municipal district.	Chief Executive Officer Executive Director Placemaking Manager City Development Manager Planning & Growth Coordinator Strategic Implementation Coordinator Strategic Planning Coordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s 16I	Power to prepare amendment to the planning scheme applying to an area adjoining Council’s municipal district where the Minister has authorised Council to do so under section 16I. Note: see also sections 16D, 16G and 16J.	Chief Executive Officer Executive Director Placemaking Manager City Development Coordinator Strategic Implementation Senior Strategic Planner Strategic Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s 23A(2)	Power to: - change the amendment in the manner requested; - not change the amendment in the manner requested; or - abandon the amendment or part of the amendment	Chief Executive Officer Executive Director Placemaking Manager City Development Manager Planning & Growth Coordinator Strategic Implementation Coordinator Strategic Planning Coordinator Planning Delivery	Where Council is the planning authority. After considering a submission which requests a change to a 'low-impact' amendment (as described in section 16N).
PLANNING AND ENVIRONMENT ACT 1987	s 28(1) (amended)	Duty to notify the Minister if abandoning an amendment, with a copy of any submission considered, and a statement of reasons for the decision.	Chief Executive Officer Executive Director Placemaking Manager City Development Manager Planning & Growth Coordinator Strategic Implementation Coordinator Strategic Planning Coordinator Planning Delivery	Note: the power to make a decision to abandon an amendment cannot be delegated
PLANNING AND ENVIRONMENT ACT 1987	s 28C	Duty to comply with directions of the Minister after abandoning the amendment with respect to: - providing relevant documentation; and - providing assistance with steps to be taken for the amendment.	Chief Executive Officer Executive Director Placemaking Manager City Development Coordinator Strategic Implementation Senior Strategic Planner Strategic Planner	
PLANNING AND ENVIRONMENT ACT 1987	s 48A	Power to notify an applicant that the application is incomplete Note: The notice must set out any required fees or information, the date for payment or production, and the effect of non-compliance set out in section 48B(1).	Chief Executive Officer Executive Director Placemaking Manager City Development Coordinator Strategic Implementation Senior Strategic Planner Strategic Planner	Where Council is the responsible authority

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s 48C	Power to refund a fee paid for an application which is void and of no effect under section 48B(1)	Chief Executive Officer Executive Director Placemaking Manager City Development Coordinator Strategic Implementation Senior Strategic Planner Strategic Planner	Where Council is the responsible authority
PLANNING AND ENVIRONMENT ACT 1987	s96A (2) (<i>amended</i>)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	Chief Executive Officer Executive Director Placemaking Manager City Development Coordinator Statutory Planning Statutory Planning Project Coordinator Coordinator Strategic Implementation	The request to prepare the amendment must be made under section 16A. Delegate must not agree to consider the application for the permit concurrently with the preparation of the proposed amendment unless it has made a decision under section 16B(a) to apply to the Minister for authorisation to prepare the amendment, with or without changes, under section 16F..
PLANNING AND ENVIRONMENT ACT 1987	s 96Z	Duty to keep levy certificates and levy exemption certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate	N/A	N/A Metropolitan Planning Levy
PLANNING AND ENVIRONMENT ACT 1987	s 158F	Power to make submissions in response to a directions panel	Chief Executive Officer Executive Director Placemaking Manager City Development Coordinator Strategic Implementation Senior Strategic Planner Strategic Planner	

3. RECORD OF INFORMAL MEETINGS OF COUNCILLORS

Source: Corporate Services
Executive Director: Troy Edwards

Summary

1. The Governance Rules of the City of Greater Geelong require the tabling of records of informal meetings of Councillors at the next convenient Council meeting and that their record be included in the minutes of that Council meeting.
2. A summary of the informal meetings of Councillors is attached.

Recommendation

That Council receive the summary of the informal meetings of Councillors for the period to 27 January 2026.

**INFORMAL MEETINGS OF COUNCILLORS
(Council Meeting 27 January 2026)**

Informal Meeting Details	Councillor Attendance/Apology	Officer Attendance	Agenda Items	Conflict of Interest Disclosures
Budget Workshop 15 November 2025	Cr T Sullivan Cr M Cadwell Cr E Kontelj Cr A Aitken Cr R Nelson Cr E Wilkinson Cr C Burson Cr R Story Cr A Katos Cr S Kontelj <i>Apology:</i> Cr E Sinclair	A Wastie (CEO) T Edwards (EXEC DIR) J Stirton (EXEC DIR) J Blunt (CHIEF) J Randles (MGR) J Murphy (MGR)	<ul style="list-style-type: none"> • Budget Outlook • Long Term Financial Plan • Developer Contribution Plans (DCP's) • Capital Budget • Asset Management 	<ul style="list-style-type: none"> • Nil
Additional Briefing 12 December 2025	Cr M Cadwell Cr E Sinclair	A Basford (EXEC DIR) F Bolitho (MGR) M Jewell (COORD) J McCusker (SNR OFF)	<ul style="list-style-type: none"> • International Women's Day event plans for March 2026 • Partnership and sponsorship opportunities for the event • Women in Community Life Advisory Committee recruitment update 	<ul style="list-style-type: none"> • Nil

