

MINUTES

COUNCIL MEETING

Tuesday 27 May 2025
6:00 pm

City Hall
57 Little Malop Street, Geelong 3220

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)

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Present: Cr S Kontelj
Cr R Nelson
Cr T Sullivan
Cr A Aitken
Cr E Wilkinson
Cr E Sinclair
Cr A Katos
Cr M Cadwell
Cr R Story
Cr C Burson

LOA: Cr E Kontelj

Also Present: A Wastie (Chief Executive Officer), T Edwards (Executive Director, Corporate Services), T Bradley (Executive Director, Placemaking), S Nuttall (Acting Executive Director, City Infrastructure), A Basford (Executive Director City Life), A Martin (Chief Governance and Risk Officer) J Douglas (Manager Council & Corporate Governance) E Ryan (Senior Governance Advisor – Council Business) D Pangrazio (Governance Advisor – Council Business).

Opening: The Mayor declared the meeting open at 6.00pm.

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

Nil

1.3. Leaves of Absence

RESOLUTION - Item 1.5.1

Cr T Sullivan moved, Cr A Aitken seconded -

That Leave of Absence be granted to Cr E Kontelj from 26 May 2025 to 29 May 2025, inclusive.

Carried

RESOLUTION - Item 1.5.1

Cr R Story moved, Cr R Nelson seconded -

That Leave of Absence be granted to Cr E Wilkinson from 2 July 2025 to 21 July 2025, inclusive.

Carried

1.4. Declarations of Conflicts of Interest

Cr A Aitken declared a conflict of interest in relation to item 4.1 – Service Review (Confidential) due to a relationship, being that his mother is employed within the City department of which the service review concerns.

1.5. Confirmation of Minutes

RESOLUTION - Item 1.5.1

Cr M Cadwell moved, Cr R Nelson seconded -

That the Minutes of the Council Meeting held on 22 April 2025 be confirmed.

Carried

1.6. Public Question and Submission Time

Question and Submission Time is an opportunity for questions to be addressed to Council and while the minutes record the general content, they do not purport to be a transcript of what was said by individuals. Likewise, Councillor or Officer verbal responses are in summary form only. Views expressed may not be the views of Council.

The following persons submitted questions prior to the Council Meeting and presented them at the Council Meeting, on the following subjects:

- Jamie Forman - Parking Permits
- Wendy East as Proxy for Marg Burke – Reconciliation
- Timothy Matthews - Douro Street Waste Transfer Station (GRRC)
- Anne Preston - Agendas / Consultation
- Jaimie Jeffrey – Event Funding

The following persons submitted questions prior to the Council Meeting but were not in attendance to present them at the Council Meeting, on the following subjects

:

- Raegan Cavagnino - Advisory Committees
- Kirsten Smith - Community Vision
- Sienna Lazic – Roads
- Brian and Jill Golland - Ocean Grove Principal Pedestrian Network
- Johanna Duncan - Forest Road South, Lara
- Gary Oraniuk - Saleyards & Proposal Support

THE CITY OF
GREATER GEELONG

PUBLIC QUESTIONS AND SUBMISSIONS 27 MAY 2025



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SUBMITTER 1. RAEGAN CAVAGNINO

Subject: ADVISORY COMMITTEES

Relevant City Department: Corporate Services

Question 1:

I would like to ask the Council if there are any updates on the commencement of the Advisory Committees for the coming term, in particular the Access and Inclusion Advisory Committee?

Question 1 Response:

Advisory Committees are currently under review and will be finalised once the new Council Plan is adopted. This will ensure the committees are aligned with Council's strategic priorities.

SUBMITTER 2. KIRSTEN SMITH**Subject: COMMUNITY VISION****Relevant City Department: Corporate Services****Question 1:**

Please provide a link/documentation to the most recently results published against the community vision measures - not some fluffy report but actual data

Question 1 Response:

Thank you for your questions Kirsten.

The vision's implementation is currently being monitored through key indicators and measures which are reviewed periodically.

Progress against the indicators is reported publicly via the City's website and the link will be provided to you in our written response (<https://www.geelongaustralia.com.au/clevercreative/default.aspx>). This ensures the information is always accessible to the community and can be updated regularly as new data becomes available.

Data updates are currently in progress and expected to be complete by mid-June 2025.

Question 2:

Please provide a link/documentation of proof of Council compliance in relation to the legislative requirements to review the community vision after the recent election

Question 2 Response:

In line with the Local Government Act 2020, the Community vision was most recently reviewed during the community engagement process to inform development of the new Council Plan 2025-29 via a community survey and deliberative community panel.

The community survey was made available on the City's Have Your Say engagement platform, with respondents asked whether the Community Vision (Greater Geelong – A Clever and Creative Future) still accurately reflected the Greater Geelong Community and the future direction. This question was also considered by the Deliberative Community Panel comprising of representative community members.

Council will tonight consider releasing the draft Council Plan 2025-29 for community consultation for a period of 4 weeks. Further details regarding the community engagements for the Council Plan 2025-29 are available on the Council Plan 2025-29 Have Your Say Page.

SUBMITTER 3. SIENNA LAZIC**Subject: ROADS****Relevant City Department: City Infrastructure****Question 1:**

Hi there! I have some major concerns with Boundary Rd, with the road feeling severely unsafe and dangerous to drive on. From about Iona to the traffic lights at Surf Coast Hwy the road is extremely dangerous, with concerns amongst the management of this road, and the priority of keeping everyone safe is my primary concern towards local roads, as well as general road safety. I truly hope you work towards fixing this issue sometime soon, as a possible accident may occur if this issue is not resolved

Question 1 Response:

Thank you for your question Sienna.

The City manages Boundary Road, between Ashbury Boulevard and Torquay Road, in accordance with our Road Management Plan. We recognise that the road is carrying an increasing volume of traffic as the growth area expands. Our City Works crew undertake regular proactive inspections to identify and repair potholes and other defects, ensuring the road remains safe.

The section of Boundary Road between Torquay Road and Ashbury Boulevard is intended to become a greenway as part of the Armstrong Creek Masterplan with a new road built on private land to the south.

We are working with relevant stakeholders to seek early delivery of the new road for the benefit of the community as currently these upgrades are an obligation on the developers.

Question 2:

Another inquiry I have is with Rossack Drive. The road seems excessively bumpy, and there is a major patch near the Telstra Building that is particularly dangerous and often results in having to slow down when approaching this particular section being uneven, and an injury risk may soon develop amongst the local road users, as well as the extended community. I truly hope you consider my concerns, and commence this much needed works to further keep our communities and roads safe.

Question 2 Response:

Thank you for your question Sienna.

The City has not been able to identify a Telstra facility on Rossack Drive itself. We are aware of a Telstra site located on Ghazeepore Road, which runs parallel to Rossack Drive.

We understand the importance of safe and efficient local infrastructure. The City is scheduled to deliver road upgrades along both Ghazeepore Road and Rossack Drive in the 2025–26 financial year. These works are part of Council's broader commitment to improving road safety and responding to the growing needs of our community.

If your concerns are relating to an alternate location, please contact the City's Customer Service team.

SUBMITTER 4. JAMIE FORMAN**Subject: PARKING PERMITS****Relevant City Department: City Life****Question 1:**

I live in a laneway off Ryrie st (subdivision is lot 2, 331 Ryrie st Geelong) and have been advised that I'm not eligible for a parking permit because my house faces Merrell Lane and there is no restricted parking in my laneway. But there is NO parking in my laneway and this decision means that I am unable to use car parks on Ryrie st that are only 20 metres away from me, even though houses 500m down the road can park their car there. How is this an equitable outcome that meets the intention of Geelong's car parking policy? Why doesn't Geelong council allocate permits based on parking zones (rather than single streets) like most councils in Victoria?

Question 1 Response:

Thank you Jamie for your question.

As per the Residential Parking Permit Policy, the City allocates residential parking permits based on parking zones that have time restricted parking.

Under the policy, residents are only eligible for a permit if their street has timed parking restrictions of 2 hours or more. As Merrell Lane does not have any timed restrictions, it does not meet the policy criteria. You can review the full Residential Parking Permit policy online on the Geelong Australia website.

Should new information or your arrangement change, you may resubmit your application to the City, to be considered by the Parking Review Panel.

SUBMITTER 5. MARG BURKE**Subject: RECONCILIATION****Relevant City Department: City Life****Question 1:**

One Fire is pleased to be participating in several strong local First Nations self-determined activities this week for National Reconciliation Week. The theme for this year Bridging Now to Next calls on all Australians to step forward together, to look ahead and continue the push forward as past lessons guide us. Last Sunday, on May 25th, many local ATSI people, Traditional Owners and Non Indigenous Geelong residents joined together to celebrate Aboriginal Culture in Johnston Park. Local people have been gathering together for 16 years for Reconciliation in the Park We would appreciate hearing this evening from each of you, as representatives of local communities, about what you think about reconciliation and how we will step forward together.

Question 1 Response:

Thank you for your question about the significance of National Reconciliation Week and the role we all play when it comes to reconciliation.

This year's theme for National Reconciliation Week, 'Bridging Now to Next', reminds us that the fight for justice and the rights of Aboriginal and Torres Strait Islander people will, and must, continue.

Councillors will have an opportunity to speak to your question this evening or respond to you in writing.

SUBMITTER 6. TIMOTHY MATTHEWS

Subject: Douro Street Waste Transfer Station (GRRC) Relevant City Department: City Infrastructure

Question 1:

On 01/05/2025 I received an Email from James Stirton - Executive Director – City Infrastructure, detailing answers to a number of questions regarding the closure of the Douro Street Waste Transfer Station. (GRRC) Can James or a representative please expand on those Email answers and further update the situation at the GRRC Site?

Question 1 Response:

Thank you Timothy for your enquiry regarding the Douro Street Geelong Resource Recovery Centre and Transfer Station site.

Once investigations have been completed we will be able to outline the next steps concerning this site. We understand and appreciate the community's concerns during this period, and we are committed to sharing the relevant information as soon as it becomes available, which we anticipate will be within six weeks.

SUBMITTER 7. BRIAN AND JILL GOLLAND**Subject: OGPPPN****Relevant City Department: City Infrastructure****Question 1:**

As long-term residents of Ocean Grove it is disheartening to hear CoGG staff, CEO and our Councillor say that the OGPPN or (Ocean Grove Principal Pedestrian Network), was intended to finish in 2026 but has been temporarily extended to 2028 albeit under a cloud of lack of detailed design, with setbacks and not yet programmed completion times or even (dare we say it) costs! There are 188 streets etc included in the scheme but only 39 will actually be paved, which accounts for 2778 residents with paths and 3505 with no paths. So, 56% of residents will not receive a path but will receive a benefit of a path in the vicinity of them! Only 6 kilometres of pathway has been completed to date with the full extent of the project expected to be 24 kilometres in length. Communication by council to all affected residents has been poor and in the majority it has been the issuing of invoice well ahead of the schedule as promised by Council at the meeting of February 22, 2021. All of Ocean Grove and us would appreciate some concrete information on the totality of this much delayed project, please!

Question 1 Response:

Thank you for your question Brian and Jill.

The Special Rates and Charges Scheme allows the City to deliver the project within five years from commencement, with a final completion date of 2028. Prior to this scheme having been declared by council in February 2022, the community was consulted throughout 2019, 2020 and 2021

We acknowledge that the City indicated in our initial community consultation a completion date of June 2026. Due to challenges meeting accessibility, cultural heritage, and vegetation impact, works have not progressed as anticipated. Construction works will be recommencing in June 2025.

Many of the above-mentioned challenges have necessitated additional design and survey work to be undertaken with some changes necessary to ensure we deliver the most effective footpath network. Where changes are necessary, we are and will continue to communicate directly with residents. Please be assured we are committed to deliver a scheme in keeping with its intent which is to provide a network of pathways in Ocean Grove which connects activity centres, sport facilities and schools

To date, nearly six kilometres of footpath has been built and are being enjoyed by the community. We appreciate the community's patience and understanding as we continue to deliver the Ocean Grove Principal Pedestrian Network.

A drop-in session is currently being arranged to allow the community to directly engage with project staff. Once finalised, details will be published through media channels and on our website. For further information, please visit the project page on our website: <https://www.geelongaustralia.com.au/ogppn/>

The City will continue to provide regular progress updates on our website and at the Ocean Grove Library.

SUBMITTER 8. ANNE PRESTON

Subject: AGENDAS / CONSULTATION

Relevant City Department: Corporate Services

Question 1:

I watched the last Council meeting online. Councillor Aitken noted that he felt ill-informed and rushed as a Councillor with regards to the draft budget, as details had only been provided to him, and I assume the other Councillors, on the Thursday before the meeting. He said for him to have the opportunity to look over it over Easter was not acceptable for the size of the budget and the responsibility that an individual has as a Councillor. For the general public, the agenda for the Council meeting is only uploaded to the Council website shortly before close of business on the Friday prior to the meeting. I also believe this is unreasonable as questions for public question time need to be lodged by 12 noon on the day prior to the meeting to be assured you can ask your question. This means that we only have approximately four and a half business hours to be able to read the agenda and formulate any questions we may have. Will Council make the agenda available to the public no later than 10am on the Friday morning please?

Question 1 Response:

The agenda publishing timeline is determined by Council's Governance Rules, which are scheduled for review later this year. The publishing time of Friday afternoon allows sufficient time for last minute changes, such as the inclusion of Notices of Motion. Your feedback will be considered as part of the review process.

Questions are not limited to the items listed on the agenda and may be submitted up to a month in advance of the Council meeting.

Question 2:

Council encourages all community members to Have Your Say on projects of interest. On the project page it's noted To stay informed on this project click on the "+follow" button in the banner. From there you are required to register and are advised to Please sign up to follow this project and receive email updates. I have received the confirmation email to say I'm following particular projects. Three projects that I have followed from the start include: Neighbourhood Amenity Local Law 2014 Review. I found out three days after the Council meeting that the local law had been adopted when I looked at the minutes online, and not by being kept informed by email. Considering I'd put in two submissions; I thought that was pretty poor. High Street Belmont - Proposed Pedestrian Crossings. The pedestrian crossings in Belmont have been completed in the last week or so. I haven't received any updates at all. Digital Rates: Easy Access, Better Experience. When I signed up to follow this project on the 14th May, the survey wasn't going to be live until 21st May. I have not received an email to say the survey is now available. Please confirm • how many people have registered to follow these three projects, • how many emails were meant to go out for each of those projects, • why haven't I received any updates to keep me informed of any of the projects I follow, and • is anyone being sent any updates on any projects at all?

Question 2 Response:

Thank you for following our Have Your Say pages and for your thoughtful feedback.

We aim to keep followers informed during the engagement phase of projects with engagement updates an important part of the broader communication approach. This can include media releases, social media, letterbox drops, Council agendas and minutes.

In response to the specific projects you have mentioned, the:

- *Neighbourhood Amenity Local Law Review, had an update posted and email sent to followers on 4 September 2024, after Council adopted the new Local Law on 27 August. There was no Have Your Say communication prior to that meeting.*
- *High Street Belmont – Proposed Pedestrian Crossings: the latest update was sent to followers on 16 September 2024 with the engagement summary. Funding and construction progressed more quickly than expected with the crossings now complete. The Have Your Say project page has been updated.*
- *Digital Rates: Easy Access, Better Experience project has experienced a delay in launching the survey. It is expected to go live this week, and followers will be notified by email.*

As part of the upcoming review of our Community Engagement Policy, we'll now include specific questions about how and when people expect to receive updates throughout a project.

SUBMITTER 9. JOHANNA DUNCAN**Subject: FOREST ROAD SOUTH, LARA****Relevant City Department: City Infrastructure****Question 1:**

Forest Road South is signed not for heavy vehicles yet on a daily basis heavy vehicle ignore this and travel along from Six Ways to Heales Road. Who is responsible to ensure that the road rules are complied with and heavy vehicles cease to travel along Forest Road.

Question 1 Response:

Thank you for your question Johanna

Forest Road South has been designated as no truck route, and appropriate signage has been installed to ensure compliance. These restrictions prohibit vehicles travelling along that corridor, unless their destination is located along that road, or is inaccessible by other routes.

Enforcement of heavy vehicle compliance falls under the National Heavy Vehicle Regulator (NHVR), which oversees the application of the Heavy Vehicle National Law (HVNL). The National Heavy Vehicle Regulator (NHVR) is responsible for monitoring and enforcing compliance with these restrictions.

If you have further concerns or wish to report specific instances of heavy vehicle non-compliance, we encourage you to contact the National Heavy Vehicle Regulator (NHVR) directly.

SUBMITTER 10. GARY ORANIUK**Subject: SALEYARDS & PROPOSAL SUPPORT****Relevant City Department: Corporate Services****Question 1:**

Given that Council's intended sale of the Geelong West Saleyards has likely fielded quite a number of objections, mine included, it seems that those objections have not been posted on Council's website. If not, why not?

Question 1 Response:

Thank you for your question Gary.

Council has a report before it tonight regarding the proposed sale of the Saleyards land. The recommendation is to give public notice and undertake community engagement on this proposal. Should tonight's report be approved, submissions will be sought on Councils Have Your Say page.

A further report will be presented to Council to consider the outcomes of any engagement. This will include a summary of key themes of feedback. The individual submissions are not published.

Question 2:

I have recently contacted Deputy PM Richard Marles' office regarding my desire to instigate a program that would repatriate some under siege children from the Gaza/Middle East warzone, if that is acceptable to their loved ones. Given that Council is quite prone to pursuing social issues, I would like to put the question as to whether they would at least see fit to support my proposal, by contacting the Deputy PM, and others, formally, on humanitarian grounds. Given that we are a multicultural country and a refuge for other besieged immigrants, offering safe haven to these kids seems like a and necessary thing to do. My video, Palestinian Kids Aussie Rescue Mission can be seen on the Rumble platform.

Question 2 Response:

Thank you for your question Gary.

At this time, we are not across the detail of the specific proposal you have mentioned, noting that Council does not play a role in the repatriation of individuals. Regular meetings are held with Deputy Prime Minister Richard Marles MP and other federal representatives to discuss a range of matters, including those related to humanitarian and community issues.

SUBMITTER 11. JAIMIE JEFFREY**Subject: EVENT FUNDING****Relevant City Department: Placemaking****Question 1:**

Funding for the Avalon weapons expo was not up for discussion during last year's budget process nor is it up for discussion again this year. How does this decision get made? By whom? Why is it not up for public discussion and debate?

Question 1 Response:

Thank you for your question and for engaging in the community budget process.

The Avalon International Airshow is held every two years with Council's support for the 2025 event committed through a long-standing sponsorship agreement signed in 2018. The budget allocation for the 2025 event is detailed in the 2024-25 budget. As the Airshow will not be held in 2026, there is no allocation of funds in the draft 2025–26 budget.

While the strategic decision to support the Avalon Airshow may be long-standing due to its economic significance, the funding allocated to it is an integral part of the annual budget which undergoes a prescribed public consultation process. This process provides ample opportunity for the community to review, understand and provide feedback on all proposed expenditures, including those related to major events. Council is obligated to thoroughly consider all feedback received from the community before finalising the annual budget.

Question 2:

Council is proposing to reduce the budget for in-home aged care services by over one third. It is also proposing to reduce the budget for our much loved celebration of diversity, the Pako Festa. At the same time, Council is proposing to increase the budget for the Cadel Evans Bike Race and continue funding the Geelong Cats and the Avalon Weapons Expo. How can Council possibly justify reducing a critical community service and an event that promotes social cohesion whilst funding an AFL club that already has plenty of money and the capacity to generate greater income, a major sporting event that already has plenty of sponsorship money and will go ahead regardless and a weapons expo that the massively profitable arms companies can easily fund themselves?

Question 2 Response:

At the time of this response, it is important to note that a decision on Council's role in aged care services has not yet been made.

Council's review of aged care services is being driven by major national reforms. The Commonwealth Government is introducing a new Support at Home Program that will reshape how in-home aged care is delivered across Australia. Councils nationwide are reassessing their roles in this space. Geelong's review is focused on ensuring that local services remain sustainable, high-quality, and aligned with the new federal framework.

Major events such as Pako Festa, the Cadel Evans Great Ocean Road Race, and the Geelong Cats partnership play a vital role in the region's visitor economy, cultural life, and national profile. These events attract significant visitation, deliver economic returns, and promote Geelong as a vibrant and inclusive city. Funding for these initiatives is assessed on strategic value, including economic impact, tourism appeal, and community benefit.

Council remains committed to supporting a diverse range of services and events and values community input in shaping these priorities.

1.7. Petitions

1. Leopold Cricket Club Petition

Callum Whitehead presented a petition on behalf of the Leopold Cricket Club and supporting signatories. The petition requests that Council assist in financing an upgrade to the current Leopold cricket training facility, to help improve participation of cricket and a range of other activities from community organisations.

The petition includes approximately 84 signatures.

2. Save Balyang Par 3 Golf Course

Troy Freeman presented a petition on behalf of the fellow supporting signatories. The petition objects to the proposed redevelopment of the Balyang Par 3 Golf Course, particularly the inclusion of a driving range facility

The petition includes approximately 1137 signatures.

2. REPORTS

2.1. Community Vision & Draft Council Plan 2025-29

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. To seek Council endorsement to release the Draft Council Plan 2025-29 (**Attachment 1**) and *Greater Geelong: A Clever and Creative Future* the 30-year vision for the Greater Geelong region (**Attachment 2**) for community consultation for a period of four weeks.

Background

2. In accordance with section 88 the *Local Government Act 2020* (the Act) Council must develop or review the Community Vision within twelve months of the election. The Community Vision, *Greater Geelong: A Clever and Creative Future* expires in 2047.
3. Section 90 of the Act requires Council to prepare and adopt a Council Plan for a period of at least four years after a General Election. It is proposed the new Council Plan will come into effect from 23 July 2025.
4. The Draft Council Plan 2025-29 includes:
 - 4.1. the strategic direction of Council;
 - 4.2. strategic objectives for achieving that direction;
 - 4.3. strategies for achieving the objectives;
 - 4.4. strategic indicators for monitoring achievement;
 - 4.5. any other matters prescribed by the regulations.
5. A deliberative engagement process that commenced in July 2024 helped shape the Draft Council Plan 2025-29 focusing on financial sustainability, equitable access to critical services, and planning for our growing region.

Key Matters

6. The Draft Council Plan 2025-29:
 - 6.1. is the key strategic direction setting document for Councillors and the City;
 - 6.2. contains the strategic direction, with six strategic objectives each with outcomes and indicators; and
 - 6.3. supports the Community Vision, *Greater Geelong: A Clever and Creative Future*.

7. The Act requires the preparation of a Community Vision, a Council Plan and other strategic plans in accordance with strategic planning principles.
8. The community survey and deliberative community panel were asked questions relating to the ongoing relevance of the Community Vision, *Greater Geelong: A Clever and Creative Future*. Responses indicated that the Community Vision remains relevant and does not require updating at this time. The Community Vision will be reviewed post the next general election.

RESOLUTION - Item 2.1

Cr E Wilkinson moved, Cr E Sinclair seconded -

That Council:

1. **Endorse the release of the Draft Council Plan 2025-29 (Attachment 1) and Community Vision (Attachment 2) for community consultation for a period of four weeks; and**
2. **Receives a further report following the community consultation to adopt the Council Plan 2025-29 and *Greater Geelong: A Clever and Creative Future* the 30-year vision for the Greater Geelong region.**

Carried

Financial Sustainability

9. The delivery of the Council Plan is aligned to the Long-Term Financial Plan, Long-Term Asset Plan, and Workforce Plan and is enabled by the Budget (1 plus 3 years).

Community Engagement

10. The Draft Council Plan 2025-29 has been developed in accordance with Council's deliberative engagement practices, as prescribed by the Act.
11. The City's deliberative engagement on development of the Draft Council Plan 2025-29 included:
 - 11.1. 13 face-to-face community pop up conversations in July and September 2024;
 - 11.2. 192 community contributions through an online survey via Have Your Say; and
 - 11.3. A deliberative community panel of 48 participants representative of the Greater Geelong community.
12. The draft Council Plan 2025-29 and Community Vision will be available feedback on the Have Your Say engagement page on Council's website until 5.00 p.m. 24 June 2025.
13. A further report will be presented to Council on the Draft Council Plan 2025- 29 and Community Vision taking into consideration feedback received.

Social Equity and Sustainability

14. The Draft Council Plan has been developed with consideration of the adopted social equity principles. Partnerships with key agencies and services have informed the planning and will continue to be fostered throughout the implementation period.

Relevant Law/Policy/Legal Implications

15. The Community Vision has been reviewed and the Draft Council Plan 2025-29 has been prepared in accordance with the Act.

Alignment to Community Plan and Vision

16. This report articulates the priorities for the Draft Council Plan 2025-29.
17. This report aligns with the Community led 30-year Vision, "Greater Geelong: A Clever and Creative Future" community aspirations.

Conflict of Interest

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

Risk Assessment

19. The Draft Council Plan 2025-2029 and Community Vision is provided to the May 2025 Council meeting to mitigate the risk of failure to engage with the community prior to adoption.

Environmental Sustainability

20. The Draft Council Plan 2025-29 outlines the strategic objective of the Council and the associated outcomes relating to Environmental Sustainability.

Attachments

1. Draft Council Plan 2025-29 [**2.1.1** - 20 pages]
2. Draft Clever and Creative 2025 [**2.1.2** - 14 pages]

THE CITY OF
GREATER GEELONG

DRAFT COUNCIL PLAN 2025-29

—

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MESSAGE FROM THE MAYOR AND CEO

Greater Geelong is one of Australia's fastest growing regions, and managing this expansion will be crucial to our success over the coming decades.

We have all the key ingredients for a bright future: our coastal lifestyle and city feel – without the big city congestion, bustling ports and airports on our doorstep, world class sporting facilities, a burgeoning advanced manufacturing sector and a thriving arts and cultural scene.

But our region faces many challenges too.

As a Council, we need to find the right balance between new growth areas and developing our CBD and other established suburbs.

We need to transform our CBD into a vibrant hub, enhancing its culture, fostering a sense of community and belonging, and securing our region's future prosperity.

We need to provide high quality infrastructure for our growing population, amid cost-of-living pressures, inflation and rising building costs.

We need to continue to deliver core services like roads, footpaths, curbs and drains to build a strong community foundation.

We need to do all this while reducing our organisation's debt and ensuring long-term financial sustainability, creating capacity to adapt to future economic challenges and opportunities.

This requires close collaboration between the City of Greater Geelong and our community to find new and innovative ways to provide essential services more efficiently and effectively.

Our Council Plan 2025-29 sets our strategic direction over the next four years to achieve these aims by delivering on our key objectives:

- Plan, deliver, manage and optimise core and critical infrastructure across our growing region
- Promote, advocate and deliver healthy, caring and equitable outcomes for our communities
- Lead efforts to revitalise and grow our diverse economic precincts.
- Champion our unique heritage and cultural identity
- Protect and enhance our unique and beautiful natural environment
- Commit to the highest levels of integrity, financial stewardship and meaningful community engagement

The plan provides Council with a framework to guide and enhance decision-making, to ensure we maximise the effectiveness of every dollar to achieve the best outcomes for our community.

It also outlines the leadership role the City of Greater Geelong must play to bring together stakeholders to drive progress and innovation, ensuring Greater Geelong prospers.

The Council Plan 2025-29 sets a clear path forward for the next four years and beyond for advancing community outcomes to create a thriving and vibrant Greater Geelong.

Cr Dr Stretch Kontelj OAM – Mayor, City of Greater Geelong

Ali Wastie – CEO, City of Greater Geelong

OUR COUNCIL

Like all local governments, the City of Greater Geelong is made up of two interdependent parts – the Council and the organisation. Collectively, we work together to serve our community.

The Council set the strategic direction for the municipality and make decisions on behalf of the community they've been elected to represent. The organisation oversees the day-to-day delivery of all services and functions, guided by the Council, state and federal legislation and various funding agreements.

The role of a Council is to provide good governance in its municipal district for the benefit and wellbeing of the community it serves. This means:

- considering the diverse needs of the local community in decision-making
- establishing strategic objectives and monitoring achievements
- managing resources in a responsible and accountable manner
- advocating local community needs to other communities and governments
- giving everyone the opportunity to participate in the democratic process and decision-making that shapes the community.

As well as performing these roles, our Council provides valuable support to key partner organisations and advocates for projects, programs and initiatives that benefit the region.

In August 2023, an independent electoral structure review recommended to the Minister for Local Government that the City of Greater Geelong move from four multiple councillor wards to eleven single councillor wards. This recommendation was accepted by the Minister. The October 2024 election was held under this structure.

Our Council is made up of eleven elected representatives, called councillors. Each of the eleven councillors represents a different area of Greater Geelong, called a ward. Our current Council was elected for a four-year term on 25 October 2024. The table below lists the councillors elected to these single wards:

Councillor	Ward	Phone	Email
Mayor Stretch Kontelj OAM	Kardinia Ward	0419 327 303	Stretch.kontelj@geelongcity.vic.gov.au
Deputy Mayor Ron Nelson	Barrabool Hills Ward	0429 531 875	Ron.nelson@geelongcity.vic.gov.au
Emma Sinclair	Charlemont Ward	0486 012 721	Emma.sinclair@geelongcity.vic.gov.au
Melissa Cadwell	Cheetham Ward	0403 821 309	Melissa.cadwell@geelongcity.vic.gov.au
Elise Wilkinson	Connewarre Ward	0458 769 380	Elise.wilkinson@geelongcity.vic.gov.au
Anthony Aitken	Corio Ward	0434 307 044	Anthony.aitken@geelongcity.vic.gov.au
Andrew Katos	Deakin Ward	0461 565 885	Andrew.katos@geelongcity.vic.gov.au
Eddy Kontelj	Hamlyn Heights Ward	0455 532 006	Eddy.kontelj@geelongcity.vic.gov.au
Trent Sullivan	Leopold Ward	0434 307 050	Trent.sullivan@geelongcity.vic.gov.au
Rowan Story AM, RFD	Murradoc Ward	0475 987 029	Rowan.story@geelongcity.vic.gov.au
Chris Burson	You Yangs Ward	0488 071 668	Chris.burson@geelongcity.vic.gov.au

OUR REGION

With a population of over 280,000 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 1,252 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 Queenscliff in the east, and Surf Coast Shire and Golden Plains Shire in the west.



Figure 1 – Greater Geelong Statistics

OUR ORGANISATION

The City of Greater Geelong is an inclusive and flexible organisation. We are one of the largest employers in the Greater Geelong region. We are responsible for:

- delivering services and programs that benefit the whole community, such as waste management and roads
- delivering services and programs for specific communities, such as maternal child health and youth services
- providing support and professional expertise to assist the Council in developing policies and making decisions
- building and maintaining infrastructure, such as local roads and community hubs
- protecting our natural environment, while supporting sustainable development
- supporting economic development that will benefit the whole community
- enforcing legislation that has a local community impact, such as food safety and planning legislation
- engaging with the local community and significant stakeholders to make sure Council decisions are in line with community expectations
- helping our community to plan for, and recover from, natural disasters and other emergencies

CITY OF GREATER GEELONG EXECUTIVE LEADERSHIP TEAM

Ali Wastie	Chief Executive Officer
Anthony Basford	Executive Director City Life
Tennille Bradley	Executive Director Placemaking
Troy Edwards	Executive Director Corporate Services
James Stirton	Executive Director City Infrastructure

HOW WE ADVANCE COMMUNITY OUTCOMES

The role of local government has evolved significantly from its initial focus on constructing roads, bridges, and public buildings. Today, councils provide a diverse array of services, including leisure and recreational facilities, parks and natural asset management, and business services. They achieve this through various methods, which are outlined below.

Deliver: Council directly funds and delivers services and infrastructure for our community, providing services across 30 distinct areas. Examples include managing our leisure and recreation facilities, working with our community to deliver a range of family and children services and the management of the region's civil infrastructure.

Partner: Council has a strong collaborative approach and facilitates outcomes for its community through creating, building, and maintaining partnerships, promoting opportunities, and building the capacity and capability of community members and organisations. Examples include provide support for local businesses or the delivery of major events.

Advocate: Council advocates to State and Federal Governments on behalf of the Greater Geelong community for funding and delivery of services or infrastructure. Examples include funding for the Armstrong Creek Sports Centre and major road links such as a "Bellarine Link" to enhance east-west travel.

POLICY CONTEXT

The Council Plan guides local decision making and resource allocation for community services, infrastructure, and economic development. Understanding the roles of government ensures local councils:

- Advocate effectively for funding and policy support from higher levels of government.
- Align local priorities with state and federal initiatives for economic growth, sustainability, and public services.
- Empower residents with clear expectations about government responsibilities and understanding of what sits within each level of government's sphere of control and service delivery.

A well-informed Council Plan strengthens community engagement, strategic planning, and long-term development by aligning priorities to other levels of government.

Level of Government	Role & Legislative Responsibilities	Key Functions & Responsibilities	Revenue Sources
Federal Government	Established by the Australian Constitution, responsible for national and international affairs. It enacts laws through parliament and oversees economic policy, trade, defence, and welfare.	• National Security: Defence, Border Protection, Foreign Policy, Trade Agreements • Communications & Infrastructure: Telecommunications (NBN, Media), National Highways, Airports • Economy & Finance: Banking Regulations, Taxation, Centrelink (Welfare & Pensions) • Health & Social Services: Medicare, NDIS, Aged Care • Environment & Energy: Climate Policy, Water Management, National Parks • Justice & Lawmaking: Immigration, Consumer Protection, Copyright	Primary: Income Tax, Corporate Tax, GST Secondary: Customs Duties, Excise Taxes (Alcohol, Fuel), Import Tariffs, Government Bonds
State Government	Operates under State Constitutions with legislative power over health, education, transport, emergency services, and natural resources.	• Law & Order: State Police, Courts, Prisons, Emergency Services • Transport & Infrastructure: Public Transport, Highways, Vehicle Registration • Health & Education: Public Hospitals, Schools, Universities, TAFE • Environment & Resources: Water Supply, Forestry, Mining Regulation • Business & Consumer Affairs: Licensing, Fair Trading, Workplace Safety. Supports regional economic development.	Primary: Payroll Tax, Stamp Duty, GST Distribution Secondary: Land Tax, Gambling Taxes, Vehicle Fees, Fines
Local Government	Created under State Government legislation, responsible for local services, infrastructure, and urban planning.	• Community Services: Libraries, Childcare, Aged Care, Public Housing • Waste & Environment: Garbage Collection, Recycling, Local Parks • Urban Planning: Building Permits, Local Roads, Traffic Management • Public Spaces & Recreation: Parks, Sports Facilities, Public Pools • Animal Services: Pet Registration, Food Safety Inspections • Economic Development: Supports small business, tourism, and community economic development.	Primary: Property Rates Secondary: Developer Contributions, Fees and Charges, State & Federal Grants
		• Art and Culture: Invests in supporting art, heritage and culture within each community	

OUR SERVICES

The City currently delivers 30 services to support the achievement of the Council Plan (2025-29) strategic objectives.

Service
Arts, Culture and Heritage
Asset and Infrastructure Maintenance
Business Services
Civil Infrastructure Management
Community Wellbeing and Development
Customer Service
Diversity, Equity and Inclusion
Economic Development and Performance
Events
Family and Children
Financial Management
Governance and Risk
Government Relations and Advocacy
Health and Safety
Information Technology Management
Legal and Integrity
Leisure and Recreation
Local Laws
Major Projects
Marketing and Communications
Parks and Natural Assets
People and Culture
Pets and Animals
Planning and Building
Positive Ageing
Strategic Asset Management
Corporate Strategy
Tourism
Waste Management
Youth services

OUR CHALLENGES AND OPPORTUNITIES

FINANCIAL SUSTAINABILITY

Local governments around the country are facing significant financial sustainability challenges – Greater Geelong included. A few years of extraordinarily high inflation coupled with relatively stagnant income from Victorian government rate caps has created ongoing financial pressure on the city's operations. The city continuously looks for ways to create financial efficiencies as part of its annual business cycle.

CBD REVITALISATION

Investment in Geelong's CBD will unlock significant economic growth, enhance urban liveability, and attract private sector investment. This will transform the city into a vibrant, thriving hub for residents and visitors alike. Issues such as decreasing occupancy of Market Square and the attraction of businesses to the CBD, while outside of Council's directed control, are a priority of our advocacy efforts.

COST OF LIVING

Cost of living challenges in Victoria are significant, with rising housing costs leading to mortgage and rental stress for some. Inflation has increased the average household's annual expenses, while the living wage has risen to keep up with essential costs. Additionally, higher energy and transport costs have further strained household budgets. These issues underscore the need for advocacy for affordable housing initiatives, financial assistance programs, and policies to control inflation.

LACK OF AVAILABLE AND AFFORDABLE HOUSING

Like many parts Australia, Greater Geelong is suffering from a lack of housing as well as a lack of affordable housing. Insufficient stock of housing as well as a lack of variety of housing stock can stifle future growth. Additionally, a lack of affordable housing can make it difficult for some workers to move or stay in Greater Geelong, impeding future workforce growth.

POCKETS OF HIGH SOCIO-ECONOMIC DISADVANTAGE

Greater Geelong has some of the most disadvantaged postcodes in Australia. Future economic development must consider how growth can be accessible and equitable for all residents.

TRAFFIC, CONGESTION AND A LACK OF PUBLIC TRANSPORT

Strong growth, traffic and congestion are emerging as issues for our community. Additionally, a lack of public transport has been cited as a growing concern. As the region continues to grow in population, ensuring that residents can access employment centres will be increasingly important and public transport can provide a solution that can also reduce traffic, congestion and greenhouse gas emissions.

CLIMATE CHANGE AND SUSTAINABILITY

Climate change and sustainability are on-going challenges for everyone. As Greater Geelong continues to grow, efforts need to be made across the municipality to embrace circular economy principles, the transition to renewable energy and sustainable practices.

CORE AND COMMUNITY INFRASTRUCTURE

Rapid population growth continues to strain our current infrastructure. Aging infrastructure and increased community demand for enhanced services in existing areas adds complexity. Securing adequate funding and investment for large-scale infrastructure projects remains a significant challenge, requiring coordination between local, state, and federal governments.

HOW TO READ THIS DOCUMENT

Section	Description
Community Vision	Vision Statement and Vision Aspirations describe the community's 30-year vision for the future of Greater Geelong and guides the Council in planning for the municipality. Vision Indicators are high-level measures that show if the municipality is achieving the Community Aspirations. Council has a low level of influence on these indicators.
Council Plan	The Strategic Direction guides the work the Council will do over the next four years. Objectives describe the key areas of focus of the Council Plan. Outcomes detail what is expected to be delivered as a part of achieving an objective. Indicators define how we measure our success.
Initiatives <i>(This section will be added following the completion of community consultation regarding the draft Council Plan 2025-29 and FY26-29 Budget.)</i>	Major initiatives detail work that is critical to deliver on the Council's objectives and outcomes. Activities detail the work undertaken by the City to achieve a major initiative. The role describes how the City is involved in the action, either directly (Deliver) involving others (Partner) or operating in ways to help (Advocate).

COMMUNITY VISION

In 2017, 16,000 members of our community helped to develop a Community Vision that outlined their aspirations for a thriving Greater Geelong (figure 3):

“By 2047, Greater Geelong will be internationally recognised as a clever and creative city-region that is forward looking, enterprising and adaptive, and cares for its people and environment.”

Our Community Vision not only shapes the objectives of the Council Plan 2025-29 but also influences how we execute our work to achieve the desired outcomes for our community. We will be ‘clever and creative’ in implementing the objectives of the Council Plan 2025-29.



Figure 3 – Community Vision Aspirations

VISION INDICATORS

While some indicators are beyond the direct influence of Council or are measured less frequently, they serve as valuable 'health checks' of the municipality's performance and will be continuously monitored alongside the measures detailed in the Council Plan 2025-29.

INDICATOR	DEFINITION
Gross Regional Product	Wealth generated by businesses, organisations and individuals working in the municipality
Self-rated health of residents	Percentage of residents reporting their health and wellbeing as very good or excellent
Access to regular public transport	Percentage of residences with proximate (400m) access to regular public transport
Visitors to the city-region	Total number of visitors to the city-region per annum
Urban tree canopy cover	Percentage of urban tree canopy cover
Workforce participation	Percentage of Geelong's population in the labour force
Community carbon emissions	Tonnes of CO ₂ -emissions for the municipality
Level of socio-economic disadvantage	Number of Greater Geelong suburbs in the bottom 20% of the Index of Relative Socio-economic Disadvantage

UNESCO CITY OF DESIGN

Greater Geelong has a long and proud history as a creative city and a leader in design. In October 2017 Greater Geelong was designated a member of the UNESCO Creative Cities Network (UCCN).

The City of Design designation is about using creativity and innovation to build more sustainable, resilient and inclusive communities. It fits perfectly with our community's 30-year Vision to be internationally recognised as a clever and creative city-region. Greater Geelong is one of 49 (figure 4) Cities of Design in the UCCN.

Our designation opens opportunities to showcase and celebrate our achievements on an international stage. We will learn from and share knowledge to improve our industrial and commercial activities, our urban form and our liveability.

As one of Australia's fastest growing regional centres, Geelong's population growth is setting the scene for a design-motivated economy where cleverness in design, creativity and culture are at the heart of everything we do to achieve a sustainable, resilient, inclusive and creative future.

The designation will also support future investment attraction and our on-going economic development into a clever and creative international city.

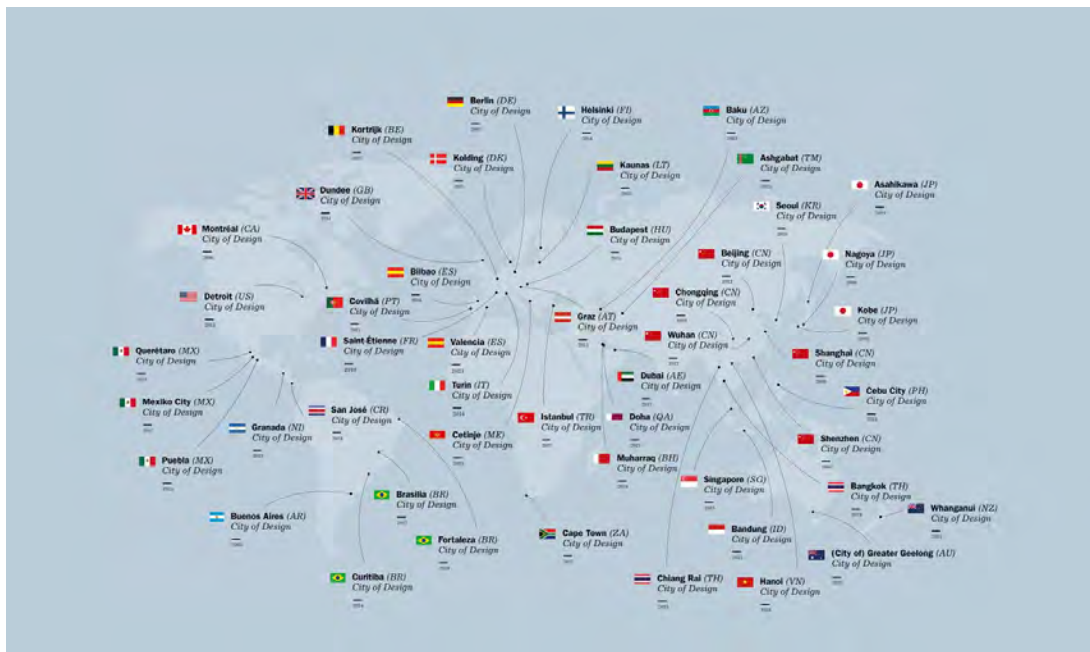
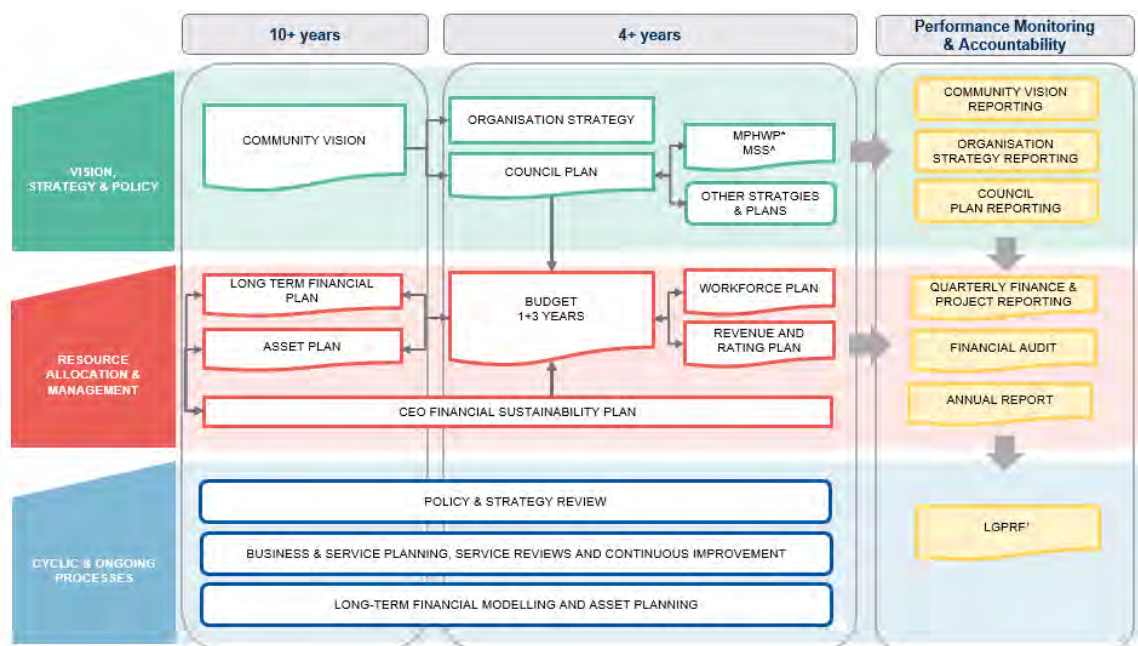


Figure 4 – Cities with a UNESCO City of Design designation

PLANNING AND REPORTING FRAMEWORK

We have developed an integrated, long-term and transparent approach to planning, monitoring and performance reporting that is aligned with our clever and creative vision. The framework has been informed by best practice¹ and helps us set goals, make decisions, prioritise our workload, allocate resources, monitor how we're going and adapt to changing circumstances that might challenge our progress. As Figure 2 shows, the top layer of this framework is most relevant to our council plan process.



*Municipal Public Health and Wellbeing Plan

^Municipal Strategic Statement

†Local Government Performance Reporting Framework

Note: this shape denotes mandated plans and strategies

Figure 2 – Integrated Strategic Planning and Reporting Framework

¹ Informed by: Victorian Government. (2024). *Model Budget 2024-25: Better Practice Guide*. Retrieved from https://www.localgovernment.vic.gov.au/__data/assets/pdf_file/0021/205725/Model_Budget_2024-25_Better_Practice_Guide_.pdf.

HOW THIS PLAN WAS DEVELOPED

Development of this plan consisted of several key activities to ensure this document was informed by a robust evidence base, deliberative community engagement and compliance with key legislation.

Phase one: Understanding Context

Review of the Community Vision and its Aspirations:

Our community's 30-year clever and creative vision: "By 2047, Greater Geelong will be internationally recognised as a clever and creative city-region that is forward looking, enterprising and adaptive, and cares for its people and environment."

Our aspirations are:

- A prosperous economy that supports jobs and education opportunities
- A leader in developing and adopting technology
- Creativity drives culture
- A fast, reliable and connected transport network
- A destination that attracts local and international visitors
- People feel safe wherever they are
- An inclusive, diverse, healthy and socially connected community
- Sustainable development that supports population growth and protects the natural environment
- Development and implementation of sustainable solutions.

Review of key legislation and policy, including:

- Public Health and Wellbeing Act 2008
- Local Government Act 2020
- Victorian Public Health and Wellbeing Plan 2023–2027
- Gender Equality Act 2020
- Audit of existing City of Greater Geelong strategies and plans. See Appendix (to be added to final version) for a complete list of the City of Greater Geelong's strategies and plans
- Audit of past community engagements from our Have Your Say platform
- Analysis of 15 planning area profiles.

Phase two: Deliberative Community Engagement (August 2024) and Community Survey (July to September 2024)

The City of Greater Geelong hosted a range of different deliberative engagement activities to ensure that the Council Plan was informed by a real mix of voices in a supported and empowered environment.

- 48 people participated in face-to-face workshops
- The deliberative panel aimed to recreate the demographic profile of Greater Geelong
- Four workshops were held for the panel to deliberate on their priorities for the next four years should be
- The Community Survey was supported by thirteen pop-ups across the four electoral wards (prior to the change to 11 wards).
- The survey asked respondents to order their priorities for the next Council Plan period
- An additional 'Fund It' exercise asked the community how they would prioritise spending the City's budget using a fictional \$100 limit. This exercise challenges the community to make 'trade off' decisions around how they would allocate funds across the City's services.

Phase three: Integrating community insights and developing Council priorities (February to March 2025)

The deliberative engagement process and community survey identified a series of community priorities for the future of Greater Geelong. These inputs, as well as the Council's existing strategic commitments, and information gathered by Councillors through speaking with community members, informed the strategic direction and objectives of the Council Plan.

Phase four: Draft Council Plan for community engagement (May 2025)

The draft Council Plan was released for further community consultation allowing an opportunity for community feedback in May 2025. This provides the community with the opportunity to reflect on how their insights informed the objectives and priorities of the draft Council Plan.

Phase five: Finalisation of Council Plan for endorsement by Council (TBC)

Phase six: Development and delivery of the initiatives of the Council Plan

STRATEGIC DIRECTION, OBJECTIVES AND INDICATORS

STRATEGIC DIRECTION

“We are committed to advancing community outcomes for a thriving Greater Geelong”

STRATEGIC OBJECTIVES, OUTCOMES, AND INDICATORS

STRATEGIC OBJECTIVES	OUTCOMES	INDICATORS	MAJOR INITIATIVES
Core and critical infrastructure <i>Plan, deliver, manage and optimise core and critical infrastructure across the region</i>	- Responsible and sustainable growth and development. - Community facilities and public spaces are accessible and fit for purpose. - Multi-modal transport networks are well-connected and accessible.	- Kilometres of transport infrastructure - Asset renewal and upgrade expense compared to depreciation - Provision of open space - Proportion of housing construction within existing urban areas	- Accelerate planning for housing, employment land and major infrastructure development in response to the Plan for Victoria - Develop and implement the Public Realm Strategy to guide the landscape character, transport and economic outcomes of key streets - Develop and commence implementation of a new Integrated Transport Strategy - Continue to advocate for, invest in, and deliver community sport and recreation infrastructure across Greater Geelong - Improve and expand regional sporting facilities as part of the Regional Sports Infrastructure Program - Invest in flood management and mitigation initiatives across Greater Geelong

STRATEGIC OBJECTIVES	OUTCOMES	INDICATORS	MAJOR INITIATIVES
Healthy and caring community <i>Identify, promote, advocate for, and deliver equitable health and wellbeing outcomes for our diverse communities</i>	- A community that is fair, compassionate and inclusive. - Services and facilities that enhance health and wellbeing are accessible to all. - A community with the resources and capacity to control their health and wellbeing.	- Participation rates in City-operated community services - Utilisation of the City's swim, sport and leisure facilities - Gender+ Impact Assessments completed	- Review Council's role in the delivery of Aged Care services in response to the Commonwealth's Aged Care reforms - Develop and implement the Domestic Animal Management Plan 2026-29 - Implement the Municipal Public Health & Wellbeing Plan 2025-29 - Ensure equity of access to open space, community sport and recreation facilities and assets across Greater Geelong - Support participation of women, girls and diverse groups in community sport and recreation
Economic Development <i>Lead efforts to strengthen our diverse economic precincts and workforce to enhance prosperity across our community</i>	- New businesses, events and investment are attracted to the region. - Local businesses, industry clusters and precincts are supported to thrive. - Greater Geelong attracts, retains and develops workforce capacity and capability. - Sufficient land supply to enable sustainable growth, business expansion and attraction.	- Economic benefit of major events funded by the City - Supply of employment land - Businesses supported through the City's Business Concierge service	- Activate Central Geelong - Champion First Nations products and services - Increase visitation to Greater Geelong and The Bellarine - Attract, support and deliver major events across the region - Support the growth of Greater Geelong businesses - Grow Geelong's cruise tourism sector - Increase capacity and capability of Greater Geelong's workforce - Ensure appropriate supply of industrial land across Greater Geelong

STRATEGIC OBJECTIVES	OUTCOMES	INDICATORS	MAJOR INITIATIVES
Heritage and Culture <i>Champion our unique heritage and culture</i>	- Increased engagement in arts, culture and heritage experiences across Greater Geelong. - Increased investment in our creative, cultural and sporting activity hubs. - Greater Geelong's diverse culture is shared and celebrated.	- Visitation to the City's arts & culture facilities/venues in person and online - Artists, groups and organisations supported by the City (<i>Community Grants Program</i>) - Aboriginal and Torres Strait Islander cultural projects and participation	- Strengthen Geelong's artists, arts and cultural organisations and creative enterprises - Celebrate Geelong's unique culture of art and design - Protect the cultural heritage of Greater Geelong through review of the Geelong Heritage Strategy.
Environment and Circular Economy <i>Protect and enhance our unique natural environment and surrounds</i>	- Natural habitat and areas of important biodiversity are identified, protected, connected and restored. - Significant reductions in emissions. - Increased community resilience to climate change impacts.	- Volume of greenhouse gas emissions from City-managed operations - Increase habitat on City managed land - Amount of (kerbside) waste produced each year per household	- Develop and implement the Geelong Strategic Assessment - Implementation of the Environment Strategy Action Plan - Upgrade existing resource recovery facilities to prepare for new Food Organics and Green Organics (FOGO) and glass kerbside collection services - Design, deliver, and renew resource recovery and waste recycling infrastructure for the region

STRATEGIC OBJECTIVES	OUTCOMES	INDICATORS	MAJOR INITIATIVES
Governance and Integrity <i>Commit to the highest levels of leadership, integrity, financial stewardship, and meaningful community engagement</i>	- Public funds and assets are used equitably and efficiently. - Decision making is evidence-based, transparent and strategically aligned. - Community engagement, strong partnerships and effective advocacy delivers value and impact.	- Delivery of capital project program - Number of grants secured that support strategic initiatives - Community engagement and participation opportunities	- Enhance customer service experience - Strengthen the Council's long term financial sustainability - Deliver the Service Review Program - Drive good governance and a strong safety culture - Increase opportunities for community engagement and contribution in Council decision making

GREATER GEELONG

A CLEVER *and* CREATIVE FUTURE

3rd edition (2025)

THE COMMUNITY'S VISION

By 2047, Greater Geelong will be internationally recognised as a clever and creative city-region that is forward looking, enterprising and adaptive, and cares for its people and environment.



CLEVER and CREATIVE

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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.

Artwork: "Wadawurrung Country and Connection" 2019, Billy-Jay O'Toole

CREATING A VISION

From September 2016 to May 2017, over 16,000 people have told us what they value about the region, how they rate it against the recognised elements of a successful community, and shared ideas about how to address challenges now and in the future.

Through the process, they have listened to opinions, debated alternatives, analysed possible futures and compared ideas. Importantly, they have deliberated and, in the process, learnt more about each other's aspirations, values and goals. The result is this, a community-led blueprint for Greater Geelong to be recognised regionally, nationally and internationally, as a clever and creative city-region.

The ideas for being clever and creative expressed in this document have been sourced from the Greater Geelong community and focus on economic prosperity, tourism and employment, enhancing and protecting its environment, social and economic equity, culture and art, transport and internet connectivity, and future leadership.

The diversity of the people involved and their commitment and passion for Greater Geelong makes this document a strong and durable platform to guide future decision-makers, establish their planning requirements and hold them accountable.



Greater Geelong:
A clever and creative future is an important first step along a journey to transform our community's aspirations into reality.

FOUNDATIONS FOR A CLEVER AND CREATIVE CITY-REGION

A snapshot of Greater Geelong's existing strengths

ECONOMIC ASSETS

- Proximity to Western Victoria and Melbourne provides two-way access to markets and investment
- Established business associations, community groups and networks
- An emerging cluster of start-ups
- Capabilities in advanced manufacturing, industrial design and technology
- Scientific facilities and expertise in health and infectious diseases
- A growing population
- Strong leadership in education, healthcare, social insurance and social investment sectors
- Regional food production and agribusiness
- Exciting destinations that attract local and international visitors

INFRASTRUCTURE

- A diverse range of education facilities
- Port, rail, airport and freight infrastructure
- Available commercial and industrial land
- Established sporting and cultural infrastructure
- A variety of relatively affordable housing options
- Established cultural and arts facilities

NATURAL ASSETS

- A diverse and unique natural environment
- Networks of open space, reserves and parks
- Spectacular rural and coastal landscapes
- Internationally significant natural areas
- The city's location in relation to the bay and northerly aspect

COMMUNITY ASPIRATIONS

This document is a guide for future councils, all levels of government, community organisations, businesses and anyone wanting to make a genuine contribution to our city-region.

At its heart are a series of aspirations developed by the community that are focused on our region's economy and employment, the environment, arts and culture, transport connections, tourism, efficient and equitable digital access, and good governance.

For a city-region to be successful, it must be connected, prosperous, creative, sustainable and resilient, and designed for people. The community's aspirations support these elements helping us become a clever and creative city-region.



MUNICIPAL INDICATORS

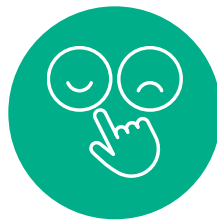
The municipal level indicators below, aligned with Geelong's Clever and Creative community vision, provide insights into the city's progress against community aspirations.

Progress of these indicators depends on various external factors, including actions from other levels of government, non-government organisations, the private sector, institutions, community groups, and residents.



GROSS REGIONAL PRODUCT

Wealth generated by businesses, organisations and individuals working in the municipality



SELF-RATED HEALTH OF RESIDENTS

Percentage of residents reporting their health and wellbeing as very good or excellent



ACCESS TO REGULAR PUBLIC TRANSPORT

Percentage of residences with proximate (400m) access to regular public transport



VISITORS TO THE CITY-REGION

Total number of visitors to the city-region per annum



URBAN TREE CANOPY

Percentage of urban tree canopy cover



WORKFORCE PARTICIPATION

Percentage of Geelong's population in the labour force



COMMUNITY CARBON EMISSIONS

Tonnes of CO₂-emissions for the municipality



LEVELS OF SOCIO-ECONOMIC DISADVANTAGE

Number of Greater Geelong suburbs in the bottom 20% of the Index of Relative Socio-economic Disadvantage



A PROSPEROUS ECONOMY THAT SUPPORTS JOBS AND EDUCATION OPPORTUNITIES

Success will be achieved by:

- supporting local business resilience and recovery from the impacts of COVID-19
- urban and residential infrastructure to support a diverse, prosperous community and a healthy environment and lifestyle
- an open-minded approach and a willingness to take risks
- partnerships between educators and industry to ensure business skill needs are addressed, and people can adapt and learn
- a highly skilled and diverse workforce, which will be a competitive advantage for local business
- well-connected and diverse businesses that grow the local economy
- spaces and support for start-ups to interact and network
- attract businesses with a carbon neutral and circular economy focus.

The Greater Geelong community values:

- business diversity, education and employment opportunities for all
- thriving local economy
- people who are willing to create new and diverse business opportunities
- working hard, diligence and personal motivation
- training, research and education institutions that support economic participation and catering for all skill levels.



A LEADER IN DEVELOPING AND ADOPTING TECHNOLOGY

Success will be achieved by:

- a variety of affordable and accessible technologies providing digital access to information on demand
- attracting innovative and high-technology businesses
- a community and workforce with the capacity to use digital technology
- training in future digital jobs
- assistive technologies embedded into infrastructure
- free connectivity throughout public places
- growth in smart home automation.



The Greater Geelong community values:

- opportunities enabled by technology
- internet availability and speed
- assistive technology seamlessly embedded into the environment
- environmentally sustainable technology.



CREATIVITY DRIVES CULTURE

Success will be achieved by:

- investment in a diverse range of local community festivals and events
- development of creative industries and a culture of creative design thinking
- attracting creatively oriented and artistic industries to the region
- creative re-use of heritage assets
- proactively celebrating and promoting Wadawurrung culture.



The Greater Geelong community values:

- the contribution of the arts to community vibrancy, diversity, and inclusiveness
- spaces that support and celebrate local artists through public exhibitions
- modern facilities that allow the region to host world-class events
- start-ups and innovation
- involvement with local art, music, heritage, contemporary culture and Wadawurrung culture
- preserving our heritage and encouraging creative design.



A FAST, RELIABLE AND CONNECTED TRANSPORT NETWORK

Success will be achieved by:

- a pedestrian and cycling network that covers the whole municipality
- accessible transport options connecting people within the city-region
- development of Greater Geelong as Victoria's major logistics and freight centre
- diversion of road traffic around urban centres
- cycling becoming a credible and safe on-road commuter option.



The Greater Geelong community values:

- sustainable, connected and networked walking, cycling and public transport services that allow all abilities access into and across the city-region
- fast access to Melbourne and other parts of Victoria.



A DESTINATION THAT ATTRACTS LOCAL AND INTERNATIONAL VISITORS

Success will be achieved by:

- a diverse range of accommodation options for visitors
- a locally-based international airport
- capacity for large ships to dock in Corio Bay
- the ability to host large conventions
- securing world-class events and entertainment.



The Greater Geelong community values:

- the city-region's potential to be a destination that attracts local and international visitors
- sharing and promoting Greater Geelong's unique location and natural assets.



PEOPLE FEEL SAFE WHEREVER THEY ARE

Success will be achieved by:

- an active street culture involving student and café precincts
- urban design that encourages activity and comfortable open public areas in all seasons
- clean streets and public open spaces
- early intervention programs that promote positive community attitudes and interactions
- establishing security infrastructure.



The Greater Geelong community values:

- clean, safe and accessible public spaces for everyone
- feeling safe on the streets day and night
- safety and support for people experiencing family violence
- minimising the community impacts of alcohol and drug use
- resourced and responsive emergency services.



AN INCLUSIVE, DIVERSE, HEALTHY AND SOCIALY CONNECTED COMMUNITY

Success will be achieved by:

- young people connected to local decision-making
- public areas and local services that are accessible to all levels of ability
- a variety of affordable options for people to rent or buy a home
- support for the most vulnerable community members
- local participation opportunities for all life stages, that encourage and enable a diverse and inclusive city-region
- equity in the provision of community infrastructure
- support for Wadawurrung leaders to ensure their connections to the city-region are maintained, and their connection to the community is strengthened.



The Greater Geelong community values:

- access to quality, affordable health care including mental health services and specialists
- access to affordable and social housing
- a strong sense of community connection
- a diverse and inclusive community
- support for vulnerable community members
- access to quality education and employment opportunities for all.



SUSTAINABLE DEVELOPMENT THAT SUPPORTS POPULATION GROWTH AND PROTECTS THE NATURAL ENVIRONMENT

Success will be achieved by:

- revitalisation of Central Geelong
- meeting the housing needs for projected population growth and future households
- renewal of underutilised urban areas and buildings
- preserving, enhancing and growing our natural areas
- creation of urban forests throughout streets and parks
- new models of higher density sustainable living with access to public green space.

The Greater Geelong community values:

- green spaces and corridors, including farmland and recreational space, between urban areas
- easy access to open space and parkland near homes
- the uniqueness and significance of natural bushland, coastlines, wetlands, rivers and beaches
- sustainable development that pro-actively addresses climate change
- design that makes best use of technology for better and more sustainable living
- development that enhances the identity of diverse neighbourhoods
- design excellence and innovation in new buildings and public spaces
- creating high amenity neighbourhoods that are well-connected and sustainable.



DEVELOPMENT AND IMPLEMENTATION OF SUSTAINABLE SOLUTIONS

Success will be achieved by:

- investment in renewable energy industries and research
- plan and deliver a reduction of carbon emissions
- community education about the local impacts of climate change
- assist new and existing business to adapt to clean technology
- identify new best-practice standards for water efficiency and management
- moving to a zero-waste community
- encourage economically viable, environmentally sound and socially responsible business practices.



The Greater Geelong community values:

- economically healthy and environmentally responsible businesses
- clean energy solutions
- attracting renewable energy industries to the region
- easy access to recycling
- pro-active, innovative and immediate responses to climate change
- the community adopting sustainable practices.



ACKNOWLEDGING OUR PARTNERS

The City of Greater Geelong thanks the following partners who have continued to provide invaluable advice and guidance in developing and implementing the community-led vision.

- Avalon Airport
- Barwon Health
- Barwon Regional Partnerships
- Committee for Geelong
- Deakin University
- Department of Environment, Land, Water and Planning
- Geelong Arts Centre
- Geelong Chamber of Commerce
- Geelong Manufacturing Council
- Geelong Sustainability
- Give Where You Live
- G21 Geelong Region Alliance
- The Gordon
- Tourism Greater Geelong and the Bellarine
- Wadawurrung Traditional Owners Aboriginal Corporation.

We would also like to thank the many other individuals, organisations and schools that helped shape the original vision in 2017, including:

- Tim Orton and Nous Group, who donated an immense amount of time and expertise to the delivery of the Our Future Assembly
- Bernie Kruger for his invaluable guidance in data science and analysis
- the 100 City of Greater Geelong employees who volunteered their time and expertise to

the process.

Finally, and most importantly, we remain indebted to the 16,000 Greater Geelong people who contributed their ideas and enthusiasm in 2017 and 2021 and help put us on our clever and creative path.

CITY OF GREATER GEELONG

WADAWURRUNG COUNTRY

PO Box 104

Geelong VIC 3220

P: 5272 5272**E:** contactus@geelongcity.vic.gov.auwww.geelongaustralia.com.au**CUSTOMER SERVICE CENTRE**

100 Brougham Street

Geelong VIC 3220

8.00am – 5.00pm

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#clevercreative



2.2. Tourism Greater Geelong and The Bellarine 2025-2029 Strategic Plan

Source: Placemaking
Executive Director: Tennille Bradley

Purpose

1. To inform Council of the development of the Tourism Greater Geelong and The Bellarine Strategic Plan 2025-2029.

Background

2. Tourism Greater Geelong and The Bellarine incorporated (TGGB) is regional tourism organisation, endorsed by the Victorian Government as a Visitor Economy Partnership in the state tourism structure.
3. Tourism businesses and associated service providers are members of TGGB and participate in the marketing and development initiatives the organisation delivers.
4. TGGB operates under a Memorandum of Understanding (MoU) with three municipalities; the City of Greater Geelong, the Borough of Queenscliffe and Golden Plains Shire.
5. The Board of TGGB includes a delegate from each signatory Council as well as a range of skills based and tourism sector representatives and an independent Chair.
6. The 2025-2029 Strategic Plan timeframe aligns with a new MoU term.

Key Matters

7. The Strategic Plan outlines the vision, purpose and values of the organisation.
8. Measures of Success include key performance indicators across three areas:
 - 8.1. Manage data for outcomes TGGB directly impacts;
 - 8.2. Measure outcomes TGGB influences; and
 - 8.3. Monitor outcomes outside TGGB control but important to the sector.
9. The plan outlines challenges TGGB will aim to address and opportunities they'll deliver programs to capitalise on.
10. Four key action areas have been identified with objectives and actions outlined for each:
 - 10.1. Sustainable Development – understand, prioritise and advocate for tourism development that makes a positive contribution to the region – its identity, its prosperity, its places and its people.
 - 10.2. Industry Strengthening – actively encourage greater breadth and depth of product and experiences while uplifting the capacity of the people who deliver them.

- 10.3. Strategic Engagement – build valuable collaborations that provide meaningful support to the tourism industry and that strengthen our voice as representative of this region and our sector.
- 10.4. Destination Marketing – position the region in the hearts and minds of existing and potential markets as a desirable place to visit and help them make it happen.

RESOLUTION - Item 2.2

Cr T Sullivan moved, Cr A Aitken seconded -

That Council endorses the Tourism Greater Geelong and The Bellarine Strategic Plan 2025-2029 and Council's continued commitment to the regional tourism organisation.

Carried

Financial Sustainability

11. TGGB staffing and administration is supported by Council. Staff also deliver municipal tourism outcomes such as visitor servicing, long term planning, marketing, industry support and investment attraction.
12. The structure of TGGB generates revenue through industry contributions via memberships, partnerships and cooperative marketing initiatives. It also attracts state government funding as a Visitor Economy Partnership and regularly sources grant funding. In the TGGB 2024-25 budget, these investments totalled \$1.04 million to deliver the activities prioritised by the organisation's Board.

Community Engagement

13. The Strategic Plan includes a specific key action to commit to community engagement to inform activity, celebrate tourism and foster a sense of community pride.
14. There is a key action to collaborate with Wadawurrung Traditional Owners Aboriginal Corporation to support their tourism ambitions and enrich the destination story with First Nations context.
15. TGGB engages with 900 local businesses through communications activity, industry events and professional development programs.
16. A total of 63 community volunteers invest 7,500 hours annually in the Geelong Visitor Information Centres at City Hall and The Carousel. They, along with colleagues in Queenscliff, provided advice to 66,281 travellers in the centres, 2,200 at events and 1,100 cruise ship passengers in FY 2024.

Social Equity and Sustainability

17. The Strategic Plan 2025-2029 includes key actions for sustainability and social equity including focus on community aspirations and pride, and workforce development.

Relevant Law/Policy/Legal Implications

18. The Strategic Plan 2025-2029 aligns with the timeframe for the MoU between Councils and TGGB.
19. The MoU does not specify a cash contribution from Council, rather the Tourism department is subject to the same budgetary process as other operational expenditure across the organisation.

Alignment to Community Plan and Vision

20. This report aligns with Our Community Plan 2021-2025 strategic priority:
Strong local economy.
21. This report aligns with the Community led 30-year Vision, "Greater Geelong: A Clever and Creative Future" community aspiration:
A destination that attracts local and international visitors.
A prosperous economy that supports jobs and education opportunities.
An inclusive, diverse, healthy and socially connected community.

Conflict of Interest

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

Risk Assessment

23. TGGB is an incorporated association with a Board of directors overseeing governance. It holds an Association Liability Certificate of Insurance.

Environmental Sustainability

24. The Strategic Plan 2025-2029 links to the longer term Sustainable Destination Master Plan which references the environment a key pillar, in line with the UN Sustainable Destination Goals.

Attachments

1. Strategic Plan 2025-29 FINAL [2.2.1 - 10 pages]

STRATEGIC PLAN

2025-2029

TOURISM

**GEELONG
AND THE BELLARINE**

ACKNOWLEDGEMENT OF COUNTRY

WE ACKNOWLEDGE GEELONG AND THE BELLARINE IS WADAWURRUNG COUNTRY.

We welcome visitors to our region, a place we acknowledge has been cared for by the Wadawurrung people of the Kulin Nation for thousands of years.

The environment is a key reason visitors choose this destination. Traditional Owners sharing the beauty and joy of these lands and waterways is a privilege, one we repay with respect for their country, Elders and people.

CONTENTS

- 3** Introduction
- 4** Values
- 5** Measures of Success
- 6** Challenges
- 7** Priorities
- 8** Key Action Areas
 - 9** Sustainable Development
 - 10** Industry Strengthening
 - 11** Strategic Engagement
 - 12** Destination Marketing
- 13** A Plan Connected
 - 14** Addressing Challenges
 - 15** Actioning Priorities

A NOTE FROM THE LEADERSHIP

This is a new strategy but we didn't begin with a blank canvas, this plan strikes a balance of consolidating existing programs we know are valued and effective while also prioritising opportunities on the horizon. It lays out the steps needed to address the unique challenges of this place and time. It feels optimistic yet realistic and fresh but familiar.

This plan reaffirms our commitment to established functions like marketing and industry development whilst also making space for the greater role we'll play in supporting growth in the Business Events sector when Nyaaal Banyul Geelong Convention and Event Centre opens in 2026. It highlights the responsibility we have to source and interpret data for the industry, and emphasises the importance of key infrastructure and precincts as part of the visitor experience in a thriving region.

For each year of this strategy, an Action Plan will underpin the specific projects, activities and budgets to address the objectives and priorities outlined here. Those Action Plans will also document specific Key Performance Indicators, while our corporate website will maintain a Key Measures dashboard to monitor progress and success.

We must acknowledge the work of the Board of Tourism Greater Geelong and The Bellarine in driving our strategic priorities. They are a diverse group of industry and municipal representatives who collaborated and respectfully challenged themselves and each other to establish these strategic priorities.

Similarly, thank you to the team who have been energised by the support of the board and the clarity of this plan. They are passionate about their work in our tourism industry and excited to approach the next four years with renewed purpose.

We are grateful to all our partners – government, industry and regional – for their enduring support of our work and structure. This industry, such a complex ecosystem, is well served by the Team Tourism approach. Our willingness across all stakeholders to work together for shared success will stand us all in good stead for another four years.



BILL MITHEN
Chairperson



TRACY CARTER
Executive Director

INTRODUCTION

WHO WE ARE

Tourism Greater Geelong and The Bellarine is the regional tourism organisation spanning from Little River around Meredith and Inverleigh to Armstrong Creek including Geelong, The Bellarine, Queenscliff and the Moorabool Valley.

We are a partnership between the tourism industry and government. Our founding local government partners are the City of Greater Geelong, Borough of Queenscliff and Golden Plains Shire. We operate as a Visitor Economy Partnership recognised by the Victorian Government.

VISION FOR THE REGION

Geelong and The Bellarine is a place to do, not simply see. It's an accessible destination that inspires visitors to immerse themselves in authentic experiences, create lasting memories and depart with a desire to return.

HOW WE WILL GET THERE

We will advocate for and showcase our region by providing exceptional service to our visitors, members, industry and community so they have the knowledge, tools and capability to benefit from a sustainable visitor economy.

WHAT WE DO

We build strong partnerships that connect our vibrant community, industry, and visitors. We advocate for sustainable and accessible tourism that showcases our region's diverse attractions. Through responsible tourism, we foster community pride, create authentic experiences, and develop a resilient visitor economy we can all be proud of.

WHY WE DO IT

To build a thriving and sustainable visitor economy that is valued and celebrates our region, creating a community where we are proud to live, work and play.

VALUES

A relentless pursuit of better by embracing diverse perspectives and empowering all contributions to progress.

Own our actions and embrace candid feedback to foster trust and drive continuous improvement.

Operate with zest to cultivate an environment of enthusiasm, creativity and passion, leaving a lasting impression that reflects our commitment to excellence and care.

Build strong partnerships with open communication and mutual respect to drive collective success.

Embody a strong sense of 'why' where every action is driven by clear intent and a dedication to meaningful impact.

Champion our region and sector by embracing our leadership responsibility, actively advocating for progress, driving innovation, and forging strategic partnerships that elevate our collective impact and create lasting value.

MEASURES OF SUCCESS

Destination success is not as simple as visitor numbers trending ever upward. Our sector is complex and the way we measure and report our success must be nuanced. Throughout the life of this plan, a range of indicators will be gauged to understand the results we're delivering, the trends we're shaping, and the important factors we're considering.



MANAGE

OUTCOMES WE DIRECTLY IMPACT:

- Marketing results, including digital traffic, engagement
- Business Events results, including lead generation and conversion
- Campaign results and effectiveness
- Advocacy output
- Industry engagement and communications
- Member numbers, results and satisfaction
- Distribution of research and data
- Media results



MEASURE

OUTCOMES WE INFLUENCE THROUGH OUR WORK:

- Visitation, spend and employment trends
- Destination preference and sentiment
- Tourism infrastructure pipeline
- Community attitudes toward the visitor economy



MONITOR

OUTCOMES OUTSIDE OUR CONTROL:

- Macro economic factors
- Development and maintenance of infrastructure
- Direct delivery of visitor experiences
- State and Federal tourism initiatives
- Regulatory framework

CHALLENGES



WORKFORCE AND TRAINING

Challenges related to cost, expertise, availability, and adaptability impact the customer experience, leading to missed opportunities.



SOCIAL LICENSE

Building community support for tourism and supporting their role in sustainable growth.



FUNDING

Investment in infrastructure and programs is limited by a constrained funding environment. This becomes particularly challenging when competing with destinations that have greater resources.



DOING BUSINESS

The operating environment is dynamic and can be challenging for the sector. Issues like rising business costs and red tape can create barriers that hinder the ability to start, improve and grow businesses.



MARKETING AND BRAND

Generating awareness, desire, seasonal visitation and dispersal in a crowded marketplace, with limited resources.



CONSUMER

Times of economic and political volatility will impact confidence and consumer behaviour.



TRANSPORT AND CONNECTIVITY

The region benefits from multi-mode access and proximity, but further investment is required to maximise these advantages. Within the region, car-dependent transport limits options for both visitors and the workforce.

PRIORITIES



1 BUSINESS EVENTS AND LEISURE EVENTS

Strengthen our focus on business events and driving visitor engagement, dispersal, and business opportunities by leveraging the wider events calendar.

2 BRAND AND AWARENESS

Use brand tactics to build consumer destination awareness and increase corporate brand engagement among industry and stakeholders.

3 INDUSTRY STRENGTHENING

Support members to maximise the value of their membership by offering a well-planned and scheduled suite of programs while also facilitating industry collaboration.

4 VIBRANT AND SAFE CBD

Advocate for key CBD precincts and programs to ensure visitor sense of arrival, welcome and wayfinding that leaves a positive impression.

5 DATA AND MEASUREMENT

Invest in innovative data platforms that deliver deep localised insights to support informed decision making by our team and tourism businesses in our region.

6 ADVOCACY AND ENGAGEMENT

Collaborate with partners to prioritise advocacy for regional liveability priorities and the tourism sector in local, state and federal spaces.

7 INTERSTATE MARKETING

Prioritise interstate marketing to support tourism operators with destination storytelling and coordination to achieve a level of reach and scale they can't generate alone.

8 INVESTMENT PIPELINE

Use the Sustainable Destination Master Plan as the basis to better attract and advocate for investment, while providing timely updates on the development pipeline.

KEY ACTION AREAS



SUSTAINABLE DEVELOPMENT **SD**

Understand, prioritise and advocate for tourism development that makes a positive contribution to the region – its identity, its prosperity, its places and its people.

- 1 Collaborate with Wadawurrung Traditional Owners Aboriginal Corporation in ways that support self determination to help realise tourism potential that positions culture as an intrinsic and meaningful part of the destination story and experience.
- 2 Elevate the Sustainable Destination Master Plan as an aspiration for industry and community, and as an invitation to invest.
- 3 Encourage growth and enrichment within existing businesses and provide support for development of their infrastructure, workforce and experiences.
- 4 Advocate for improving the visitor experience in the Geelong CBD.





INDUSTRY STRENGTHENING

IS

Actively encourage greater breadth and depth of product and experiences while uplifting the capacity of the people who deliver them.

- 5 Build and implement a framework that supports new tourism businesses and the adoption of new ideas that align with destination master plan aspirations.
- 6 Connect the tourism workforce with opportunities to learn from a variety of sources, including each other.
- 7 Engage the industry in market research, opportunity identification and growth strategies.
- 8 Champion high achievers and support collaboration among tourism businesses.

STRATEGIC ENGAGEMENT

SE

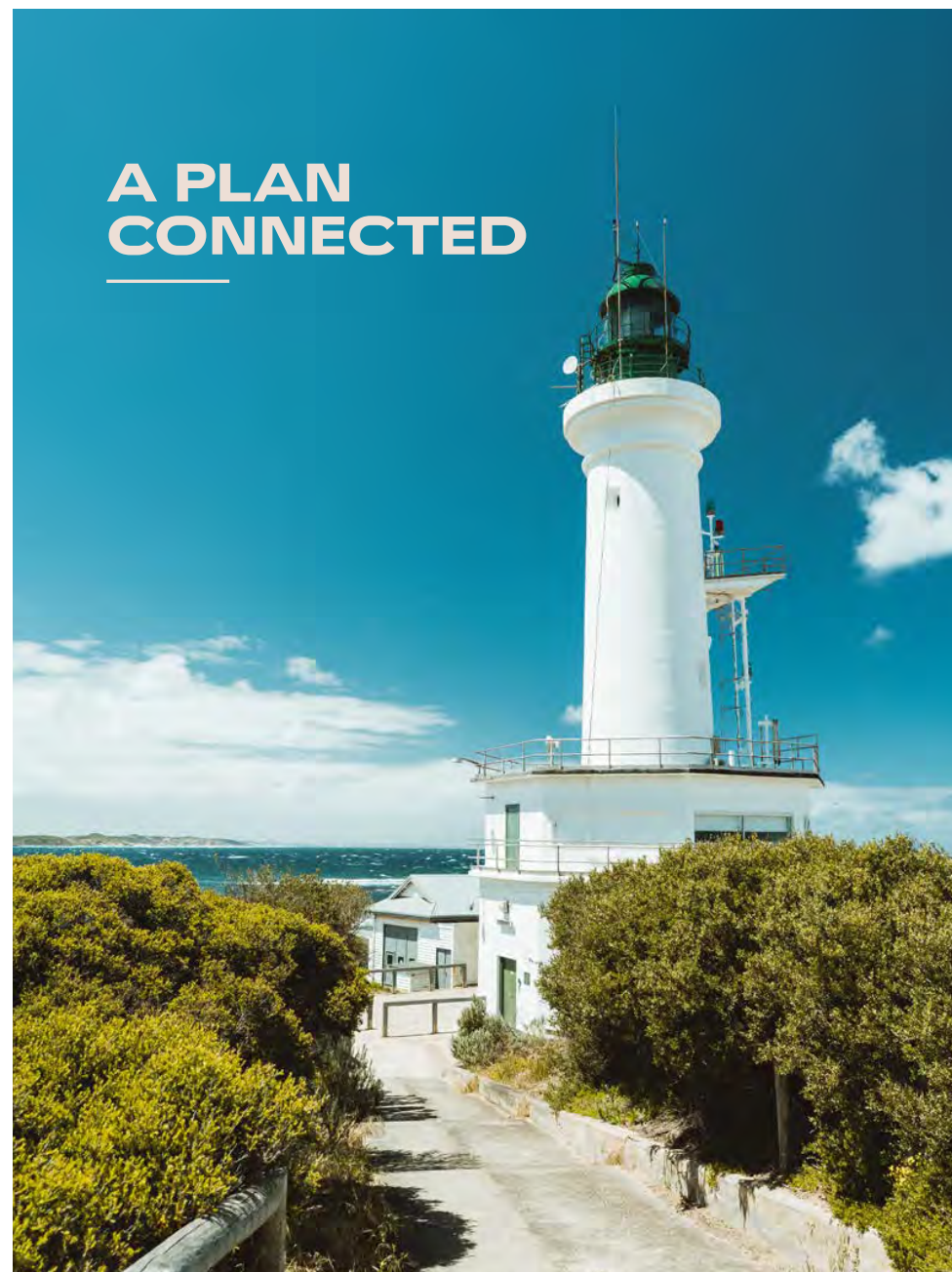
Build valuable collaborations that provide meaningful support to the tourism industry and that strengthen our voice as representative of this region and our sector.

- 9 Build industry connections by growing participation rates through clear value propositions that support business growth in a destination-led context.
- 10 Commit to community engagement to inform activity, celebrate tourism, and foster a sense of destination pride.
- 11 Prioritise collection and sharing of critical insights to support good decision making and better understanding of the realities of the regional visitor economy.
- 12 Ensure our collective industry and destination's best interests are advocated for and progressed through local engagement and external tourism partnerships.

DESTINATION MARKETING **DM**

Position the region in the hearts and minds of existing and potential markets as a desirable place to visit and help them make it happen.

- 13** Build brand Geelong and The Bellarine as a place to do, not simply see.
- 14** Investigate established and emerging markets and invest resources in a balanced way that creates a pathway to purchase.
- 15** Cast the net wide and support tourism operators to reach further markets with destination context and experience-driven content.
- 16** Leverage the Business Events opportunity created by the opening of Nyaal Banyul Geelong Convention and Event Centre.
- 17** Focus on programs that address seasonality and midweek challenges.



ADDRESSING CHALLENGES



KEY ACTIONS



WORKFORCE AND TRAINING

Challenges related to cost, expertise, availability, and adaptability impact the customer experience, leading to missed opportunities.

IS6

IS8

SE9



TRANSPORT AND CONNECTIVITY

The region benefits from multi-mode access and proximity, but further investment is required to maximise these advantages. Within the region, car-dependent transport limits options for both visitors and the workforce.

SD2

SD4



MARKETING AND BRAND

Generating awareness, desire, seasonal visitation and dispersal in a crowded marketplace, with limited resources.

DM13

DM15

DM17



SOCIAL LICENSE

Building community support for tourism and supporting their role in sustainable growth.

SD4

SE10

SE11

DM13



DOING BUSINESS

The operating environment is challenging, with rising costs and red tape creating barriers that hinder the ability to start, improve, and grow businesses.

IS5

IS6

IS7

IS8



FUNDING

Investment in infrastructure and programs is limited by a constrained funding environment. This becomes particularly challenging when competing with destinations that have greater resources.

SD2

SD4

SE12

DM16



CONSUMER

Economic and political volatility has impacted confidence and consumer behaviour.

SD3

IS7

SE11

DM14

DM15

ACTIONING PRIORITIES



KEY ACTIONS

1 BUSINESS EVENTS AND LEISURE EVENTS

Strengthen our focus on business events and driving visitor engagement, dispersal, and business opportunities by leveraging the wider events calendar.

IS7

DM13

DM16

DM17

2 BRAND AND AWARENESS

Use brand tactics to build consumer destination awareness and increase corporate brand engagement among industry and stakeholders.

DM13

DM14

DM15

DM17

3 INDUSTRY STRENGTHENING

Support members to maximise the value of their membership by offering a well-planned and scheduled suite of programs while also facilitating industry collaboration.

IS5

IS6

IS7

IS8

4 VIBRANT AND SAFE CBD

Advocate for key CBD precincts and programs to ensure visitor sense of arrival, welcome and wayfinding that leaves a positive impression

SD2

SD4

5 DATA AND MEASUREMENT

Invest in innovative data platforms that deliver deep localised insights to support informed decision making by our team and tourism businesses in our region.

IS7

SE11

6 ADVOCACY AND ENGAGEMENT

Collaborate with partners to prioritise advocacy for regional liveability priorities and the tourism sector in local, state and federal spaces.

SD1

SD2

SE12

7 INTERSTATE MARKETING

Prioritise interstate marketing to support tourism operators with destination storytelling and coordination to a level of reach and scale they can't generate alone.

DM13

DM15

DM16

DM17

8 INVESTMENT PIPELINE

Use the Sustainable Destination Master Plan as the basis to better attract and advocate for investment, while providing timely updates on the development pipeline.

SD3

IS5

IS7

SE12

TOURISM

GEELONG AND THE BELLARINE

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Geelong VIC 3220

P: 03 5244 7100
info@tourismgeelongbellarine.com.au
www.tourismgeelongbellarine.com.au



2.3. Bellarine Arts Centre (Potato Shed) Master Plan

Source: Placemaking
Executive Director: Tennille Bradley

Purpose

1. To update Council on the background, current status, and outcomes of the Bellarine Arts Centre redevelopment project (locally known as the Potato Shed); and
2. To seek Council endorsement of the *Bellarine Arts Centre Master Plan* (Attachment 1) and the *BAC Detailed Business Case Summary Report* (Attachment 2) to support external advocacy and funding efforts.

Background

3. Council operates the Bellarine Arts Centre (BAC) under a Joint User Agreement with Bellarine Secondary College and the Melbourne Archdiocese Catholic Schools Limited Corporation. Signed in March 2000, the agreement's initial term extends to 2030.
4. The first detailed proposal to redevelop the BAC was put forward in 2008 in response to significant user demand.
5. Subsequent proposals in 2010, 2016, and 2017 consistently found that the current venue is too small, does not meet contemporary cultural venue standards, and is critically under-equipped to meet the needs of the Bellarine community—both now and into the future.
6. In 2020, a Strategic Assessment Study was commissioned to consolidate previous reports and incorporate updated stakeholder input, needs analyses, and a gap analysis. The study identified key impacts, priorities, and a clear rationale for progressing to the next stage of development.
7. Based on this work, the City of Greater Geelong (City) committed in 2022–23 to developing a Comprehensive Business Case, aligned with the Victorian Government's Investment Management Standard for High Value and High Risk (HVHR) projects considered 'investment ready'.
8. The City received \$50,000 in funding from Regional Development Victoria (RDV) toward the \$200,000 project budget. Of this, \$178,000 was allocated to the development of a Detailed Business Case and Master Plan for the proposed redevelopment, including an associated advocacy plan. Refer to *Bellarine Arts Centre Master Plan* (Attachment 1) and *BAC Detailed Business Case Summary Report* (Attachment 2).
9. The project team conducted extensive consultation with stakeholders to understand and define the functional requirements of a revitalised and expanded BAC.
10. Based on this assessment, four options were developed—ranging from Option 1 (business as usual, or the 'base case') to three progressively expanded options (Options 2, 3, and 4), which propose various staging approaches and facility sizes.

11. The completed Business Case was received and accepted by the BAC Committee of Management in late 2023. However, due to operational factors, its presentation to the City of Greater Geelong Council for endorsement was delayed.

Key Matters

12. The BAC is a highly utilised community asset that supports educational activities, performing arts, and community events.
13. The Business Case identified three key issues driving the need for redevelopment:
 - 13.1. Insufficient capacity is limiting opportunities for creative expression and community participation across the Bellarine.
 - 13.2. Conflicting usage and limited programming flexibility prevent the BAC from reaching its full cultural potential and responding to evolving community needs.
 - 13.3. Poor accessibility isolates the BAC from its surrounding precinct and community and restricts the development of its brand and identity.
14. Recommended Option – Option 3: Expanded and Revitalised Bellarine Arts Centre (Staged)
15. Option 3 will deliver a future-ready performing arts centre for the Bellarine region, with key features including:
 - 15.1. A new, larger-capacity theatre to support more performances and larger audiences;
 - 15.2. Enhanced backstage functionality, including new dressing rooms, technical storage, and staff amenities;
 - 15.3. Upgraded and revitalised education spaces;
 - 15.4. Flexible public areas to support a broader range of events and uses.
16. Option 3 will significantly increase the number of events, attendees, training programs, and overall community engagement. It will meet the needs of key stakeholders including local schools, community groups, performers, and event organisers.
17. Council's endorsement of the proposed redevelopment and master plan for the BAC will initiate focused advocacy efforts, prioritising the securing of State and Federal government investment. This endorsement will also position the project as a regional priority and enhance its eligibility for external funding.
18. No Council funding is being sought at this stage.

RESOLUTION - Item 2.3

Cr R Story moved, Cr E Wilkinson seconded -

That Council endorses the Bellarine Arts Centre Master Plan (Attachment 1) and the Detailed Business Case, as summarised in the BAC Business Case and Master Plan Summary Report (Attachment 2), to support external advocacy and funding efforts.

Carried

Financial Sustainability

19. Estimated capital cost for Option 3 is \$34.5 million over two stages:
20. The first stage will require \$21.66 million; and
21. The second stage (2 years after completion of stage 1) will require \$12.84 million.
22. Staffing levels will need to increase from 5.6 to 7.3 full-time equivalent (FTE) positions during Stage 1 to support expanded programming and commercial operations. In Stage 2, staffing will increase to 7.9 FTE as additional spaces become operational and activity grows further.
23. Both stages focus on enhancing the Centre's capacity to generate revenue and reduce reliance on City funding—through increased ticket sales, venue hire, and visitation. Economic modelling projects a positive net operating position by Year 7.

Community Engagement

24. The 2020 Strategic Assessment Study reviewed and validated all consultation undertaken between 2008 and 2020.
25. Additional consultation was conducted during the development of the Business Case and Master Plan with key stakeholders, including education partners, venue users, theatre professionals, visitors, and broader community members.
26. Further detailed consultation will be undertaken during the detailed design phase to confirm the project scope and guide its implementation.
27. Engagement with First Nations representatives, including the Wadawurrung Traditional Owners, and other community stakeholders will be essential to ensure that design and construction processes align with Council's commitments to inclusion, cultural protocols, and community expectations.
28. The redevelopment will also prioritise equitable access, ensuring the facility meets the diverse needs of all community members.
29. The site is subject to a cultural heritage overlay, which may require the preparation of a Cultural Heritage Management Plan (CHMP).

Social Equity and Sustainability

30. The population of the Bellarine Peninsula has grown significantly since the Bellarine Arts Centre was first developed, but the facility has not kept pace with this growth. Expanding opportunities to participate in the arts will particularly benefit key demographic groups, including young people (ages 0–15) and older adults (65+).

Alignment to Community Plan and Vision

31. This report aligns with Our Community Plan 2021-2025 strategic priority:
Healthy, caring and inclusive community.
High-performing council and organisation.
Strong local economy.
Sustainable growth and environment.
32. This report aligns with the Community led 30-year Vision, “Greater Geelong: A Clever and Creative Future” community aspiration:
A destination that attracts local and international visitors.
A prosperous economy that supports jobs and education opportunities.
An inclusive, diverse, healthy and socially connected community.
Creative and diverse culture.
Development and implementation of sustainable solutions.
Sustainable development that supports population growth and protects the natural environment.

Conflict of Interest

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

Risk Assessment

34. A comprehensive risk assessment was conducted as part of the development of the BAC Redevelopment Business Case and Master Plan.

Environmental Sustainability

35. The Bellarine Arts Centre is an aging facility, designed before the release of Ecologically Sustainable Development (ESD) guidance. This project presents the opportunity to bring the facility back up to current ESD standards, improving health and comfort of the building for occupants whilst reducing negative impacts on the environment.