Informal Meeting Details	Councillor Attendance/Apology	Officer Attendance	Agenda Items	Conflict of Interest Disclosures
<p>Health Portfolio Briefing</p> <p>12 December 2025</p>	<p>Cr M Cadwell Cr R Story</p>	<p>A Basford (EXEC DIR) F Bolitho (MGR) J Thomas (MGR)</p>	<ul style="list-style-type: none"> • EPBC permit and post permit requirements status • Pending agreements with DEECA and Parks Vic • Mosquito volumes this season Our current trapping and testing program to mitigate public health risks • Key messages that Councillors can share with community if they are discussing mosquito numbers. • Recent update to ARC and Councillors on Community Care implementation 	<ul style="list-style-type: none"> • Nil
<p>Councillor Briefing</p> <p>20 January 2026</p>	<p>Cr T Sullivan Cr M Cadwell Cr E Kontelj Cr A Aitken Cr R Nelson Cr E Wilkinson Cr E Sinclair Cr C Burson Cr R Story Cr A Katos Cr S Kontelj</p>	<p>A Wastie (CEO) T Edwards (EXEC DIR) A Basford (EXEC DIR) J Stirton (EXEC DIR) A Locke (A/EXEC DIR) A Martin (CHIEF) D Hickin (A MGR) J Blunt (CHIEF) S Budd (SNR OFFICER) J Thomas (A MGR) J Douglas (MGR) E Ryan (SNR OFFICER)</p>	<p>Presentations</p> <ul style="list-style-type: none"> • T2500074 - Queens Park Golf Course - Request for Proposal <p>Reports</p> <ul style="list-style-type: none"> • T2600018 - Supply & Delivery of Pool Chemicals • T2500140 - Plumbing Services • T2500074 - Queens Park Golf Course • T2500113 - Parks & Reserves Maintenance • S6A Instrument of Delegation - Council to Members of Council Staff • 2025-26 Community Grants Funding Recommendations (Confidential) • T2500052 - Supply of Mobile Garbage Bins (Confidential) • Audit and Risk Committee - Minutes 4 December 2025 (Confidential) 	<ul style="list-style-type: none"> • Cr E Kontelj declared a conflict of interest in relation to T2500074 - Queens Park Golf Course and did not join the meeting until after the discussion of that item. • Cr T Sullivan declared a conflict of interest in relation to 2025-26 Community Grants Funding Recommendations (Confidential) and left the meeting prior to the discussion of that item.

Informal Meeting Details	Councillor Attendance/Apology	Officer Attendance	Agenda Items	Conflict of Interest Disclosures
Additional Briefing 20 January 2026	Cr S Kontelj Cr R Nelson	A Wastie (CEO) A Basford (EXEC DIR) A Higgs (MGR) R Clarke (COORD)	<ul style="list-style-type: none"> Regional Tennis planning, partnership with and investment from Tennis Victoria and Tennis Australia. 	<ul style="list-style-type: none"> Nil

4. CONFIDENTIAL

Council will close the meeting to the public in accordance with the provision of section 66(2) of the *Local Government Act 2020* to consider the following list of items.

4.1. 2025-26 Community Grants Funding Recommendations (Confidential)

CONFIDENTIAL

Recommendation

That Council consider this report at the conclusion of the meeting as it is designated confidential by the Chief Executive Officer pursuant to sections 3(1) and 66 of the Local Government Act 2020, the information contained in this report is confidential because it contains Council business information being information that would prejudice the Council's position in commercial negotiations. This section is applicable because the agenda item contains a level of detail which if released would diminish the organisation's capacity to compete in a commercial environment.

4.2. T2500052 - Supply of Mobile Garbage Bins (Confidential)

CONFIDENTIAL

Recommendation

That Council consider this report at the conclusion of the meeting as it is designated confidential by the Chief Executive Officer pursuant to sections 3(1) and 66 of the Local Government Act 2020, the information contained in this report is confidential because it contains Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released (section 3(1)(a)).

4.3. Audit and Risk Committee - Minutes 4 December 2025 (Confidential)

CONFIDENTIAL

Recommendation

That Council consider this report at the conclusion of the meeting as it is designated confidential by the Chief Executive Officer pursuant to sections 3(1) and 66 of the Local Government Act 2020, the information contained in this report is confidential because it contains Council business information being information that would prejudice the Council's position in commercial negotiations. This section is applicable because of the sensitive and varied nature of the information received and considered by the Audit & Risk Committee from time-to-time which can pertain to external stakeholders also.