Attachments

1. Bellarine Arts Centre Master Plan [2.3.1 - 19 pages]
2. BAC Detailed Business Case Summary Report [2.3.2 - 24 pages]
3. Bellarine Arts Centre Pitch Document [2.3.3 - 2 pages]

BAC

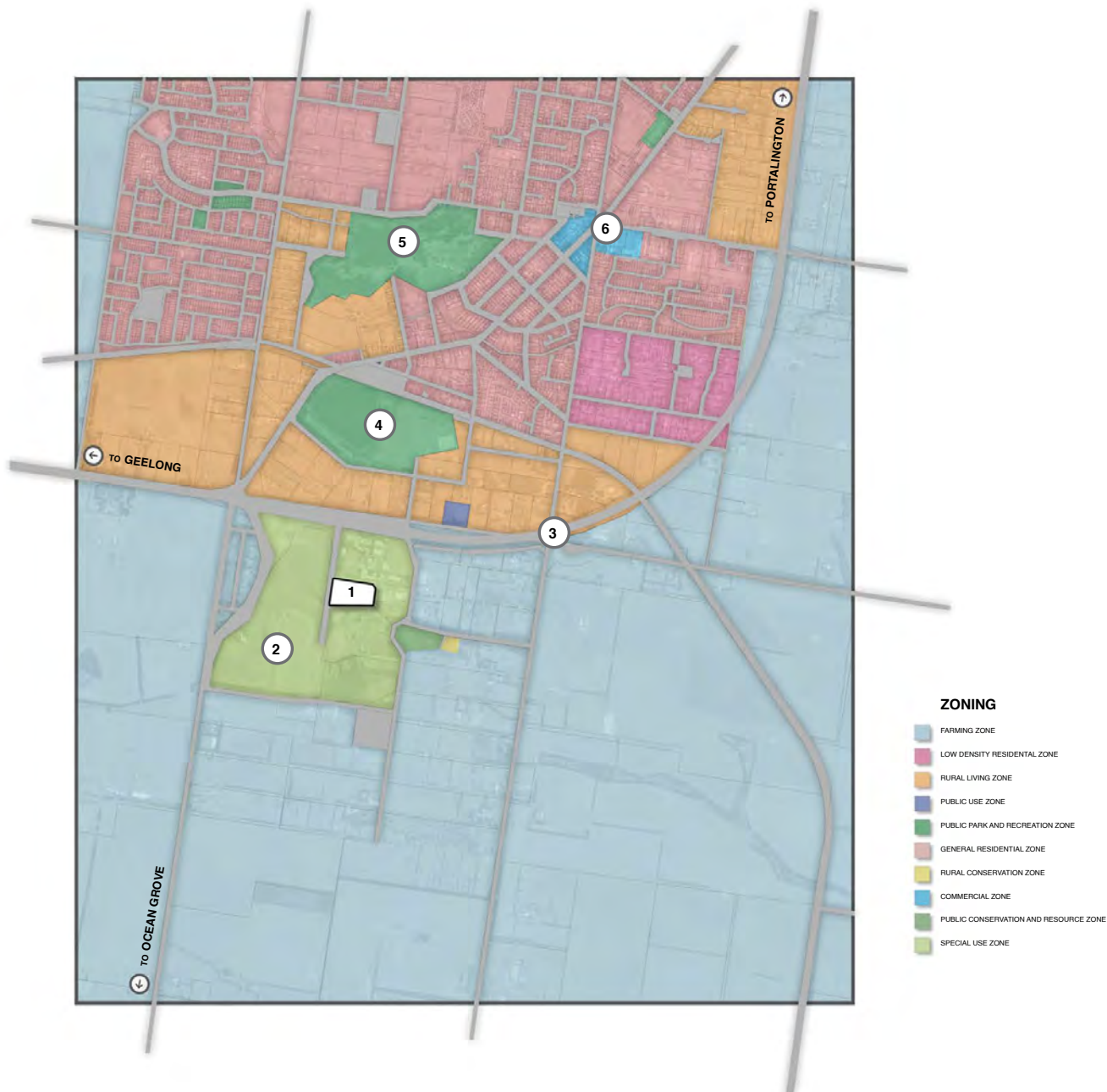
MAY 2023

MASTERPLAN

BELLARINE ARTS CENTRE
by DE ATELIER ARCHITECTS



LOCATION PLAN



29/41 Peninsula Dr,
Drysdale VIC 3222

BELLARINE ARTS CENTRE

MASTERPLAN

SITE CHALLENGES & OPPORTUNITIES IDENTIFIED INCLUDED

1. The existing transport loop has multiple bus stops which visually "disconnect" BAC from Peninsula Drive.
2. Access to the rear of the site for vehicles has a potential conflict with pedestrian access from St Ignatius College.
3. The current location of the Bellarine Community Health building inhibits the reimagining of the public interface onto Peninsula Drive.
4. There is under-utilised open space to the rear of the site.
5. There is potential to utilise Drysdale Sporting Precinct and North Bellarine Aquatic Centre Infrastructure, including car parking.
6. Expanding the existing BAC facility will result in the loss of mature native trees.
7. Temporary external performance stage and relocatable bar, kiosk and ticket booth installed during COVID. Current configuration has limited universal access with amenities access only available through front door.

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SCALE 1:1000 @ A3

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MAY 2023



EXISTING SITE PLAN

BELLARINE ARTS CENTRE

MASTERPLAN

LEGEND

1. RECEPTION & ADMINISTRATION	11. CLEANER'S CUPBOARD
2. OFFICE	12. UNIVERSAL TOILET
3. LOBBY	13. THEATRE
4. MULTI CLASSROOM 1	14. TEACHER'S OFFICE
5. MULTI CLASSROOM 2	15. MUSIC LAB & RECORDING 1
6. STORAGE	16. MUSIC LAB & RECORDING 2
7. STAFF KITCHEN	17. MUSIC LAB & RECORDING 3
8. FEMALE TOILET	18. MUSIC LAB
9. MALE TOILET	19. DANCE STUDIO
10. STAGE WINGS & DRESSING ROOMS	

EXISTING PLAN ANALYSIS

The BAC has significant under-allocation of space for performance back-of-house requirements, the centre's administration and storage. Current arrangements have resulted in poor OH&S outcomes for those working for and in the BAC. The current layout creates conflict and confusion for the public when accessing the facility between public access and private areas. Inadequate spaces include back-of-house regions that serve the public and the space dedicated to the centre's administration and management.

Assessment of the current facility identified the conflict for space usage by different user groups. Specifically, school use and the set-up and preparation for outside performances are among the most significant challenges in the current BAC facility. Providing flexible and appropriately sized teaching and practising spaces outside of the primary performance (theatre) space would assist in reducing conflict and free up BAC for more focused external performance opportunities.

The assessment of the current BAC facility identified areas of non-compliance concerning universal access and amenity and inadequacies in the built environment to enable the centre to manage obligations to provide safe environments for school children using the centre.



EXISTING FLOOR PLAN

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SCALE 1:250 @ A3

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MAY 2023



1



2



3

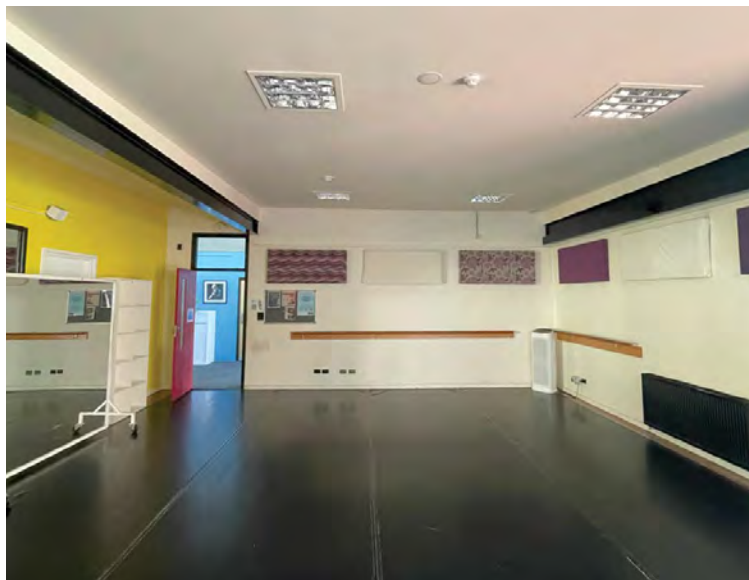
EXISTING CONDITIONS

BELLARINE ARTS CENTRE

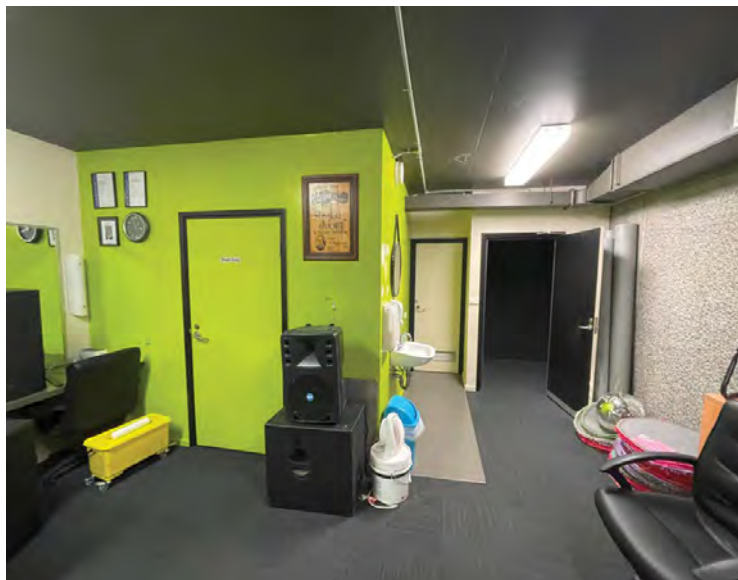
MASTERPLAN

1. Building Entry with bus loop infrastructure in foreground impeding relationship with building.
2. Extension of the facility to the north will impact existing landscaping including some mature trees.
3. Existing Public Gallery inadequate size with no light lock into theatre entry.

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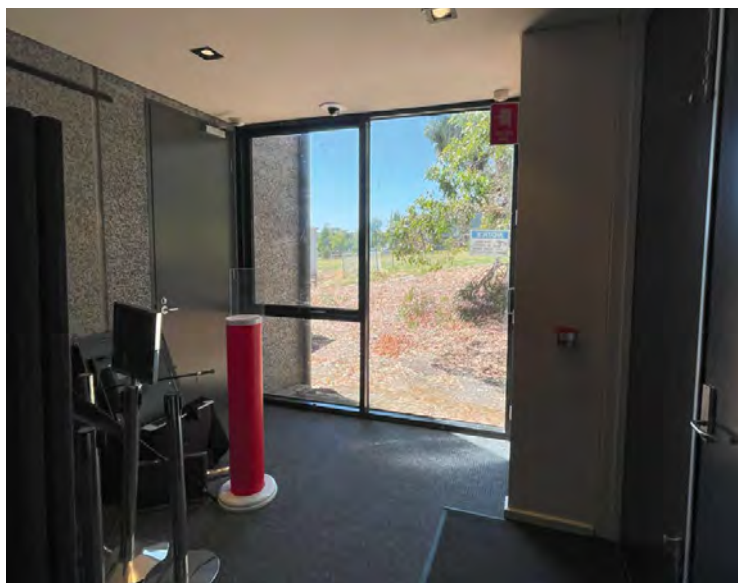
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5



6



7

EXISTING CONDITIONS

Attachment 2.3.1

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BELLARINE ARTS CENTRE

MASTERPLAN

4. Multi-purpose rooms with sprung floor provide good amenity and to be retained in redevelopment.
5. Stage wings have inadequate space for performance requirements with workshop areas set up within dressing rooms.
6. Kitchen not fit for purpose for commercial use and provides no separation for BAC staff during performance times.
7. Hallways currently utilised as storage area creating safety and OH&S concerns.

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8



9

EXISTING CONDITIONS

Attachment 2.3.1

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BELLARINE ARTS CENTRE

MASTERPLAN

8. Minimal wings and back of stage area to accommodate performance requirement.
9. Significant reconfiguration of theatre required to provide additional seating or alternative production modes.

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**NORTH BELLARINE
AQUATIC CENTRE**
(UNDER CONSTRUCTION)

**SAINT IGNATIUS
COLLEGE GEELONG**

**TEMPORARY
CONSTRUCTION SHED**

**BELLARINE PENINSULA
BASKETBALL ASSOCIATION**

**BELLARINE SECONDARY
COLLEGE DRYSDALE CAMPUS**

PROPOSED SITE PLAN

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BELLARINE ARTS CENTRE

MASTERPLAN

1. The proposed sculptural Walkway integrates bus stop shelters and provides a physical presence and link for BAC through to Peninsula Drive and Drysdale Sporting Precinct.
2. Landscape Folly elements allow for integrating indigenous site-specific storytelling, art or artifact display and micro performance spaces. Storylines can combine with sculptural walkways and natural landscaping elements. Upgraded landscaping will allow for tree native tree and understory replanting addressing losses associated with expansion of BAC facility.
3. The covered walkways and bus stops east of the site extends to the rear on the southern side of the entry to provide a gateway feature to the proposed External Performance Stage and Amphitheatre.
4. External Performance Stage and Amphitheatre utilises BAC's back-of-house performance and amenities areas.
5. Rear parking and delivery areas to include an extension of services to facilitate a second external (temporary) performance space provide the opportunity for future small-scale micro festival space
6. Relocate Bellarine Community Health Facility to the rear of the site. Location on court bowl provides immediate parking to front and opportunity to be sited to have a distinct identity from the BAC.

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SCALE 1:1000 @ A3

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**BELLARINE
ARTS CENTRE**

MASTERPLAN

LEGEND

1. PUBLIC GALLERY	26. MEETING ROOM
2. TICKET BOX OFFICE	27. STUDIO 1
3. OFFICE	28. STUDIO 2
4. LOBBY	29. MUSIC LAB & RECORDING 1
5. RECEPTION & ADMINISTRATION	30. MUSIC LAB & RECORDING 2
6. THEATRE LIGHT LOCK	31. MUSIC LAB & RECORDING 3
7. THEATRE 1	32. TEACHER'S OFFICE
8. THEATRE 2	33. MULTI CLASSROOM 1
9. BAR & KIOSK	34. MULTI CLASSROOM 2
10. RELOCATABLE BUILDING 1 & 2 (BAR & KIOSK)	35. TECHNICIAN WORKSHOP / WINGS
11. STAFF ROOM	36. STAFF TOILET
12. LIFT	37. MALE TOILET
13. FUNCTION KITCHEN	38. UNIVERSAL TOILET
14. LOADING DOCK	39. FEMALE TOILET
15. PERFORMANCE STORAGE AREA	40. CLEANER'S CUPBOARD
16. STORE	41. PUBLIC DECK
17. PERFORMANCE STAGE	42. ENTRY
18. PERFORMANCE BACK OF STAGE	43. GARDEN SPACE
19. WINGS & PROPS	44. OUTDOOR THEATRE
20. MALE DRESSING ROOM	45. AMPHITHEATRE
21. FEMALE DRESSING ROOM	46. CONTROL ROOM
22. INDIVIDUAL DRESSING ROOM 1	47. SERVICES ROOM
23. INDIVIDUAL DRESSING ROOM 2	
24. MUSIC LAB & GREEN ROOM	
25. VIDEO EDITING ROOM	

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**PUBLIC
AREAS**
1374m²

- FRONT OF HOUSE
- PERFORMANCE / AUDIENCE

**PRIVATE
AREAS**
910m²

- PERFORMANCE BACK OF HOUSE
- PERFORMANCE ANCILLARY
- ADMINISTRATION
- COMMUNITY & SCHOOL
- PERFORMANCE BACK OF HOUSE /
COMMUNITY & SCHOOL

**OTHER
AREAS**
270m²

- AMENITIES
- STORAGE
- SERVICE AREA

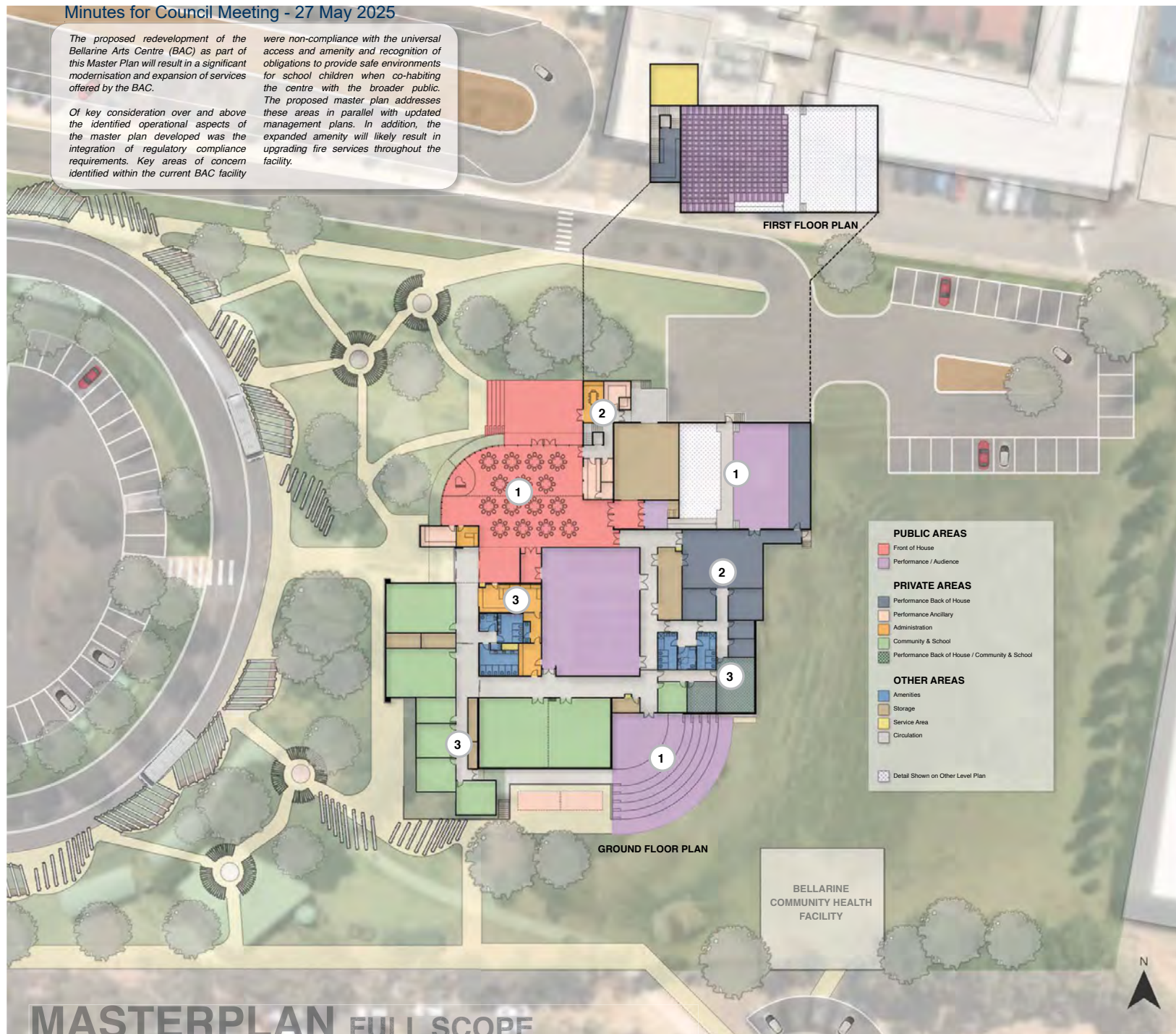
**CIRCULATION
ZONE**
355m²

- CIRCULATION

The proposed redevelopment of the Bellarine Arts Centre (BAC) as part of this Master Plan will result in a significant modernisation and expansion of services offered by the BAC.

Of key consideration over and above the identified operational aspects of the master plan developed was the integration of regulatory compliance requirements. Key areas of concern identified within the current BAC facility

were non-compliance with the universal access and amenity and recognition of obligations to provide safe environments for school children when co-habiting the centre with the broader public. The proposed master plan addresses these areas in parallel with updated management plans. In addition, the expanded amenity will likely result in upgrading fire services throughout the facility.



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BELLARINE ARTS CENTRE

MASTERPLAN

1. Expand the Performance and Public Gathering Spaces—the provision of a new 290 seat Theatre to complement the existing Potato Shed Theatre. An expanded Public Gallery can accommodate theatre crowds while providing an alternative dining /performance option and function centre, and a permanent outdoor stage and amphitheatre.
2. An improved Back-of-House Performance Support Area. Including substantial flexible wings/props area, dressing rooms and ancillary patron support services such as a function kitchen, kiosk and bar. The location of these facilities within the master plan has sought to provide flexibility to enable these areas to be used for all three proposed performance areas and potentially offer some crossover (in both directions) between back-of-house performance use and education focussed areas within the BAC.
3. Improved Administration, Education and Centre Amenities. To support the operation of the BAC as a vibrant and active professional and community performance hub, including its critical role in servicing as an education link into this sector both through the current relationship with Local schools but also expanding services to enable the integration of VCAL or similar programs into the centre's operation. Significant inadequacies identified with storage within the existing BAC, including providing a permanent solution to current temporary storage units, including consideration of deliveries and loading requirements for performances, have been addressed as part of the master plan. The master plan has also considered expanding services to include film and sound recording and online collaboration with other off-site centres and performers.

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SCALE 1:500 @ A3

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BELLARINE ARTS CENTRE

MASTERPLAN

LEGEND

1. PUBLIC GALLERY	26. MEETING ROOM
2. TICKET BOX OFFICE	27. STUDIO 1
3. OFFICE	28. STUDIO 2
4. LOBBY	29. MUSIC LAB & RECORDING 1
5. RECEPTION & ADMINISTRATION	30. MUSIC LAB & RECORDING 2
6. THEATRE LIGHT LOCK	31. MUSIC LAB & RECORDING 3
7. THEATRE SEATING (286 PATRONS)	32. TEACHER'S OFFICE
8. THEATRE 2	33. MULTI CLASSROOM 1
9. BAR & KIOSK	34. MULTI CLASSROOM 2
10. RELOCATABLE BUILDING 1 & 2 (BAR & KIOSK)	35. TECHNICIAN WORKSHOP / WINGS
11. STAFF ROOM	36. STAFF TOILET
12. LIFT	37. MALE TOILET
13. FUNCTION KITCHEN	38. UNIVERSAL TOILET
14. LOADING DOCK	39. FEMALE TOILET
15. PERFORMANCE STORAGE AREA	40. CLEANER'S CUPBOARD
16. STORE	41. PUBLIC DECK
17. PERFORMANCE STAGE	42. ENTRY
18. PERFORMANCE BACK OF STAGE	43. GARDEN SPACE
19. WINGS & PROPS	44. OUTDOOR THEATRE
20. MALE DRESSING ROOM	45. AMPHITHEATRE
21. FEMALE DRESSING ROOM	46. CONTROL ROOM
22. INDIVIDUAL DRESSING ROOM 1	47. SERVICES ROOM (ROOFTOP)
23. INDIVIDUAL DRESSING ROOM 2	
24. MUSIC LAB & GREEN ROOM	
25. VIDEO EDITING ROOM	

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SCALE 1:250 @ A3

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MAY 2023

FULL STAGING DETAILED CONTEXT

GROUND FLOOR PLAN

FIRST FLOOR PLAN



BELLARINE ARTS CENTRE

MASTERPLAN

LEGEND

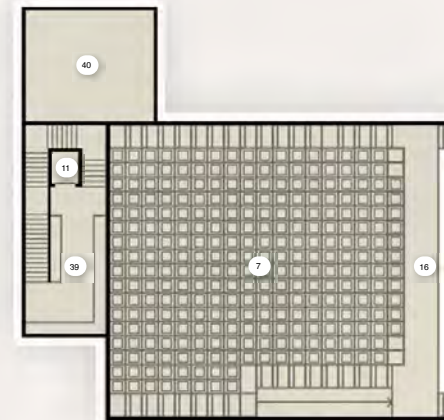
1. PUBLIC GALLERY	21. INDIVIDUAL DRESSING ROOM 1
2. TICKET BOX OFFICE	22. INDIVIDUAL DRESSING ROOM 2
3. OFFICE	23. MULTI CLASSROOM 1
4. LOBBY	24. MULTI CLASSROOM 2
5. RECEPTION & ADMINISTRATION	25. TECHNICIAN WORKSHOP / WINGS
6. THEATRE LIGHT LOCK	26. STAFF TOILET
7. THEATRE SEATING (286 PATRONS)	27. MALE TOILET
8. THEATRE 2	28. UNIVERSAL TOILET
9. BAR & KIOSK	29. FEMALE TOILET
10. STAFF ROOM	30. CLEANER'S CUPBOARD
11. LIFT	31. PUBLIC DECK
12. FUNCTION KITCHEN	32. ENTRY
13. LOADING DOCK	33. TEACHER'S OFFICE
14. PERFORMANCE STORAGE AREA	34. MUSIC LAB & RECORDING 1
15. STORE	35. MUSIC LAB & RECORDING 2
16. PERFORMANCE STAGE	36. MUSIC LAB & RECORDING 3
17. PERFORMANCE BACK OF STAGE	37. MUSIC LAB & RECORDING 4
18. WINGS & PROPS	38. DANCE STUDIO
19. MALE DRESSING ROOM	39. CONTROL ROOM
20. FEMALE DRESSING ROOM	40. SERVICES ROOM (ROOF TOP)

Where staging is required to deliver the Master Plan, Option 1 has been identified as the preferred staging structure. This option will deliver the primary additional performance capacity and most of the performance back of house performance support areas. The upgrade of the entry & public gallery will ensure the repositioning and imaging of the facility within the community. The upgrade of the existing facilities as part of this stage will ensure compliant amenities and the provision of functional administration areas for the facility will be completed. This staging option will also allow the centre to remain operational for community and school-based activities within the centre through a significant portion of the construction period. Stage 2 will see the addition of 2 multipurpose rooms and new music and teaching spaces that will provide full universal compliance to the centre.

Staging Option 1 has some scope expansion risk associated with the ability to gain approval for those areas that are unaltered in the first stage of works remaining partially non-compliant for universal access. Initial stage may also need to include full fire services upgrade, given extent of works, which would have an impact on the existing retained areas.



GROUND FLOOR PLAN



FIRST FLOOR PLAN



STAGING PLAN OPTION 1

SCALE 1:250 @ A3

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MAY 2023

BELLARINE ARTS CENTRE

MASTERPLAN

LEGEND

1. PUBLIC GALLERY	21. MUSIC LAB & RECORDING 2
2. TICKET BOX OFFICE	22. MUSIC LAB & RECORDING 3
3. OFFICE	23. TEACHER'S OFFICE
4. LOBBY	24. MULTI CLASSROOM 1
5. RECEPTION & ADMINISTRATION	25. MULTI CLASSROOM 2
6. THEATRE	26. TECHNICIAN WORKSHOP / WINGS
7. RELOCATABLE BUILDING 1 (BAR & KIOSK)	27. STAFF TOILET
8. RELOCATABLE BUILDING 2 (BAR & KIOSK)	28. MALE TOILET
9. STORE	29. UNIVERSAL TOILET
10. WINGS & PROPS	30. FEMALE TOILET
11. MALE DRESSING ROOM	31. CLEANER'S CUPBOARD
12. FEMALE DRESSING ROOM	32. GARDEN SPACE
13. INDIVIDUAL DRESSING ROOM 1	33. OUTDOOR THEATRE
14. INDIVIDUAL DRESSING ROOM 2	34. AMPHITHEATRE
15. MUSIC LAB & GREEN ROOM	35. ENTRY
16. VIDEO EDITING ROOM	
17. MEETING ROOM	
18. STUDIO 1	
19. STUDIO 2	
20. MUSIC LAB & RECORDING 1	

While not considered the preferred option this staging option would still deliver some significant benefits to the centre. This option will deliver the back of house performance support areas and a permanent outdoor performance area. The upgrade of the existing facilities as part of this stage will ensure compliant amenities and the provision of functional administration areas for the facility will be completed. This staging option will result in the centre needing to relocate and manage services offered throughout construction to remain partially operational. Stage 2 would deliver the new larger Theatre and public gallery areas.

Staging Option 2 would provide a less obvious or prominent upgrade as most of works would be in non-public areas. As this option results in the upgrade of all existing areas, scope expansion risks are reduced. While fire services upgrades are unlikely triggered it would be recommended to include throughout BAC as part of this stage to limit unnecessary costs as part of stage 1.

GROUND FLOOR PLAN



STAGING PLAN OPTION 2

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SCALE 1:250 @ A3

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BELLARINE ARTS CENTRE

MASTERPLAN

The entry to the BAC is formed by a dramatic folded metal awning opening up the centre into the public realm.

This is enhanced through the sculptural walkway elements folding into and integrating with the entry canopy. This unrestrained invitation into the building establishes the public face of this vital element of Community Infrastructure on the Bellarine.

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BELLARINE ARTS CENTRE

MASTERPLAN

The architectural composition includes the connection of a curved glazed public gallery linking the entry into the existing and proposed theatres. The curved elements are linked into the public realm through the round oculus over the public deck into the landscape through the story telling elements.

The theatres are solid, simple forms finished with a galvanised metal cladding that will soften and mute over time and a homage to the centre's Potato Shed Identity. The north-facing roof of the new theatre is angled to maximise efficiencies for an extensive solar bank responding to CoGG's ESD building standards.

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BELLARINE ARTS CENTRE

MASTERPLAN

The sculptural Walkway with integrated bus stop shelters and Story Telling Landscape Follies extend the centre's architecture into the forecourt landscape.

These elements blur the lines between the functional public bus loop and the BAC setting within its site.

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BELLARINE ARTS CENTRE

MASTERPLAN

The sculptural walkway forms gateways signifying both entries into the site and through the site to the external performance stage and amphitheatre.

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BELLARINE ARTS CENTRE

MASTERPLAN

The architectural language employed at the entry is repeated as part of the sound shell over the external performance space.

The curved amphitheatre, built into the site's natural topography, reinforces the language of the public realm expressed at the front of the building. The landscape allows for both a formal and informal use of the space.

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BELLARINE ARTS CENTRE REDEVELOPMENT BUSINESS CASE

REGIONAL DEVELOPMENT VICTORIA |
CITY OF GREATER GEELONG

Overview

This Business Case for Bellarine Arts Centre expansion seeks investment of \$34.496 million in capital funding in two stages. The first stage will require \$21.657 million and the second stage (2 years after completion of stage 1) will require \$12.839 million to revitalise and expand the Bellarine Arts Centre future-proofing the education and performing arts facility.

Problem Definition

The Bellarine Arts Centre is a well-utilised community asset, which facilitates education activities, and space for performing arts and community events. There are however, three key problems driving the need for government intervention. As identified in the Investment Logic Map supporting this business case, the three key problems are:

- Lack of capacity is limiting the range of creative expression and participation in the Bellarine **(50% of overall problem weighting)**
- Conflicting use and programming limits mean the BAC is unable to leverage its cultural potential and meet changing community needs **(30%)**
- Poor accessibility leaves the BAC disconnected from its precinct, community and restricts its brand development **(20%)**.

It is a priority to address these issues, in the context of a range of policy and external factors:

- CoGG's *Arts and Culture Strategy 2021-2031* has a focus and priority on the places and spaces where creativity happens and ensuring these will enable skills development into the future.
- *Drysdale Sporting Precinct Master Plan 2022* (under revision) – the nearby sporting precinct is driving increased activity and activation of the precinct cementing its local connections and visibility.
- Geelong's designation as a UNESCO City of Design attests to the City's commitment to creativity and cultural industries at the heart of development plans at a local level and collaborating and cooperating actively at the international level. This is supported by the new G21 region Creative Industries Strategy 2021–26.
- G21 region's *Creative Industries Strategy 2021–26* sets out the plan to strengthen and grow local creative industries and jobs – focusing on skills development, community engagement, cultural tourism and digital access.
- The Victorian Government's *Creative State 2025* aims to enable a state where creative people, ideas and enterprises thrive, and where everyone has equitable access to and benefits from a rich creative culture.

The proposed initiative

The Business Case project team undertook detailed consultation with BAC and numerous other stakeholders, including the City of Greater Geelong, to understand and scope the functional requirements of a revitalised and expanded BAC. From this assessment four options are proposed, from Option 1 (business as usual, or 'the base case') through to Options 2, 3 & 4, which progressively expand the facility through various staging approaches and sizes.

Option 3: Expanded and Revitalised BAC (Staged) was identified as the recommended option.

Option 3 will deliver a performing arts centre that will be viable for the Bellarine region into the future. This option will deliver the required space for a significant uplift in the number of events, number of visitors and attendees, and number of training events available. This option will meet the needs of all the related parties, including the schools, community, and performers and directors. This option also provides provision for physical storytelling and gives First Nations people a connection to place.

This new performing arts space will see total visitation of 153,000 people by 2033 due to the capacity constraints easing and additional programs being run.

The Business Case project team undertook detailed consultation with BAC and numerous other key stakeholders to understand and scope the functional requirements of a redeveloped BAC. The

following summary outlines the essential features of the proposed solution, and the high-level justifications for key components of the functional brief developed by de atelier architects.

Key features of the preferred option include:

- **Redeveloped front of house spaces** allowing for new event types such as cabaret and dinner shows. It will also give separation between box office, back of house office and the bar areas, improving patron flow.
- **Additional state of the art theatre** enabling larger and more performances, with soundproofing, control room and significant back of house and stage areas.
- **Revitalised and improved amenities** – giving performers a significantly improved change rooms, toilet and shower amenities, and separation from the general public. This will also have the option of separating these amenities for different groups, where school students can have separated amenities from the general public.
- **Revitalised dedicated education space** including three music labs, dance studio, video editing room, and multi-purpose green room..
- **Outdoor amphitheatre** for summertime shows, giving audience a variety of show options and types.
- **A production-kitchen** to support functions, events and support retail sales.
- **Public deck** to support circulation and provide spaces for summertime events and use during major all-of-facility events.
- **Dedicated storage space** enabling walkways and rooms to remain free and giving BAC room to store more items for annual events and regularly used items.
- **Upgraded entry way** to provide space for physical storytelling from the bus loop and areas surrounding BAC.

The recommended delivery option is a **Design and construct with a Warranted Maximum Price (WMP)** which will deliver the best balance of risk allocation, budget certainty and flexibility required when adapting and expanding the current building while also allowing BAC to remain operational during construction. To meet the timelines outlined in this document, funds will need to be committed, prior to the design of stage 1 in January 2026.

It is recommended CoGG endorse Option 3 and develop a strategy to identify and apply for suitable funding support from CoGG, State and Federal sources.

1. Problem definition

1.1 Background

The Bellarine Arts Centre (BAC), colloquially known as the 'Potato Shed', opened in March 2001. It was built as a joint venture by the City of Greater Geelong (CoGG), the Victorian Department of Education and Training (DET), Bellarine Secondary College (BSC) and the Roman Catholic Trusts Corporation (on behalf of the Catholic Regional College, now Saint Ignatius College Geelong).

Since opening, the venue has become a well-loved and very well used assortment of performing arts and teaching spaces - so popular that demand exceeded capacity within 7 years of opening, prompting its first proposed redevelopment in 2008 (which did not proceed). Additional proposals related to expansions and redevelopments for the site followed in 2010, 2016 and 2017 but none have proceeded.

The expansion and revitalisation of BAC is required in light of shifts in demand, increased focus on local connection and changing expectations of community facilities following the COVID-19 pandemic, providing the best opportunity to expand BAC for its next generation of use.

In line with the CoGG's *Arts and Culture Strategy 2021-2031*, the CoGG's *2020 Drysdale Sports Precinct Masterplan*, the *2020 Potato Shed Strategic Assessment Study* and a range of local and State strategies and priorities, the CoGG is seeking to progress the BAC redevelopment (the Project) to investment ready status for funding from all tiers of government.

1.2 Problem dependencies and interfaces

The issues of capacity and conflicting use are heavily related to continued school use from both Saint Ignatius and Bellarine Secondary College and continued 'baseload' community demand. Historic data shows that this demand has not waned, even when it has shifted between parties.

The ability for BAC to produce more touring shows into the facility requires management of this demand and conflicting uses (particularly around both the interface with children and sound management).

The revitalisation of BAC also comes with significant opportunities driven by the creation of the Drysdale Sports Precinct and new aquatic centre which will increase activity and visibility in the precinct, create opportunities for cross collaboration and shared programming.

1.3 Uncertainty around the problem

As the performing arts sector recovers from COVID-19, and as audience attendances grow and participants look to resume classes and re-join programs, there is an expectation that demand for BAC and similar facilities will increase again in the near term. This is also reinforced over the longer term by expected population growth, which is already trending. Despite this, many arts and cultural organisations have exhausted their financial reserves and will be seeking to grow without significant overheads, relying instead on cost effective hire of specialist facilities to support their programming needs.

Additionally, the demand is expected to concentrate on high quality local servicing, that reinforces connection and community.

2. Case for change

2.1 Benefits to be delivered

There are key benefits that will occur as a result of the redevelopment and expansion of BAC. By addressing the key problems, the project will allow BAC to expand its cultural offering including, services, performances and education and training to a wider audience whilst meeting the needs of the underserviced Bellarine Peninsula. It will become operationally sustainable, with revenues outpacing the costs of running the facility meaning that reduced ongoing financial support will be required from council in the medium term..

The key benefits expected to be delivered from the BAC redevelopment are:

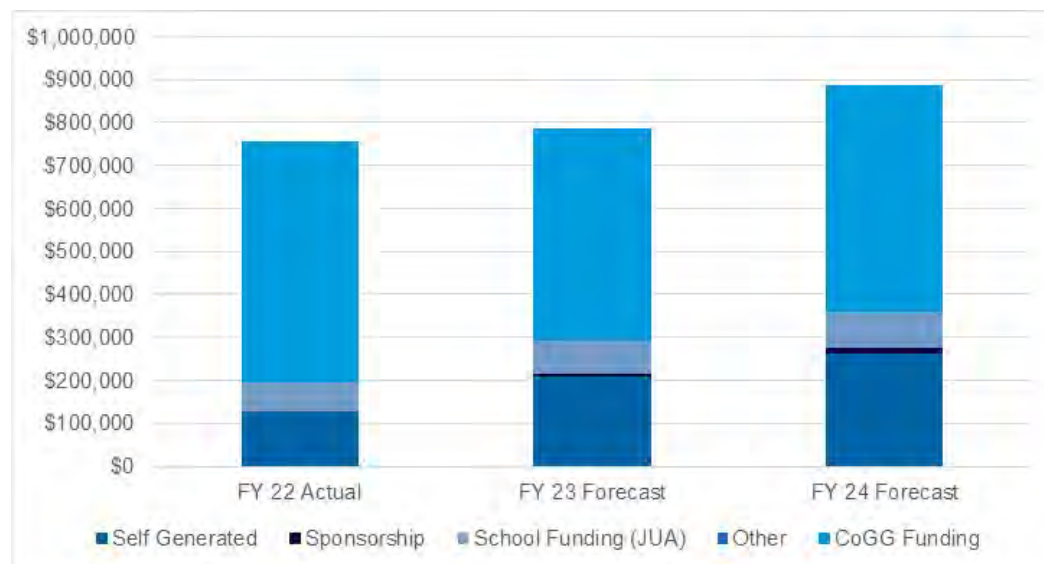
- Robust and sustainable operating model
- Increased creative sector skills development and capacity building
- Enhanced cultural and creative city with visible local experiences
- Extended reach and audience with a thriving cultural community

2.1.1 Robust and sustainable operating model

Long term financial viability

BAC currently relies on a mix of CoGG funding support, contributions from partner schools and a comparatively small amount of self-generated funds to operate. CoGG, like many councils, has significant obligations to service its growing community, and as such is keen to understand how to encourage financial sustainability of organisations like BAC, whilst also growing programming and social contribution.

Figure 1 Contribution to funding of BAC



Improving the operational and financial resilience of BAC would not only reduce pressure on BAC and funding partners, but also allows BAC to invest in more quality programming to meet community needs and expectations.

Key to sustainability will be recognising the need for an overall cost recovery-based model to commercial hirers with varying levels of offset/ subsidy available where a program meets local social and economic contribution thresholds.

Increased self-generated revenue

Prior to COVID, BAC operated with an effective waitlist of 27 hirers seeking 249 hours of use time for studio and theatre space per annum. These hirers tried but couldn't get this space over the year due to capacity constraints. Charged at current rates this equates to \$15,980 additional revenue per annum, with little increase in variable operating cost required to service this demand.

Subsequent to COVID restrictions lifting, enquiry rates are again increasing with BAC currently unable to accommodate 70% of performing arts and early childhood program hire/ use enquiries and 100% of non-performing arts enquiries.

The most significant barrier to meeting this demand is the lack of suitable facilities during requested times. In particular there is core demand for specialist dance and both small and large music/ multi-purpose spaces.

2.1.2 Increased creative sector skills development and capacity building

Increased professional development offering

As the creative industries develop in the Geelong-Bellarine region there is an increasing need to build core training pathways that connect schools to community programs through to professional development streams.

BAC already facilitates some education level training and exposure through its co- location with schools, and links to education programs such as that offered by MTC. Additionally, historically BAC has worked in collaboration with local promoters and artists to develop masterclass programs that have attracted participants from across Victoria and Australia, with a strong local focus. These masterclass programs, when linked to local events and initiatives (such as Blues Bootcamp) have generated significant interest and skills development that students can use to provide additional skills to the region.

Increased industry engagement

The COVID-19 pandemic highlighted the precarious operating position of many businesses within the creative industries. BAC has identified that several smaller performing arts companies and training organisations have folded or significantly downsized over the lockdown period. Lack of industry stability, unreliable training and employment pathways, and challenges to audience engagement have left the creative industries particularly vulnerable to any further economic or social interruptions.

BAC recognises its privileged leadership role in strengthening district performing arts networks and enhancing industry engagement both within local context and by creating connection to larger companies and providers. By providing these networks, connections and opportunities to develop and perform works to a local and engaged audience, BAC is seeking to enhance industry engagement and build a strong cohort of arts and cultural professionals within the region.

By providing a hub of performing arts activity BAC will:

- Enable networking events between creative artists and performers.
- Enable creative collaboration between these artists and performers including starting bands, designing performances or training together.
- Enable training pathways for students both school aged and adult through courses and classes at a fit-for-purpose facility.
- Enable students (and staff) to develop their music, drama and theatre skills as well as enable people to develop technical skills relating to lighting and sound for performances.
- Provide a connection to funders and sponsors who can see what is being achieved through funding.

Increased education activity

The BAC's neighbouring schools have been fundamental to its education activity and impact since inception. These are expected to continue into the future, with enhanced facilities and improved

access. However, arts and cultural education is key beyond the immediate secondary students and current middle and senior school programs in dance, drama and theatre studies. Current and future uses of BAC include:

- VCAL classes, giving students a recognised senior secondary qualification as well as focusing on hands on learning to develop skills to be used immediately.
- Adult education- including Diverse communities and disability programs.
- Primary education for young students to learn the basics of performances. Many young students who participate in the arts continue to participate into their adult life.
- Specialist programming for specific classes. These could include learning a specific type of dance or genre of music to play.
- Technical education such as stage lighting equipment, sound effects, back of house.

2.1.3 Enhanced cultural and creative city with visible local experiences

Increased local programming

BAC has ambitions for artists to work and create on site, both as artists-in-residence and as partners to local production development and education programs, in line with its objective to develop and practice the performing arts in place.

BAC is keen to provide space to develop and present the work of local and regional performing artists and emerging artists in a dedicated program and space, enabling their work to be seen in the context of the Bellarine region.

A revitalised BAC will deliver a significant increase in programming, with ambitions for local programming to flourish with more opportunity for shows and community engagement. Local programming is a major component of BAC and will continue to be a priority into the future.

Increased visitor economy impact

Prior to COVID-19, G21's tourism and visitor economy supported more than 16,500 jobs across the region and contributed \$3 billion to Victoria's economy per annum. Together, Geelong, the Bellarine and Great Ocean Region were attracting close to 14 million visitors a year.¹

The positive effects of arts and culture on tourism are well recognised. A strong arts and culture offering, partnered with an innovative events calendar, can act as a significant drawcard for domestic and international visitors. Cultural visitors are more likely to visit for longer and spend more on average than non-cultural visitors, including on items not directly related to arts and culture, such as accommodation, transport and meals.

Importantly, the Bellarine currently lacks consistent, compelling performing arts offerings, relying on audiences travelling back to Geelong, or small private performances in bars etc, alongside key events such as the Bellarine Blues Train.

Through a consistent and visible programming strategy that appeals to the various seasonal visitor markets of the Bellarine, will gain visitors the region that would not normally come. Visitors that may already come to the Bellarine may also extend their trip so that they can visit BAC for a performance.

Increased public / audience experiences

Core to a lively and engaged audience is a robust and diverse offering of shows and events throughout the year that encourage repeat visitation. BAC has enjoyed great success in bringing suitably scaled regional touring programs to Drysdale, but its current facilities limit the available programming option which could be commercially delivered. A larger, technically configured theatre space with suitable front and back of house support spaces would allow BAC to tap into the small-medium scale touring show market, offering more diverse programming, and a more consistent programming stream (i.e. Monthly touring shows).

¹ G21 Priority Projects Plan 2020-21

BAC's revised programming strategy proposes an additional:

- 4-6 major/significant event program per annum (total of 6-8)
- 10-12 external touring shows per annum (total of 23-25)
- 6-8 local produced shows per annum (total of 32-34)

2.1.4 Extended reach and audience with a thriving cultural community

Increased and diversified community engagement

The arts are essential to daily life, a public good that creates a ripple-effect of productive benefits throughout the community. They provide unique expressions of what it means to be human – shaping our shared identity, fostering creativity and self-expression, and inspiring new generations to participate in creative roles.²

Whilst this role of community engagement is currently centred around school and community (hire) group users of BAC, opportunity exists to broaden this engagement through participation, increased audience engagement and volunteer roles at the BAC.

There is well-established empirical evidence supporting the view that the arts make a vital contribution to our wellbeing. The arts provide bridges between varied social and cultural contexts, harness the wisdom of our different views, engage our imagination to explore new ways of thinking, and create experiences that can be shared by all people in our community.³

Creative projects aimed at enriching a sense of community identity ... can not only affirm the value of social and cultural diversity but also allow for an avowal of the importance of community in an uncertain world.⁴

Research indicates that communities which are able to embrace diversity, creative expression and cultural activity are richer, stronger and more able to deal with social challenges.⁵

Arts-based engagement can promote cooperation and awareness of local issues and reduce social isolation, all of which contribute to a shared sense of community pride and identity.⁶

As the Bellarine Peninsula and the wider Geelong region changes with its growing population, it is even more vital to facilitate social connections and bring the community together.

A revitalised BAC will support this increased and diversified engagement through:

- A dedicated programming strategy that will mix local works (including on-site development) with significant regional touring programs
- Increased support and capacity for local performing arts community groups to access
- Increased performance and audience opportunities as part of a robust self-produced events program centred on local and regional arts & cultural development.

First Nations cultural education and programming initiatives and Enhanced First Nations offering with connections to place

Community is defined by both people and place – the two are inextricably linked. Places are imbued with cultural significance and social meanings that are constantly being made and remade, which makes 'place' much more than simply a physical environment.⁷ Integrally linked to the celebration

2 Jackson, M., Kabwasa-Green, F. & Herranz, J. (2006). Cultural Vitality in Communities: Interpretation and Indicators. The Urban Institute, Washington DC. Available at <http://www.urban.org/publications/311392.html>

3 Creative Victoria- The Arts Ripple Effect: Valuing the Arts in Communities

4 Martin M & Smith P. (2009). 'Governance and the Turn into Community: Putting Art at the Heart of Local Government'. ReGenerating Community Conference Papers. Melbourne.

5 Arts Victoria. (2013). Making Art With Communities: A Work Guide. Arts Victoria, VicHealth, & Castanet.

6 McQueen-Thomson D, James P & Ziaguras C. (2004). Promoting Mental Health and Wellbeing Through Community and Cultural Development: A Review of Literature Focusing on Community Festivals and Celebrations. VicHealth & RMIT University.

7 Creative Victoria: The Arts Ripple Effect- Valuing the Arts in Communities

of place is the acknowledgement and celebration of First Nations culture, which has thrived on these lands for tens of thousands of years.

Recent studies and infrastructure developments have highlighted the significance of the Drysdale area to the Wadawurrung people with a large number of artefacts located as part of the 2018/19 Drysdale Bypass works.

The Wadawurrung Traditional Owners Corporation has expressed an interest to be engaged through the design process. Early engagement can lead to positive cultural outcomes embedded in the design with examples such as the Boronggook Drysdale Library and the Wurriki Nyal.

They have also expressed a desire for there to be programs for experienced indigenous artists and performers to mentor youths and guide them on what the performing arts can offer. First Nations Peoples wish to be involved in opportunities to direct, rehearse, perform and also have spaces where Wadawurrung art works can be exhibited. For important events, openings and any events involving non-Wadawurrung peoples, it is important that the traditional owners are engaged for Welcome to Country and Smoking Ceremonies.

In terms of connections to place the options include provision for a covered walkway to enter the building. Further engagement with the Wadawurrung Traditional Owners Corporation will need to be undertaken with onsite visits from the team to discuss specific stories. An example of the stories that can be told include:

The original name of the Bellarine area is Bella-wiyn meaning “place one rested on their elbow by the fire”. It was a place Wadawurrung people travelled to from all their areas of Country to come together and trade, dance, connect, learn and gather. It was also a place of water – with many waterholes, creeks and lakes in the vicinity. Water is the lifeblood of Country.

2.2 Constraints, risks and dependencies

A constraint of the project is the JUA, where the schools heavily rely on BAC for their performing arts and music classes. The project will need to allow the schools access, or the schools may need to find alternative arrangements for their classes. This would lead to a loss in revenue as well as reduced demand for the facility.

The emerging Drysdale Precinct is a major development in the area which will see additional throughput on Peninsula Drive. This development focusing on sports will see a significant increase in sports facilities and supporting infrastructure. By developing the BAC along with the Drysdale Sporting Precinct, it will create a cohesive community area supporting both sports and arts and culture, both essential to thriving communities.

3. Project options assessment

3.1 Project options considered

As part of the options development process, consultation was undertaken with BAC, CoGG, RDV, the Wadawurrung and various users of the facility to inform what needed to change. The options development also recognised the need for a financially sustainable operating model, which was built into the options that were developed. The consultation and identification of a specific operating model outcome developed four options:

Option 1 - Base Case (no project, continue with status quo)

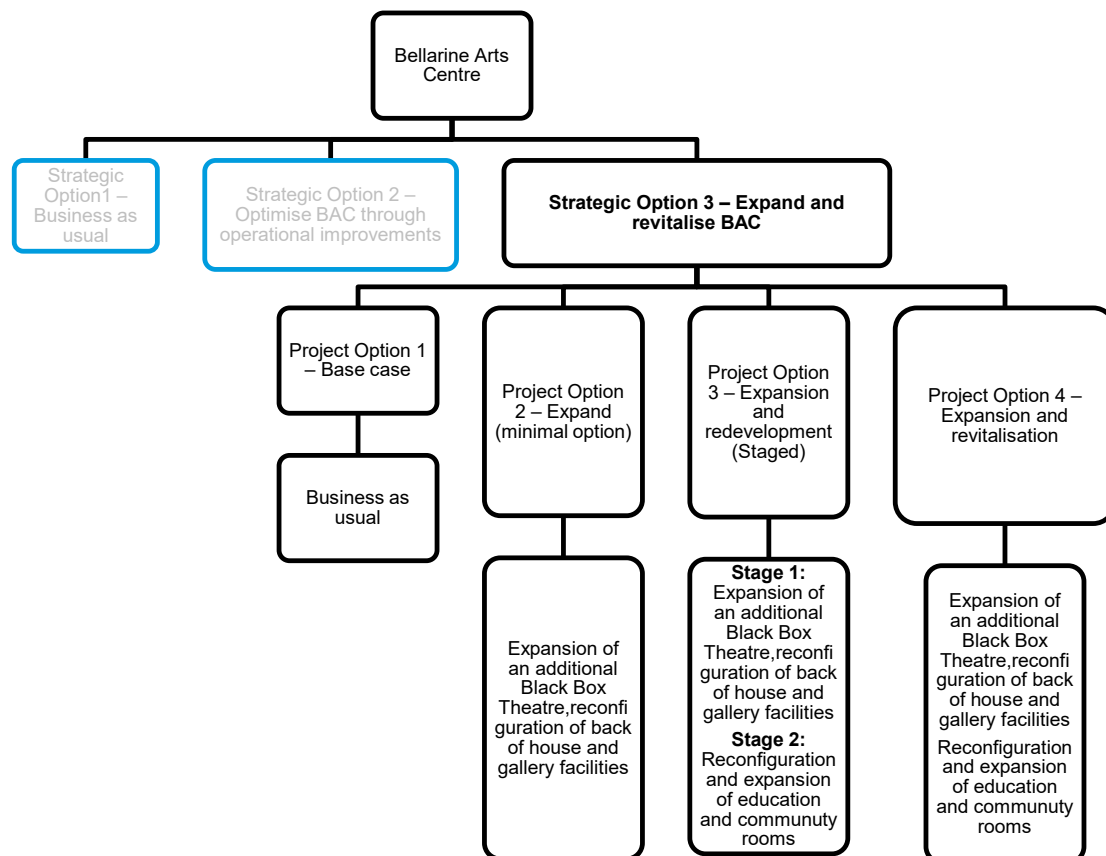
Option 2 - Expansion and revitalisation- 'minimal option'

Option 3 - Expansion and revitalisation- 'future proof' option, staged

Option 4 - Expansion and revitalisation- 'future proof' option.

The following diagram outlines the alignment of the strategic option to the project options.

Figure 2 Response option and project option relationships



4. Financial analysis

4.1.5 Capital costs

A detailed cost plan was prepared by Zinc Cost Management to estimate the cost of the BAC redevelopment. The costs presented here are in nominal terms (including inflation/escalation) and will appear slightly larger than the real costs (excluding inflation/escalation and fixed in 2023 dollars) which are presented in the economic section.

There has been no monte-carlo based estimate of contingent risk⁸ at this time and any / all inherent or other risk allowance is currently covered through application of a deterministic contingency amount applied to design and the contract.

Table 1 Capital Costs (\$ millions, nominal, 30 years)

Capital cost	Option 2	Option 3	Option 4
Construction cost	\$13.20	\$20.13	\$16.59
Contingency	\$2.77	\$4.23	\$3.48
Non-Construction Cost (Fees)	2.40	\$3.65	3.01
Escalation to construction	\$3.28	\$6.49	\$4.13
Total capital cost (\$m)	\$21.66	\$34.50	\$27.21

A drawdown schedule (S-curve) has been applied to each of the project options, representing the annual cashflows related to the delivery (design and construction) phase of the project options. The applied drawdown schedules and construction timeframes are outlined below in Table 2.

Table 2 Capital Cost Drawdown (\$ millions, nominal)

Capital cost	2024	2025	2026	2027	2028	2029	2030
Option 2	-	-	\$0.8	\$20.8	-	-	-
Option 3	-	-	\$0.8	\$20.8	\$0.3	\$0.5	\$12.4
Option 4	-	-	\$1.0	\$26.2	-	-	-

4.1.6 Operating costs

Operating costs of the options once they reach 'maturity' (post-delivery) were estimated by considering additional staffing costs for operations, additional staffing and programming costs for events, as well as additional cost of utilities such as electricity, gas and water. The table below outlines the average and total operating costs over the 30-year period, as well as the total incremental operating cost (above the base case).

Table 3 Operating Costs (\$ millions, nominal, 30 years)

Operating Cost	Option 1	Option 2	Option 3	Option 4
Life cycle costs	\$0.0	\$0.1	\$0.1	\$0.1

⁸ Contingent risk is also known as "event-based risk"

Operating Cost	Option 1	Option 2	Option 3	Option 4
Staffing Costs	\$16.3	\$27.0	\$27.9	\$28.0
Operating Costs	\$3.4	\$10.3	\$11.5	\$11.6
Programming Costs	\$4.9	\$8.8	\$9.1	\$9.1
Operating Contingency	\$2.5	\$4.6	\$4.9	\$4.9
Average annual operating cost	\$1.3	\$1.5	\$1.8	\$1.8
Total operating cost	\$27.1	\$50.7	\$53.5	\$53.8
Incremental operating cost (over base case), 30 years	-	\$11.1	\$13.9	\$14.1

4.1.7 Commercial revenues

It is anticipated that there will be additional commercial revenues associated with the redevelopment, due to increased demand served at the venue. These include general admission tickets, retail sales and hiring fees, philanthropic donations and the additional revenue from schools under the JUA.

Table 4 outlines the average annual operating revenue and the total operating revenue. Note that Option 1 is based on forecast figures from CoGG.

Table 4 Operating Revenue (\$ millions, nominal, 30 years)

Operating Revenue	Option 1	Option 2	Option 3	Option 4
Retail and general sales	\$1.8	\$4.5	\$4.9	\$4.9
Hire and Site fees	\$7.0	\$22.9	\$28.6	\$29.2
General Admission tickets	\$0.9	\$9.1	\$10.6	\$10.8
School activities and User Fees	-	\$1.4	\$2.7	\$2.6
Joint User Agreement Fees	\$3.7	\$5.6	\$5.6	\$5.6
Philanthropic	\$0.3	\$0.3	\$0.3	\$0.3
Average annual operating revenue	\$0.7	\$1.7	\$1.8	\$1.8
Total operating revenue	\$13.3	\$43.8	\$52.6	\$53.4
Total Incremental operating revenue	-	\$23.8	\$32.7	\$33.4

4.1.8 Financial Results

This section summarises the key financial outputs, including Net-Present Cost (NPC, whole-of-life costs and operating position for each Project Option.

Net present cost

The present cost (whole-of-life cost) and revenue for each Project Option is shown in Table 5 with financial NPVs for the project summarised below.

Table 5 Present cost– Whole of life costs (\$ millions, nominal – unless specified, 30 years), at various discount rates (1%, 3%, 5%)

Financial Cost	Option 2	Option 3	Option 4
Capital Costs	\$21.7	\$34.8	\$27.2
Operating costs	\$50.7	\$53.5	\$53.8
Operating revenue	\$43.8	\$52.6	\$53.4
Net present cost (1%)	\$12.5	\$20.0	\$13.9
Net present cost (3%)	\$13.3	\$20.5	\$15.3
Net present cost (5%)	\$13.5	\$20.4	\$16.0

5. Economic Analysis

5.1.9 Economic Impacts

This section provides an overview of the economic performance and outcomes of the shortlisted options, assessed using a qualitative economic assessment and standard Cost–Benefit Analysis (CBA) techniques. This evaluation has been undertaken in accordance with the DTF Economic Evaluation Guidelines.

This approach estimates the net economic impact of a project by comparing all material and quantifiable economic benefits that are attributable to the project with the identified economic costs. The resulting Benefit–Cost Ratio (BCR) indicates whether there is a positive or negative economic impact.

The qualitative economic assessment will address the general economic benefits that have not been incorporated into the CBA (and quantitative assessment), followed by the detailed quantitative assessment.

Eight economic benefits were quantified as part of the economic assessment:

1. Induced visitor spend (both coming to Bellarine / Geelong and extending their stay)
1. Education impacts – school and community
2. Consumer surplus benefits
3. Social impact
4. Amenity impact
5. Bequest impacts
6. Existence value
7. Residual value

5.1.10 Economic Results

This section presents the economic outputs of the project options, comparing the identified economic costs with the benefits to determine whether the project options provide net economic benefit.

Table 6: Economic benefit summary (\$ millions, real – unless specified, 30 years)

Economic Benefit	Option 2	Option 3	Option 4
Induced by BAC	\$0.1	\$0.5	\$0.5
Induced Extend	\$0.0	\$0.2	\$0.2
Education Benefit	\$5.7	\$10.7	\$10.9
Consumer Surplus Benefit	\$12.1	\$20.9	\$21.4
Bequest Benefit	\$0.2	\$0.2	\$0.3
Amenity Benefit	\$8.1	\$10.3	\$10.3
Social Benefit	\$0.5	\$0.5	\$0.5
Existence Value	\$16.4	\$26.3	\$27.2
Residual value	\$2.4	\$4.8	\$3.1
Total economic benefit (Real)	\$45.6	\$74.3	\$73.8

Economic Benefit	Option 2	Option 3	Option 4
Net present benefit (4%)	\$23.5	\$37.5	\$38.6
Net present benefit (7%)	\$15.4	\$24.1	\$25.4
Net present benefit (10%)	\$10.7	\$16.3	\$17.6

Table 7: Economic cost summary (\$ millions, real – unless specified, 30 years)

Economic Costs	Option 2	Option 3	Option 4
Capital cost	\$17.3	\$27.2	\$21.7
Recurrent Costs	\$6.6	\$8.2	\$8.4
Total economic cost (real)	\$23.9	\$35.4	\$30.2
Net present cost (4%)	\$19.0	\$27.7	\$24.0
Net present cost (7%)	\$16.6	\$23.8	\$20.9
Net Present Cost (10%)	\$14.8	\$20.8	\$18.6

Table 8: Net Present Value summary by discount rate (7% representing the central case, with 4% and 10% sensitivities)

Net Present Value	4%	7%	10%
Option 2	\$4.5	-\$1.2	-\$4.1
Option 3	\$9.8	\$0.3	-\$4.5
Option 4	\$14.6	\$4.4	-\$1.1

Table 9: Economic BCR summary by discount rate (7% representing the central case, with 4% and 10% sensitivities)

Benefit Cost Ratio	4%	7%	10%
Option 2	1.2	0.9	0.7
Option 3	1.4	1.0	0.8
Option 4	1.6	1.2	0.9

The results of the CBA indicate:

- Option 3 and Option 4 are both economically viable option, with Benefit Cost Ratios at or above 1.0.
- Option 4 returns the best result with a BCR of 1.2 and an NPV of \$4.4 million followed by Option 3 with a BCR of 1.0 and an NPV of \$0.3 million.
- By completing stage 2 of Option 3 (after Option 2), the NPV becomes positive which indicates the net contribution (and importance) of the second stage of works.

6. Project solution

As there are two options that return a positive NPV and a net economic benefit, either option would be suitable as the project solution. However, the funding sources available (from both Federal and State Government Grants) for this project will not meet the required capital cost for Option 4. Therefore, the recommended option is to deliver option 3, the expansion and redevelopment of BAC. This option was selected due to its ability to meet community needs on a staged basis.

The staged nature of the redevelopment means that there are more opportunities for funding at amounts that are palatable to governments. These stages that are to be funded are \$21.657m for stage 1 and \$12.839m for stage 2. This is a higher capital cost overall than Option 4; however it has more viable funding pathways and therefore was selected as the project solution. This along with its forecast increased financial self-sufficiency soon after becoming fully operational has made this option a viable solution. The figure below shows the concept of the completed BAC redevelopment.

Figure 3 Concept Image of Project Solution. Image courtesy of De atelier architects



Option 3 will deliver a performing arts centre that will be viable for the Bellarine region into the future. This option will deliver the required space for a significant uplift in the number of events, number of visitors and attendees, and number of training events available. This option will meet the needs of all the related parties, including the schools, community, and performers and directors. This option also provides provision for physical storytelling and gives First Nations people a connection to place.

Figure 4 Concept image of BAC Entranceway. Image courtesy of De atelier architects



This new performing arts space will see total visitation of 153,000 people by 2033, due to capacity constraints easing and additional programs being run to meet total demand.

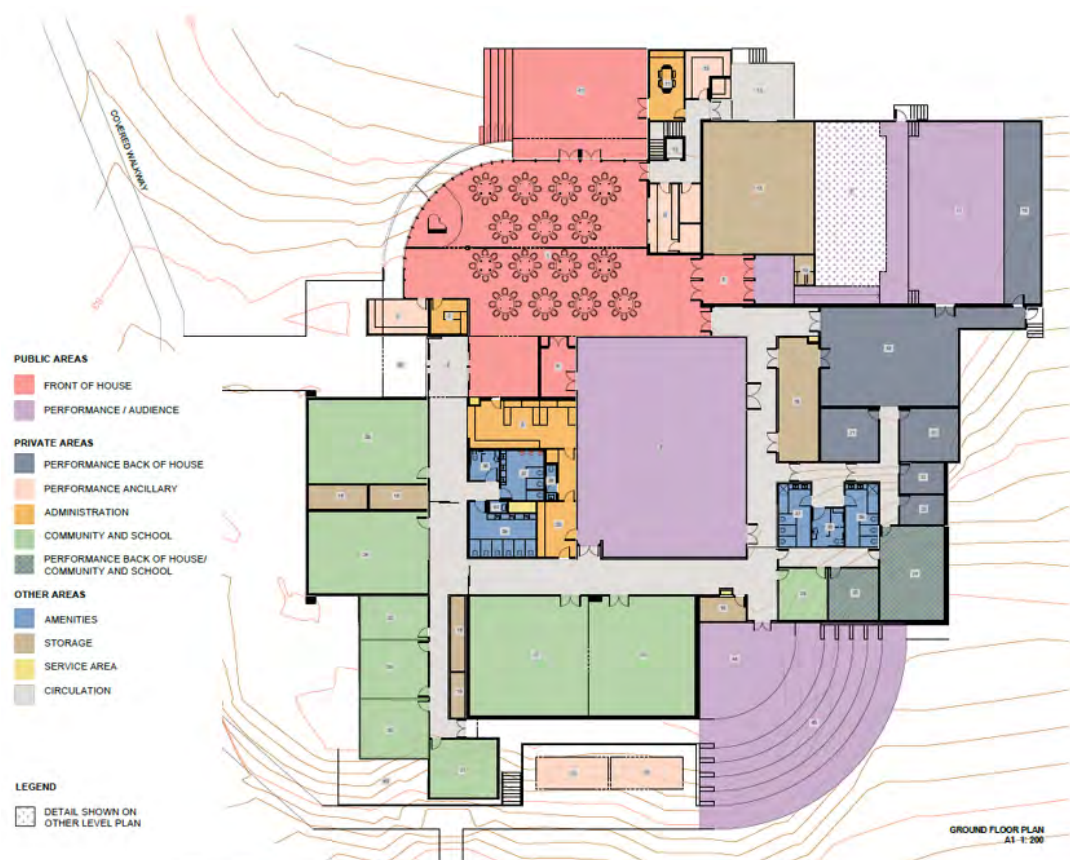
The Business Case project team undertook detailed consultation with BAC and numerous other key stakeholders to understand and scope the functional requirements of a redeveloped BAC. The following summary outlines the essential features of the proposed solution, and the high-level justifications for key components of the functional brief developed by de atelier architects.

Key features of the preferred option include:

- **Redeveloped front of house spaces** allowing for new event types such as cabaret and dinner shows. It will also give separation between box office, back of house office and the bar areas, providing a patron flow.
- **Additional state of the art theatre** enabling larger and more performances, with soundproofing, control room and significant back of house and staged areas.
- **Revitalised and improved amenities** – giving performers a significantly improved change rooms, toilet and shower amenities, and separation from the general public. This will also have the option of separating these amenities for different groups, where school students can have separated amenities from the general public.
- **Revitalised dedicated education space** including music lab and green room. dance studio, video editing room, 3 music labs.
- **Outdoor amphitheatre** for summertime shows, giving audience a variety of show options and types.
- **A production-kitchen** to support functions, events and support retail sales.
- **Public deck** to support circulation and provide spaces for summertime events and use during major all-of-facility events.
- **Dedicated storage space** enabling walkways and rooms to remain free and giving BAC room to store more items for annual events and regularly used items.
- **Upgraded entry way** to provide space for physical storytelling from the bus loop and areas surrounding BAC

Figure 5 shows the completed floor plan of the building following the completion of both stages of the redevelopment.

Figure 5 Completed Stage 1 and Stage 2 Floor Plan



Based on the operating model developed, the average annual real operating cost (revenue minus cost) from 2024 to 2033 is anticipated to be \$260,000 per annum. This reduces from \$500,000 in 2024 to be \$4,000 in 2033 before BAC generates a positive ongoing operating position, which climbs to almost \$100,000 in 2053.

Figure 6 High Level Concept Image of Project Solution. *Image courtesy of De atelier architects*

Figure 7 Outdoor Amphitheatre. *Image courtesy of De atelier architects*



7. Project schedule

7.1 Detailed project schedule

The proposed investment has been developed and costed based on a program that balances minimum visitor and program disruption with cost efficiency. The delivery schedule outlined in Table 10 reflects the preferred procurement strategy. It is indicative only at this stage, with a more detailed program to be developed as part of the detailed design stage and following input from the construction contractor.

The following critical path activities and key milestones underpin this program:

Table 10 Critical path and milestones

Name	Duration	Depends on
1. Business Case Submitted	1 day	
2. Project Approval	1 day	Business Case Submitted
3. Design and approvals	5 Months	Project approval
4. Stage 1 Construction	12 Months	Design and approvals
5. Construction completion and handover	1 day	Stage 1 Construction
6. Business Case for stage 2	6 months	1 Business Case Submitted
7. Project Approval	1 day	Business Case for stage 2
8. Design and approvals	5 Months	Project approval
9. Stage 2 Construction	12 Months	Design and approvals
10. Construction completion and handover	1 day	Stage 2 construction

8. Project budget

The proposed project budget incorporates the design development and capital delivery activities. It is anticipated that the project will be funded for detailed design to commence in the 2025-26 financial year, and construction to span the 12-month period in 2026-27 for stage 1. For stage 2, detailed design will commence in the 2028-29 financial year, and construction to occur in 2029-30. Project budget cashflows have been developed based on this schedule.

8.1 Detailed costing

The project design and construction program (and associated cost) have been divided into three sequential, overlapping stages of work:

- **Design** incorporates detailed design and tender for construction of the project;
- **Stage 1** incorporates the development of a new theatre space, upgraded amenities and additional front of house areas and redeveloped spaces.
- **Stage 2** will see the refurbishment and expansion of the educational spaces such as the music lab, dance studio and teacher's rooms.

Table 11: Capital costs (nominal)

Capital funding	(\$ million)								
Estimated asset investment cash flow	2023-24	2024-25	2025-26	2026-27	2027-28	5 year total	2028-29	2029-30	TEI
Design and approvals	-	-	\$0.700	-	-	0.700	\$0.418	-	\$1.118
Business case	-	-	-	-	\$0.276	\$0.276	-	-	\$0.276
Stage 1	-	-	-	\$17.925	-	\$17.925	-	-	\$17.925
Stage 2	-	-	-	-	-	-	-	\$10.714	\$10.714
Project risk allocation	-	-	-	-	-	-	-	-	-
Project contingency allocation	-	-	\$0.114	\$2.918	-	\$3.032	\$0.064	\$1.643	\$4.739
Principle repayments for leases – CAM	-	-	-	-	-	-	-	-	-
Principle repayments for leases – department	-	-	-	-	-	-	-	-	-
Subtotal (gross asset price increase)	-	-	\$0.814	\$20.843	\$0.276	\$21.933	\$0.482	\$12.357	\$34.772
Funds from other sources	-	-	-	-	-	-	-	-	-
Net impact capital	-	-	\$0.814	\$20.843	\$0.276	\$21.933	\$0.482	\$12.357	\$34.772

The net impact for which BAC is seeking support from the State is \$21.657 million over two years for stage 1 and a total of \$34.772 million over 5 years for stages 1 and 2.

8.2 State delivery costs

BAC has undertaken full economic and financial modelling to support this Business Case in order to determine the costs associated with the capital upgrade program, in addition to the operational cost impacts. BAC acknowledges that a significant increase in footprint and services will require an uplift in staffing and resources and has developed detailed staffing profiles associated with each option.

It is expected that there will be an increase in staff at both stages of the project. The preferred option will see a total increase of BAC staff from 5.6 FTE at present to 7.3 FTE in stage 1 and 7.9 FTE by stage 2. All staff will be non-VPS employees of BAC / CoGG. In addition, BAC is expecting to increase its volunteer pool from 12-24 to 20. Table 12 shows the planned build-up of staff over time.

Table 12: Staffing impacts – Staff/contractors

Functional category		2023-24	2024-25	2025-26	2026-27	2027-28	Ongoing
New non-VPS staff	Frontline	-	-	-	-	0.5	0.8
	Back office	-	-	-	-	1.2	1.5
	Contractor	-	-	-	-	-	-
Subtotal		0.0	0.0	0.0	0.0	1.7	2.3
Existing non-VPS staff	Frontline	4.0	4.0	4.0	4.0	4.0	4.0
	Back office	1.6	1.6	1.6	1.6	1.6	1.6
	Contractor	-	-	-	-	-	-
Subtotal		5.6	5.6	5.6	5.6	5.6	5.6
Total staff		5.6	5.6	5.6	5.6	7.3	7.9

8.3 Whole of life costs

The whole of life costs refer to the total cost of the project option over the 30-year assessment period, including all design, delivery and operating costs. Section 8.1 outlines the capital arrangements and the below Section 8.3.1 summarises the operations and maintenance cost profiles for the preferred option.

8.3.11 Operations and maintenance costs

The redeveloped and expanded BAC will see additional maintenance and operating costs in the form of life cycle costs, staffing costs, operating costs and programming costs. This will be offset by increasing revenue and by 2033 the facility will be in a positive net operating position where CoGG will not need to provide additional funding for operations. Prior to 2033 there will be a small contribution required, below the amount required currently. Figure 7 outlines the costs and revenues of Option 3 over the forward 10 years.

Figure 8 Option 3 Operating Costs and Revenues (10 years)



8.4 Budget impact

The total capital cost for the project is \$37.772 million (nominal dollars), fully delivered. There is an expectation that this capital cost will be split over two funding arrangements, with the first to cover stage 1 at \$21.657 million. There is additional funding for a business case to request the second round of funding for stage 2 where \$12.839 million is required. At the present time, no specific alternative sources of funding have been identified, or offers received, though there are potential Commonwealth grants which applied for (see section 8.2).

Table 13: Capital budget impact

Capital funding						(\$ million)			
Estimated asset investment cash flow	2023-24	2024-25	2025-26	2026-27	2027-28	5 year total	2028-29	2029-30	TEI
Design and approvals	-	-	\$0.700	-	-	0.000	\$0.418	-	\$1.118
Business case	-	-	-	-	\$0.276	\$0.276	-	-	\$0.276
Stage 1	-	-	-	\$17.925	-	\$17.925	-	-	\$17.925
Stage 2	-	-	-	-	-	-	-	\$10.714	\$10.714
Project risk allocation	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC
Project contingency allocation	-	-	\$0.114	\$2.918	-	\$3.032	\$0.064	\$1.643	\$4.739
Principle repayments for leases – CAM	-	-	-	-	-	-	-	-	-
Principle repayments for leases – department	-	-	-	-	-	-	-	-	-
Subtotal (gross asset price increase)	-	-	\$0.814	\$20.843	\$0.276	\$21.933	\$0.482	\$12.357	\$34.772
Funds from other sources	-	-	-	-	-	-	-	-	-
Net impact capital	-	-	\$0.814	\$20.843	\$0.276	\$21.933	\$0.482	\$12.357	\$34.772

Operationally, there will be a net negative impact for the next 5 years, however ongoing the revenue and offsets will be greater than the costs providing a positive net impact. This is summarised in the table below.

Table 14: Operational budget impact

							(\$ million)
Financial impact outputs	2023-24	2024-25	2025-26	2026-27	2027-28	5-year total	Ongoing
Expenditure	\$0.903	\$0.925	\$0.948	\$0.972	\$1.304	\$5.053	\$48.452
Lease operating expenditure - CAM	-	-	-	-	-	-	-
Lease operating expenditure - department	-	-	-	-	-	-	-
Lease interest CAM	-	-	-	-	-	-	-
Lease and service concession interest – department	-	-	-	-	-	-	-
Subtotal gross output	\$0.903	\$0.925	\$0.948	\$0.972	\$1.304	\$5.053	\$48.452
Offset from internal reprioritisation	-	-	-	-	-	-	-
Offset from other sources (revenue)	\$0.411	\$0.423	\$0.436	\$0.449	\$1.068	\$2.788	\$49.851
Subtotal offsets	\$0.411	\$0.423	\$0.436	\$0.449	\$1.068	\$2.788	\$49.851
Net impact output	-\$0.492	-\$0.502	-\$0.512	-\$0.523	-\$0.236	-\$2.265	\$1.399

Table 15: Capital Asset Charge (CAC) and depreciation

							(\$ million)
Financial impact	2023-24	2024-25	2025-26	2026-27	2027-28	5-year total	Ongoing
Capital asset charge	-	-	-	\$1.675	\$1.617	\$3.292	\$14.553
Depreciation	-	-	-	-	-	-	-
Leases – centralised accommodation management (CAM)	-	-	-	-	-	-	-
Leases – Department	-	-	-	-	-	-	-
Building depreciation	-	-	-	\$0.722	\$0.722	\$1.444	\$28.319
Total depreciation	-	-	-	\$0.722	\$0.722	\$1.444	\$28.319
Total depreciation and CAC	-	-	-	\$2.397	\$2.339	\$4.736	\$37.772

Table 16: Summary of useful life of asset

		Useful life of asset (years)
Useful life of asset used in depreciation calculation		50

8.5 Funding sources

The funding strategy for the BAC incorporates a combination of State and Federal Government support through grants for capital funding. The specific agency or departmental sources of funding have yet to be determined, however it is anticipated that grants which reflect the BAC's key impact areas of performing arts, arts education, regional social cohesion and community engagement and liveability will be likely grant targets. Alternatively, grants which are designed to address the scale of capital contribution sought across the two stages will be the most relevant and hence offer the greatest potential.

Self-generated revenue will be used to cover the recurrent operating costs, with any shortfall will be met by Council. Ongoing funding will continue to be required by CoGG in the short term, however a significantly smaller amount will be required (less than \$20,000, compared to \$500,000 currently). It is anticipated that the self-generated revenue will be able to cover the operational costs of the facility ongoing after 2032 and therefore no additional funding requirement will be needed from CoGG.

8.6 Next steps

It is recommended CoGG endorse Option 3 and develop a strategy to identify and apply for suitable funding support from CoGG, State and Federal sources.

BELLARINE ARTS CENTRE - YOUR INVESTMENT IN CULTURE AND COMMUNITY

THE BACK STORY

The Potato Shed sits at the heart of the Bellarine. The venue opened in 2001 as a joint venture of the City of Greater Geelong, Bellarine Secondary College and St Ignatius College Geelong with additional State Government funding.

Widely recognised as an exemplar of partnership, ideas and advocacy, the venue has facilitated creative, community and cultural participation over multiple generations, providing skills, opportunities and entertainment to the Bellarine community and the Greater Geelong region.

Several investigations, studies and consultations* have found that the current venue's footprint is too small, does not meet contemporary cultural venue standards and is critically under-equipped to cater for the needs of the Bellarine community now and into the future.

WHERE WE ARE

Over the last four years the Potato Shed has enjoyed attendances of 147,000, 192 performances, 33 tenancies, and 18 public programs.

At pre-pandemic levels, these numbers were significantly higher and yet the strong demand for Potato Shed products, services and events has meant that its recovery from the pandemic has been faster than expected.

Projections show that if capacity allowed, Potato Shed visitation would rise at a rate of approximately 20% per annum over the next three years.

The increase in visitation would be welcome from tourism, economic, cultural and community perspectives, but there is an identified and critical need for the venue to expand to accommodate such demand.

THE VISION

A new, reimagined Bellarine Arts Centre will unlock the economic, social and creative potential of the region's burgeoning creative industries and visitor economy.

The redevelopment will stimulate and provide the growing community and creative sector with diverse opportunities to participate in the civic, social and cultural life of their community, while stimulating the region's tourism pipeline for all-weather, year-round visitation.

Key features will include:

- Increased theatre capacity
- Improved foyer and box office facilities
- Expanded program offer
- Fit-for-purpose green room facilities
- Cafe
- Enhanced storage facilities
- Creative learning spaces
- State of the art media and music labs
- Alignment with adjacent Sports precinct
- Reflection of region's First Nation's heritage
- Interaction with open spaces and schools

WHY NOW?

The City of Greater Geelong has committed \$150,000 in the 2022-2023 financial year to develop a full business case for the Bellarine Arts Centre, ensuring the project is investment-ready for consideration by Federal, State and local partners.

The project continues Council's commitment to its long-term Clever and Creative Vision, to building fit-for-purpose cultural infrastructure as identified in its Arts and Culture Strategy 2021-2031 and to Geelong's designation as UNESCO City of Design.

The redevelopment will extend the impact of many of the Bellarine's strategic ambitions including employment, transport and tourism and the forthcoming State Government's Bellarine Peninsula Statement of Planning Policy.

THE INVESTMENT**STATE - FEDERAL – LOCAL**

In a post-pandemic world, competition for cultural dollars is high. Government investment will strengthen the arts ecology of the region, facilitate longer-term community and cultural planning and collaborations and engage new and more diverse generations of artists, audiences and supporters.

THE RIPPLE EFFECTS**ECONOMIC**

Around the globe examples can be found of the vital role that cultural infrastructure plays in economic transition, recovery and diversification. Economic projections for this project include:

- Up to 45 new jobs in tourism and 10 in ongoing operations
- \$2.9m wage increases
- \$10.5m additional local revenue
- \$5m increase in added value
- For every \$ spent, 90 cents flows into local economy

TOURISM

A new Bellarine Arts Centre will:

- Increase regional visitation, improve quality of customer experience, and increase visitor yield and length of stay
- Broaden Victoria's tourism offer, support and encourage year-round visitation and dispersal across regional Victoria
- Build stronger tourism pipelines for other tourism offers on the Peninsula
- 1/3 of potato shed visitors from outside Geelong region
- 72% increase in local visitor spend
- \$5.53m direct output on tourism

CULTURE

Blossoming from its manufacturing past, the Geelong region has successfully reinvented itself as a strong cultural and knowledge economy with significant investment in its City's cultural infrastructure (Geelong Library

and Heritage Centre, Geelong Arts Centre and forthcoming Geelong Gallery redevelopment).

This investment will ensure that culture and cultural participation can be more equitably distributed and accessed by regional Victorians, providing creatives, artists and arts organisations the tools and resources they need for sustainable professional practice and development, entrepreneurialism, cooperation and collaboration.

- 3.2m of Victoria's visitors = cultural visitors (2020)
- 4.4m Victorians acknowledge positive impact of arts
- 34% of regional Victorians cite distance as reason for non-arts participation

COMMUNITY

The Potato Shed has built strong community loyalty. Several consultations over the last ten years show consistent and overwhelming community support for an expanded and diversified venue.

There is unambiguous evidence that cultural activity nurtures local identity and a sense of place.

This investment will continue to build a resilient, engaged and capable Bellarine community, supporting liveability, innovation and cultural participation.

- 49% of Australians recognise that 'building creative skills will be necessary for the future workforce'
- 44% of Victorians produce, create or participate in arts activities

THANK YOU FOR YOUR SUPPORT

* Recent investigations include 2020 Potato Shed Strategic Assessment Plan/ CoGG Arts and Culture Strategy 2021-2031 – 17,000 community consultations and City of Greater Geelong Tourism Impact Report 2022

2.4. Ocean Grove Sporting Infrastructure Plan 2025

Source: City Life
Executive Director: Anthony Basford

Purpose

1. For Council to adopt the Ocean Grove Sporting Infrastructure Plan (OGSIP 2025) (Attachment 1).

Background

2. In 2019, the City commissioned a review and update of the 2010 Ocean Grove Sporting Infrastructure Plan.
3. A Project Reference Group (PRG) of key stakeholders and user groups was established and has provided input into the development of the Draft Plan.
4. The Ocean Grove Sporting Infrastructure Plan (OGSIP 2025) considers six reserves as well as the sporting and recreation activities conducted at them, these being:
 - 4.1. Arthur Powell Reserve;
 - 4.2. Collendina Reserve;
 - 4.3. Devlins Road Reserve;
 - 4.4. Memorial Reserve;
 - 4.5. Shell Road Reserve; and
 - 4.6. Wallington Reserve.
5. The OGSIP 2025 is guided by three key strategic principles:
 - 5.1. Facility Provision – Ensuring the community has access to diverse, future-ready sports facilities:
 - 5.2. Sustainable Clubs – Supporting successful, well-equipped clubs that meet user needs: and
 - 5.3. Access and Inclusion – Creating inclusive, accessible facilities for all participants.
6. Extensive community engagement has taken place since the commencement of the review including surveys and stakeholder consultations, confirmed strong support for multipurpose and shared facilities.
7. Key themes included equitable access, sustainable design, and user-friendly spaces.
8. The final plan integrates this feedback alongside strategies such as the Social Infrastructure Plan – Generation One 2020-2023, responding to significant population growth and increasing female participation.

Key Matters

9. The OGSIP 2025 has been refined based on updated participation data, user needs, and practical considerations such as maintenance and accessibility. It establishes a clear strategic direction for sustainable sports infrastructure in Ocean Grove.
10. Key strategic directions include:
 - 10.1. Relocation of Ocean Grove Soccer Club – The club (formerly Surfside Waves Soccer Club) will relocate to a purpose-built soccer facility at Devlins Road Reserve.
 - 10.2. Conversion of Shell Road Reserve – Following the relocation of the Ocean Grove Soccer Club to Devlins Road Reserve, the existing soccer pitches will be converted into a second oval for football and cricket with the reserve which will improve facility access and utilisation for Football (AFL), Cricket and Netball.
 - 10.3. Reserve-Specific Improvements – Tailored infrastructure upgrades will enhance accessibility and improve multi-use functionality at all six reserves.
11. The OGSIP 2025 is a community-supported framework for strategic and equitable future sporting infrastructure investment.
12. The OGSIP 2025 will be used to inform future infrastructure planning and investment decisions as part of the annual budget processes and be considered for suitable grant funding opportunities.

RESOLUTION - Item 2.4

Cr E Wilkinson moved, Cr R Story seconded -

That Council:

- 1. Adopts the final Ocean Grove Sporting Infrastructure Plan 2025 at Attachment 1;**
- 2. Notes there is no immediate funding available beyond current projects underway for the implementation of the final Ocean Grove Sporting Infrastructure Plan 2025;**
- 3. Notes that all future investment for projects identified within the report be considered as part of Council's future strategic resource planning and annual budget processes; and**
- 4. Acknowledges the community for their contributions to the Ocean Grove Sporting Infrastructure Plan 2025 throughout the community engagement process.**

Carried

Financial Sustainability

13. Indicative cost estimates have been sourced for a number of key infrastructure priorities which have been identified within the implementation plan contained within the report.
14. Costs provided for the infrastructure priorities within the plan are high level, do not include any allowances for non-construction costs or contingencies and may change throughout detailed design and delivery.
15. The Ocean Grove Sporting Infrastructure Plan 2025 will be used to inform future infrastructure planning and investment decisions as part of the annual budget processes and be considered for suitable grant funding opportunities.

Community Engagement

16. The project was governed by a Project Control Group (PCG), Project Working Group (PWG) and a Project Reference Group (PRG) to ensure robust engagement was undertaken per the City's engagement policy.
17. PRG members were engaged throughout the plan's development and consisted of current tenants of the reserves included within the study and other key stakeholders:
 - 17.1. Ocean Grove Tennis Club;
 - 17.2. Ocean Grove Football Netball Club;
 - 17.3. Ocean Grove Cobras Junior Football Club;
 - 17.4. Ocean Grove Soccer Club (Formally the Surfside Waves Soccer Club);
 - 17.5. Ocean Grove Cricket Club;
 - 17.6. Shell Road Reserve Committee of Management;
 - 17.7. Collendina Cricket Club;
 - 17.8. Bellarine Bears Baseball Club;
 - 17.9. Wallington Cricket Club;
 - 17.10. Bellarine Pigeon Club;
 - 17.11. Memorial Hall Committee of Management;
 - 17.12. Ocean Grove Badminton Club;
 - 17.13. Bellarine Table Tennis Club, Soft Tennis, Ocean Grove Pickleball Club;
 - 17.14. Ocean Grove Calisthenics College;
 - 17.15. 1st & 2nd Ocean Grove Scout Group;
 - 17.16. Ocean Grove Community Association;
 - 17.17. Surfside Primary School; and

- 17.18. Our Lady Star of the Sea Catholic Primary School.
18. The draft plan was developed following extensive consultation with key stakeholders and was released for broader community consultation in May 2022 for a period of six weeks.
 19. The engagement process included communications via; Press release and placements, Have Your Say (HYS) project page including online surveys, hardcopy flyers, posters, face-to-face consultation sessions, social media and direct e-mail communications.
 20. The results of this engagement period showed a strong support for the overall intent of the plan and provided key insights into the amendments required for the final plan. Further information and insights into the outcomes of the engagement can be found in the final engagement summary report (**Attachment 2**).
 21. Following the broader consultation period, the plan was further refined through targeted engagement with key stakeholders.
 22. These sessions explored the specific issues identified at each reserve and informed changes from the draft to the final plan. This included incorporating feedback from the engagement period and developing individual landscape master plans for all reserves.
 23. The final plan was delayed from the March 2025 Council meeting to May 2025 on account of seeking additional input from all interested groups. Support for the final plan has been provided in writing by all key stakeholders.
 24. The final plan also includes updated participation and usage data which reflects the current and emerging needs which have evolved since the development of the draft plan.

Social Equity and Sustainability

25. The proposed facility developments and usage recommendations will assist in delivering sustainable growth operations and improved opportunities for female sports participation. Other benefits include improved access to facilities and open space for the community.
26. The final plan ensures equity of investment across all sporting infrastructure. Future population size and expected participation numbers have been considered to ensure adequate service levels to the community.
27. All proposed developments contained within the final plan aligns with adopted sporting association guidelines and standards to ensure any investments are in accordance with provisions and service levels are realistic and within resource constraints.
28. The plan ensures all upgraded and new facilities are universally designed for use by people of all ages, gender, abilities, and cultural backgrounds. Benefits extend to community programs and informal recreation across all reserves as part of this study. Infrastructure projects identified within the plan will also require Gender Impact Assessments (GIA+) to be completed prior to commencement.

Relevant Law/Policy/Legal Implications

29. There are no other known legal, statutory or policy implications associated with the Draft recommendations.

Alignment to Community Plan and Vision

30. This report aligns with Our Community Plan 2021-2025 strategic priority:
Healthy, caring and inclusive community.
Sustainable growth and environment.
31. 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.
Development and implementation of sustainable solutions.

Conflict of Interest

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

Risk Assessment

33. The Ocean Grove Sporting Infrastructure Plan 2025 helps reduce the risk of not meeting future growth demands by offering guidance for the development of sustainable sports infrastructure in Ocean Grove.
34. Several proposed developments identified within the plan have co-dependency's and are contingent on the delivery of other projects. The immediate priority is the development of Devlins Road Reserve and the relocation of the Ocean Grove Soccer Club.

Environmental Sustainability

35. The plan aligns with a key direction of the City’s Sustainability Policy to enhance, protect and restore our biodiversity and natural environments, including plants and animals that inhabit them.
36. All facility developments will consider environmentally sustainable design principles in line with Council’s Sustainable Building Policy.

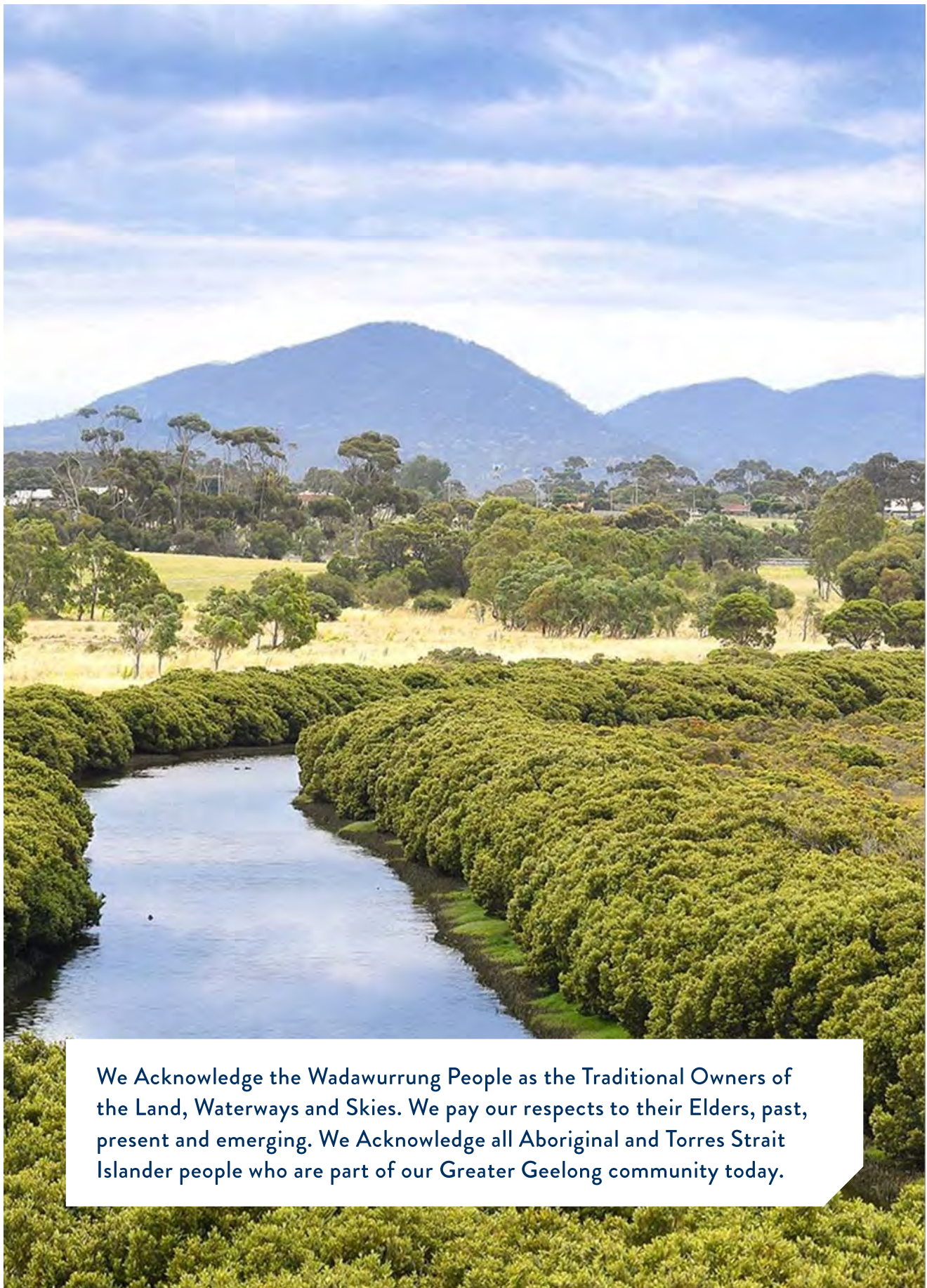
Attachments

1. Ocean Grove Sporting Infrastructure Plan - FINAL [2.4.1 - 37 pages]
2. Ocean Grove Sporting Infrastructure Plan - Final Engagement Report [2.4.2 - 14 pages]



OCEAN GROVE SPORTING INFRASTRUCTURE PLAN

2025



We Acknowledge 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.

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EXECUTIVE SUMMARY

The Ocean Grove Sporting Infrastructure Plan 2025 (OGSIP) establishes the priorities for the development of sporting reserves across Ocean Grove and Wallington to ensure our community can participate in a diverse range of sport and recreation activities.

The update of the previous Ocean Grove Sporting Infrastructure Plan (2010) identifies changes in sports participation, club needs and community demographics, all of which are driving the need for increased provision of sporting infrastructure.

Ocean Grove and Wallington are growing at a steady rate, with the population forecast to reach approximately 24,000 residents by 2035, representing 14.6% growth over a 10-year period.

Club participation has been growing across the majority of existing sports over the last five years, with a number of clubs struggling to meet demand due to the limitations of existing facilities:

Participation Growth

Sport	2019	2024	+/-
Baseball	100	116	+16 (+16%)
Cricket	441	435	-6 (-1%)
AFL	701	1,044	+343 (+49%)
Soccer	280	495	+215 (+77%)
Netball	176	250	+74 (+42%)
Tennis	420	369	-51 (-12%)

The OGSIP provides a plan to improve the provision of infrastructure for community sport across Ocean Grove and Wallington.

The key pillars of the OGSIP are:

- 1. Facility Provision:** The Ocean Grove and Wallington community has access to sports facilities that support future growth and provide a diversity of opportunities to participate
- 2. Sustainable Clubs:** Our clubs are successful and sustainable, with access to high quality facilities that meet user needs and enable efficient club operation
- 3. Access & Inclusion:** Our facilities are accessible and inclusive, creating more opportunities for all people to play, officiate, volunteer and spectate

The OGSIP identifies the need to retain existing facilities as well as provide additional infrastructure to support participation, including:

- An additional baseball diamond;
- An additional oval for AFL/Cricket;
- An additional court for Netball;
- Additional pitches for Soccer; and
- Retention of existing tennis courts.

To enable the continued growth of sports participation and the health of local clubs, the OGSIP identifies opportunities to improve infrastructure across six reserves (see Key Development Priorities on page 5).

The staged implementation of the OGSIP will ensure that the residents of Ocean Grove and Wallington are healthy, active and connected.

KEY DEVELOPMENT PRIORITIES

Across the six sporting reserves identified within the OGSIP, the following infrastructure development priorities are:

Shell Road Reserve

1. Construct a second oval on the site of the existing soccer pitches and upgrade other infrastructure including change rooms, amenities and canteen.
2. Upgrade and expand the cricket practice facility (one additional lane), and provide an adjacent cricket storage facility.
3. Construct one additional undercover netball court (show court), and provide fit-for purpose off-court netball facilities.

Collendina Reserve

1. Upgrade the pavilion to provide compliant gender-neutral player and umpire change rooms, and improved social and kitchen facilities.
2. Upgrade the cricket practice facility, including the installation of a fourth lane.

Devlins Road Reserve

1. Construct soccer pitches, a pavilion and associated supporting infrastructure in the southern section of the reserve to support the relocation of Ocean Grove Soccer Club to the reserve.

Memorial Reserve

1. Complete detailed investigations and preliminary design work to determine the viability of an extension of the recreation hall to the west.
2. Upgrade the pavilion, including the provision of gender-neutral player and umpire change rooms, and additional storage space for user groups.

Arthur Powell Reserve

1. Reconstruct the two public tennis courts to provide two new compliant acrylic courts with sportslighting.

Wallington Recreation Reserve

1. Redevelop the existing senior baseball diamond to comply with guidelines and plan for a future second junior-sized diamond as demand is demonstrated.
2. Upgrade the pavilion to provide gender-neutral player and umpire change rooms, improved social and kitchen facilities, and public toilets.



BACKGROUND & CONTEXT

ABOUT OCEAN GROVE

Ocean Grove is a coastal community on the Bellarine Peninsula, approximately 23 kilometres south-east of Geelong.

Renowned for its pristine beaches and natural environment, Ocean Grove is a growing community, with the population forecast to grow to over 24,000 by 2035, representing an increase of 14.6%.

The total number of residents in the 'active age' cohort (5-39 years), will grow by 9.5% by 2035, increasing the demand for community sporting infrastructure.

The older adults cohort (60+ years) is projected to have the largest increase, growing by 28.6% by 2035.

The demographic profile of Ocean Grove represents a growing community, with the total number of residents to increase across all age cohorts other than a marginal decrease in the number of young children (0-4 years).



21,015

Projected
Population 2025

24,088

Projected
Population 2035

+3,073

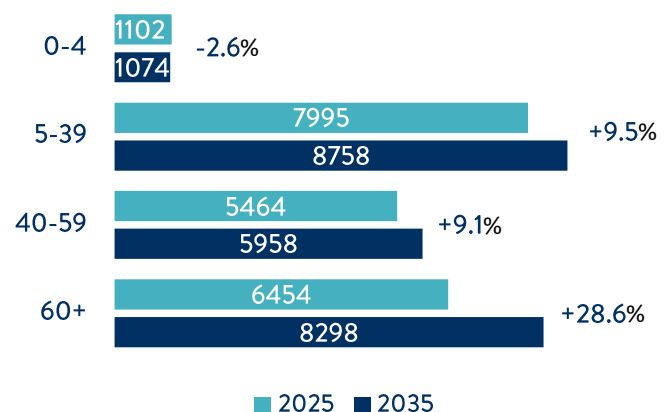
Population
2025 -2035

+14.6%

% Growth
2025 -2035

Source: *Victoria in Future*
Catchment: Ocean Grove Statistical Area Level 2 (SA2)

Age Profile 2025 – 2035



ABOUT THE OCEAN GROVE SPORTING INFRASTRUCTURE PLAN

The Ocean Grove Sporting Infrastructure Plan (OGSIP) establishes the investment priorities for sporting facilities within Ocean Grove to meet the needs of a growing and active community.

The OGSIP 2025 builds on the original Ocean Grove Sporting Infrastructure Plan developed in 2010 (OGSIP 2010). Since the development of the OGSIP 2010, Ocean Grove has continued to grow, placing additional pressure on facilities.

Planning for Change: OGSIP 2010

The OGSIP 2010 established the sporting infrastructure needs of Ocean Grove, with a focus on the transformation of Shell Road Reserve to cater for the needs of Ocean Grove Soccer Club (formerly Surfside Waves Soccer Club) and the transition of the Ocean Grove Football Netball Club and Ocean Grove Cricket Club to the site.

The OGSIP 2010 was successful in delivering investment in priority projects, including the development of the new pavilion, netball courts and cricket practice facility, and upgrade of the oval and soccer pitches.

The outcome of the OGSIP 2010 saw the successful co-location of Australian football, cricket, soccer, netball and tennis at Shell Road Reserve.

A New Perspective: OGSIP 2025

Since the implementation of the key priorities from the OGSIP 2010, participation in organised sport has continued to grow across Ocean Grove and Wallington, with a number of clubs now requiring additional infrastructure to support demand.

The co-location of sports at Shell Road Reserve has also led to conflicts in usage of facilities between clubs, as well as club activities being split across multiple reserves throughout the township.

The OGSIP 2025 examines the future needs of sports clubs and the community to determine the best use of facilities to support growing participation and accessibility.

Key objectives of the OGSIP 2025:

1. Assess the adequacy of sporting infrastructure provision to meet the current and future needs of the Ocean Grove and Wallington community
2. Examine trends in sports participation and the implications for sporting infrastructure needs
3. Establish the sporting infrastructure development requirements to meet club, user group and community needs
4. Update existing reserve master plans and develop master plans for new active open space
5. Prepare a prioritised implementation plan for recommended projects

STRATEGIC CONTEXT

The development of the OGSIP 2025 has been informed by a range of plans and strategies, ensuring that the OGSIP aligns with local, municipal and regional directions for community infrastructure and sporting facilities.

Ocean Grove Sporting Infrastructure Plan 2010 (OGSIP 2010)

The OGSIP 2010 was prepared to guide the future development of Shell Road Reserve, Collendina Reserve and Memorial Reserve.

The Plan focused on the improvement of Shell Road Reserve to better provide for the needs of Ocean Grove Soccer Club (formerly Surfside Waves Soccer Club), and enable the transition of Ocean Grove Football Netball Club and Ocean Grove Cricket Club to the site from Memorial Reserve.

The implementation of the OGSIP 2010 has seen the delivery of a new pavilion at Shell Road Reserve, upgraded oval and soccer pitch surfaces, construction of four new netball courts and new cricket practice facilities.

Existing netball courts at Memorial Reserve were decommissioned and sportslighting upgraded at Collendina Reserve.

Ocean Grove Structure Plan (Amended 2016)

The Ocean Grove Structure Plan provides a strategic framework for the development of Ocean Grove, ensuring that future growth and development is supported while retaining the character of the coastal township.

Key directions from the Structure Plan relevant to sporting infrastructure include:

- Development of a regional public open space (8 ha) in the north-east growth area, including two ovals, netball courts, pavilion and informal park facilities through the use of developer contributions (partially actioned and superseded by site master plan)
- Develop Shell Road Reserve, including a \$6 million pavilion, to be shared by Ocean Grove Football Netball Club, Ocean Grove Cricket Club and Ocean Grove Soccer Club (formerly Surfside Waves Soccer Club) (actioned)

Other plans and strategies that have influenced the development of the OGSIP 2025 include:

- Our Community 2021-2025 (Council Plan)
- Social Infrastructure Plan – Generation One 2023-2025
- Bellarine Peninsula Distinctive Areas and Landscapes
- Ocean Grove Principal Pedestrian Network: Consultation Findings (2016)
- Fair Play Strategy 2017
- G21 Regional Football (Soccer) Strategy 2023-2033
- G21 & Cricket Victoria Barwon Regional Strategy (2019)
- G21 & AFL Barwon Towards 2030 (2020)
- Barwon Tennis Strategy 2024-2034

CLUB PARTICIPATION

Participation in organised sport in Ocean Grove and Wallington has grown significantly between 2019 and 2024, with sporting clubs attracting new participants and participation rates continuing to increase.

All club-based sports have attracted new participants over the five-year period to 2024, with existing sporting infrastructure under pressure to cater for growing demand.

With the population of Ocean Grove and Wallington forecast to grow to by 14.6% by 2034, participation in organised sport is expected to continue to increase, with additional sports facilities provision required to cater for demand.

Participation by Club

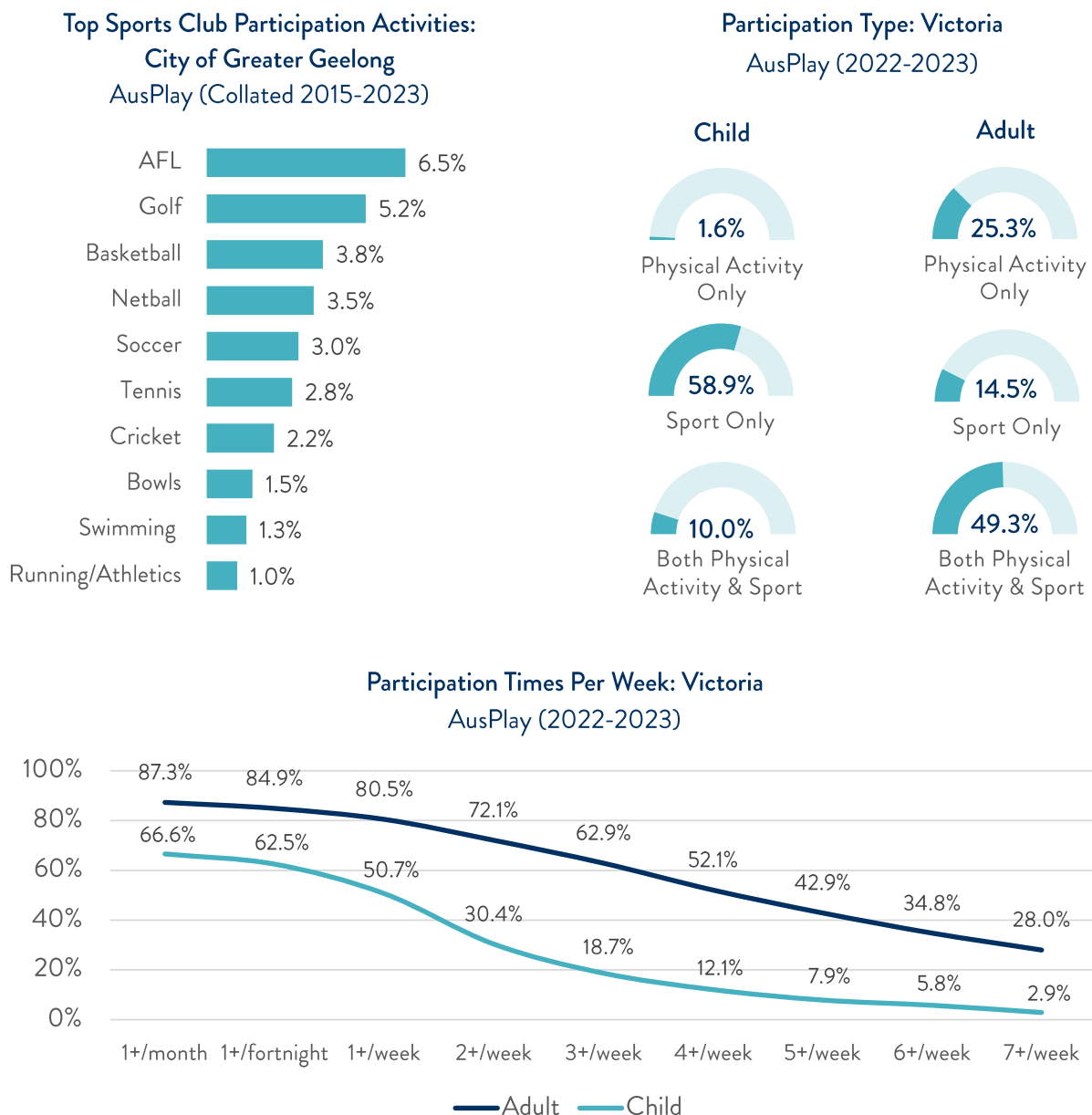
Sport / Club	2019 Participation	2024 Participation	2019-2024 Growth	Participation Rate Ocean Grove/ Wallington		Victoria*
Baseball						
Bellarine Bears Baseball Club	100	116	+16 (+16%)	0.6%		0.2%*
Cricket	441	435	-6 (-1%)			
Ocean Grove Cricket Club	191	65	-126 (-67%)	2.1%		2.7%
Collendina Cricket Club	170	183	+13 (+8%)			
Wallington Cricket Club	80	187	+107 (+134%)			
AFL	701	1,044	+343 (+49%)			
Ocean Grove FNC (Football)	301	440	+139 (+46%)	5.1%		4.6%
Ocean Grove Cobras Junior FC	400	604	+204 (+51%)			
Soccer						
Ocean Grove Soccer Club	280	495	+215 (+77%)	2.4%		2.8%
Netball						
Ocean Grove FNC (Netball)	176	250	+74 (+42%)	1.2%		2.7%
Tennis						
Ocean Grove Tennis Club	420	369	-51 (-12%)	1.8%		3.5%

**Note: Victorian Participation Rate is derived from the AusPlay Victorian Club Participation Rates (collated data 2015-2023)
Club Participation Rate for baseball is not available, with the overall participation by activity rate used for comparison purposes*

PARTICIPATION TRENDS

Trends in participation continue to evolve, with communities participating in ways that are driving the need for increased sporting infrastructure provision.

The national AusPlay participation survey identified the top club-based participation sports within the City of Greater Geelong between 2015-2023 (see below) and sets a baseline for the type and frequency of participation undertaken by adults and children (2022-2023).





FACILITY DEMAND ASSESSMENT

FACILITY DEMAND ASSESSMENT

Ocean Grove and Wallington must increase sports facility provision to cater for growing population and participation rates across the community.

An assessment of facility demand supports the need for sports facility development relative to population provision ratios and participation growth over the next 10 years.

Facility Provision by Population

Facility Type	Current Provision	Provision Ratio	2025		2035	
			Provision required	Surplus / Deficit	Provision required	Surplus / Deficit
Baseball Diamond	1 diamond	1:40,000	0	+1	0	+1
Cricket Oval	6 ovals	1:4,000	5	+1	6	0
AFL Oval	4 ovals	1:5,000	4	0	5	-1
Soccer Pitch	2 pitches	1:5,000	4	-2	5	-3
Netball Court	5 courts	1:5,000*	4	0	5	-1
Tennis Court	17 courts	1:3,000	7	+10	8	+9

**Note: The netball court provision ratio has been calculated by applying the Netball Victoria participant-to-court ratio for regional areas (1:60) to determine the current number of courts required and calculating an adjusted provision ratio of 1:5,000 based on population data*

Participation Analysis by Sport

Sport	Participation			Participation Rate		Forecast Participation 2035 (based on participation rate)
	2019	2024	Growth	Ocean Grove/ Wallington	Victoria**	
Baseball	100	116	+16 (+16%)	0.6%	0.2%**	145
Cricket	441	435	-6 (-1%)	2.1%	2.7%	506
AFL	701	1,044	+343 (+49%)	5.1%	4.6%	1,228
Soccer	280	495	+215 (+77%)	2.4%	2.8%	578
Netball	176	250	+74 (+42%)	1.2%	2.7%	289
Tennis	420	369	-51 (-12%)	3.6%	3.5%	867

***Note: Victorian Participation Rate is derived from the AusPlay Victorian Club Participation Rates (collated data 2015-2023)
Club Participation Rate for baseball is not available, with the overall participation by activity rate used for comparison purposes*

FACILITY DEMAND ASSESSMENT

Based on the Facility Demand Assessment, the following sports infrastructure needs have been identified for Ocean Grove and Wallington:

Baseball	Provision of an additional baseball diamond due to participation at Wallington Reserve and the broader service catchment across the Bellarine Peninsula
Cricket	Provision of an additional oval to cater for growing participation and mitigate the need for clubs to use ovals outside of the Ocean Grove/Wallington area for home matches
Australian Football	Provision of an additional oval to cater for demand generated through population and participation growth
Netball	Provide an additional court to cater for growing demand, and provide flexible use and fixturing options for clubs and user groups
Soccer	Provision of two additional soccer pitches to cater for existing needs and projected participation growth
Tennis	Retention of existing courts to cater for club needs within Ocean Grove (12 courts) and public access at Wallington (5 courts)





CLUB & FACILITY USER NEEDS

CLUB & FACILITY USER NEEDS

Based on the analysis of facility provision and consultation with clubs and user groups, the following club and user group needs have been identified to optimise club and user group operations, and continue to grow participation.

Club	Facilities Used	Infrastructure Needs Analysis
Ocean Grove Football Netball Club (Football)	Shell Road Reserve (1 oval) Memorial Reserve (1 oval)	- Two ovals meet club needs for matches and training, with a preference for two ovals to be located at Shell Road Reserve to centralise club operations - Upgraded sportslighting and coaches boxes, and behind goal netting required on the oval at Shell Road Reserve
Ocean Grove Football Netball Club (Netball)	Shell Road Reserve (4 courts)	- Existing netball courts at Shell Road Reserve are adequate to meet club needs - Improvements to seating, shelter and player amenities - Addition of fifth court (show court) as demand grows
Ocean Grove Cricket Club	Shell Road Reserve (1 oval) Memorial Reserve (1 oval)	- Two ovals meet club needs for matches and training, with a preference for two ovals to be located at Shell Road Reserve to centralise club operations - Upgrading the practice facility at Shell Road Reserve from 3 lanes to 4 lanes would enable the consolidation of club training
Ocean Grove Soccer Club	Shell Road Reserve (2 pitches)	- Two pitches are reaching capacity, with an additional pitch required to meet club needs - Fixturing clashes with OGFNC on match days create pavilion access issues
Ocean Grove Cobras Junior Football Club	Collendina Reserve (1 oval) Memorial Reserve (1 oval) Shell Road Reserve (1 oval)	- Two ovals meet current club needs, with access to an additional oval required within five years. - Change facilities require upgrading to meet accessibility and inclusion requirements
Collendina Cricket Club	Collendina Reserve (1 oval) <i>Bellarine Secondary College (1 oval)</i>	- Two ovals meet club needs for matches and training - Upgrade of the practice facility to four lanes and improve condition - Upgrade of pavilion and change facilities

CLUB & FACILITY USER NEEDS

Club	Facilities Used	Infrastructure Needs Analysis
Ocean Grove Tennis Club	Arthur Powell Reserve (7 courts) Shell Road Reserve (5 courts)	- Retention of access to all existing courts required to meet club needs - Upgrade of public courts and installation of sportslighting at Arthur Powell Reserve to increase capacity and accessibility
Bellarine Bears Baseball Club	Wallington Reserve (1 diamond)	- Upgrade of current baseball diamond to comply with requirements for senior baseball - Access to a second diamond to cater for additional teams as demand is demonstrated
Wallington Cricket Club	Wallington Reserve (1 oval) <i>Devlins Road Reserve North (Oakdene) (1 oval)</i>	- Two ovals meet club needs for matches and training, with a preference for access to a second oval in Ocean Grove / Wallington - Upgrade of change rooms to meet user needs
Memorial Reserve Hall Committee of Management	Memorial Reserve Hall	- Complete detailed investigations and preliminary design work to determine the viability of an extension of the recreation hall to the west - Retain access to the recreation hall and improve access to storage for equipment for active clubs and user groups - Provision of suitable change facilities for children - Investigate options to access additional courts for pickleball at Memorial Reserve, Shell Road Reserve or Wallington Reserve as demand is demonstrated



STRATEGIC FRAMEWORK

STRATEGIC FRAMEWORK

1. Facility Provision	2. Sustainable Clubs	3. Access & Inclusion
The Ocean Grove and Wallington community has access to sports facilities that support future growth and provide a diversity of opportunities to participate	Our clubs are successful and sustainable, with access to high quality facilities that meet user needs and enable efficient club operation	Our facilities are accessible and inclusive, creating more opportunities for all people to play, officiate, volunteer and spectate
1.1 Increase the capacity of existing facilities to support growing participation 1.2 Improve the capability of facilities to meet user needs and create new opportunities to participate 1.3 Establish new facilities in areas of population growth and residential development	2.1 Enable clubs to prosper through the appropriate provision of facilities for club needs 2.2 Optimise facility use arrangements to enable efficient club operation and minimise impacts on volunteers 2.3 Support our clubs and user groups in advocating for investment in facility development priorities	3.1 Create sports facilities that are accessible to people with diverse needs 3.2 Increase the flexibility of facilities to provide new opportunities for participation 3.3 Provide infrastructure that engages our community as participants, officials, volunteers and spectators

Strategic Sporting Infrastructure Provision Recommendations

Sport	Strategic Infrastructure Priorities
Baseball	Provision of a second baseball diamond at Wallington Recreation Reserve as increasing demand is demonstrated
Cricket	Provision of an additional oval at Shell Road Reserve to cater for demand
Australian Football	Provision of an additional oval at Shell Road Reserve to cater for demand
Netball	Provision of an additional covered court and courtside player/umpire amenities at Shell Road Reserve to cater for demand and provide flexibility of use
Soccer	Provision of two soccer pitches at Devlins Road Reserve to enable the transition of soccer to the site from Shell Road Reserve
Tennis	Retain existing courts and explore opportunities to expand use

Note: While this plan focuses on the provision of outdoor sporting infrastructure, it also acknowledges broader trends across the sporting network. This includes the City's 2022 review of the Geelong Indoor Recreation Facilities Strategy, which serves as a key supporting document and outlines a strategic approach to the provision, enhancement, and development of indoor facilities over the next 20 years. The plan also recognises the growing popularity of emerging sports, including pickleball.



RESERVE SUMMARIES



Sporting Reserves

No.	Reserve	Address	Existing Sporting Facilities	Proposed Sporting Facilities
1	Shell Road Reserve	2A Shell Road, Ocean Grove	Two soccer pitches, one AFL/cricket oval, four netball courts, five tennis courts, cricket nets (three lanes)	Two AFL/cricket ovals, five netball courts (including a covered court), five tennis courts, cricket nets (four lanes)
2	Memorial Reserve	123-127 The Avenue, Ocean Grove	One AFL/cricket oval, recreation hall, scout hall, cricket nets (three lanes)	One AFL/cricket oval, recreation hall, scout hall, cricket nets (three lanes)
3	Collendina Reserve	18A Minerva Close, Ocean Grove	One AFL/cricket oval, cricket nets (three lanes)	One AFL/cricket oval, cricket nets (four lanes)
4	Devlins Road Reserve	152 Devlins Rd, Ocean Grove	One AFL/cricket oval	One AFL/cricket oval, two soccer pitches, soccer training area
5	Arthur Powell Reserve	139-161 Asbury Street East, Ocean Grove	Seven tennis courts	Seven tennis courts
6	Wallington Recreation Reserve	481-487 Wallington Road, Wallington	One cricket oval/baseball diamond, cricket nets (three lanes), five tennis courts	One cricket oval/two baseball diamonds, cricket nets (three lanes), multipurpose hardcourts

SHELL ROAD RESERVE

Shell Road Reserve is a sub-regional sport and recreation reserve that hosts a range of sport and active recreation activities, including Australian football, cricket, soccer, netball and tennis.

The reserve is located centrally within Ocean Grove at the corner of Shell Road and Tuckfield St.

The reserve currently provides one AFL/cricket oval, two soccer pitches, three-lane cricket practice facility, four netball courts, five tennis courts and a main pavilion.

Ocean Grove Football Netball Club requires access to additional facilities after growing significantly in the past five years (AFL: +54%, Netball: +42%), while Ocean Grove Soccer Club requires further room to expand after growing by 77% since 2019.

Growth in participation and conflicting user needs have created the need for change at Shell Road Reserve to ensure all clubs are sustainable in the future.

Key Development Drivers

1. Consolidation of club operations for Ocean Grove Football Netball Club and Ocean Grove Cricket Club at Shell Road Reserve.
2. Increase the capacity of facilities to cater for AFL, cricket, netball and tennis, with the transition of soccer away from Shell Road Reserve.
3. Mitigate pavilion access conflicts created by the concurrent fixturing of senior AFL and soccer matches.
4. Improve equity of access to change facilities and amenities for female participants.
5. Retain the existing site use for tennis.
6. Improve supporting infrastructure to cater for increasing use by clubs, user groups and the community.

Facility Development Recommendations

1. Construct a second oval on the site of the two soccer pitches and upgrade other infrastructure including the western change rooms, amenities and canteen.
2. Following the relocation of the Ocean Grove Soccer Club to Devlins Road Reserve, seasonally allocate the new oval to Ocean Grove Football Netball Club and Ocean Grove Cricket Club.
3. Upgrade and expand the cricket practice facilities (one additional lane), and provide an adjacent cricket storage facility.
4. Construct one additional undercover netball court (show court), and provide fit-for purpose off-court netball facilities.
5. Retain and upgrade the public tennis courts and pavilion, and when demand arises, overlay line-marking for pickleball on to two courts.

Shell Road Reserve

Master Plan

Scale @ A3: 1:2000

0 20 40 60 80 100



RECOMMENDATIONS

- ① New AFL/ Cricket Oval, including sub-surface irrigation and drainage, floodlights to training standard, player shelters, synthetic surface cricket pitch, and perimeter fence.
- ② Install protective netting behind each goal.
- ③ New electronic scoreboard.
- ④ Install an oval perimeter path (1.5m).
- ⑤ Western side will require a retaining wall to be constructed to allow for change in grade.
- ⑥ New multipurpose active recreation space, investigate feasibility of reusing the existing sub-surface irrigation and drainage.
- ⑦ New sealed car park (34 spaces) with pedestrian path linking the existing pedestrian path to the new oval perimeter path
- ⑧ Convert the existing 4 soccer change rooms to two AFL compliant change rooms, enlarge the canteen space, and extend the undercover viewing area.
- ⑨ Repurpose the existing netball rooms within the main pavilion once the courtside facilities have been constructed.
- ⑩ When courts are resurfaced, ensure court line marking achieves 4 compliant courts.
- ⑪ New undercover netball show court with competition sports lighting compliant to Netball Victoria's Infrastructure Development Guidelines.
- ⑫ New court-side netball change facilities and storage.
- ⑬ Terraced spectator seating.
- ⑭ Consider an alternate fence treatment to better integrate the Ocean Grove Neighbourhood Centre with the reserve.
- ⑮ Explore the viability of including additional parking along Tuckfield Street.
- ⑯ Retain existing local-level play space and renew the at the end of useful life via the City's asset renewal program. Consider any changes or additional embellishments as demand demonstrates.
- ⑰ Upgrade existing non-compliant synthetic run-ups and add an additional lane and storage to the cricket practice nets.
- ⑱ New pedestrian path.
- ⑲ Upgrade the tennis court surface and sports lighting as required and when demand arises, overlay line-marking for Pickleball to two tennis courts.
- ⑳ Redevelop the existing tennis pavilion to support the current and future needs of the tenant club.
- ㉑ New sealed path to replace existing asphalt path.
- ㉒ New home club coaches box.
- ㉓ Strengthen the tree planting throughout the reserve (location subject to further investigation).

LEGEND

- SUBJECT AREA
- P CAR PARKING
- NEARBY BUS STOP
- LIGHTING
- PS PLAY SPACE

MEMORIAL RESERVE

Memorial Reserve, formerly Ocean Grove’s primary sporting reserve, plays an important role in providing a diverse range of participation opportunities for the Ocean Grove community.

Prior to the Ocean Grove Football Netball Club (OGFNC) and Ocean Grove Cricket Club (OGCC) relocating to Shell Road Reserve in 2016, Memorial Reserve was the home facility for both clubs. Since the transition, the site has been used as a secondary facility for organised sport.

With the redevelopment of Shell Road Reserve to provide a second oval and centralised use of the reserve by OGFNC and OGCC, Memorial Reserve will play an important role in providing additional facilities for Cobras Junior Football Club and Collendina Cricket Club.

In addition to use for organised sport, the recreation hall provides a central venue for a range of organised activities including badminton, table tennis, calisthenics, soft tennis and pickleball.

The site is also home to a scout hall, which is primarily used for scout group activities.

Key Development Drivers

1. Extend the recreation hall and improve facilities to better cater to the needs of user groups and community.
2. Retain and improve the capability of the reserve to host football and cricket matches and training.
3. Enhance the open space character of the reserve to promote increased unstructured use by the community.

Facility Development Recommendations

1. Complete detailed investigations and preliminary design work to determine the viability of an extension of the recreation hall to the west.
2. Implement an integrated upgrade to the pavilion, including the provision of gender-neutral player/umpire change rooms and improve accessibility throughout the facility.
3. Upgrade sportslighting to competition standard for AFL.
4. Following the completion of the second oval at Shell Road Reserve, seasonally allocate Memorial Reserve to the Cobras Junior Football Club and Collendina Cricket Club.
5. Remove surplus sporting infrastructure and enhance informal open space with landscaping embellishments.

Ocean Grove Memorial Reserve

Master Plan

Scale @ A3: 1:1000

0 10 20 30 50



RECOMMENDATIONS

- 1 Remove surplus sporting infrastructure and return to open space.
- 2 Retain existing cricket practice facility and maintain for club and community use. Upgrade as demand is demonstrated.
- 3 New electronic scoreboard.
- 4 Improved access to car-parking within the reserve to reduce on-street parking burden during peak periods.
- 5 Retain existing local-level play space and renew at the end of useful life via the City's asset renewal program. Consider any changes or additional embellishments as demand demonstrates.
- 6 Increase tree planting throughout the reserve, and other landscape embellishments.
- 7 Upgrade the sports lighting to the playing surface to support training and competition.
- 8 Improve the accessibility throughout the the recreation hall and the pavilion.
- 9 Build additional storage for hall user groups and sports clubs.
- 10 Upgrade player change rooms, umpire change rooms and associated amenities.
- 11 Upgrade the existing public toilets to include an accessible toilet and toilets within the pavilion.
- 12 Complete detailed investigations and preliminary design work to determine the viability of an extension to of the Hall to the west.

LEGEND

- SUBJECT AREA
- P CAR PARKING
- B NEARBY BUS STOP
- ▲ LIGHTING
- PS PLAY SPACE

COLLENDINA RESERVE

Collendina Reserve is a local sport and recreation reserve that hosts AFL and cricket matches and training.

The reserve is located on Bonnyvale Road in the south-east of Ocean Grove, with access to the reserve off Minerva Close.

The site provides a single oval, three-lane cricket practice facility and pavilion, as well as a playspace for community use.

While the existing oval meets club needs for Collendina Cricket Club, a pavilion and change facilities upgrade is required to ensure facilities are inclusive and accessible. The cricket practice facility also requires an upgrade and expansion to cater for club needs.

Increased use of the reserve by the broader community can be encouraged through improved supporting infrastructure and improved safety.

Key Development Drivers

1. Retain use of Collendina Reserve by existing clubs
2. Improvement of the pavilion and change facilities to comply with facility guidelines and increase accessibility for all users
3. Improvement of infrastructure relating to the oval
4. Improvement of internal roadways and parking to increase user safety
5. Create infrastructure that encourages greater unstructured use of the reserve by the local community

Facility Development Recommendations

1. Upgrade and extend the pavilion to provide compliant gender-neutral player and umpire change rooms, and improved social and kitchen facilities.
2. Improve infrastructure relating to the oval, including boundary fence and building for timekeepers, storage, first aid and spectators.
3. Upgrade the cricket practice facility, including the installation of a fourth lane.
4. Construct new internal roads and car parking to improve user safety.
5. Encourage increased community use through the construction of a new path network and other landscape improvements.

Collendina Reserve

Master Plan

Scale @ A3: 1:1500

0 10 20 40 60



RECOMMENDATIONS

- ① Formalise the access road and install a sealed path from Minerva Close.
- ② Seal car-park and line-mark to approx 30 space
- ③ Relocate or remove the existing water tank subject to further design and investigations.
- ④ Upgrade and extend the pavilion to include a larger social room, accessible toilets, relocated and extended kitchen, covered spectator viewing platform, and gender-neutral change rooms.
- ⑤ Redevelop existing local-level play space in line with the City's asset renewal program. Consider changes to location or additional embellishments as demand demonstrates.
- ⑥ Retain reserve gate.
- ⑦ Sealed Concrete Path.
- ⑧ Install an oval perimeter fence with chain-mesh infill to restrict access to and from the oval to three locations as shown, and also prevent cricket balls from entering the canal.
- ⑨ New gravel road and turnaround bowl.
- ⑩ New electronic scoreboard.
- ⑪ Retain as open space and utilise for overflow parking, as required.
- ⑫ New unsealed path around the oval and connecting to existing pedestrian bridges over the canals.
- ⑬ Upgrade and reorient the cricket practice facility and install a 4th lane.
- ⑭ Strengthen the tree planting throughout the reserve (locations subject to further investigation)

LEGEND

- SUBJECT AREA
- P CAR PARKING
- B NEARBY BUS STOP
- LIGHTING
- PS PLAY SPACE

DEVLINS ROAD RESERVE

Devlins Road Reserve is a new reserve located within Ocean Grove’s northern growth corridor, forming part of the open space contribution aligned with the Kingston and Oakdene residential estates.

The reserve is partially developed, with a senior-sized AFL/cricket oval constructed on the northern side of the site.

The southern section of the reserve is currently undeveloped, with space allocated to provide additional sports playing fields, pavilion, playspace, and supporting infrastructure such as paths and landscape improvements.

The development of Devlins Road Reserve will enables the transition of use across a number of sites, with the transfer of Ocean Grove Soccer Club to the site enabling the development of a second oval at Shell Road Reserve.

Key Development Drivers

1. Increase the playing field capacity within Ocean Grove to cater for participation growth across soccer, AFL and cricket
2. Creation of new home facility for soccer in Ocean Grove, enabling the transition of Shell Road Reserve to provide ovals primarily for AFL and cricket use
3. Activate use of the site as an overflow venue for football and cricket.

Facility Development Recommendations

1. Develop soccer pitches, a pavilion and associated supporting infrastructure in the southern section of the reserve and relocate the Ocean Grove Soccer Club to the reserve.
2. Seasonally allocate the northern oval to the Ocean Grove Soccer Club for junior soccer as the priority winter sport, and to the Cobras Junior Football Club for overflow junior football, to scheduled around soccer use.
3. Seasonally allocate the northern oval to the Wallington Cricket Club as an overflow oval.

Devilins Road Reserve

Master Plan

Scale @ A3: 1:1500

0 10 20 40 60



RECOMMENDATIONS

1 SOCCER PITCHES

- Construct 2 new soccer pitches (105mx68m) with at least 3m run-offs for both.
- Provide netting behind goals as required.
- Provide sports lighting to both fields compliant to Football Victoria's competition standard subject to detailed design aligning with Australian Lighting Standards.
- Provide new connections to Devilins Oval pathway network.

2 NEW SOCCER PAVILION

- Construct new pavilion.
- Once constructed existing change facilities at Oakdene Reserve will be demolished/re-located. Vacated area to be returned to car parking.

3 TRAFFIC, CAR PARKING AND ACCESS

- Sealed car parking including designated accessible car parking spaces. Security lighting within the sealed area of the car park to comply with Australian Standards.
- Connect new car park into existing car park at Devilins Road Reserve North.
- Allow for car park expansion to the north of the show pitch.

4 PLAY SPACE AND TOILETS

- New community district-level play space aligned with play space strategy and guidelines.
- Provide new public toilets and ensure toilets are provisioned as per public toilets guidelines.

5 TRAINING AREA

- Future informal training area (68m x 68m with 3m run-offs with lights to training standard.
- Delivery of synthetic pitch to be investigated.

6 PATHWAYS

- Provide new inter-connecting pathways across the reserve to improve accessibility.
- 3m wide gravel path to allow for maintenance and emergency vehicle access if required. Add access gate to

7 DRAINAGE AND STORM WATER

- Optional new storm water basin to be located in an appropriate area pending future investigations.
- Install site-wide drainage to be directed to on-site basin as required.

8 TREES AND OPEN SPACE

- Remove Cypress Trees as required and in line with the staged delivery with the reserve.
- Re-nature and establish new trees. Explore opportunities to achieve 15% tree canopy across the Reserve with indigenous plantings to off-set the loss of Cypress trees in between both ovals.

LEGEND

— SUBJECT AREA

P CAR PARKING

B NEARBY BUS STOP

☀ LIGHTING

PS PLAY SPACE

↔ LEFT-IN / LEFT-OUT

~ PROTECTIVE NETTING

ARTHUR POWELL RESERVE

Arthur Powell Reserve is Ocean Grove's primary tennis facility and the home of the Ocean Grove Tennis Club.

The reserve is centrally located on Asbury Street East, Ocean Grove, 150 metres north of Memorial Reserve.

The site provides seven courts, with five exclusive use club courts (synthetic grass) and two public access courts (hard court surface). The club courts are in good condition and have sportslighting, while the two public courts are in poor condition, are non-compliant, and have no sportslighting.

Ocean Grove Tennis Club is a vibrant community club with a large membership base, requiring access to additional courts to support competition, coaching and social play.

Integration of the public access courts with the club courts to provide a seven-court club facility with access to the community outside of times of use by the club will enable growth in organised tennis participation.

Key Development Drivers

1. Integration of the club courts and public access courts to provide an improved facility to support tennis participation.
2. Improvement of the condition and compliance of the public access courts.
3. Retain options for public access of tennis courts at the site outside of times of club use for competitions, programs and coaching.

Facility Development Recommendations

1. Reconstruct the two public tennis courts into two new compliant acrylic courts with floodlights by extending the footprint to the south-east.
2. Redevelop the existing club tennis courts to comply with facility guidelines
3. Allocate the new courts to the Ocean Grove Tennis Club for a total of seven onsite courts, making sure the courts remain accessible to the public via a book-a-court system when not required by the club (in accordance with the City of Greater Geelong's Fair Play Strategy 2017).
4. *Note: The tennis pavilion at Shell Road Reserve will be upgraded to support access to tennis.*

Arthur Powell Reserve

Master Plan

Scale @ A3: 1:1000

0 10 20 30 50



RECOMMENDATIONS

- ① Redevelop the existing public courts to meet compliance with Tennis guidelines.
- ② Allocate the redeveloped courts to the Ocean Grove Tennis Club for a total of seven onsite courts, making sure they remain accessible to the public via a book-a-court system when not required by the club (in accordance with the City of Greater Geelong's Fair Play Strategy 2017).
- ③ Complete detailed site investigations to determine the viability of the extension of public courts to the south-east.
- ④ Ensure a universal connection from clubrooms to the public courts by extending the existing concrete path for better access.
- ⑤ Retain and maintain passive open space
- ⑥ Retain and maintain the existing on-street car-parking on Madeley Street and Karri Close.
- ⑦ Retain existing local-level play space and renew at the end of useful life via the City's asset renewal program. Consider any changes or additional embellishments as demand demonstrates.

LEGEND

- SUBJECT AREA
- P CAR PARKING
- NEARBY BUS STOP
- LIGHTING
- PS PLAY SPACE

WALLINGTON RECREATION RESERVE

Wallington Recreation Reserve is the primary sport and recreation reserve within Wallington, located approximately 6 km north-west of the Ocean Grove town centre.

The reserve provides a diverse range of facilities, including an oval (incorporating a baseball diamond), cricket and baseball practice facilities, pavilion, five tennis/netball courts and associated clubroom.

While the facilities at the site create opportunities to participate in a range of activities, improvements are required to comply with sport guidelines and encourage the future growth of clubs and user groups.

Key Development Drivers

1. Expand the provision of compliant playing fields that support baseball participation, while retaining use for cricket
2. Increase accessibility within the pavilion, change facilities and public amenities
3. Retain public access to tennis and netball facilities at the site

Facility Development Recommendations

1. Retain use of the reserve for cricket (Wallington Cricket Club) and baseball (Bellarine Bears Baseball Club).
2. Construct a compliant senior baseball diamond, and master plan for a future second diamond (junior size) as demand is demonstrated.
3. Install sportslighting on the senior baseball diamond.
4. Upgrade the pavilion to provide fit-for-purpose and gender-neutral player and umpire change rooms, and improved social and kitchen facilities, and public toilets.
5. Consider the future potential to upgrade the tennis courts and netball court, and add a hardcourt area for additional potential ball sports.

Wallington Recreation Reserve

Master Plan

Scale @ A3: 1:1500

0 10 20 40 60



RECOMMENDATIONS

- 1 Remove the required number of Cypress pines to enable a new compliant senior baseball field to be constructed. Works include re-alignment of the baseball field, new back net, dug-outs, scorers box and gates.
- 2 New Womens / Junior baseball field back net and in-field to be constructed as demand is demonstrated.
- 3 Existing cricket store.
- 4 Existing outdoor baseball training facility and adjoining cricket practice facility.
- 5 Existing indoor baseball training facility.
- 6 Formalise the reserve road and car parking. Ensure clear site lines at the reserve entry, and in the future consider the need for slip lanes.
- 7 Install baseball sports lighting
- 8 Remove the public toilet block and incorporate facilities into the pavilion redevelopment.
- 9 Upgrade and extend the pavilion to provide two compliant baseball/cricket changerooms, a shared kitchen/canteen, bar, social space, internal toilets and storage. Allow for external sensor lights to light the car park.
- 10 Investigate options to resolve poor drainage issue.
- 11 Retain existing local-level play space and renew at the end of useful life via the City's asset renewal program. Consider any changes or additional embellishments as demand demonstrates.
- 12 Bellarine Pigeon Club pavilion. Review usage of the asset and explore alternative usage options commensurate with future demands.
- 13 New path to connect the courts with the new public toilets within the pavilion redevelopment.
- 14 Divert the unsealed road around the baseball backnet.
- 15 Retain as open space.
- 16 Consider future potential to upgrade the tennis courts and netball court, and add hardcourt area for additional potential ball sports as demand is demonstrated.
- 17 Strengthen the tree planting throughout the reserve.
- 18 New unsealed path.
- 19 New electronic scoreboard.

LEGEND

- SUBJECT AREA
- P CAR PARKING
- NEARBY BUS STOP
- ☀ LIGHTING
- PS PLAY SPACE



IMPLEMENTATION PLAN

The Ocean Grove Sporting Infrastructure Plan establishes recommendations for development of sport and recreation reserve across Ocean Grove and Wallington. The implementation of the OGSIP will occur in a staged approach, with projects prioritised based on community need, funding availability and required project sequencing.

This implementation plan outlines the proposed facility development projects for each reserve, including estimated project cost, priority level, predecessors and responsibilities.

The implementation of the recommendations of the OGSIP will require a collaborative approach between Council, stakeholders and the community.

Project Prioritisation

Facility development recommendations are allocated into high, medium and low prioritisation categories.

While the prioritisation categories provide an indicative order of implementation, the categories do not indicate specific timeframes for the delivery of projects within the implementation plan.

The implementation of projects is subject to a range of factors, including:

- Funding availability
- Further investigation, research, design and consultation
- Current and future priorities of the City of Greater Geelong, the relevant sporting clubs and user groups, and other community stakeholders.

Project Costs

Indicative cost estimates have been developed as part of the report and are based on the best available information at the time of preparation.

- Estimates have been prepared using conceptual details known at the time and may change as the project progresses though further detailed design and site investigations.
- Each cost component is subject to funding availability, meaning the estimates provided are not final and will require further review.
- As additional project details are confirmed and funding is secured, cost estimates and underlying assumptions will need to be reassessed to ensure accuracy and alignment with the final project scope.

IMPLEMENTATION PLAN

No.	Development Priorities	Priority
Shell Road Reserve		
1.	Construct a second oval on the site of the two soccer pitches and upgrade other infrastructure including change rooms, amenities and canteen.	High
2.	Upgrade and expand the cricket practice facility (one additional lane), and provide an adjacent cricket storage facility.	Medium
3.	Construct one additional undercover netball court (show court), and provide fit-for purpose off-court netball facilities.	Medium
Memorial Reserve		
1.	Complete detailed investigations and preliminary design work to determine the viability of an extension of the hall to the west.	High
2.	Upgrade the recreation hall and social rooms, including the provision of gender-neutral player and umpire change rooms, and additional storage space for user groups.	High
Collendina Reserve		
1.	Upgrade the pavilion to provide compliant gender-neutral player and umpire change rooms, and improved social and kitchen facilities.	High
2.	Upgrade the cricket practice facility, including the installation of a fourth lane.	High
Devlins Road Reserve		
1.	Develop soccer pitches, a pavilion and associated supporting infrastructure in the southern section of the reserve to support the relocation of Ocean Grove Soccer Club to the reserve.	High
Arthur Powell Reserve		
1.	Reconstruct the two public tennis courts to provide two new compliant acrylic courts with sportslighting.	Medium
Wallington Recreation Reserve		
1.	Redevelop the existing senior baseball diamond to comply with guidelines and plan for a future second junior-sized diamond as demand is demonstrated.	Medium
2.	Upgrade the pavilion to provide gender-neutral player and umpire change rooms, improved social and kitchen facilities, and public toilets.	Medium



CITY OF GREATER GEELONG

OCEAN GROVE SPORTING INFRASTRUCTURE PLAN

FINAL ENGAGEMENT SUMMARY REPORT

PROJECT OVERVIEW

This Draft Ocean Grove Sporting Infrastructure Plan (OGSIP) was approved at the May 2022 Council meeting for a six-week community consultation period between 30 May – 10 July 2022.

The key recommendations of the draft plan included:

- Develop soccer pitches and a new pavilion at Devlins Road Reserve, then relocate the Surfside Waves Soccer Club to the reserve.
- Convert soccer pitches at Shell Road Reserve to a second oval for football and cricket.
- Upgrade the Memorial Reserve hall, enhance the reserve as a more informal open space whilst still hosting junior football and cricket games.

The objective of the consultation was to hear from the community about the three key strategic recommendations as well as on the specific recommendations for each of the following six reserves, and the sporting and recreation activities conducted at them:

- Arthur Powell Reserve, Collendina Reserve, Devlins Road Reserve (Oakdene/Kingston), Memorial Reserve, Shell Road Reserve, Wallington Reserve

HOW WE ENGAGED

The engagement process included the following communication methods:

- Press release and placements,
- Have Your Say (HYS) Project Page including online surveys,
- Hardcopy flyers,
- Posters,
- Face-to-face consultation sessions,
- Social media,
- Direct e-mail campaign



ENGAGEMENT TOOL AND TECHNIQUES

A project specific engagement HYS page was developed to provide project information and methods of ways to engage with the City. A range of engagement tools and techniques were used to provide different types of opportunities for stakeholders and community to have their say. The main tools and techniques are explained in further detail below.

HOW WE ENGAGED

HAVE YOUR SAY ONLINE PORTAL YOURSAY.GEELONGAUSTRALIA.COM.AU	An online HYS project page was designed to share relevant information to encourage community feedback on the Ocean Grove Sporting Infrastructure Plan. The Have Your Say page was open for feedback between 30 May – 10 July 2022.
ONLINE SURVEYS	The community was invited to interact with an online survey by: • Voting via a quick poll on the key recommendations in the draft plan • Provide feedback on each of the six reserves • Sharing feedback and level of support for the recommendations for each of the six reserves • Provide feedback on the overall draft plan.
FACE-TO-FACE COMMUNITY CONSULTATION SESSIONS	Face-to-face community consultation sessions were organised to provide more opportunities for the community to speak to the project manager and provide feedback on the draft plan. Two sessions were held after-hours on different days in Ocean Grove with a weekend session held in Wallington allowing as many people to attend as possible. Approximately 20 members of the community participated in the three x 2-hour consultation sessions at: • Saturday 18 June, 10.00am - 12noon, Wallington Reserve Pavilion, 481-487 Wallington Road, Wallington • Monday 20 June, 4.30pm - 6.30pm, Shell Road Reserve Pavilion, 52-60 Shell Rd, Ocean Grove • Tuesday 21 June, 4.30pm - 6.30pm, Arthur Powell Reserve Pavilion, 139-161 Asbury St East, Ocean Grove.
POSTERS, POSTCARDS & LETTERBOX DROP	To help inform local residents about the project, 723 flyers were delivered to houses close to the six reserves included in the draft plan. 12 posters were also placed at the six reserves that form part of the draft plan.
WRITTEN SUBMISSIONS	Open at any time during the public engagement period. Submissions could be provided by email or mail.
DIRECT E-MAIL CAMPAIGN	A direct e-mail to 1,732 Geelong Australia HYS followers was sent.
SOCIAL MEDIA CAMPAIGN	Social media posts promoting the project and consultation sessions reached 3,725 people.
PRESS PLACEMENTS	Press placements were published in City News publications across three weeks.

COMMUNICATIONS

SOCIAL
MEDIA6780
Impressions236
Actions (Clicks, reactions,
shares, comments etc.)12
Posters723
Advertising
pamphlets
delivered10
Print adverts
in local
newspapers3
A-Frame
signs

WHO WE ENGAGED WITH

PARTICIPATION

During the six week consultation period between 30 May – 10 July more than 350 people engaged with the City about the Draft Ocean Grove Sporting Infrastructure Plan. Of these 84% engaged online, 16% engaged in through written submissions, letters of support, and our face-to-face consultation sessions.

The table below shows a breakdown of the **2,888** visits on the Have Your Say page per reserve.

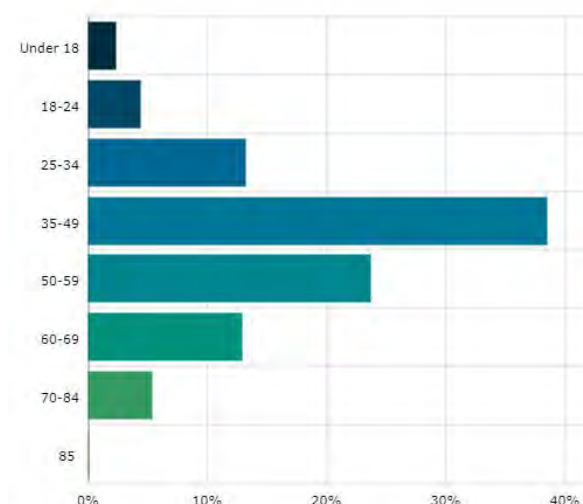
PAGE NAME	VISITATION %	VISITS	VISITORS
OCEAN GROVE SPORTING INFRASTRUCTURE PLAN	91.76%	2,629	2,110
DEVLINS ROAD RESERVE	16.96%	486	452
COLLENDINA RESERVE	16.09%	461	431
WALLINGTON RESERVE	14.21%	407	368
SHELL ROAD RESERVE	11.45%	328	307
MEMORIAL RESERVE	11.24%	322	302
ARTHUR POWELL RESERVE	8.34%	239	232

DEMOGRAPHIC DATA

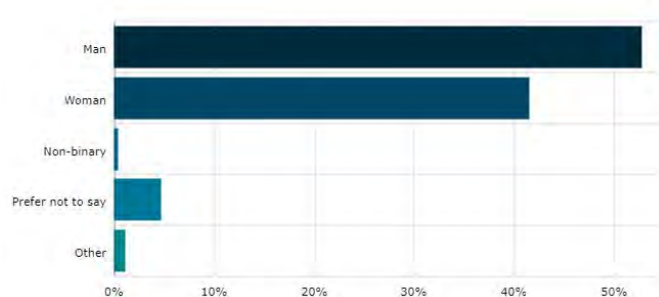
The community were invited to share some demographic data with us, primarily through our HYS page. The following is a snapshot of these people. Whilst the majority of the respondents live in Ocean Grove and Wallington (62% combined), the draft plan also got a good broader response with 85% of the respondents nominating a town or suburb within the Bellarine Peninsula as their home.

From this data we can also see that over 70% of the responses came from members of local sports clubs and community groups. Other participation data included:

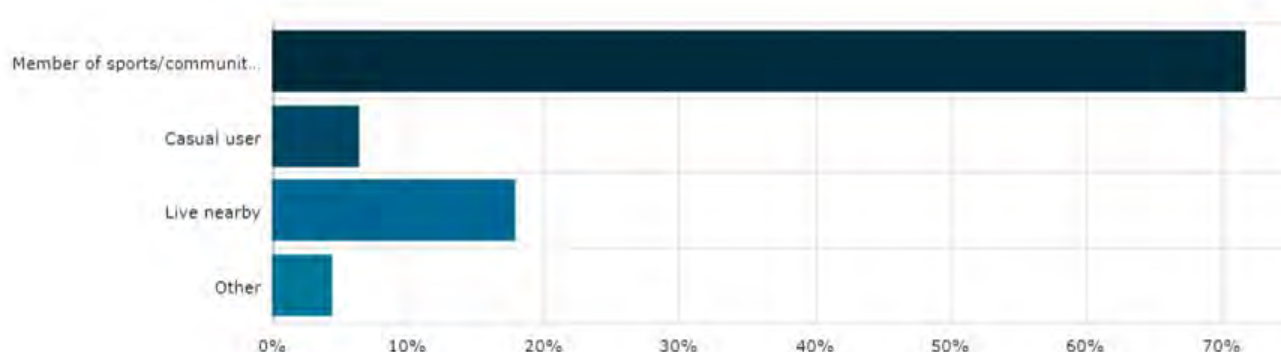
AGE GROUP OF RESPONDENTS



HOW DOES THE RESPONDENT IDENTIFY?



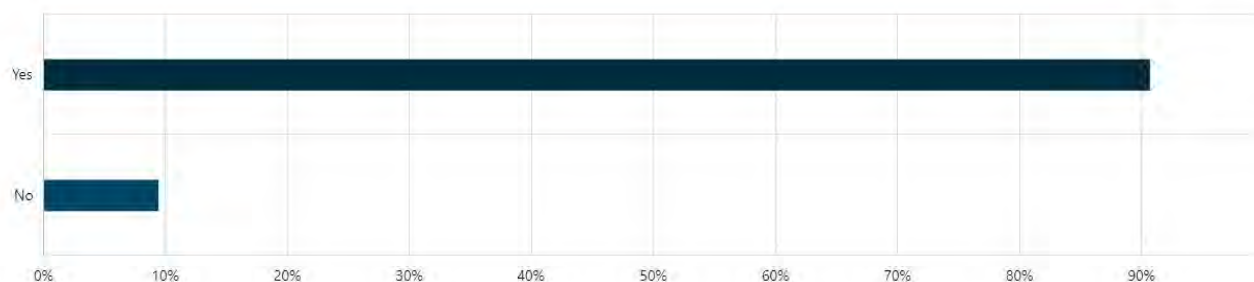
HOW IS THE RESPONDENT CONNECTED TO THE DRAFT PLAN?



WHAT WE HEARD?

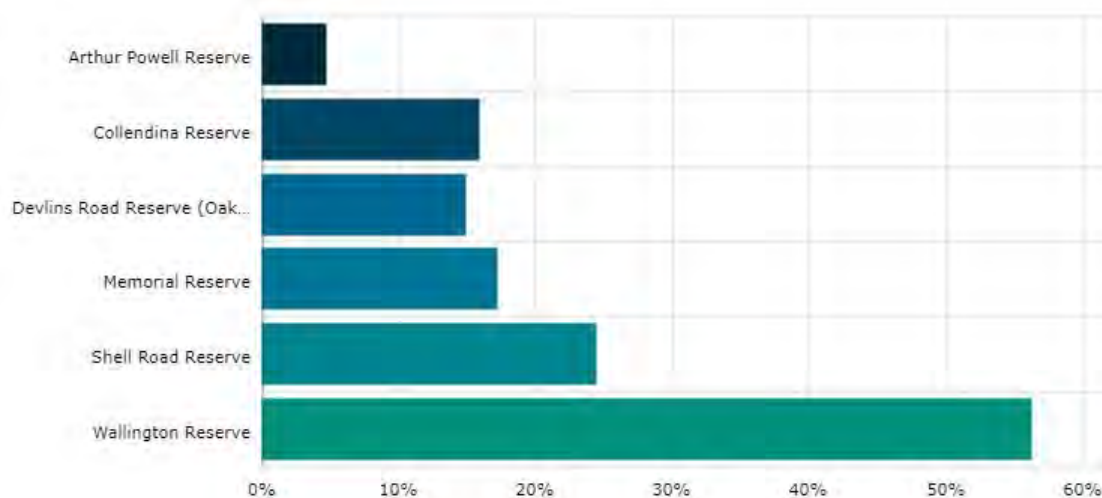
OVERALL KEY FINDINGS

The objective of the consultation was for the community to provide feedback on the main three recommendations of the plan as well as on the specific recommendations for each of the six reserves. **Support for key strategic directions** - 32 people responded to the **quick poll** asking the community if they **supported the key strategic directions** of the draft plan and **90%** people (29) responded yes.

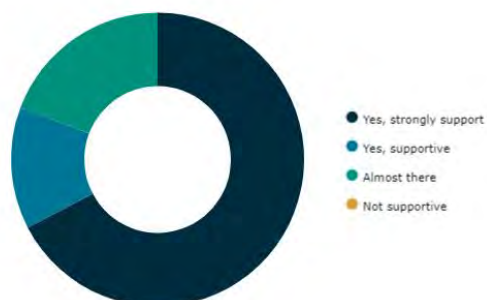


RESPONSES TO RESERVE SPECIFIC RECOMMENDATIONS

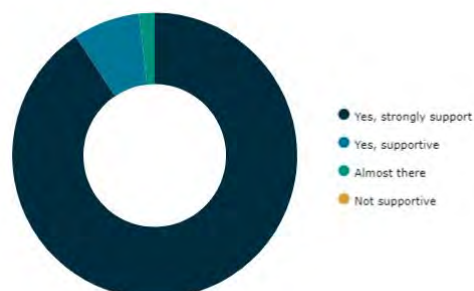
The **number of responses** and level of support varied greatly between the reserves. Arthur Powell only received 16 responses whilst 171 people provided feedback to the recommendations for Wallington Reserve, which equates to more than 55% of all responses as per graph below.



As for **level of support**, 100% of respondents provided either strong support, support or let us know we were almost there with the recommendations for both **Memorial** and **Wallington** Reserves.

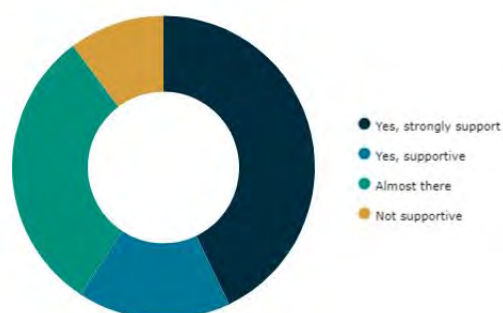


Memorial Reserve



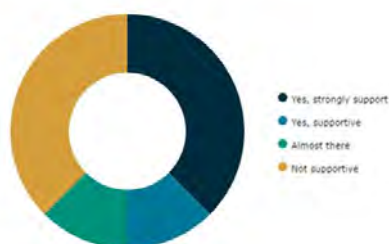
Wallington Reserve

Collendina Reserve also got a mostly positive response with almost 90% of respondents supportive or expressing we are nearly there with the recommendations.



Collendina Reserve

Arthur Powell, Devlins Rd and Shell Rd Reserves received mixed responses with both a strong base supporting and not supporting the recommendations.



Arthur Powell Reserve



Devlins Rd Reserve

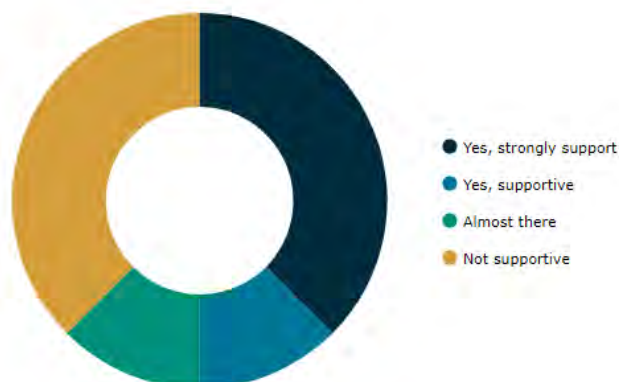


Shell Rd Reserve

The next section goes into more detail about each of the reserves and its community feedback.

RESERVE SPECIFIC FINDINGS

Arthur Powell Reserve



Answer choices	Percent	Count
Yes, strongly support	37.50%	6
Yes, supportive	12.50%	2
Almost there	12.50%	2
Not supportive	37.50%	6
Total	100.00%	16

More than 230 people reviewed the recommendations for Arthur Powell Reserve with 16 of them providing feedback. 62.5% (10 people) either strongly supports, supports or thinks the recommendations are almost there for the reserve, whilst 37.5% (6 people) do not support the recommendations.

The main feedback for and against was centred around the ongoing availability and accessibility of the two public tennis courts for the community.

Requirement for court resurfacing with pickleball linemarkings Parking and traffic management Availability of public tennis courts to community DDA access to public courts

Featured Contributions

these courts should remain available for the public to use as they wish without having to book except for during Staurday comp days.

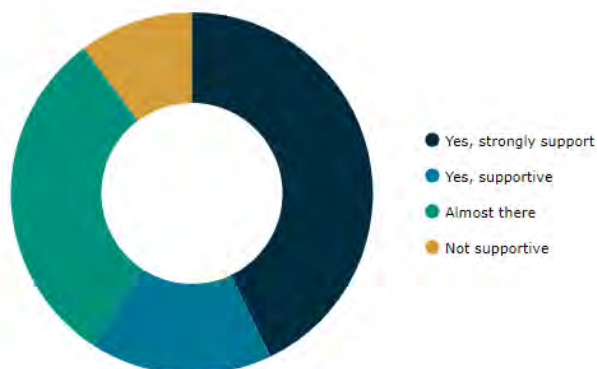
Contribution 2 of 2 | 4 July 2022

As a Wednesday night social player lights would be hugely beneficial in being able to complete night games in a timely manner and retain engagement of members. Also think providing public access via book a court a great idea allowing good public access and an improved security of the courts from vandalism.

Contribution 1 of 2 | 11 June 2022

RESERVE SPECIFIC FINDINGS

Collendina Reserve



Answer choices	Percent	Count
Yes, strongly support	42.86%	21
Yes, supportive	16.33%	8
Almost there	30.61%	15
Not supportive	10.20%	5
Total	100.00%	49

More than 430 people reviewed the recommendations for Collendina Reserve with 49 of them providing feedback. Almost 90% either strongly supports, supports or thinks the recommendations are almost there for the reserve, whilst 10% (5 people) do not support the recommendations.

The main feedback was centred around the requirement for an overflow ground for Collendina Cricket Club and the ongoing traffic management and pedestrian safety at the reserve.



Featured Contributions

Junior football club currently has 500 members club rooms do not cater for the needs of the club new club rooms are needed at Collendina Safe entry into the grounds is needed, current entry is dangerous Playground needs to be moved Increase in Amenities & changerooms for both male & female / gender neutral needed

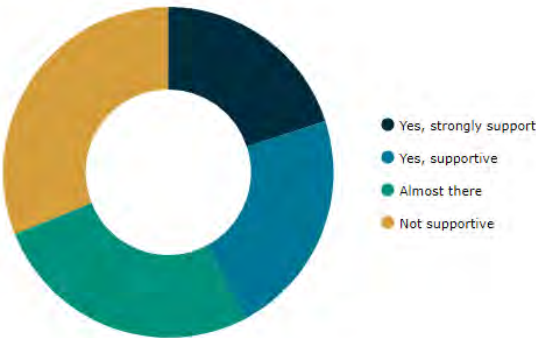
Contribution 2 of 2 | 9 July 2022

A second ground is a must and is pivotal for the community.

Contribution 3 of 3 | 7 July 2022

RESERVE SPECIFIC FINDINGS

Devlins Rd Reserve



Answer choices	Percent	Count
Yes, strongly support	20.00%	9
Yes, supportive	22.22%	10
Almost there	26.67%	12
Not supportive	31.11%	14
Total	100.00%	45

More than 450 people reviewed the recommendations for Devlins Rd Reserve with 45 of them providing feedback. 42% either strongly supports or supports the recommendations for the reserve, whilst 31% do not support the recommendations.

The main feedback for and against was centred around the proposed move of the Surfside Waves Soccer Club from Shell Rd to Devlins Rd Reserve.



Featured Contributions

perfect location for a soccer club which will only grow bigger in the future

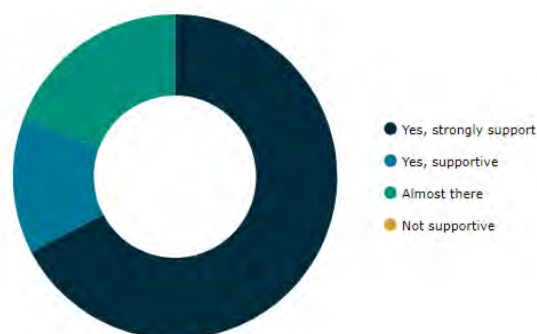
Contribution 6 of 6 | 6 July 2022

The facilities on offer do not match and are not assured to match or improve the ones the soccer club already has. A resounding no thank you.

Contribution 5 of 6 | 22 June 2022

RESERVE SPECIFIC FINDINGS

Memorial Reserve



Answer choices	Percent	Count
Yes, strongly support	67.31%	35
Yes, supportive	13.46%	7
Almost there	19.23%	10
Not supportive	0%	0
Total	100.00%	52

More than 300 people reviewed the recommendations for Memorial Reserve with 52 of them providing feedback. The community showed great support for the recommendations with 0% people not supportive of the proposed recommendations for the Reserve.

The main feedback we received on the hall centred around the limitations it offers for pickleball with the courts not compliant for the sport and the number of courts no longer accommodating the growth pickleball is experiencing.

For the outdoor space we received was centred around the provision of lights to accommodate junior training and the provision of oval fencing to accommodate the 40 people of the informal dog group and the children using the playground and open space.



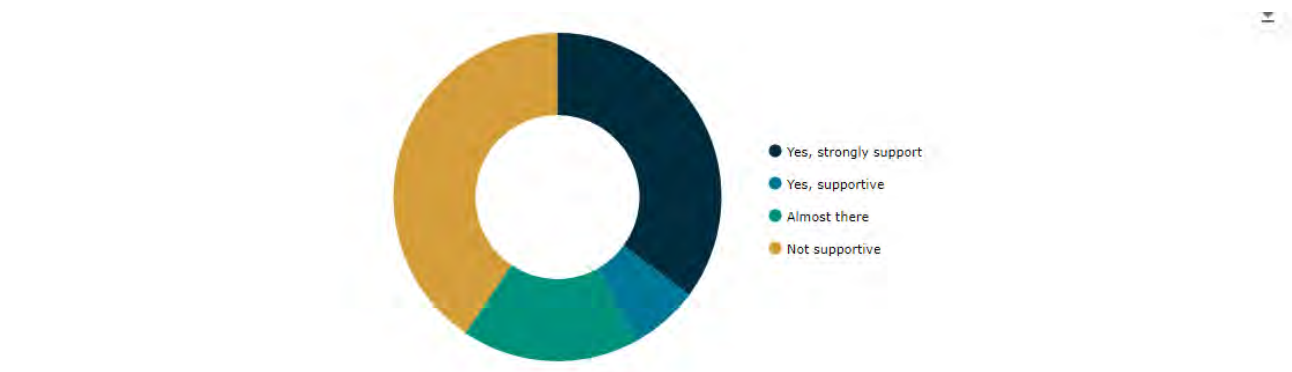
Featured Contributions

The courts at Memorial Hall are not regulation size for Pickleball. Availability of courts is currently limited as we share with other activities, which means no opportunity for after session practice. The change rooms/toilet facilities need an upgrade. Pickleball is a wonderful sport and keeps us older folk fit and engaged.

Contribution 1 of 1 | 24 June 2022

RESERVE SPECIFIC FINDINGS

Shell Rd Reserve



Answer choices	Percent	Count
Yes, strongly support	35.14%	26
Yes, supportive	6.76%	5
Almost there	17.57%	13
Not supportive	40.54%	30
Total	100.00%	74

More than 300 people reviewed the recommendations for Shell Rd Reserve with 74 of them providing feedback. Similar to Devlins Reserve the response was divisive and almost evenly split with 31 people supporting the recommendations and 30 people not supporting the recommendations.

The main feedback against was centred around the proposed move of the Surfside Waves Soccer Club from Shell Rd to Devlins Rd Reserve.

Drilling down to the support, it appears the recommendations football, cricket and netball are well received.

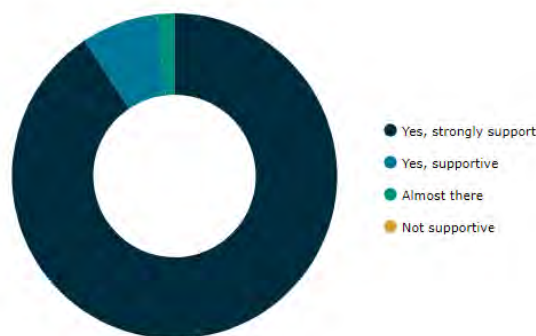


Featured Contributions

- I don't support until the soccer club is given signed written confirmation of what they have asked for in the new facility. And the soccer club shouldn't have to move until facility is completed
- The Shell Road Reserve provides fantastic opportunities for community sport - cricket, netball, football and soccer. It also provides open space for community use. Upgrading the facilities as per the plan will allow the community, and sporting clubs to make better use of the space provided. In particular, an additional netball court and football oval will allow greater participation in our growing community. For soccer, the move from Shell Road will allow them to manage their own facility, providing more space and opportunity to grow as a club.

RESERVE SPECIFIC FINDINGS

Wallington Reserve



Answer choices	Percent	Count
Yes, strongly support	90.64%	155
Yes, supportive	7.60%	13
Almost there	1.75%	3
Not supportive	0%	0
Total	100.00%	171

More than 360 people reviewed the recommendations for Wallington Reserve with 171 of them providing feedback which is almost 100 more responses than Shell Rd which received the second most responses. Just like for Memorial Reserve, the community showed great support for the recommendations at Wallington with 98% supporting or strongly supporting the recommendations.



The community got really behind the proposed female friendly facility upgrades to the pavilion which would support the exponential growth in both cricket and baseball (female) participation at Wallington Reserve. It also became apparent that Pickleball would love to make Wallington Reserve its outdoor home by re-surfacing and line marking two of the tennis courts for pickleball.

Featured Contributions

I play in the womens cricket team and the club rooms are not sufficient enough for our growing club! There is a huge need for new change rooms especially with addition of the women's team.

Contribution 3 of 3 | 5 June 2022

Wallington reserve having a cricket and baseball field shared between seasons is a wonderful use of the resource.. Having played baseball there in winter and watched friends play cricket there in summer I completely agree with the recommendations for future use of the reserve

Contribution 2 of 3 | 31 May 2022

OVERARCHING THEMES

The following overarching themes came through in workshops and survey responses:

RESERVE	OVERARCHING THEME
ARTHUR POWELL RESERVE	Split support for recommendations centred around availability of the two public courts for the community.
COLLENDINA RESERVE	- Strong support for recommendations. - Allocate an overflow ground to Collendina Cricket Club. - Address traffic and pedestrian safety at reserve,
DEVLINS RD RESERVE	Need for Devlins Road Master Plan to give the soccer club the security they need to support the proposed move.
MEMORIAL RESERVE	- Very strong support for recommendations. - Hall not compliant for pickleball which needs an outdoor home to cater for exponential growth. - Oval needs training lights and fencing.
SHELL RD RESERVE	- Strong support for football, netball and cricket upgrades. - Concerns from soccer community regarding proposed move to Devlins Rd and need for more clarity and security.
WALLINGTON RESERVE	- Very strong support for upgrades. - Pavilion in desperate need of female friendly upgrades. - Outdoor public tennis courts could be re-surfaced and line-marked to make Wallington the home for outdoor pickleball.

NEXT STEPS

The information gathered during the engagement period has been used to refine and amend the final Ocean Grove Sporting Infrastructure Plan (OGSIP). Key themes and recommendations emerging from community feedback will be further discussed with stakeholders to ensure alignment with local needs and priorities. This collaborative approach will help finalise the plan in a way that reflects community expectations while also addressing strategic infrastructure requirements for Ocean Grove's sporting facilities.

Once finalised, the OGSIP, along with the engagement report summarising key insights and responses, will be presented to Council for adoption. If adopted, these documents will be made publicly available on the Have Your Say project page and the Geelong Australia website. This will ensure transparency and provide the community with clear guidance on the future development of sporting infrastructure in Ocean Grove.

WE ASKED	YOU SAID	WE DID
Do you support the key strategic directions of the OGSIP? (Yes/No answer)	YES – 90%	Intent and strategic principles of the final plan to remain unchanged
Are you supportive of the recommendations for Arthur Powell Reserve? (multiple choice ranging from strongly support to not supportive)	Strongly support – 37.5% Support – 12.5% Almost there – 12.5% Not supportive – 37.5%	Reconstruct the two public tennis courts with sports lighting – Retain public access
Are you supportive of the recommendations for Collendina Reserve? (multiple choice ranging from strongly support to not supportive)	Strongly support – 42.86% Support – 16.33% Almost there – 30.61% Not supportive – 10.2%	Incorporate improved pedestrian and vehicle safety measures into the final plan
Are you supportive of the recommendations for Devlins Rd Reserve? (multiple choice ranging from strongly support to not supportive)	Strongly support – 20% Support – 22.22% Almost there – 26.67% Not supportive – 31.11%	Develop a master plan for the reserve in line with the requirements of the club
Are you supportive of the recommendations for Memorial Reserve? (multiple choice ranging from strongly support to not supportive)	Strongly support – 67.31% Support – 13.46% Almost there – 19.23% Not supportive – 0%	The recreation hall requires detailed investigations to determine the viability and costings for the proposed expansion.
Are you supportive of the recommendations for Shell Rd Reserve? (multiple choice ranging from strongly support to not supportive)	Strongly support – 35.14% Support – 6.76% Almost there – 17.57% Not supportive – 40.54%	Development of the master plan for Devlins Road resolved the majority of respondents concerns.
Are you supportive of the recommendations for Wallington Reserve? (multiple choice ranging from strongly support to not supportive)	Strongly support – 90.64% Support – 7.6% Almost there – 1.75% Not supportive – 0%	Due to the overwhelming positive support received, no changes are proposed to the final plan.

2.5. Balyang Par 3 - Community Consultation Report

Source: City Life
Executive Director: Anthony Basford

Purpose

1. To advise Council of the outcomes of the Submission Review Panel (SRP) held 19 March 2025, relating to the planned lease of land known as Balyang Par 3 Golf Course and seek approval to lease the land for future redevelopment.

Background

2. In July 2023 an Expression of Interest (EOI) (Step 1) was issued for the management of Queens Park and Balyang Par 3 golf courses.
3. The responses identified a market opportunity for Balyang Par 3 golf course to attract proponents interested in redeveloping the site into a golfing and entertainment precinct, with concepts including a driving range, retention of short-course, minigolf, enhanced food and beverage offering and other entertainment features.
4. The Balyang Par 3 golf course is located on Crown Land and is zoned Public Park and Recreation Zone. The landowner is the Department of Energy, Environment and Climate Action (DEECA) and the City is the land manager.
5. DEECA have directed that the land is reserved for the primary purpose of golf and have given indicative support for a golf 'concept' redevelopment.

Key Matters

6. The *Crown Land (Reserves) Act 1978* gives Council as Committee of Management the power to lease land for up to 21 years with approval from the Minister for the Environment.
7. In August 2024 Council undertook community engagement regarding the proposal to lease the land for up to 21 years. The Proposed Land Use was described as:
 - 7.1. *'The City is inviting those with innovative solutions to transform the (Balyang) space into a family-friendly, fun, exciting golf product for the long-term benefit of the Greater Geelong community. Concepts for the site may include expanded and upgraded clubhouse facilities, driving range with state-of-the-art ball tracking technology, mini-golf course, short format golf course and other entertainment features that would complement the overall experience'.*
8. A Submissions Review Panel was held 19 March 2025 and three people presented their submissions to the panel.
9. There has been strong community interest in both the retention of Balyang as an 18-hole short course, and the commercial redevelopment including driving range, mini-golf, and enhanced food and beverage offering.

10. Should the leasing of the land at 19 – 33 Marnock Road, Newtown, Victoria be approved by Council, officers will undertake a Request for Proposal for redevelopment of the site to include two options:

10.1. Option 1: A minimum 9-hole short course and other golf activities; and

10.2. Option 2: A minimum 18-hole short course and other golf activities.

RESOLUTION - Item 2.5

Cr A Aitken moved, Cr R Nelson seconded -

That Council:

- 1. Notes submissions and the minutes of the Submission Review Panel, held on 19 March 2025 (Attachment 1);**
- 2. Approves the leasing of the land at 19 – 33 Marnock Road, Newtown, Victoria known as Balyang Par 3 Golf Course for a term of up to 21 years for the purpose of golf;**
- 3. Notes that the Chief Executive Officer will undertake a Request for Proposal (RFP) for the redevelopment of the land at 19 – 33 Marnock Road, Newtown, Victoria known as Balyang Par 3 Golf Course for the purpose of golf related activities; and**
- 4. Notes a further report with the outcome of the RFP will come back to Council at a future date.**

Carried

Financial Sustainability

11. In 2023/2024, Balyang was operated by the City at a cost of approx. \$280k, which is consistent with historical results. Balyang currently has a very low membership base of 52 members.
12. Currently, Balyang Par 3 is a low-volume venue; in the last 12 months members accounted for 2,359 visits and casual green fees 10,900 visits, for a total annual visitation of 13,259. The City subsidises the operation by \$21.25 for every visit.

Community Engagement

13. Council undertook community engagement via the City's Have Your Say webpage, and feedback at Balyang in August 2024, in compliance with section 115 of the *Local Government Act 2020*.
14. The engagement received 578 views and 31 submissions providing a variety of feedback:

Summary of Submissions	Officer Response
Twenty (20) submissions were supportive of the proposed leasing of the land to enable redevelopment as a golf concept to enable improved facilities, enhancing amenity for the site and community benefits. The submissions emphasised the retention of a 9 holes par 3 course. Other suggestions included driving range, minigolf, restaurant.	Submissions are in line with the Officer Recommendation to lease the land.
Six (6) submissions, while not objecting to a lease, emphasised a desire to retain an 18 hole course as it is valued by the elderly and schools and provides important social connections. One (1) submitter expressed concern that the redevelopment may impact the Lone Pine, grown from the original tree at Gallipoli.	The proposal will ensure that a minimum of 9 hole short course is included and additional activities and amenities can be enjoyed by a greater range and diversity of visitors. The City will seek expert advice on management of the tree.
Two (2) suggested the land should be green space and provide other community use.	The land is Crown Land, with the reservation stipulating it is reserved for the purpose of golf activities. The proposal will not change the use of any surrounding green space.
Two (2) suggested the land could be used to expand the neighbouring mountain bike park or at least locate facilities such as toilets to be shared and accessible to MTB users.	The land is Crown Land, with the reservation stipulating it is reserved for the purpose of golf activities. The location of facilities could be explored with any future redevelopment.

One (1) submission suggested the Kardinia Netball Courts could be relocated to this land.	The land is Crown Land Reserve, with the reservation stipulating it is reserved for the purpose of golf activities.

15. Nine responders requested to appear before the SRP; four were commercial by nature and therefore excluded to ensure the integrity of any future procurement process.
16. Of the five responders invited to appear before the SRP, three took up the invitation. Two responders were not against issuing a lease, however wished for the site to remain as an 18 hole short course. One responder wished for the site to be repurposed to a mountain bike park which is outside the permitted use allowed by DEECA.
17. Minutes of the SRP are provided in Attachment 1.
18. A copy of the Site Plan for Balyang Par 3 is provided in Attachment 2.

Social Equity and Sustainability

19. The proposed RFP assessment criteria will require deliverables including:
 - 19.1. Community development, programs and activation to target groups, including women and girls, all abilities, multicultural backgrounds, school children and older adults.
 - 19.2. Community benefit and sustainability, including economic, social and environmental benefits; sustainability initiatives.
 - 19.3. The National Servicemen ('the Nashos') have been holding regular competitions for over 20 years. The Tenderer will be required to provide suitable facilities as part of the overall offering to support the Nashos and other similar individuals and community groups that have contributed to the facility over many years.
20. According to Golf Australia's 2023/2024 'State of the Game' report released October 2024, there has been 9% growth in golf in the last 12 months; growth in 'off-course' (driving range, mini-golf) participation is higher than 'on-course'; and the new golfer is 10 years younger and 49% female.
21. The recommendation provided in this report is made with the purpose of growing and diversifying participation at Balyang, particularly female, youth and other marginal groups.

Relevant Law/Policy/Legal Implications

22. If a lease is granted, it must comply with the *Crown Land (Reserves) Act 1978* and be approved by DEECA.
23. The City must comply with section 115, *Local Government Act 2020* in granting a lease.
24. The Lessee must comply with all planning requirements for the site including: Flood Overlay; Heritage Overlay; Cultural Heritage Overlay; Land Subject to Inundation Overlay; Special Building Overlay; Significant Landscape, Overlay; and any other planning approvals.

Alignment to Community Plan and Vision

25. This report aligns with Our Community Plan 2021-2025 strategic priority:
Healthy, caring and inclusive community.
26. 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

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

Risk Assessment

28. Tenderers will be required to include a risk assessment as part of their submissions.
29. The Lease will establish obligations for both the Lessee and the City to manage risks.

Environmental Sustainability

30. Tenderers will be required to outline environmental benefits as part of their submissions, including compliance with all planning requirements.

Attachments

1. Minutes Submission Review Panel Proposed Lease Balyang Golf Course 19 March 2025 [2.5.1 - 9 pages]
2. SITE PLAN - BALYANG GOLF COURSE LEASE AREA [2.5.2 - 1 page]

MINUTES

SUBMISSIONS REVIEW PANEL HEARING

Balyang Golf Course Proposed Lease

**Wednesday 19 March 2025
5:30 pm**

**City Hall
57 Little Malop Street, Geelong 3220**

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)

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Minutes for Submissions Review Panel Hearing - 19 March 2025



Present: Cr S Kontelj (Chair), Cr R Nelson, Cr E Wilkinson, Cr A Aitken, Cr T Sullivan,
Cr A Katos

Also Present: Amanda Locke, Jacquilyn Douglas, Emily Ryan, Danielle Pangrazio

Opening: The Chair declared the meeting open at 5.40pm.

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 and present. We Acknowledge all Aboriginal and Torres Strait Islander people who are part of our Greater Geelong community today.

1.2. Apologies

1.3. Declarations of Conflicts of Interest

1.4. Procedure for Hearing Submissions

The procedure for hearing items will be:

- The Chairperson will present a brief summary of the topic being discussed at this Submission Review Panel hearing.
- The Objectors/submitters will be called upon to present their submissions and detail their concerns to the Panel (3-minute time limit for each submitter).
- No questions or debate are permitted during the hearing.
- No formal decision will be formed at a Submission Panel hearing.
- The Panel minutes will form part of the final report to Council.

Any outcomes are to be determined through resolution of Council at a future Council meeting.

An update on the outcome to all impacted parties and submitters will be provided.

2. ORDER OF SUBMISSIONS



2.1. Order of Submissions

SUBMISSIONS FOR PROPOSED LEASE OF BALYANG GOLF CLUB

Community engagement was undertaken on the proposal to provide a lease of the land for up to 21 years for the proposed use of innovative solutions to transform the Balyang site from the existing 18-hole par 3 course into a family-friendly, fun, exciting golf product for the long-term benefit of the Greater Geelong community. The outcome would see an investment into the golfing, lifestyle, recreational and wellbeing needs of the community in a safe and inclusive manner.

The following submitters requested to be heard by the Submissions Review Panel.

Name	Contact details	Submission
1. Name Removed	Personal details removed	• Opposes the proposal • Has established a petition with over 1000 signatures, 51% female • Makes no sense to replace what is uniquely there, when there are other driving ranges in Geelong • There is little to no promotion of the course • Balyang is family friendly catering for young through to elderly, people with disability, people new to golf • Important for physical and mental wellbeing • Not against the proposal to lease the site, but not to develop • Agree to expanding clubhouse/café – creates revenue generation
2. Name Removed	Personal details removed	• Opposes the proposal • Wants to retain as a par-3 course • Agrees to lease out – put in hands of someone who will make a go of it • Similar to Waverley course in Melbourne – who have been operating profitably for 35 years • Pitch and putt is unique – different to 18-hole public golf course. It aids people's short game and is good for people just starting out • Currently, little maintenance is happening (for quite a long time). Over the years (the condition) has deteriorated • Improvements could be flood lighting for use after dark, and a liquor licence for the café • Need to advertise. Could promote challenge matches using high profile people • There's a big difference between a driving range and a par-3

Minutes for Submissions Review Panel Hearing - 19 March 2025



Name	Contact details	Submission
3. Name Removed	Personal details removed	Was not present
4. Name Removed	Personal details removed	Was not present
5. Name Removed	Personal details removed	- Wants to pivot the use of the space - Golf is in a soft decline; cycling is increasing year on year - Wants to extend the mountain bike park from the hill to the river - Participants of golf use their cars; many participants of the mountain bike park cycle there - The golf course uses a lot of pesticides and chemicals - Opportunity to enhance the precinct; encourage bird life - The demographic of Highton has changed; families are living there now - Use of the mountain bike park is cheap; no green fees or other fees, so is inclusive - The existing mountain bike park is nearing capacity; it is often full - Golf costs a lot

3. REPORTS

3.1. Panel Consideration of Submissions made to Balyang Golf Course Lease

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. The purpose of the Submission Review Panel is to consider all the submissions received for the Balyang Golf Course lease of land.

Background

2. The City invited the community to provide feedback between Monday 4 August 2024 until Friday 30 August 2024 on its proposal to provide a lease of the land for up to 21 years.

Key Matters

3. Council will receive a report from the Submissions Review Panel and consider the recommendations when the reports for each item are presented to the council in May 2025.
4. A full copy of all submissions have been provided to Councillors.
5. All submitters have received acknowledgement of their submissions.

Recommendation

Cr T Sullivan moved, Cr A Katos seconded -

That the Submissions Review Panel:

1. Acknowledge the submissions received;
2. Thank the submitters for their submissions; and
3. Having heard all persons wishing to speak to their submissions recommends that Council consider the submissions at a Council meeting to be held on 27 May 2025

Carried

Minutes for Submissions Review Panel Hearing - 19 March 2025



Attachments

1. Have Your Say - Balyang Golf Course Proposed Lease [3.1.1 - 2 pages]

Minutes for Submissions Review Panel Hearing - 19 March 2025



4. CLOSE OF MEETING

As there was no further business the meeting closed at 6.00pm on Wednesday 19 March 2025.

Signed: _____

Cr Stretch Kontelj (Mayor)

Date: _____

SITE PLAN – BALYANG GOLF COURSE LEASE AREA



2.6. Wyndham City Council - Memorandum of Understanding

Source: Placemaking
Executive Director: Tennille Bradley

Purpose

1. To seek Council endorsement to progress a Memorandum of Understanding (MOU) between City of Greater Geelong (CoGG) and City of Wyndham (Wyndham City)

Background

2. Wyndham City and CoGG are the local government entities serving their respective municipalities of Wyndham and Greater Geelong.
3. Wyndham City and CoGG recognise the opportunities that exist between both parties given their shared municipal boundary and synergies in advocacy, growth, economic development, professional development, procurement and Council business.
4. Wyndham City and CoGG wish to establish a framework for cooperation and collaboration in areas of mutual interest, and accordingly, have each voluntarily agreed to enter this Memorandum of Understanding to set out the framework for this working relationship.

Key Matters

5. The primary objectives of this MOU are as follows:
 - 5.1. To foster a closer relationship between Wyndham City and CoGG in order to maximise their identified synergies;
 - 5.2. To develop joint advocacy projects to the benefit of their respective communities;
 - 5.3. To support planning and economic development initiatives in both regions;
 - 5.4. To support and enhance the relationship between the two municipalities and the respective executive leadership teams and councillor groups; and
 - 5.5. To explore joint opportunities in professional development, procurement and service delivery.
6. Areas of collaboration and cooperation will include: planning and growth; business connections; sporting connections; Local Government partnership; arts and cultural opportunities; and joint advocacy projects.

RESOLUTION - Item 2.6

Cr A Aitken moved, Cr T Sullivan seconded -

That Council endorses the Memorandum of Understanding (MOU) between the City of Greater Geelong and City of Wyndham for signing and fully executed for a period of five years in accordance with the terms of agreement.

Carried

Financial Sustainability

7. CoGG and Wyndham City will seek opportunities for joint funding applications, advocacy campaigns, grants, or other sources of financial support for mutually beneficial projects.

Community Engagement

8. City of Greater Geelong and City of Wyndham Mayors, CEOs and officers have consulted over more than 12 months on the development of the MOU.

Social Equity and Sustainability

9. The MOU will enable the councils to consider joint advocacy regarding social equity and sustainability if appropriate.

Relevant Law/Policy/Legal Implications

10. The councils agree that they will use all reasonable endeavours to enter into legal agreements with each other, or third parties, if required to give effect to the objectives of this MOU.

Alignment to Community Plan and Vision

11. This report aligns with Our Community Plan 2021-2025 strategic priority:
High-performing council and organisation.
Strong local economy.
12. 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.
Sustainable development that supports population growth and protects the natural environment.

Conflict of Interest

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

Risk Assessment

14. There are no high or extreme risks associated with the MOU endorsement.

Environmental Sustainability

15. The MOU will provide opportunities for the two municipalities to identify and collaborate on planning and projects to deliver environmental sustainability across the regions.

Attachments

1. Draft MOU City of Greater Geelong City of Wyndham [2.6.1 - 3 pages]

DRAFT FOR COMMENT/DISCUSSION PURPOSES ONLY**MEMORANDUM OF UNDERSTANDING****BETWEEN**

WYNDHAM CITY COUNCIL of 45 Princes Highway, Werribee VIC 3030 ("Wyndham City")

AND

CITY OF GREATER GEELONG of Wurriki Nyal, 137-149 Mercer Street, Geelong VIC 3220 ("**CoGG**")

BACKGROUND

- A. Wyndham City and CoGG are the local government entities serving their respective municipalities of Wyndham and Greater Geelong.
- B. Wyndham City and CoGG recognise the opportunities that exist between both parties given their shared municipal boundary and synergies in advocacy, growth, economic development, professional development, procurement and Council business.
- C. Wyndham City and CoGG wish to establish a framework for cooperation and collaboration in areas of mutual interest, and accordingly, have each voluntarily agreed to enter this Memorandum of Understanding ("**MOU**") to set out the framework for this working relationship.

1. OBJECTIVES

The primary objectives of this MOU, as a statement of intent, are as follows:

- a. To foster a closer relationship between Wyndham City and CoGG in order to maximise their identified synergies.
- b. To develop joint advocacy projects to the benefit of their respective communities.
- c. To support planning and economic development initiatives in both regions.
- d. To support and enhance the relationship between the two municipalities and the respective executive leadership teams and councillor groups.
- e. To explore joint opportunities in professional development, procurement, and service delivery.

2. AREAS OF COLLABORATION AND COOPERATION

Wyndham City and CoGG agree to collaborate and cooperate in the following areas:

a. Planning and growth

Both parties will actively seek to:

- i. Share planning and growth information, to enhance the prosperity in both regions.
- ii. Explore joint opportunities in the Avalon Growth Corridor

b. Business Connections:

- i. Facilitate networking opportunities and information exchange for local businesses in both regions, with the aim of fostering economic growth and collaboration.

c. Sporting Connections:

- i. Explore opportunities for collaboration and support for sporting events and teams.

d. Local Government Partnership:

- i. Foster cooperation in areas of local government administration, sharing insights, strategies, and best practices to improve service delivery to their respective communities.

e. Arts and Culture Opportunities:

- i. Explore joint cultural initiatives, arts festivals, and opportunities for artistic exchange to enrich the cultural life of both communities.

f. Joint Advocacy Projects

- i. Develop joint advocacy projects that are mutually beneficial to both regions

3. RESPONSIBILITIES

To achieve the objectives outlined in this MOU, each of Wyndham City and CoGG agree to the following joint responsibilities:

- a. Maintain open and transparent communication, regularly exchange information, reports, and updates on relevant projects, initiatives, and developments within their respective regions.
- b. Establish a joint working group comprised of representatives from both of Wyndham City and CoGG to identify and prioritise areas for collaboration, plan joint projects, and monitor progress of same.
- c. Seek opportunities for joint funding applications advocacy campaigns, grants, or other sources of financial support for mutually beneficial projects.
- d. Engage in regular meetings and consultations as necessary to review the progress of any joint initiatives, assess the effectiveness of the parties' collaboration, and adjust the scope of activities as required.

The parties agree that they will use all reasonable endeavours to enter into legal agreements with each other, or third parties, if required to give effect to the objectives of this MOU.

4. TERM & TERMINATION

This MOU shall be effective upon the date of this MOU is fully executed for a period of five (5) years ("Term"), unless terminated by either party with 60 days written notice to the other party. If this MOU is terminated before the end of the Term, the Parties agree that neither party is liable to the other for any costs or other liabilities that the other may have incurred.

5. CONFIDENTIALITY

The parties acknowledge that each may provide the other with Confidential Information. The parties agree that they will not disclose any Confidential Information without the written consent of the other party Wyndham or as compelled by law to disclose it.

For the purposes of this clause 5, “**Confidential Information**” means:

- a. information that is designated as confidential, imparted in circumstances of confidence, or that the recipient knows is confidential,

but does not include information in the public domain (unless in the public domain due to a breach of confidentiality by any person).

6. AMENDMENTS

The parties agree that any amendment to this MOU will be made in writing and signed by the Mayors of both Wyndham City and CoGG.

7. INSURANCE AND INDEMNITIES

Wyndham City and CoGG are each responsible for having in place their own insurance/s, as deemed appropriate by each. The parties do not intend this MOU to act as an indemnity in favour of one or the other of them.

8. SIGNATORIES

This MOU is executed by the Mayors of Wyndham City and CoGG on the date first above written.

[Signature] [Signature] [Name] [Name] [Title] [Title] Wyndham City Council Greater Geelong Council

[Date] [Date]

[Seal of Wyndham City Council] [Seal of Greater Geelong Council]

2.7. Devonport City Council - Memorandum of Understanding

Source: Placemaking
Executive Director: Tennille Bradley

Purpose

1. To seek Council endorsement to progress a Memorandum of Understanding (MOU) between CoGG of Greater Geelong (CoGG) and Devonport City Council (DCC).

Background

2. CoGG and DCC are the Local Government entities serving their respective municipalities of CoGG of Greater Geelong and the Devonport City Council.
3. This is an opportunity to formalise the relationship between the two cities was first raised by the Mayor of Devonport after visiting the Mayor of CoGG of Greater Geelong.
4. Both parties recognise the opportunities that the Spirit of Tasmania link presents in promoting tourism and the economic development of their respective communities and regions.

Key Matters

5. The primary objectives of the MOU are as follows:
6. To foster a closer relationship between CoGG and DCC to maximise the benefits of up to 600,000 sea passengers boarding at each port annually.
 - 6.1. To promote tourism and economic development in both regions by leveraging each other's strengths and assets.
 - 6.2. To facilitate opportunities for cultural exchange and creative collaboration.
 - 6.3. To support and enhance local businesses, sports, and community initiatives.

RESOLUTION - Item 2.7

Cr T Sullivan moved, Cr R Nelson seconded -

That Council endorse the Memorandum of Understanding (MOU) between City of Greater Geelong and City of Devonport to recognise the opportunities that the Spirit of Tasmania link presents both parties in promoting the economic development of their respective communities.

Carried

Financial Sustainability

7. CoGG and DCC will collaborate and seek opportunities to further increase the economic boost that the Spirit of Tasmania brings to both regions.
8. There are no current direct financial implications of entering into a MOU with DCC.
9. CoGG's resources required to manage the MOU would need to be absorbed by officers as a business-as-usual activity.

Community Engagement

10. City of Greater Geelong and Devonport City Council Mayors, CEO and officers have been consulted over more than 12 months on the development of the MOU.

Social Equity and Sustainability

11. The MOU will enable the councils to consider joint advocacy regarding social equity and sustainability if appropriate.

Relevant Law/Policy/Legal Implications

12. The councils agree that they will use all reasonable endeavours to enter into legal agreements with each other, or third parties, if required to give effect to the objective of this MOU.

Alignment to Community Plan and Vision

13. This report aligns with Our Community Plan 2021-2025 strategic priority:
Strong local economy.
14. This report aligns with the Community led 30-year Vision, "Greater Geelong: A Clever and Creative Future" community aspiration:
A destination that attracts local and international visitors.
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

16. There are no high or extreme risks associated with the MOU endorsement.

Environmental Sustainability

17. The MOU will provide opportunities for the two municipalities to identify and collaborate to deliver environmental sustainability across the regions.

Attachments

1. Draft MOU between Devonport City Council and City of Greater Geelong [2.7.1 - 4 pages]

MEMORANDUM OF UNDERSTANDING**BETWEEN**

DEVONPORT CITY COUNCIL of 137 Rooke Street, Devonport TAS 7315 ("**DCC**")

AND

CITY OF GREATER GEELONG of Wurriki Nyal, 137-149 Mercer Street, Geelong VIC 3220 ("**CoGG**")

BACKGROUND

- A. DCC and CoGG are the local government entities serving their respective municipalities of Devonport and Greater Geelong.
- B. TT-Line Company Pty Ltd, trading as the Spirit of Tasmania ("**SoT**") is company operating passenger ferries between Tasmania and Victoria out of ports located in Devonport and Geelong.
- C. DCC and CoGG recognise the opportunities that the SoT link presents both parties in promoting the economic development of their respective communities.
- D. DCC and CoGG wish to establish a framework for cooperation and collaboration in areas of mutual interest, and accordingly, have each voluntarily agreed to enter this Memorandum of Understanding ("**MOU**") to set out the framework for this working relationship.

1. OBJECTIVES

The primary objectives of this MOU, as a statement of intent, are as follows:

- a. To foster a closer relationship between DCC and CoGG in order to maximise the benefits of up to 600,000 sea passengers boarding at each port annually.
- b. To promote tourism and economic development in both regions by leveraging each other's strengths and assets.
- c. To facilitate opportunities for cultural exchange and artistic collaboration.
- d. To support and enhance local businesses, sports, and community initiatives.

2. AREAS OF COLLABORATION AND COOPERATION

DCC and CoGG agree to collaborate and cooperate in the following areas:

a. Tourism Facilitation - Visitor Centres – Tourism Information:

Both parties will actively seek to:

- i. Share tourism-related information, promotional materials, and visitor centre resources to enhance the tourist experience in both regions.
- ii. Explore the possibility of co-branded promotional materials and marketing campaigns to attract visitors to Devonport and Geelong.
- iii. Develop a recreational vehicle trail either side of the Bass Strait crossing.

iv. Encourage cooperation between local food and beverage producers and explore opportunities for cross-promotion of food and wine experiences in both regions.

b. Business Connections:

i. Facilitate networking opportunities and information exchange for local businesses in both regions, with the aim of fostering economic growth and collaboration.

c. Sporting Connections:

i. Explore opportunities for collaboration and support for sporting events and teams. For example, the Western United A-League soccer team, and NW Thunder versus Geelong United games in NBL1 roster.

d. Local Government Partnership:

i. Foster cooperation in areas of local government administration, sharing insights, strategies, and best practices to improve service delivery to their respective communities.

e. SoT:

i. Maintain an open line of communication with SoT to address any issue regarding timetables, transportation and infrastructure needs that impact the SoT's Bass Strait service.

f. Arts and Culture Opportunities:

i. Explore joint cultural initiatives, arts festivals, and opportunities for artistic exchange to enrich the cultural life of both communities.

h. RDA Committees:

i. Actively participate in Regional Development Australia ("RDA") committees and collaborate on regional development projects and initiatives beneficial to both regions.

3. RESPONSIBILITIES

To achieve the objectives outlined in this MOU, each of DCC and CoGG agree to the following joint responsibilities:

a. Maintain open and transparent communication, regularly exchange information, reports, and updates on relevant projects, initiatives, and developments within their respective regions.

b. Establish a joint working group comprised of representatives from both of DCC and CoGG to identify and prioritise areas for collaboration, plan joint projects, and monitor progress of same.

c. Seek opportunities for joint funding applications, grants, or other sources of financial support for mutually beneficial projects.

d. Engage in regular meetings and consultations as necessary to review the progress of any joint initiatives, assess the effectiveness of the parties' collaboration, and adjust the scope of activities as required.

The parties agree that they will use all reasonable endeavours to enter into legal agreements with each other, or third parties, if required to give effect to the objectives of this MOU.

4. TERM & TERMINATION

This MOU shall be effective upon the date of this MOU is fully executed for a period of five (5) years (“**Term**”), unless terminated by either party with 60 days written notice to the other party. If this MOU is terminated before the end of the Term, the Parties agree that neither party is liable to the other for any costs or other liabilities that the other may have incurred.

5. CONFIDENTIALITY

The parties acknowledge that each may provide the other with Confidential Information. The parties agree that they will not disclose any Confidential Information without the written consent of the other party or as compelled by law to disclose it.

For the purposes of this clause 5, “**Confidential Information**” means:

- a. information that is designated as confidential, imparted in circumstances of confidence, or that the recipient knows is confidential,

but does not include information in the public domain (unless in the public domain due to a breach of confidentiality by any person).

6. AMENDMENTS

The parties agree that any amendment to this MOU will be made in writing and signed by the Mayors of both DCC and CoGG.

7. INSURANCE AND INDEMNITIES

DCC and CoGG are each responsible for having in place their own insurance/s, as deemed appropriate by each. The parties do not intend this MOU to act as an indemnity in favour of one or the other of them.

8. SIGNATORIES

This MOU is executed by the Mayors of DCC and CoGG on the date first above written.

Greater Geelong Council

[Signature]

[Name]

[Title]

[Date]

Devonport City Council

[Signature]

[Name]

[Title]

[Date]

[Seal of DCC Council]

[Seal of Greater Geelong Council]

2.8. Financial Performance Report Year to Date Ended 31 March 2025

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. To endorse the Financial Performance report Year to Date Ended 31 March 2025.

Background

2. On 25 June 2024, the 2024-25 budget was adopted with a recurrent operating surplus of \$1.51 million dollars and a non-recurrent surplus of \$178.79 million dollars resulting in a net surplus of \$180.30 million dollars.
3. Financial performance reports will be presented to Council on a quarterly basis, with this report representing quarter 3 for the 2025 financial year (FY2025).
4. Further to the performance, the report provides the forward forecast for FY2025. The current projection is that the full year budget will be achieved, including targeted efficiencies and savings embedded in the FY25 budget.

Key Matters

5. The year-to-date operating result for the period ended 31 March 2025 is an operating surplus of \$12.2 million. The result being \$32.0 million favourable to budget. This is primarily driven by the timing of the Financial Assistance Grant which has a favourable impact of \$26.5 million. A summary of the year-to-date variances is provided in the attachment.
6. The forecast operating position is a surplus of \$5.1 million, being favourable to the full year budget by \$3.6 million. This does not include any transition costs relating to the aged care service review outcomes pending a decision from Council in late May 2025.
7. Capital works expenditure to 31 March 2025 is \$27.5 million favourable to the year-to-date budget. A summary of the year-to-date variances is provided in the attachment.
8. The Q3 forecast projects capital program expenditure at \$158.2 million, which is \$45.6 million below the year-to-date budget. This under expenditure is mainly due to project rephasing into the 2025-26 financial year, a result of more detailed planning completed after the 2024-25 budget endorsement.
9. Cash and investment balance as at 31 March 2025 is \$43.0 million favourable to the year-to-date budget. This is primarily driven by opening cash being higher than expected due to delays in the delivery of the capital program.
10. The forecast cash position is \$42.2 million favourable to the full-year-budget. This is primarily driven by delays in the delivery of the capital program. Due to the improved cash position expected at 30 June 2025, and Council's commitment to reduce Council's debt, the planned borrowings of \$15.0 million in FY25 is no longer required.

11. Cash inflows from Rates and Charges are materially in line with budget.

RESOLUTION - Item 2.8

Cr A Katos moved, Cr A Aitken seconded -

That Council:

1. **Endorse the Financial Performance Report Year to Date ended 31 March 2025.**

Carried

Financial Sustainability

12. As detailed within the attached Financial Performance Report Year to Date Ended 31 March 2025.

Community Engagement

13. Community engagement was undertaken during the development of the 2024-25 budget. Internal consultation has occurred with managers on the development of the full year forecast. Project managers have been consulted and provided the latest project updates which have been factored into this report.

Social Equity and Sustainability

14. Incomes and expenditures of the City's social equity programs are included in the attached Financial Performance Report Year to Date Ended 31 March 2025.

Relevant Law/Policy/Legal Implications

15. The report is provided in accordance with the requirements under section 97 of the *Local Government Act 2020*.

Alignment to Community Plan and Vision

16. This report aligns with Our Community Plan 2021-2025 strategic priority:
High-performing council and organisation.
Strong local economy.
17. 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

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

Risk Assessment

19. There are no high or extreme risks arising from the subject of this report.

Environmental Sustainability

20. The City aligns its income, expenditure, and investments with its commitment to preserving and enhancing environmental strategies and targets.

Attachments

1. Financial Performance Report Year to Date Ended 31 March 2025 [2.8.1 - 37 pages]

Financial Performance Report

Year to Date Ended 31 March 2025



Year to Date Financial Performance Report – March 2025

Manager - Financial Planning & Analysis

Shaun Owens

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Financial Performance Report

Year to Date Ended 31 March 2025



1. Introduction & Purpose

To present the financial performance from 1 July 2024 to 31 March 2025.

This report is intended to identify any material items in Council's financial performance and those expected in the future by way of forecasts.

2. Financial Performance

a) Summary

Summary	Year To Date			Full Year		
	Actual \$000	Budget \$000	Variance \$000	Forecast \$000	Budget \$000	Variance \$000
Operating						
Income	375,814	349,654	▲ 26,160	492,727	493,889	▼ (1,162)
Expenditure	363,606	369,453	▲ 5,847	487,585	492,375	▲ 4,790
Net Surplus/(Deficit)	12,208	(19,799)	▲ 32,007	5,142	1,514	▲ 3,628
Capital Works Expenditure	113,816	141,304	▲ 27,489	158,234	203,852	▲ 45,619
Cash & Investments	199,250	156,269	▲ 42,981	177,262	135,056	▲ 42,206
Loans	176,916	191,598	▲ 14,682	174,778	189,366	▲ 14,588

Operating Position

- Year To Date

The operating result is a surplus of \$12.2mil, being \$32.0mil favourable to budget. This is primarily driven by the timing of the Financial Assistance Grant which has a favourable impact of \$26.5mil.

Interest received is \$3.4mil favourable to budget due to a favourable cash position resulting from underspend in the capital program and strategic treasury management.

Materials and Services are \$2.5mil favourable to budget resulting from lower than anticipated waste contractor and disposal costs.

- Forecast

The forecast operating position is a surplus of \$5.1mil, being favourable to budget by \$3.6mil.

Materials and Services are \$4.6mil favourable to budget mostly resulting from lower than anticipated waste contractor and disposal costs and due to delays to the start of two Precinct Structure Plans for Northern and Western Geelong Growth Area.

Financial Performance Report

Year to Date Ended 31 March 2025



Capital Works Expenditure

- Year To Date

Capital works expenditure is \$27.5mil favourable to budget, primarily driven by timing variances across several projects and programs.

Projects with favourable variances include Footpath Construction Special Rates and Charges \$3.6mil, Stacey's Rd Compost Works \$3.4mil, Digital Innovation Program \$3.0mil and Portarlington Recreation Reserve Master Plan \$1.9mil.

- Forecast

The forecast capital works expenditure is \$158.2mil, a reduction of \$45.6mil compared to budget due to under expenditure of the capital program. This primarily relates to timing, with several projects being rephased for delivery in the 2025-26 financial year due to more detailed project planning completed after endorsement of the FY25 budget.

Projects contributing to this variance include:

- Stacey's Rd Compost Works \$6.8mil
- Footpath Construction Special Rates and Charges \$6.8mil
- Ocean Grove Bike Track \$3.4mil
- Digital Innovation Program \$4.5mil
 - Due to accounting recognition of this expenditure being determined as operating in nature, rather than capital expenditure
- Waste Services Infrastructure Development \$3.5mil
 - Land purchase is no longer required due to change in project requirements
- Heavy and Dedicated Vehicles \$3.4mil
 - Reduction in FY25 replacement schedule due to longer than expected delivery timeframes.

Cash & Investments

- Year To Date

The current cash position is \$43.0mil favourable to budget. This is primarily driven by opening cash being higher than expected due to delays in the delivery of capital program. In addition, 85% of the Financial Assistance Grants 2024-25 funding allocation was received in Jul-24 ahead of expectations.

- Forecast

The cash position is forecast to be \$42.2mil favourable to budget. This is primarily driven by the delays in the delivery of the capital program. Due to the improved cash position expected at 30 June 2025, and Council's commitment to reduce Council's debt, the planned borrowings of \$15.0mil in FY25 is no longer required.

Financial Performance Report

Year to Date Ended 31 March 2025



Loans

- *Year To Date*

The debt owed at 31 March 2025 is \$176.9mil which is \$14.7mil favourable to budget. The budget included 15.0mil of planned borrowing that are no longer expected to be required due to a forecast improvement in Council's cash position at 30 June 2025 and Council's commitment to reducing Council borrowings.

- *Forecast*

The forecast loan balance is \$14.6mil favourable to budget. The planned borrowings of \$15.0mil in FY25 are no longer required as outlined above.

Financial Performance Report

Year to Date Ended 31 March 2025



b) Operating Result

Actual Variance to Budget

\$32.0mil favourable variance between actual results and the budget. The key variances are:

Item	Impact	Comment
Revenue		
Financial Assistance Grant	+\$26.5mil	Favourable due to timing, with budget assuming this contribution would be received in FY24.
Interest Received	+\$3.4mil	Favourable cash position and higher levels of cash investments as result of underspend in the capital program and strategic treasury management.
Expenditure		
Depreciation	+\$2.0mil	The favourable depreciation expense to budget reflects the stage of our current IT and process improvement work while using current data with the application of reasonable judgement. A contributing factor are delays in completion and capitalisation of completed projects.
Waste Contractors, Disposal Costs & EPA Levy	+\$0.8mil	Credits deducted from contract cost for Container Refund Deposit Scheme, lower than expected tonnages and diversion of waste to Wyndham landfill.
NWGGA Consultants	+\$0.7mil	Delay in Precinct Structure Plan (PSP) program spending including the TPF (Third Party Funding) agreements of 2 new PSP's due to start now in April.

Forecast Variance to Budget

\$3.6mil favourable variance between forecast results and budget. The key variances are:

Item	Impact	Comment
Revenue		
Northern and Western Geelong Growth Area (NWGGA)	-\$1.3mil	Delay in commencement of precinct structure plans (PSPs). This has an overall net favourable impact to the FY25 result of \$1.5mil.
Interest Received	+\$4.5mil	Forecast uplift due to higher levels of cash investments resulting from an underspend in the capital program and strategic treasury management
Swim, Sport & Leisure	+\$2.3mil	The Forecast has been adjusted to account for an increase in memberships YTD.
Expenditure		
Interest on Loans	-\$2.5mil	Treatment of interest allocation between operating and capital consistent with FY24 annual accounts.

Financial Performance Report

Year to Date Ended 31 March 2025



Digital Innovation	-\$2.1mil	The unfavourable variance is due to increased expenditure to be incurred for the IT Strategy and an accounting reclassification moving costs previously recognised as capital to operating in line with accounting standards.
Northern and Western Geelong Growth Area (NWGGA)	+\$2.6mil	Project expenditure reduced in forecast by \$2.6mil, with the start of two Precinct Structure Plans being delayed and expected to start in May-25. This has an overall net favourable impact to the FY25 result of for the project of \$1.5mil.
Waste Contractors, Disposal Costs & EPA Levy	+\$2.0mil	Credits deducted from Contract cost for Container Refund Deposit Scheme, lower than expected tonnages and diversion of waste to Wyndham landfill.
Depreciation	+\$1.8mil	The favourable depreciation expense to budget reflects the stage of our current IT and process improvement work while using current data with the application of reasonable judgement. A contributing factor are delays in completion and capitalisation of completed projects.
Reclassification of Work Programs	+\$1.6mil	Works relating to kerb and channel, road preservation and footpath works that were originally included in the operating budget have been reclassified to capital.

Financial Performance Report

Year to Date Ended 31 March 2025



c) FY25 Efficiency Target

To achieve the budgeted surplus of \$1.5mil, an efficiency target of \$9.75mil is required to be met. To monitor and report on the progress of achieving this efficiency, financial risks and opportunities are recorded for items that are likely to have an impact on the FY25 operating result.



As at March 2025, the net impact on the forecast operating position of identified opportunities is \$10.56mil against a \$9.75mil target, resulting in surplus savings of \$0.91mil.

The material risks and opportunities currently identified include:

Item	Impact	Comment
Risks & Opportunities		
Interest Received	+\$4.5mil	With a favourable cash position and strategic investment, a higher return is expected on interest.
NWGA PSP's	+\$2.0mil	Additional revenue plus a delay in 3 x 3rd Party Developer Agreements, funding 2 new Precinct Structure Plans.
Reclassification of Program Delivery	+\$1.6mil	Reclassification of works relating to kerb and channel, road preservation and footpath works.
Swim Sport & Leisure	+\$1.5mil	Current trends indicate that revenue will be favourable for the year.

Financial Performance Report

Year to Date Ended 31 March 2025



d) Capital

Actual Variance to Budget

\$27.5mil favourable variance between actual results and the budget. The key variances are:

Item	Impact	Comment
Project/Program		
Footpath Construction Special Rates and Charges	+\$3.6mil	A portion of the Ocean Grove PPN (Principal Pedestrian Network) project has been rephased into forward years and Park Street is no longer progressing in FY25.
Stacey's Rd Compost Works	+\$3.4mil	A large portion of these works has been reforecast to occur in future years.
Digital Innovation Program	+\$3.0mil	The IT Strategy is still under development and it is unlikely that the full budget will be utilised in FY25. In conjunction with the delay there has also been an adjustment to the accounting treatment to move all costs to OPEX.
Capitalised Borrowing Costs	+\$2.2mil	A change in calculation methodology has resulted in lower capital allocation.
Portarlington Recreation Reserve Master Plan	+\$1.9mil	Favourable variance relating to timing with a portion of the Budget rephased into FY26.

Forecast Variance to Budget

\$45.6mil favourable variance between forecast and budget. The key variances are:

Item	Impact	Comment
Project/Program		
Staceys Road Compost Works	+\$6.8mil	Due to commencement delays, expenditure has been rephased into forward years.
Digital Innovation Program	+\$4.5mil	CAPEX to OPEX recategorization of Digital Innovation program.
Footpath Construction Special Rates and Charges	+\$3.6mil	Delays in Ocean Grove PPN (Principal Pedestrian Network) project rephased into forward years.
Waste Services Infrastructure Development	+\$3.5mil	Land purchase is no longer required due to change in project requirements.
Heavy and Dedicated Fleet Program	+\$3.5mil	There has been a reduction in the FY25 replacement schedule due to longer than expected delivery timeframes.

Financial Performance Report

Year to Date Ended 31 March 2025



Item	Impact	Comment
Ocean Grove Bike Track	+\$3.4mil	Budget phasing was acknowledged at adoption as being the most optimistic outcome, more realistic timelines have now been recognised with expenditure rephased to future years.
Armstrong Creek Land Acquisition Program	-\$2.7mil	Forecast increased due to cost escalation and a change in approach to providing for contingency on disputed claims.
Sparrovale Wetlands Acquisition DILA22	-\$2.5mil	Additional spend required as a result of final VCAT decision.

Financial Performance Report

Year to Date Ended 31 March 2025



3. Income Statement Converted to Cash

Income Statement Converted to Cash	Year To Date			Full Year		
	Actual \$	Budget \$	Variance \$	Forecast \$	Budget \$	Variance \$
Surplus/(deficit) for the year	117,254	110,814	6,440	204,539	180,301	24,238
Adjustment for Non-Cash Items						
Contributions - non-monetary	(67,911)	(83,024)	15,112	(137,907)	(110,698)	(27,209)
Depreciation & amortisation	76,472	78,510	(2,038)	102,865	104,667	(1,802)
Written-Down Value of Asset Disposals	3,651	208	3,442	3,892	449	3,442
Total Non-Cash Items	12,211	(4,305) 	16,516	(31,150)	(5,582) 	(25,569)
Adjustment for Capital Expenditure						
Capital Expenditure	(113,816)	(141,304)	27,489	(158,234)	(203,852)	45,619
Total Capital Expenditure	(113,816)	(141,304) 	27,489	(158,234)	(203,852) 	45,619
Adjustment for Financing Items						
New Borrowings/Refinancing	-	15,000	(15,000)	-	15,000	(15,000)
Loan Repayments	(8,150)	(8,470)	320	(10,163)	(10,702)	539
Lease Repayments	(714)	(920)	205	(1,021)	(1,226)	205
Total Financing Items	(8,864)	5,611 	(14,475)	(11,184)	3,072 	(14,256)
Net Cash Position for the Year	6,785	(29,185)	35,970	3,970	(26,061)	30,031
Adjustment for Reserve Movements						
Reserve Drawdown/(Replenishment)	(20,649)	(13,176)	(7,473)	(9,398)	(11,291)	1,893
Cash Surplus/(Deficit) for the Year	(13,864)	(42,361) 	28,497	(5,428)	(37,352) 	31,925

Financial Performance Report

Year to Date Ended 31 March 2025



4. Balance Sheet

a) Overall

Balance Sheet Summary	Year To Date			Full Year		
	Actual \$000	Budget \$000	Variance \$000	Forecast \$000	Budget \$000	Variance \$000
Current Assets	319,508	266,854	▲ 52,654	229,101	182,020	▲ 47,081
Non-Currents Assets	5,011,101	5,182,404	▼ (171,303)	5,310,092	5,546,973	▼ (236,881)
Total Assets	5,330,609	5,449,258	▼ (118,649)	5,539,194	5,728,993	▼ (189,800)
Current Liabilities	229,066	207,580	▼ (21,486)	133,148	132,879	▼ (269)
Non-Currents Liabilities	193,639	209,757	▲ 16,117	201,017	207,178	▲ 6,161
Total Liabilities	422,705	417,337	▼ (5,368)	334,165	340,057	▲ 5,891
Net Assets	4,907,905	5,031,922	▼ (124,017)	5,205,028	5,388,937	▼ (183,908)
Accumulated Surplus	2,289,364	2,120,283	▲ 169,081	2,371,625	2,475,413	▼ (103,788)
Revelation Reserves	2,560,152	2,853,153	▼ (293,001)	2,769,970	2,853,153	▼ (83,183)
Cash Reserves	58,388	58,486	▼ (98)	63,433	60,371	▲ 3,062
Total Equity	4,907,905	5,031,922	▼ (124,017)	5,205,028	5,388,937	▼ (183,909)
Working Capital Ratio	1.39	1.29	▲ 0.11	1.72	1.37	▲ 0.35
Unrestricted Working Capital Ratio	1.14	1.00	▲ 0.14	1.24	0.92	▲ 0.33

With a working capital ratio of 1.39 at period end, there is a sufficient level of liquidity held. This is higher than expected in the budget due to a favourable opening cash position.

Adjusting for restricted cash, the unrestricted working capital ratio is 1.14. The variance of 0.25 from the working capital ratio represents the high value of restricted cash held.

Financial Performance Report

Year to Date Ended 31 March 2025



b) Trade & Other Receivables

Summary	Year To Date		
	Mar-25 \$000	FY24 \$000	Movement \$000
Statutory receivables			
Rates	79,856	5,066 ▼	(74,790)
Infringements	15,875	14,921 ▼	(954)
Net GST receivables	1,463	2,684 ▲	1,221
Non-statutory			
Other debtors	21,989	19,985 ▼	(2,004)
Total current trade and other receivables	119,182	42,656 ▼	(76,526)
Less impairment loss allowance	(20,544)	(19,826) ▼	(718)
Net total current trade and other receivables	98,638	22,830 ▼	(75,808)
Non-current			
Statutory receivables			
Special rate scheme	2,493	2,493 ▬	0
Long term rates	12,289	12,289 ▬	(0)
Total non-current trade and other receivables	14,782	14,782 ▬	0
Total trade and other receivables	113,419	37,612 ▼	(75,807)

Our receivables have increased by \$75.8mil from 30 June 2024. This represents that a significant portion of our Rates & Charges still be collected.

Current collection of \$244.7mil is 2.3% lower than March 2024. This is in part due to a higher number of payment plans compared with this time last year (+7% on Mar 2024).

The arrears balance of \$10.5mil is up from \$8m this time last year. We have received \$7.9mil so far during the 2024-25 year. Reducing this remains a key focus, to try to limit it compounding.

Total collection (current and arrears) is 2.52% lower compared to March 2024.

Financial Performance Report

Year to Date Ended 31 March 2025



c) Treasury Analysis

Summary	Year To Date			Full Year		
	Actual \$000	Budget \$000	Variance \$000	Forecast \$000	Budget \$000	Variance \$000
Cash						
Cash & Cash Equivalents	107,909	96,886 ▲	11,022	115,221	83,735 ▲	31,486
Other Financial Assets	91,341	59,383 ▲	31,958	62,042	51,321 ▲	10,720
Total Cash Balances	199,250	156,269 ▲	42,981	177,262	135,056 ▲	42,206
Interest Received on Cash Balances	6,463	3,022 ▲	3,442	8,563	4,021 ▲	4,542
Loans						
Current Loan Liabilities	18,526	19,735 ▲	1,209	8,262	19,735 ▲	11,473
Non-Current Loan Liabilities	158,390	171,863 ▲	13,473	166,516	169,631 ▲	3,115
Total Loan Balances	176,916	191,598 ▲	14,682	174,778	189,366 ▲	14,588
Interest Paid on Loans - Operating	4,343	2,419 ▼	(1,925)	5,755	3,225 ▼	(2,530)
Interest Paid on Loans - Capital	656	2,811 ▲	2,155	906	3,748 ▲	2,842
Total Interest Paid on Loans	5,000	5,230 ▲	230	6,661	6,973 ▲	312

Cash & Investments

The current cash position is \$11.0mil favourable to budget. This is primarily driven by opening cash being higher than expected due to delays in the capital program. In addition, 85% of the Financial Assistance Grants 2024-25 funding allocation was received in July 2024 ahead of expectations.

The cash position is forecast to be \$31.5mil favourable to budget. This is primarily driven by delays in the delivery of the capital program and the planned borrowings of \$15.0mil in FY25 is no longer required.

Interest received to date is \$6.5mil, being \$3.4mil favourable to budget. A favourable cash position as a result of delays in the capital program and strategic treasury management have allowed for higher than expected returns on cash. Our current yields are 4.25% on cash and 4.95% on term deposits.

Loans

Loans are \$14.7mil favourable to budget. Due to delays in the delivery of the capital program the planned borrowings of \$15.0mil in FY25 is not expected to be required.

The forecast loan balance is \$14.6mil favourable to budget for the above reasons.

Savings on interest paid of \$312,000 are expected due to not utilising \$15.0mil of planning borrowings. Some variances exist between capital and operating due to allocation methodologies and timing.

Financial Performance Report

Year to Date Ended 31 March 2025



d) Cash Reserves Analysis

Summary	Year To Date			Full Year		
	Actual \$000	Budget \$000	Variance \$000	Forecast \$000	Budget \$000	Variance \$000
Cash Reserves						
Developer Contributions/\$173	48,852	51,397 ▼	(2,546)	50,370	57,744 ▼	(7,375)
Waste	9,537	7,089 ▲	2,448	13,063	2,627 ▲	10,436
Total Cash Reserves	58,388	58,486 ▼	(98)	63,433	60,371 ▲	3,062

Developer Contribution Reserves

- Year to Date

Developer Contribution Reserves are (\$2.5mil) below budget. This is primarily due to timing of milestone within the DCP which have resulted in a delay in recognition of developer contribution revenue.

- Forecast

Developer Contribution Reserves are forecast to be (\$7.4mil) lower than budget. This is primarily due to the timing of milestones within the DCP which have resulted in a delay in recognition of developer contribution revenue.

Waste Reserves

- Year to Date

Waste Reserves are \$2.4mil above budget which is primarily due to delays in the delivery of the capital program relating to Waste assets.

- Forecast

Waste Reserves are forecast to be \$10.4mil above budget. This is primarily due to expected delays in the delivery of the capital program relating to Waste assets, in particular the Waste Services Infrastructure Development and Staceys Road Compost projects.

Financial Performance Report

Year to Date Ended 31 March 2025



5. Financial Sustainability Measures

Measure	Target	Forecast Result	Comment
Operating Result			
Operating Result Ratio	>0%	1.04%	Currently forecasting for a minor surplus pending the Council decision on Aged Care Transition.
Capital Investment			
Capital Projects Delivery	>80%	77.6%	Timing variances are impacting forecast, but still expecting to deliver a significant proportion of the capital program.
Asset Sustainability Ratio	>70%	71.9%	Lower than expected in budget due to rephasing of upgrade projects, but result expected to be in excess of target.
Cash & Borrowings			
Working Capital Ratio	>1.0	1.72%	A healthy level of liquidity currently held.
Indebtedness Ratio (Rates)	<60%	54.2%	FY25 borrowings currently deferred which will favourably impact the indebtedness ratio.

Financial Performance Report

Year to Date Ended 31 March 2025



Appendix A – Operating Statement

Operating Statement	Year To Date			Full Year		
	Actual	Budget	Variance	Forecast	Budget	Variance
	\$	\$	\$	\$	\$	\$
Revenue						
Rates & Charges	243,100	243,273 ▼	(173)	322,502	322,675 ▼	(173)
Fees, Charges & Other	70,291	70,910 ▼	(620)	95,147	96,855 ▼	(1,707)
Government Grants	62,373	35,177 ▲	27,196	74,868	73,906 ▲	962
Gain/(Loss) on Sale of Property	49	293 ▼	(243)	210	454 ▼	(243)
Total Operating Revenue	375,814	349,654 ▲	26,160	492,727	493,889 ▼	(1,162)
Expenditure						
Salaries, Wages & Employment	153,146	153,654 ▲	509	204,202	204,794 ▲	592
Materials & Services	110,034	112,530 ▲	2,496	149,305	150,786 ▲	1,481
Depreciation	76,472	78,510 ▲	2,038	102,865	104,667 ▲	1,802
Community Support	17,371	18,520 ▲	1,149	22,161	23,244 ▲	1,083
Utilities	7,449	6,900 ▼	(549)	9,754	9,107 ▼	(647)
Total Operating Expenditure	364,471	370,114 ▲	5,643	488,287	492,598 ▲	4,311
Internal Charges						
Internal Charge Allocation	19,174	21,252 ▲	2,078	26,633	28,987 ▲	2,354
Internal Cost (Recovery)	(20,040)	(21,914) ▼	(1,874)	(27,335)	(29,209) ▼	(1,874)
Total Operating Internal Charges	(866)	(662) ▲	204	(702)	(222) ▲	480
Net Operating Surplus/(Deficit)	12,208	(19,799) ▲	32,007	5,142	1,514 ▲	3,628
Non-Recurrent Revenue						
Developer Contributions	27,925	33,385 ▼	(5,460)	39,053	44,513 ▼	(5,460)
Capital Grants	10,136	11,464 ▼	(1,328)	20,930	19,542 ▲	1,387
Contributed Assets	67,911	83,024 ▼	(15,112)	137,907	110,698 ▲	27,209
Gain/(Loss) on Sale of Property	(3,047)	225 ▼	(3,272)	(2,358)	300 ▼	(2,658)
Other Non-Recurrent Items	2,121	2,516 ▼	(395)	3,864	3,734 ▲	130
Total Non-Recurrent Revenue	105,046	130,613 ▼	(25,568)	199,397	178,787 ▲	20,609
Net Comprehensive Surplus/(Deficit)	117,254	110,814 ▲	6,440	204,539	180,301 ▲	24,238

Financial Performance Report

Year to Date Ended 31 March 2025



Key Variances – Operating Statement

Item	Comment
Operating Revenue	
Rates & Charges	<i>Budget</i> - Current results are unfavourable to budget by (\$0.2mil) mostly due to a decrease in supplementary rates when compared to prior year March YTD. <i>Forecast</i> - The forecast result is (\$0.2mil) unfavourable to budget with supplementary rate income anticipated to now be lower than in the prior year based on YTD actuals.
Fees, Charges & Other	<i>Budget</i> - Interest Received is \$3.4mil favourable due to a higher than expected cash position resulting from delays in the capital program and strategic treasury management. - This is offset by unfavourable waste disposal fees of (\$2.0mil) as a result of lower than anticipated tonnages. <i>Forecast</i> - Budget assumed a successful works tender with a value of \$1.5mil. The Tender was unsuccessful, which will result in an income unfavourability of (\$1.5 mil), with an overall net unfavourable impact of \$324K. - Third party contributions for Northern and Western Geelong Growth Area (NWGGA) are expected to be (\$1.3mil) unfavourable to budget due to delays in the project, with the start of two Precinct Structure Plans being delayed by 3-6 months. This has an overall net favourable impact for the project of \$1.5mil in FY25. - Budget assumed an increase in parking income from the additional Local Laws Officers but targets have not been fully achieved and it is expected this will result in a reduction of income of (\$1.0mil). - Interest Received is expected to be \$4.5mil favourable to budget due to delays in the capital program and strategic treasury management. - Swim, Sport & Leisure income is anticipated to be \$1.5mil favourable to Budget due to an increase in YTD memberships.
Government Grants	<i>Budget</i> - The timing of the Financial Assistance Grant which has a favourable impact of \$26.4mil. This represents 85% of the contribution for FY25. <i>Forecast</i> - The forecast assumes that the remaining 15% of the FY25 funding will be paid in FY25, with no prepayment of any funding relating to FY26.

Financial Performance Report

Year to Date Ended 31 March 2025



Operating Expenditure	
Salaries, Wages & Employment	<i>Budget</i> - Current result materially consistent with budget. <i>Forecast</i> - Forecast result is \$0.6mil favourable to budget pending a Council decision in May on Aged Care transition.
Material & Services	<i>Budget</i> - Waste Contractors & Disposal Costs are favourable by \$5.7mil due to credits deducted from contract cost for Container Refund Deposit Scheme, lower than expected tonnages and diversion of waste to Wyndham landfill. - Interest paid on loans is \$1.9mil unfavourable due to phasing of the FY25 capital program and a change in the capitalisation treatment during late FY24. - Turf Maintenance water costs are unfavourable by \$0.8mil due to an increase in kilolitres and charge rates. This is likely to remain for the remainder of FY25. <i>Forecast</i> - Northern and Western Geelong Growth Area (NWGGA) is \$2.6mil favourable to budget due to delays in the project, with the start of 2 Precinct Structure Plan being delayed by 3-6 months. This has an overall net favourable impact for the project of \$1.5mil in FY25. - Waste Disposal & Recycling Costs are expected to be \$2.0mil favourable due to credits deducted from Contract cost for Container Refund Deposit Scheme, lower than expected tonnages and diversion of waste to Wyndham landfill. - A number of work programs in the Program Delivery team have been included in the operating budget, whereas these should be capital. This includes works relating to kerb and channel, road preservation and footpath works. This will result is \$1.6mil of works being treated as capital rather than operating. - Interest on loans (\$2.5mil) unfavourable. Treatment of interest allocation between operating and capital consistent with FY24 annual accounts. - Digital Innovation (\$2.1mil) unfavourable to budget due to expenditure to be incurred for the IT strategy and accounting reclassification of all costs to OPEX.
Depreciation	<i>Budget</i> - The favourable depreciation expense to budget reflects the stage of our current IT and process improvement work while using current data with the application of reasonable judgement. A contributing factor are delays in completion and capitalisation of completed projects. <i>Forecast</i> - The favourable depreciation expense to budget reflects the stage of our current IT and process improvement work while using current data with the application of reasonable judgement. A contributing factor are delays in completion and capitalisation of completed projects.

Financial Performance Report

Year to Date Ended 31 March 2025



Community Support	<i>Budget</i> - Favourable result relates to timing of community grants with payments to be made later than anticipated in the budget and a higher level of capital grants than budgeted. <i>Forecast</i> - Forecast Community Support expenditure is forecast to be \$1.1mil favourable to budget due to a higher level of capital grants issued than budgeted.
Utilities	<i>Budget</i> - Utilities are unfavourable by \$0.5mil as a result of a YTD correction for Turf Maintenance water costs based on kl and charge rates as this expenditure was previously understated. <i>Forecast</i> - Utilities are forecast to be unfavourable by \$0.6mil as a result of a YTD correction for Turf Maintenance water costs based on kl and charge rates as this expenditure was previously understated.
Non-Recurrent Revenue	
Developer Contributions	<i>Budget</i> - Unfavourable variance of (\$5.5mil) mostly due to the timing of milestones within the DCP. <i>Forecast</i> - Forecast unfavourable of (\$5.5mil) mostly due to the timing of milestones within the DCP.
Capital Grants	<i>Budget</i> - Unfavourable variance of (\$1.3mil) is mostly due to the delays in the recognition of capital grant income. <i>Forecast</i> - Forecasting a favourable variance of \$1.4mil mostly due to funding agreements entered into after budgets were finalised.
Contributed Assets	<i>Budget</i> - Unfavourable variance of (\$15.1mil) relates to timing of recognition against budget. <i>Forecast</i> - Current projections are \$27.2mil favourable to budget due to higher valuations of contributed assets.

Financial Performance Report

Year to Date Ended 31 March 2025



Appendix B – Statement of Financial Position

Statement of Financial Position	Year To Date			Full Year		
	Actual \$000	Budget \$000	Variance \$000	Forecast \$000	Budget \$000	Variance \$000
Current Assets						
Cash & Cash Equivalents	107,909	96,887	▲ 11,021	115,221	83,735	▲ 31,486
Trade & Other Receivables - Current	98,638	83,210	▲ 15,428	28,201	25,532	▲ 2,669
Other Financial Assets	91,341	59,383	▲ 31,958	62,042	51,321	▲ 10,720
Other Assets	10,864	14,660	▼ (3,796)	12,743	8,711	▲ 4,032
Inventories	1,278	1,275	▲ 3	1,416	1,282	▲ 134
Non-Current Assets Classified As Held For Sale	9,479	11,439	▼ (1,960)	9,479	11,439	▼ (1,960)
Total Current Assets	319,508	266,854	▲ 52,654	229,101	182,020	▲ 47,081
Non-Current Assets						
Property, Infrastructure, Plant & Equipment	4,969,977	5,155,909	▼ (185,932)	5,265,536	5,506,525	▼ (240,988)
Intangible Assets	10,715	-	▲ 10,715	10,284	8,961	▲ 1,324
Right-Of-Use Assets	5,041	-	▲ 5,041	4,288	4,297	▼ (9)
Investments in Associates, Joint Arrangement	10,586	9,629	▲ 958	10,586	9,629	▲ 958
Trade & Other Receivables - Non-Current	14,782	16,867	▼ (2,085)	19,397	17,562	▲ 1,836
Total Non-Current Assets	5,011,101	5,182,404	▼ (171,303)	5,310,092	5,546,973	▼ (236,881)
Total Assets	5,330,609	5,449,258	▼ (118,649)	5,539,194	5,728,993	▼ (189,800)
Current Liabilities						
Trade & Other Payables - Current	28,787	29,224	▲ 437	35,209	31,877	▼ (3,332)
Interest-Bearing Liabilities - Current	18,526	19,735	▲ 1,209	8,262	19,735	▲ 11,473
Trust Funds & Deposits	30,856	19,226	▼ (11,630)	16,762	15,176	▼ (1,586)
Prepaid Income	104,401	100,271	▼ (4,130)	27,960	25,313	▼ (2,646)
Provisions - Current	46,156	37,893	▼ (8,263)	43,682	39,548	▼ (4,134)
Lease Liabilities - Current	338	1,230	▲ 892	1,274	1,230	▼ (44)
Total Current Liabilities	229,066	207,580	▼ (21,486)	133,148	132,879	▼ (269)
Non-Current Liabilities						
Interest-Bearing Liabilities - Non-Current	158,390	171,863	▲ 13,473	166,516	169,631	▲ 3,115
Lease Liabilities - Non-Current	5,104	-	▼ (5,104)	4,165	33,963	▲ 29,798
Provisions - Non-Current	30,145	37,893	▲ 7,748	30,336	3,584	▼ (26,752)
Total Non-Current Liabilities	193,639	209,757	▲ 16,117	201,017	207,178	▲ 6,161
Total Liabilities	422,705	417,337	▼ (5,368)	334,165	340,057	▲ 5,891
Net Assets	4,907,905	5,031,922	▼ (124,017)	5,205,028	5,388,937	▼ (183,908)
Equity						
Accumulated surplus	2,289,364	2,120,283	▲ 169,081	2,371,625	2,475,413	▼ (103,788)
Revelution Reserves	2,560,152	2,853,153	▼ (293,001)	2,769,970	2,853,153	▼ (83,183)
Other Reserves	58,388	58,486	▼ (98)	63,433	60,371	▲ 3,062
Net Assets	4,907,905	5,031,922	▼ (124,017)	5,205,028	5,388,937	▼ (183,909)

Financial Performance Report

Year to Date Ended 31 March 2025



Key Variances – Statement of Financial Position

Item	Comment
Currents Assets	
Cash & Cash Equivalents, Other Financial Assets	<i>Budget</i> - The current cash position is \$43.0mil favourable to budget. This is primarily driven by delays in the capital program. In addition, 85% of the Financial Assistance Grants 2024-25 funding allocation was received in Jul-24 ahead of expectations. <i>Forecast</i> - The cash position is forecast to be \$42.2mil favourable to budget. This is primarily driven by the favourable timing in the capital program due to delays. Due to the favourability caused by delays in the capital program, the planned borrowings of \$15.0mil in FY25 is not expected to be required.
Non-Current Assets	
Property, Infrastructure, Plant & Equipment	<i>Budget</i> - Variance relates to the opening balance, with handovers of developer contributed assets and revaluations in FY24 being higher than expected. <i>Forecast</i> - There is a high level of asset-related transactions that have not been actualised in the system, as a result, a number of assumptions have been made in the forecast.
Current Liabilities	
Interest Bearing Liabilities – Current	<i>Forecast</i> \$11.4mil favourable to budget as the planned borrowings are not required in FY25.
Non-Current Liabilities	
Interest Bearing Liabilities – Non Current	<i>Forecast</i> The forecast loan balance is \$3.1mil favourable to budget. Due to favourability in the capital program, the planned borrowings of \$15.0mil in FY25 are no longer required.

Financial Performance Report

Year to Date Ended 31 March 2025



Appendix C – Statement of Cashflows

Statement of Cashflows Inflow/(Outflow)	Year To Date			Full Year		
	Actual \$000	Budget \$000	Variance \$000	Forecast \$000	Budget \$000	Variance \$000
Cashflow from Operating Activities						
Rates & Charges	261,303	261,209 ▲	94	322,507	314,433 ▲	8,074
Fees, Charges & Other	71,809	68,073 ▲	3,736	95,820	92,833 ▲	2,986
Grants - Operating	62,373	35,177 ▲	27,196	75,402	73,906 ▲	1,496
Grants - Capital	10,136	11,464 ▼	(1,328)	20,307	19,542 ▲	764
Contributions - monetary	27,925	33,385 ▼	(5,460)	41,053	44,513 ▼	(3,460)
Interest Received	6,463	3,025 ▲	3,438	7,839	4,021 ▲	3,817
Employee Costs	(157,037)	(153,534) ▼	(3,503)	(205,830)	(204,634) ▼	(1,197)
Materials, Services & Community Support	(130,985)	(138,721) ▲	7,736	(171,789)	(180,072) ▲	8,283
Cashflow from Operating Activities	151,988	120,078 ▲	31,910	185,307	164,543 ▲	20,764
Cashflow from investing activities						
Property, Plant & Equipment	(115,440)	(142,209) ▲	26,769	(166,999)	(203,852) ▲	36,854
Proceeds from Sale	(1,078)	621 ▼	(1,699)	(871)	828 ▼	(1,699)
Cashflow from investing activities	(116,518)	(141,588) ▲	25,070	(167,869)	(203,024) ▲	35,155
Cashflow from financing activities						
Finance Costs	(4,825)	(5,154) ▲	329	(6,461)	(6,858) ▲	397
Proceeds from Borrowings	-	15,000 ▼	(15,000)	-	15,000 ▼	(15,000)
Repayment of Borrowings	(8,150)	(8,470) ▲	320	(10,163)	(10,702) ▲	539
Repayment of Lease Liabilities	(714)	(920) ▲	205	(1,021)	(1,226) ▲	205
Cashflow from financing activities	(13,690)	457 ▼	(14,146)	(17,645)	(3,786) ▼	(13,859)
Net Cash Inflow/(Outflow)	21,780	(21,053) ▲	42,833	(208)	(42,267) ▲	42,060
Opening Cash Balance	177,470	177,323 ▲	147	177,470	177,323 ▲	147
Closing Cash Balance	199,250	156,270 ▲	42,980	177,262	135,056 ▲	42,206

Financial Performance Report

Year to Date Ended 31 March 2025



Key Variances – Statement of Cashflows

Item	Comment
Cashflow from Operating Activities	
Rates and Charges	<i>Budget</i> - Cash inflows for Rates and Charges are materially in line with Budget. <i>Forecast</i> - The forecast cash inflows for Rates and Charges have increased due to a higher debt collection assumption built into the forecast.
Employee Costs	<i>Budget</i> - Cash outflows for Employee Costs are materially in line with Budget. <i>Forecast</i> - The forecast cash outflow relating to employee costs is materially in line with Budget pending a Council decision in May on Aged Care transition.
Interest Received	<i>Budget</i> - Interest Received is \$3.4mil favourable due to a higher than expected cash position as a result of delays in the capital program and strategic treasury management. <i>Forecast</i> - Interest Received is expected to be \$3.8mil favourable to budget due to higher levels of cash investments as result of delays in the capital program and strategic treasury management.
Cashflow from Investing Activities	
Property, Plant & Equipment	<i>Budget</i> - Cash outflow is favourable by \$26.8mil due to delays in the capital program. <i>Forecast</i> - The forecasted cash outflow relating to Property Plant and Equipment is forecast to be \$36.9mil lower than budget primarily due to the delay in the capital program.
Cashflow from Financing Activities	
Proceeds From Borrowings	<i>Forecast</i> Due to favourability in the capital program, the planned borrowings of \$15.0mil in FY25 are no longer required.

Financial Performance Report

Year to Date Ended 31 March 2025



Appendix D – Statement of Capital Works

Statement of Capital Works	Year To Date			Full Year		
	Actual \$000	Budget \$000	Variance \$000	Forecast \$000	Budget \$000	Variance \$000
Property						
Land	44,658	42,855 ▼	(1,803)	49,018	46,382 ▼	(2,636)
Buildings	14,026	16,387 ▲	2,361	22,735	28,724 ▲	5,989
Heritage Buildings	1	11 ▲	11	345	15 ▼	(330)
Total Property	58,685	59,253 ▲	569	72,097	75,121 ▲	3,023
Plant & Equipment						
Plant, Machinery & Equipment	2,183	2,127 ▼	(55)	3,987	5,892 ▲	1,905
Fixtures, Fittings & Furniture	201	198 ▼	(3)	378	308 ▼	(70)
Computers & Telecommunications	1,671	5,141 ▲	3,470	2,311	6,854 ▲	4,543
Total Plant & Equipment	4,054	7,466 ▲	3,412	6,676	13,054 ▲	6,378
Infrastructure						
Roads	20,414	16,639 ▼	(3,775)	27,114	26,280 ▼	(834)
Bridges	37	239 ▲	202	310	310 =	-
Footpaths & Cycleways	6,071	10,350 ▲	4,280	9,225	14,649 ▲	5,424
Drainage	1,715	5,009 ▲	3,294	4,622	9,602 ▲	4,980
Recreational, Leisure & Community Facilities	4,017	6,657 ▲	2,640	4,777	9,780 ▲	5,004
Waste Management	2,179	5,019 ▲	2,840	2,935	10,092 ▲	7,157
Parks, Open Space & Streetscapes	10,121	15,647 ▲	5,526	18,052	27,194 ▲	9,141
Other Infrastructure	6,522	15,024 ▲	8,502	12,425	17,770 ▲	5,345
Total Infrastructure	51,077	74,585 ▲	23,508	79,460	115,678 ▲	36,217
Total Capital Expenditure	113,816	141,304 ▲	27,489	158,234	203,852 ▲	45,619
Represented by:						
New Asset Expenditure	67,128	83,818 ▲	16,690	84,306	104,740 ▲	20,435
Asset Renewal Expenditure	36,319	35,171 ▼	(1,148)	51,943	58,184 ▲	6,241
Asset Upgrade Expenditure	10,369	22,316 ▲	11,947	21,985	40,928 ▲	18,943
Total Capital Expenditure	113,816	141,304 ▲	27,489	158,234	203,852 ▲	45,619

Financial Performance Report

Year to Date Ended 31 March 2025



Key Variances – Statement of Capital Works

Item	Comment
Property	
Land	<i>Budget</i> - Armstrong Creek Land Acquisition Program is (\$1.0mil) unfavourable due to forecast cost escalations and a change in approach in providing for contingency on disputed claims. - VCAT decision has been finalised for one parcel of the Sparrovale Wetland Acquisitions and has resulted in an unfavourable impact on budget (\$2.5mil). <i>Forecast</i> - The forecast for Armstrong Creek Land Acquisition Program has been increased due to cost escalations and change in approach around forecasting for contingency on disputed claims resulting in an unfavourable variance of (\$2.7mil) against budget. - VCAT decision has been finalised for one parcel of the Sparrovale Wetland Acquisitions and has resulted in an unfavourable impact on budget (\$2.5mil).
Buildings	<i>Budget</i> - Several projects currently showing as favourable to budget are due to timing variances caused by more detailed project planning undertaken since the budget was endorsed. These projects include Armstrong Creek Town Centre Library \$1.1mil and Hamlyn Park Female Friendly Changerooms \$0.9mil. <i>Forecast</i> - Several projects are being reforecast into future financial years due to more detailed project planning undertaken since the budget was endorsed. These projects include ACWP NAC Community Pavilion \$1.7mil, Hamlyn Park Female Friendly Changerooms \$1.7mil and Windsor Park Pavilion Upgrades \$1.9mil.
Plant & Equipment	
Computers & Telecommunications	<i>Budget</i> - Digital Innovation Program is currently \$3.0mil favourable to budget due to delays in the program while the IT Strategy is finalised. <i>Forecast</i> - Digital Innovation Program is expected to be \$4.5mil favourable to budget due to a CAPEX to OPEX recategorization of Digital Innovation program.

Financial Performance Report

Year to Date Ended 31 March 2025



Infrastructure	
Roads	<i>Budget</i> - The Asphalt Road Surfacing program is unfavourable to YTD budget (- \$0.8mil) due to budget phasing versus the timing of the actual program delivery this year. - The funding agreement for the Burvilles Rd Upgrade project was executed after budgets were finalised. As a result this project is showing as an unfavourable variance to the CAPEX budget of \$0.9mil however it is a fully funded project. <i>Forecast</i> - Overall road assets are expected to finish materially close to budget.
Footpaths & Cycleways	<i>Budget</i> - A favourable variance of \$3.6mil YTD against budget for Footpath Construction Special Rates and Charges is due to a portion of the Ocean Grove PPN project rephased to forward years, Park Street no longer progressing in FY25 and other expenditure timing differences for works commencing later in the year. <i>Forecast</i> - Footpath Construction Special Rates and Charges has had a favourable forecast adjustment of \$4.4mil due to a portion of the Ocean Grove PPN project rephased to forward years and Park Street no longer progressing in FY25. - Ocean Grove Bike Track has had a favourable forecast adjustment of \$3.4mil with works pushed out to future years.
Recreational, leisure and community facilities	<i>Budget</i> - Portarlington Recreation Reserve Masterplan is favourable by \$1.9mil YTD due to some project milestones being delayed to FY26. - Aldershot Reserve Upgrades are favourable to budget (\$0.9mil) due to a reduced scope as a result of an unsuccessful funding application. <i>Forecast</i> - Portarlington Recreation Reserve Masterplan is forecast to finish in a favourable position of \$1.3mil due to some project milestones being delayed to FY26. - Aldershot Reserve Upgrades are also forecast to finish in a favourable position (\$1.3mil) due to a reduced scope as a result of an unsuccessful funding application.
Waste Management	<i>Budget</i> Staceys Road Compost Works are favourable by \$3.4mil YTD due to delays in project commencement with the construction start date now pushed to FY26.

Financial Performance Report

Year to Date Ended 31 March 2025



	<i>Forecast</i> Staceys Road Compost Works are expected to be \$6.8mil favourable to FY25 budget due to costs being reforecast in future financial years. Negotiations with landlord regarding the potential purchase of land has contributed to the delayed commencement.
Parks, Open Space & Streetscapes	<i>Budget</i> - The YTD favourable result is primarily due to delays causing projects to be pushed into future financial years. These projects include Bloinks Reserve Masterplan (0.9mil), Lara Gold Club (\$1.2mil) and Wandana Gully no 3 (\$0.8mil). <i>Forecast</i> - The forecast favourable result is primarily due to delays causing projects to be pushed into future financial years. These projects include Bloinks Reserve Masterplan (1.2mil) and Lara Gold Club (\$2.2mil), Wandana Gully no 3 (\$0.8mil) and Myers Reserve Masterplan Implementation (\$0.9mil).

Financial Performance Report

Year to Date Ended 31 March 2025



Appendix F – Capital Project Report



Capital Program Q3 Forecast (9+3) - Key Callouts

	FY25			Total 4 Year		
	Forecast	Budget	F VAR B \$	Forecast	Budget	F VAR B \$
Capital Project Summary						
Expenditure	158,233,707	203,852,240	45,618,533	755,243,137	747,900,695	- 7,342,443
Income	24,814,434	23,276,448	1,537,986	116,095,090	99,830,554	16,264,536
Net Capital Investment	133,419,273	180,575,792	47,156,519	639,148,048	648,070,140	8,922,093

Key Callouts

Key components to the draft FY26 budget currently out for Community consultation have been built into the forecast. Examples of these components are renewal uplift in FY28 to achieve the target 85% renewal ratio, Recomposition of core program asset categories, change in approach to providing for the SRC (Special Rates and Charges) program...etc

Approx. \$30m of gross CAPEX has been rephased out of FY25 and into forward years due to more detailed project planning after the endorsement of the FY25 budget. These adjustments aren't having an impact on the net capital investment across the four year program but are visible when reviewing the FY25 expenditure in isolation

Approx. \$20m of savings have been recognised as part of the FY25 capital program. These savings are in part due to non-structural reclassifications as a result of changes in accounting treatment (e.g. Digital Innovation -\$4.5m and Capitalised Borrowing Costs -\$2.9m) and others are due to reduced programs of work for core projects (e.g. Core Drainage Program -\$4.3m and Heavy Dedicated Fleet -\$3.4m)

Capital Income across the four-year program has increased by \$16.1m (+16.2%), this primarily due to an increase across the new 5-year Roads to Recovery funding (+\$6.1m) and previously unbudgeted funding from the state government relating to the Horseshoe Bend Rd Community Complex (+\$9.0m)

The \$7.5m increase in forecast CAPEX across the four-year program is due to a large amount of individual movements. These include a +\$24.0m for land acquisitions in Armstrong Creek due to an escalation in land valuations and an increase in the contingency provision for disputed claims. \$11.3m increase in Stacey's Rd as a result of a scope increase to allow for processing of 90,000 tonnes. Both of these have been partially offset by a reduced provision for the SRC program (-\$13.6m) and savings in the Armstrong Creek East Community Complex due to a change in delivery model (-\$13.1m)



FINANCIAL PLANNING & ANALYSIS



Capital Program Q3 Forecast (9+3) - Summary Report									
	FY25			FY26-FY28			Total 4 Year		
	Forecast	Budget	F VAR B \$	Forecast	Budget	F VAR B \$	Forecast	Budget	F VAR B \$
Capital Project Summary									
Expenditure	158,233,707	203,852,240	45,618,533	597,009,430	544,048,455	- 52,960,975	755,243,137	747,900,695	- 7,342,443
Income	24,814,434	23,276,448	- 1,537,986	91,280,655	76,554,106	- 14,726,550	116,095,090	99,830,554	- 16,264,536
Net Capital Investment	133,419,273	180,575,792	47,156,519	505,728,775	467,494,349	- 38,234,426	639,148,048	648,070,140	8,922,093
Capital Expenditure by Category									
Property	72,097,493	75,120,823	3,023,330	208,650,304	178,358,855	- 30,291,449	280,747,797	253,479,678	- 27,268,119
New - Property	55,725,527	54,342,410	- 1,383,117	128,420,222	132,885,197	4,464,975	184,145,749	187,227,607	3,081,858
Upgrade - Property	7,599,457	13,074,004	5,474,547	35,790,811	27,528,123	- 8,262,688	43,390,268	40,602,127	- 2,788,141
Renewal - Property	8,772,510	7,704,410	- 1,068,100	44,439,271	17,945,535	- 26,493,736	53,211,781	25,649,944	- 27,561,836
Plant and Equipment	6,675,838	13,053,905	6,378,067	29,829,001	29,526,468	- 302,533	36,504,840	42,580,373	6,075,534
New - Plant and Equipment	1,787,209	4,916,296	3,129,087	2,499,838	6,799,838	4,300,000	4,287,046	11,716,134	7,429,087
Upgrade - Plant and Equipment	208,803	79,548	- 129,255	559,142	154,669	- 404,473	767,945	234,217	- 533,728
Renewal - Plant and Equipment	4,679,827	8,058,061	3,378,234	26,770,022	22,571,962	- 4,198,060	31,449,849	30,630,023	- 819,826
Infrastructure	79,460,375	115,677,512	36,217,136	358,530,125	336,163,131	- 22,366,994	437,990,500	451,840,643	13,850,142
New - Infrastructure	26,792,824	45,481,608	18,688,784	154,582,655	164,145,693	9,563,038	181,375,480	209,627,302	28,251,822
Upgrade - Infrastructure	14,176,688	27,774,624	13,597,936	53,517,396	36,581,370	- 16,936,026	67,694,084	64,355,994	- 3,338,090
Renewal - Infrastructure	38,490,863	42,421,279	3,930,416	150,430,074	135,436,068	- 14,994,006	188,920,937	177,857,347	- 11,063,590
New - Total	84,305,560	104,740,314	20,434,754	285,502,715	303,830,728	18,328,014	369,808,275	408,571,042	38,762,768
Upgrade - Total	21,984,948	40,928,176	18,943,228	89,867,349	64,264,162	- 25,603,187	111,852,297	105,192,338	- 6,659,959
Renewal - Total	51,943,199	58,183,750	6,240,550	221,639,367	175,953,564	- 45,685,802	273,582,566	234,137,314	- 39,445,252
Core Programs	63,177,572	73,312,755	10,135,184	249,384,224	223,482,633	- 25,901,591	312,561,795	296,795,388	- 15,766,407
Non-Core Programs	95,056,136	130,539,484	35,483,349	347,625,206	320,565,822	- 27,059,385	442,681,342	451,105,306	8,423,964
Core Program	63,177,572	73,312,755	10,135,184	249,384,224	223,482,633	- 25,901,591	312,561,795	296,795,388	- 15,766,407
Community Priorities And Other Items	29,729,925	52,101,665	22,371,740	133,328,781	112,723,470	- 20,605,311	163,058,706	164,825,135	1,766,429
Developer Contribution Plans	58,105,444	57,220,507	- 884,937	131,374,225	137,182,030	5,807,805	189,479,669	194,402,537	4,922,868
Capital Overheads	5,278,004	8,617,313	3,339,308	22,592,201	24,110,322	1,518,121	27,870,205	32,727,634	4,857,429
Waste Project	1,942,763	12,600,000	10,657,237	60,330,000	46,550,000	- 13,780,000	62,272,763	59,150,000	- 3,122,763



FINANCIAL PLANNING & ANALYSIS



Capital Program Q3 Forecast (9+3) - Key Projects Report - FY25 Program

	FY25 - Net Capital Investment			Notes
	Forecast	Budget	F VAR B \$	
Staceys Road Compost Works	600,000	7,400,000	6,800,000	Cost escalations built into forecast as per current draft FY26 budget
Digital Innovation Program	-	4,500,000	4,500,000	CAPEX to OPEX recategorization of Digital Innovation program
Footpath Construction Special Rates and Charges	1,371,961	5,019,072	3,647,111	OGPPN delays in FY25 plus change in approach to providing for SRC program
Waste Services Infrastructure Development	-	3,500,000	3,500,000	Land purchases no longer expected to be required - Due to unsuccessful negotiations for Stacey's Rd & New Station land now expected to be utilised
Heavy and Dedicated	1,974,067	5,439,567	3,465,500	Reduction in FY25 programmed replacement schedule due to lead times
Ocean Grove bike track	76,329	3,500,000	3,423,671	Project rephased into future financial year
Capitalised Borrowing Costs	812,750	3,748,000	2,935,250	Change in methodology in calculating the capitalised borrowing cost allocations
Lara Golf Club	92,421	2,283,125	2,190,704	Project rephased into future financial year
Drainage Renewal - Core Program	1,350,000	3,514,423	2,164,423	Reduction in FY25 program due to delayed procurement and favourable tender outcome as well as change in composition on forward year core program in line with current draft FY26 budget
Hamlyn Park - Female Friendly Changeroom	9,532	1,700,000	1,690,468	Project rephased into future financial year
ACWP - NAC Active Open Space - Community Pavilion (northern)	-	1,686,355	1,686,355	Budget phasing adopted from P&G's IPP with some costs being pushed out of 4 years. DCP Indexation increase based on FY25 IPP
Intersection - Surf Coast Hwy and Boundary Road	80,541	1,709,990	1,629,449	Project rephased into future financial year
Flood and Drainage management Core Program	1,110,000	2,639,625	1,529,625	Reduction in FY25 program due to delayed procurement and favourable tender outcome as well as change in composition on forward year core program in line with current draft FY26 budget
Traffic Lights at Roslyn Rd and Thornhill Rd	4,524	1,400,000	1,395,476	Cost escalations built into forecast as per current draft FY26 budget
Kyema - Lipton Drainage upgrade	-	1,300,000	1,300,000	Project removed from forecast in line with current draft FY26 budget
Queens Park Female Friendly Change room	100,000	1,400,000	1,300,000	Project rephased into future financial year
LED Lighting and Smart Control Delivery	115,660	1,169,153	1,284,813	Project savings as well as additional rebate income not previously budgeted
Boundary Road and Baanyip Boulevard Traffic Signals and link road	3,453,208	4,636,079	1,182,871	Savings forecast offset in part by an increased DLP forecast in future years
Chilwell Library Community Hub	75,161	1,250,000	1,174,839	Project rephased into future financial year
Bloinks Reserve Master Plan	150,000	1,300,000	1,150,000	Project rephased into future financial year
Gravel Resheeting - Core Program	2,500,000	3,510,212	1,010,212	Reduction in FY25 program of works
Armstrong Creek East Precinct Local Activity Centre - Community complex construction	1,500,000	181,755	1,318,245	Savings - State are now delivering majority of project
Sparrowvale Wetlands Acquisition DILA22	2,488,945	-	2,488,945	Additional spend relating to final VCAT decision
Armstrong Creek land acquisition program	45,631,486	42,881,844	2,749,642	Increase due to forecast cost escalations and change in approach around forecasting for contingency on disputed claims
Misc.	70,154,008	74,906,592	4,752,584	
TOTAL	133,419,273	180,575,792	47,156,519	



FINANCIAL PLANNING & ANALYSIS



Capital Program Q3 Forecast (9+3) - Key Projects Report - Four-Year Program

	Four-Year (FY25-FY28) Net Capital Investment			Notes
	Forecast	Budget	F VAR B \$	
Armstrong Creek East Precinct Local Activity Centre - Community complex construction	5,000,000	18,175,500	13,175,500	Savings - State are now delivering majority of project
Community complex - Neighbourhood Activity Centre (Armstrong Creek - Horseshoe Bend)	6,536,910	19,700,000	13,163,090	Reduction in forecast expenditure due to favourable tender outcome as well as funding agreement with State not included in FY25 budget
Regional Active Open Space - Play Fields	1,461,574	13,878,389	12,416,815	Budget phasing adopted from P&G's IPP includes amounts pushed out of four year program. DCP Indexation increase based on FY25 IPP
Digital Innovation Program	-	10,000,000	10,000,000	CAPEX to OPEX recategorization of Digital Innovation program
Footpath Construction Special Rates and Charges	6,240,831	14,133,730	7,892,899	OGPPN delays in FY25 plus change in approach to providing for SRC program
Drysdale Landfill Rehabilitation	-	6,000,000	6,000,000	Previously included in program to act as a provision to top up the Waste Reserve. Works not expected to be undertaken until FY30/FY31
Open Space Renewal	16,480,932	21,490,995	5,010,063	Recomposition of core program asset category allocations as per current draft FY26 budget
Waste Services Infrastructure Development	-	5,000,000	5,000,000	Land purchases no longer expected to be required - Due to unsuccessful negotiations for Stacey's Rd & New Station land now expected to be utilised
Drainage Renewal - Core Program	10,207,757	14,595,208	4,387,451	Reduction in FY25 program due to delayed procurement and favourable tender outcome as well as change in composition on forward year core program in line with current draft FY26 budget
Capital Program Overheads - Capitalised Interest	7,753,762	11,731,000	3,977,238	Change in methodology in calculating the capitalised borrowing cost allocations
ACWP - NAC Active Open Space - Community Pavilion (northern)	420,024	3,635,031	3,215,007	Budget phasing adopted from P&G's IPP with some costs being pushed out of 4 years. DCP Indexation increase based on FY25 IPP
Footpath Renewal	13,923,446	16,903,692	2,980,246	Recomposition of core program asset category allocations as per current draft FY26 budget
Southern Active Open Space - Play Fields & Bowling Greens	3,695,486	6,346,256	2,650,770	Budget phasing adopted from P&G's IPP includes amounts pushed out of four year program. DCP Indexation increase based on FY25 IPP
Commonwealth Games 2026 Major Competition Venues contribution	-	2,624,000	2,624,000	Removal from capital program in line with current draft FY26 budget
Heavy and Dedicated	13,842,111	16,229,170	2,387,059	Reduction in FY25 programmed replacement schedule due to lead times
Community Infrastructure Grants Public - 2024-25	5,625,912	8,000,000	2,374,088	Actual grants announced for FY25 have a larger capital allocation compared to the assumption used for the budget plus reduction in forward years as per current draft FY26 budget
Central Active Open Space - Play Fields - ACHB	557,010	2,909,000	2,351,990	Budget phasing adopted from P&G's IPP includes amounts pushed out of four year program. DCP Indexation increase based on FY25 IPP
Waterfront Capital Acquisitions and Creations	6,647,142	8,966,471	2,319,329	Recomposition of core program asset category allocations as per current draft FY26 budget
Sorting/Decontamination Line at Pt Henry for FOGO upgrade	250,000	2,300,000	2,050,000	Cost escalations built into forecast as per current draft FY26 budget
NWGA Commonwealth Biodiversity Approvals	5,285,563	7,314,053	2,028,490	Delays in program, costs pushed out of four years
Wurriki Nyal Fit Out Costs	2,000,000	-	2,000,000	Addition to capital program in line with current draft FY26 budget
Core Renewal Uplift - Buildings	2,158,720	-	2,158,720	Uplift to core renewal program and Recomposition of core program asset category allocations as per current draft FY26 budget
Core Renewal Uplift - Plant, machinery and equipment	2,252,964	-	2,252,964	Uplift to core renewal program and Recomposition of core program asset category allocations as per current draft FY26 budget
Minor Capital Renewal - Footpaths	2,263,418	-	2,263,418	New project for FY25, opex to capex reclassification
Sorting/Decontamination Line at Pt Henry for FOGO - Equipment Purchase	2,300,000	-	2,300,000	Cost escalations built into forecast as per current draft FY26 budget
Minor Capital Renewal - Kerb & Channel	2,438,055	-	2,438,055	New project for FY25, opex to capex reclassification
Sparrowvale Wetlands Acquisition DILA22	2,488,945	-	2,488,945	Additional spend relating to final VCAT decision
Minor Capital Renewal - Roads	2,864,965	-	2,864,965	New project for FY25, opex to capex reclassification
Core Renewal Uplift - Parks, open space and streetscapes	2,995,244	-	2,995,244	Uplift to core renewal program and Recomposition of core program asset category allocations as per current draft FY26 budget
Core Renewal Uplift - Roads	9,856,696	-	9,856,696	Uplift to core renewal program and Recomposition of core program asset category allocations as per current draft FY26 budget
Community Complex - LAC	10,312,006	188,668	10,123,339	Budget phasing adopted from P&G's IPP includes amounts pulled into four year program. DCP Indexation increase based on FY25 IPP
Staceys Road Compost Works	25,700,000	14,400,000	11,300,000	Cost escalations built into forecast as per current draft FY26 budget
Building Renewal - Core Program	35,197,491	21,115,223	14,082,268	Recomposition of core program asset category allocations as per current draft FY26 budget
Armstrong Creek land acquisition program	76,310,369	52,224,241	24,086,128	Increase due to forecast cost escalations and change in approach around forecasting for contingency on disputed claims
Misc.	356,080,712	350,209,513	5,871,199	
TOTAL	639,148,048	648,070,140	8,922,093	



Capital Program Q3 Forecast (9+3) - Year To Go (YTG) Report

	YTG Forecast	Total FY25 Forecast	Total FY25 Budget	F VAR B \$
Armstrong Creek land acquisition program	3,686,791	45,631,486	42,881,844 -	2,749,642
Open Space Renewal Program	2,784,649	6,432,031	7,210,589	778,558
Road Pavement Rehabilitation and Renewal	2,774,526	12,458,174	11,914,249 -	543,925
Rippleside Playground	1,933,595	4,459,365	4,849,186	389,821
Building Renewal - Core Program	1,683,750	6,373,314	6,373,314	-
City of Geelong Assets Created by Blackspot VicRoads Program	1,614,589	2,301,778	500,000 -	1,801,778
Armstrong Creek East Precinct Local Activity Centre - Community cor	1,498,500	1,500,000	181,755 -	1,318,245
Footpath Renewal	1,403,467	4,070,971	4,070,971	1
Heavy and Dedicated	1,242,397	1,974,067	5,439,567	3,465,500
Armstrong Creek Town Centre Library and Learning Hub Design	1,214,088	1,252,557	1,102,127 -	150,430
Drainage Renewal - WSUD	1,202,839	1,510,000	2,147,999	637,999
Capital Program Project Management - Capitalised Salaries	1,201,939	4,409,684	4,821,919	412,235
Core Program - IT Asset Replacement	1,143,320	1,668,468	1,668,468	-
Drainage Renewal - Core Program	1,076,440	1,350,000	3,514,423	2,164,423
Footpath Construction Special Rates and Charges	804,128	1,998,506	6,457,682	4,459,176
Foreshore Reserve- Improvements	775,030	775,030	747,637 -	27,392
Flood and Drainage management Core Program	734,141	1,110,000	2,639,625	1,529,625
Road Safety Program DTP 2023-25	712,595	1,815,984	- -	1,815,984
Kerb and Channel Renewal	688,728	2,483,216	2,483,216	1
Sparrowvale Wetlands Acquisition DILA23	682,941	938,655	- -	938,655
Ocean Grove Memorial Reserve Upgrade	678,000	760,675	500,000 -	260,675
LED Lighting and Smart Control Delivery	625,694	887,200	1,673,066	785,866
Leopold Sports Precinct Upgrades	595,050	2,000,000	1,625,000 -	375,000
Portarlington Recreation Reserve Master Plan	588,204	2,206,960	3,552,658	1,345,698
Sparrovale Wetlands Project Implementation	527,354	750,000	1,302,100	552,100
North Bellarine Aquatic Centre Stage 2	510,000	1,041,778	500,000 -	541,778
Ghazeepore Rd - Transport Works	500,000	500,000	- -	500,000
Shared Trails Masterplan Implementation - Bellarine Trail	500,000	500,000	500,000	-
Misc. Other	11,055,382	45,073,809	85,194,843	40,121,035
TOTAL	44,438,139	158,233,707	203,852,240	45,618,534



FINANCIAL PLANNING & ANALYSIS



Capital Program Q3 Forecast (9+3) - Version Movement Report

	FY25 Q3 Forecast	FY25 Q2 Forecast	Movement	Notes
Capital Expenditure	158,233,707	173,159,403 -	14,925,695	
Capital Income	24,814,434	26,536,489 -	1,722,055	
Net Capital Investment	133,419,273	146,622,914 -	13,203,641	
Key Projects - Capital Expenditure				
Armstrong Creek land acquisition program	45,631,486	49,714,790 -	4,083,304	Rephasing of two land parcel purchases into FY26
Drainage Renewal - Core Program	1,350,000	3,514,423 -	2,164,423	Reduction in FY25 program due to delayed procurement and favourable tender outcome
Federal Roads Program (Roads 2 Recovery)	1,399,426	2,965,965 -	1,566,539	Rephased delivery of portion of Rossack Dr project into FY26
Flood and Drainage management Core Program	1,110,000	2,375,662 -	1,265,662	Reduction in FY25 program due to delayed procurement and favourable tender outcome
Digital Innovation Program	-	1,185,719 -	1,185,719	CAPEX to OPEX recategorization due to change in accounting treatment
Footpath Construction Special Rates and Charges	1,998,506	2,748,506 -	750,000	Further rephasing of OG PPN into FY26/FY27
Online Interface	-	693,000 -	693,000	CAPEX to OPEX recategorization due to change in accounting treatment
Armstrong Creek East Precinct Local Activity Centre - Community com	1,500,000	129,805	1,370,195	Change in funding model with State Government now delivering asset



FINANCIAL PLANNING & ANALYSIS



Capital Program Q3 Forecast (9+3) - SOCW	Forecast	Budget	VAR B \$	VAR B %	Key Budget Variances
Property					
Land	49,018	46,382	(2,636)	-6%	Armstrong Creek land acquisition program (\$-2.75m), Sparrowvale Wetlands Acquisition DILA22 (\$-2.49m) & Waste Services Infrastructure Development (\$3.5m)
Buildings	22,735	28,724	5,989	21%	Windsor Park Pavilion Upgrades (\$1.86m), Hamlyn Park - Female Friendly Changeroom (\$1.69m), ACWP - NAC Active Open Space - Community Pavilion (northern) (\$1.69m) & Queens Park Female Friendly Change room (\$1.3m)
Heritage buildings	345	15	(330)	-2197%	
Total property	72,097	75,121	3,023	4%	
Plant and equipment					
Plant, machinery and equipment	3,987	5,892	1,905	32%	Heavy and Dedicated (\$3.47m) & Fleet Communication (\$-0.49m)
Fixtures, fittings and furniture	378	308	(70)	-23%	
Computers and telecommunications	2,311	6,854	4,543	66%	Digital Innovation Program (\$4.5m)
Total plant and equipment	6,676	13,054	6,378	49%	
Infrastructure					
Roads	27,114	26,280	(834)	-3%	
Bridges	310	310	0	0%	
Footpaths and cycleways	9,225	14,649	5,424	37%	Footpath Construction Special Rates and Charges (\$4.46m), Ocean Grove bike track (\$3.42m) & Road Safety Program DTP 2023-25 (\$-1.82m)
Drainage	4,622	9,602	4,980	52%	Drainage Renewal - Core Program (\$2.16m), Flood and Drainage management Core Program (\$1.53m) & Kyema - Lipton Drainage upgrade (\$1.3m)
Recreational, leisure and community facilities	4,777	9,780	5,004	51%	Portarlington Recreation Reserve Master Plan (\$1.35m), Aldershot Reserve - Masterplan Upgrades (\$1.32m) & Thomson Recreation Reserve Upgrade (\$0.96m)
Waste management	2,935	10,092	7,157	71%	Staceys Road Compost Works (\$6.8m)
Parks, open space and streetscapes	18,052	27,194	9,141	34%	Lara Golf Club (\$2.19m), Bloinks Reserve Master Plan (\$1.15m), Lara Driving Range (\$0.98m), Province Estate Highton - Wandana Gully - no 3 (\$0.77m) & Myers Reserve Masterplan Implementation (\$0.9m)
Other infrastructure	12,425	17,770	5,345	30%	Capitalised Borrowing Costs (\$2.94m) & Capital Program Overheads - Capitalised Salaries (\$0.41m)
Total infrastructure	79,460	115,678	36,217	31%	
Total capital works expenditure	158,234	203,852	45,619	22%	
New asset expenditure	84,306	104,740	20,435	20%	
Asset renewal expenditure	51,943	58,184	6,241	11%	
Asset upgrade expenditure	21,985	40,928	18,943	46%	
Total capital works expenditure	158,234	203,852	45,619	22%	

Financial Performance Report

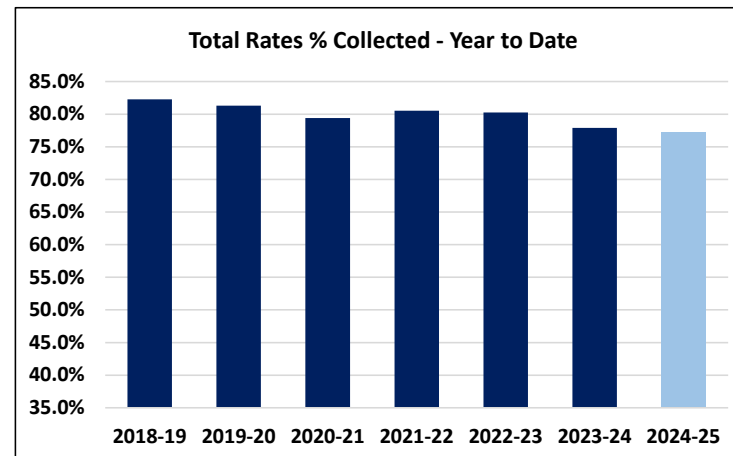
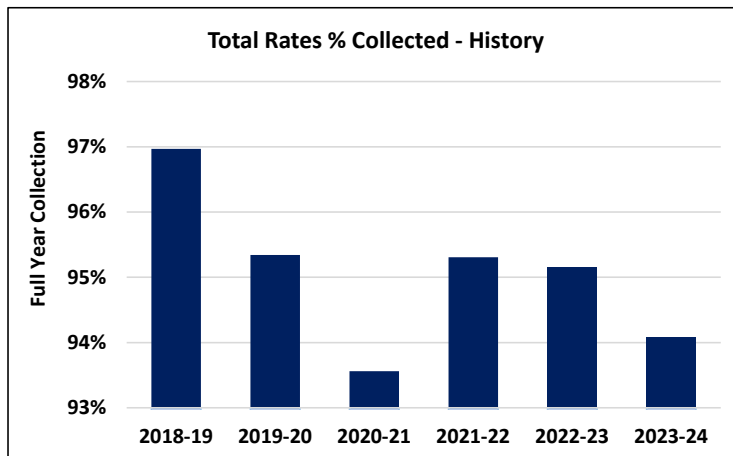
Year to Date Ended 31 March 2025



Appendix G – Rates Collection

Rates Collection – March 2025

<i>Figures in \$000s</i>	YEAR TO DATE				% Collected v Prior YTD	PRIOR YEAR TO DATE			
	Opening Bal	- Receipts	= O/S Bal	% Collected		Opening Bal	- Receipts	= O/S Bal	% Collected
Current	\$ 316,581	\$ 244,663	\$ 71,918	77.28%	▼ (2.26%)	\$ 300,056	\$ 238,669	\$ 61,387	79.54%
Arrears	\$ 18,376	\$ 7,861	\$ 10,515	42.78%	▼ (0.91%)	\$ 14,274	\$ 6,236	\$ 8,038	43.69%
TOTAL	\$ 334,957	\$ 252,525	\$ 82,432	75.39%	▼ (2.52%)	\$ 314,330	\$ 244,905	\$ 69,425	77.91%



- **Current** collection of \$244.7m is 2.3% lower than March 2024.
- The **arrears** balance of \$10.5m is up from \$8m this time last year. We have received \$7.9m so far during the 2024-25 year. Reducing this remains a key focus, to try to limit it compounding.
- **Total** collection (current and arrears) is 2.52% lower compared to March 2024.

2.9. Elgin Street, Drysdale - Intention to Declare report - Special Rate and Charge Scheme SRC 376

Source: City Infrastructure
Executive Director: James Stirton

Purpose

9. This report seeks a resolution by Council of its Intention to Declare a Special Charge Scheme (SRC) to partially fund the road construction and sealing of Elgin Street, Drysdale.

Background

10. The proposed road construction and sealing works have been developed in response to complaints and a petition received from residents requesting to seal the road. Sealing the road will improve amenity, road safety and limit the impacts from dust, mud, and stone scatter to the adjacent properties.
11. Elgin Street demonstrated further support in a recent consultation phase in March 2025 where design cost estimates and apportionment were provided to the property owners. The majority support garnered through this exercise was done to enable each property owner to clearly understand their contribution costs.

Key Matters

12. The total scheme cost is estimated at \$529,835.83 with property owners contributing \$386,780.15 (73%) and a contribution from the City of \$143,055.67 (27%) in recognition of the community benefit. The estimated cost and apportionment are shown in **Attachment 3 – Schedule C**.
13. There are 40 properties abutting the proposed scheme which will receive a special benefit. 15 of the 25 properties who replied to the survey support the upgrade under an SRC scheme (60%).
14. The majority, 8 out of 15 property owners, preferred the equal share approach outlined in Option D, which has a total contribution value of \$77,536.96. This scheme has been prepared based on Option D—an equal share for all properties.
15. The scheme has been prepared in accordance with the Special Rate and Charge provisions of the *Local Government Act 1989*, along with Council's Special Rates and Charges Policy and procedures.

RESOLUTION - Item 2.9

Cr R Story moved, Cr T Sullivan seconded -

That Council:

- 1. Gives notice of its Intention to Declare a Special Charge Scheme in accordance with Section 163 (A) of the *Local Government Act 1989* (the Act), as follows:**
 - 1.1. The special charge is declared for a period of five years commencing on the date on which it is levied.**
 - 1.2. The special charge be declared for the purpose of defraying expenses incurred by the City in relation to road sealing at Elgin Street, Drysdale.**
 - 1.2.1. Council considers the works will be a special benefit to those persons required to pay the special charge (and who are described in succeeding parts of the Resolution); and**
 - 1.2.2. The scheme arises out of Council's function for planning for and providing infrastructure for property owners.**
 - 1.3. The total cost of the scheme be recorded as \$529,835.83, refer Attachment 1 – Schedule A.**
 - 1.4. It be recorded that, for the purpose of Section 163 (2A) of the Act, (refer to Attachment 2, Schedule B) the special charge proceeds will not exceed the amount calculated in accordance with the prescribed formula ($R \times C = S$), where:**
 - 1.4.1. 'Benefit ratio' (R) is calculated at 1 represents the special benefits to all persons liable to pay the special charge.**
 - 1.4.2. 'Total cost' (C) of performing the function described in part 1.2 of this resolution based on estimated cost be recorded as \$529,835.83**
 - 1.4.3. 'Maximum levy' (S) be recorded as \$386,780.15**
 - 1.5. The following be specified as the area for which the special charge is declared.**
 - 1.5.1. The area within municipal district of Council highlighted in the plan in Attachment 4.**
 - 1.6. The following be specified as the criteria which forms the basis of the special charge so declared:**
 - 1.6.1. Land within the area shown on the plan at Attachment 4.**
 - 1.7. The following be specified as the criteria which form the basis of the special charge so declared:**
 - 1.7.1. Ownership of any land described in Section 1(f) of this Resolution.**

- 1.8. The following be specified as the way the special charge so declared will be assessed and levied:**
 - 1.8.1. The property receives an access and/or amenity benefit;**
 - 1.8.2. The maximum levy includes an access and/or amenity benefit;**
 - 1.8.3. The special charge will be levied by sending a notice to the person who is liable to pay, pursuant to Section 163 (4) of the Act.**
- 1.9. Having regard to the preceding parts of this Resolution but subject to Section 166 (1) of the Act, it be recorded that;**
 - 1.9.1. The owner of the land described in column 1 and 2 is liable for the estimated amount set out in column 3 of Attachment 3 – Schedule C; and**
 - 1.9.2. The owner may, subject to any further resolution of Council pay the special charge in the following manner;**
 - 1.9.2.1. The charge will become due and payable within one month of the issue of the notice requesting payment pursuant to Section 167 (3) of the Act;**
 - 1.9.2.2. Interest will not be charged for six months after the issue of the notice provided the person liable makes timely payment in accordance with any repayment arrangements that may be agreed on by the City; and**
 - 1.9.2.3. In accordance with Section 172 of the Act, the interest rate payable on the special charge which has not been paid by the specific date is set at the City's overdraft rate, reviewed every three months (provided that it shall not exceed the rate fixed by the Governor in Council by Order or the purposes of Section 172 (2A) in which case the rate of interest shall be the maximum rate fixed by the Governor in Council by order for the purposes of this section).**
- 1.10. Consider any submission made under Section 223 of the Act and the proposed declaration via Council's Submission Review Panel, and then by Council at a subsequent meeting, at which time Council will consider making a declaration in the form proposed.**
- 2. Authorise the Chief Executive Officer to give public notice of the proposed declaration in accordance with Sections 163 (1A) and (1B) of the Act and send a copy of the public notice to the person who is liable to pay the charge in accordance with Section 163 (1C) of the Act.**
- 3. Notes an allocation equal to the total project cost to fund the construction under this scheme needs to be made within Council's 2026-27 financial year budget if the scheme is declared at a future council meeting.**

Carried

Financial Sustainability

8. Proposed cost for the road construction is \$529,835.83.
9. The City will fund \$143,055.67 (27%) and property owners will fund \$386,780.15 (73%) if this project is declared.
10. An allocation equal to the total project cost to fund the construction under this scheme needs to be made within Council's 2026-27 financial year budget if the scheme progresses.
11. Special charges are a key source of revenue for Council's civil infrastructure construction programs which enable the timely delivery of community requested infrastructure that provides a higher level of service than currently available and deliverable with existing capital budgets.
12. It is recognised that significant hardship can be experienced by members of our community. The City will consider an application for financial hardship relief confidentially and objectively based on the information provided by the person or business in the application and will advise of its decision in writing after receiving the application and all supporting information.
<https://cityweb.geelongcity.vic.gov.au/documents/item/8d7ea7f5b2c42c8.aspx>
13. The cost apportionment method used for this scheme is 'equal share'. The cost apportionment methods considered have been provided in **Attachment 6**.

Community Engagement

14. To develop the scheme to an intention to declare stage, an engagement took place in response to a petition received in October 2024 with 20 of the 40 property owners showing support for the road upgrade under a Special Rate and Charge Scheme.
15. In response to the petition, in March 2025 we engaged with the benefitting property owners. We provided information on the Special Rate and Charge Scheme process, designs and costs apportioned to properties to seal the road with a concrete edge strip.
16. There are 40 properties (32 property owners) abutting the proposed road sealing work that will receive a special benefit. Responses have been received from 25 of the 32 property owners contacted. 15 support the road sealing under a Special Charge Scheme and 10 do not.
17. Property owners were informed of the survey outcome in April 2025 and are aware that this report is going before Council for a decision to proceed to the next stage.
18. Further correspondence will be sent to all affected property owners should Council resolve to make its intention to declare the Special Charge Scheme.
19. The Special Charge Scheme process is described in **Attachment 5**. This submission relates to the stage 'Intention to Declare Scheme'.

Social Equity and Sustainability

20. The provision of properly sealed and drained roadways is aligned to the Council Plan and provides improved amenity, connectivity and safety for motorists and pedestrians.
21. Costs have been apportioned based on an equal share approach as supported by the majority of survey respondents.
22. Council is not required to levy a special rate and charge on any or every property that will receive a special benefit. A property with a special benefit may be excluded from the scheme for any of the following reasons:
 - 22.1. Council is unable to levy a special charge on the property;
 - 22.2. The owner of the property has already contributed to the costs of the works through a development levy;
 - 22.3. Council considers that there are advantages for the municipality in excluding the property from the scheme;
 - 22.4. Council considers that the special benefits for the property are marginal and would not warrant including the property in the scheme; or
 - 22.5. Any other reason that Council considers appropriate.

Relevant Law/Policy/Legal Implications

23. The scheme has been prepared in accordance with the Special Rate and Charge provisions of the *Local Government Act 1989*, consultation requirements of the *Local Government Act 2020* and Council's Special Rates and Charges Policy and procedures.

Alignment to Community Plan and Vision

24. This report aligns with Our Community Plan 2021-2025 strategic priority for Civil Infrastructure Management of:

Sustainable Growth and Environment.
25. This report aligns with the Community led 30-year Vision, "Greater Geelong: A Clever and Creative Future" community aspiration:

A fast, reliable and connected transport network.

Conflict of Interest

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

Risk Assessment

27. Sealing Elgin Street, Drysdale will provide an enhanced level of service to residents compared to the level of service provided by a gravel road.
28. In making its intention to declare the scheme, Council is subject to the submissions process made under Section 223 of the *Local Government Act 1989* and potential for

the scheme to subsequently be referred to VCAT (Victorian Civil and Administrative Tribunal) in making a final determination.

29. The properties subject to the special charge have been identified in compliance with the Special Rate and Charge provisions outlined in the *Local Government Act 1989*, the consultation requirements established by the *Local Government Act 2020*, and the policies and procedures of the Council regarding Special Rates and Charges.

Environmental Sustainability

30. The road infrastructure proposal provides sealed access and improved amenity as dust, mud and stone scatter concerns are mitigated.
31. There will be no significant vegetation removal to complete this project.

Attachments

1. Attachment 1 Schedule A Cost Estimate Elgin Street Drysdale SRC376 Intention to Declare D [2.9.1 - 1 page]
2. Attachment 2 Schedule B Benefit Cost Ratio Elgin Street Drysdale SRC376 Intention to (1) [2.9.2 - 1 page]
3. Attachment 3 Schedule C Proposed Special Charge Elgin Street Drysdale SRC376 Intention to [2.9.3 - 2 pages]
4. Attachment 4 Plan Elgin Street Drysdale SRC376 Intention to Declare D25 171001 [2.9.4 - 1 page]
5. Attachment 5 Scheme Process Elgin Street Drysdale SRC 376 Intention to Declare D25 171050 [2.9.5 - 1 page]
6. Attachment 6 Cost Apportionment Methods Elgin Street Drysdale SRC 376 Intention to Declar [2.9.6 - 1 page]

Attachment 1

PROPOSED SPECIAL RATE AND CHARGE SCHEME (SRC) - SCHEDULE 'A'**ELGIN STREET, DRYSDALE – SRC 376 – COST ESTIMATES**

PRELIMINARY CONSTRUCTION COST ESTIMATE \$471,552 Please refer to relevant notes provided at end of this document. <i>This is a Confidential Document For Authorised Use Only</i>					

PROJECT NO:-
2024039

ESTIMATE REVISION NO. -

PROJECT DESCRIPTION :-
Elgin Street, Drysdale

DATE : 9 January 2025

PROJECT MANAGER : A McGorman

PROVIDER REFERENCE :

DESIGNER : J

ITEM	DESCRIPTION	QUANTITY	UNIT	RATE \$	AMOUNT \$
1.00	GENERAL				
1.01	Initial site establishment and set up, decamping and site cleanup and other fixed costs up to time of completion of works.	1	Item	\$30,000.00	\$30,000.00
1.02	Traffic management costs.	22	Item	\$1,500.00	\$33,000.00
1.03	Setting out of works.	1	Item	\$1,000.00	\$1,000.00
1.04	Service / Cable locations	1	Item	\$2,000.00	\$2,000.00
2.00	EARTHWORKS & DEMOLITION				
2.01	Excavation and disposal of all materials to limits of work as indicated on plan, including trimming for new road pavement, excavation of soft spots and removal of concrete.	800	m ³	\$80.00	\$64,000.00
	PAVEMENT WORKS				
3.00	300mm compacted depth Class 2 20mm crushed rock, supplied, spread and compacted.	800	m ³	\$120.00	\$96,000.00
3.01	150mm compacted depth Class 3 20mm crushed rock, supplied, spread and compacted.		m ³	\$100.00	\$0.00
3.05	SUPPLY, DELIVERY AND PLACEMENT OF ASPHALT PRODUCTS USING PAVER Including temporary traffic control and warning devices, such as signs, lights and barriers, at or on the approaches to work or immediately adjacent to roadways. Size 7 Type N & H Asphalt (201-300 Tonne p/day)	220	Tonne	\$218.00	\$47,960.00
6.00	DRAINAGE				
#REF!	Rural vehicle crossing 300mm diam. RC pipe, 3.6m wide with VicRoads driveable endwalls as per SD00603, supplied, laid and jointed including excavation, placement of approved FCR bedding and backfill.	10	No.	\$2,500.00	\$25,000.00
7.00	CONCRETE WORKS:				
	KERB CONSTRUCTION Price to supply all materials and complete all works associated with the excavation and preparation of bedding, supply and placement of concrete Kerb & Channel, including reinstatement of work zone.				
7.03	B1 Barrier kerbing, including fine crushed rock bedding. (over 25m)	800	m	\$115.00	\$92,000.00
7.04	B2 Barrier kerb and channel 450mm wide, including fine crushed rock bedding. (0 - 10m)		m	\$145.00	\$0.00
SUB-TOTAL : A					\$390,960
10.00	PROVISIONAL ITEMS				
10.01	Alteration to private Water supply.	1	No	\$1,000.00	\$1,000.00
10.02	Alteration to private Gas supply.	1	No	\$1,000.00	\$1,000.00
SUB-TOTAL : B					\$2,000
SUB-TOTAL : C (=A+B)					\$392,960
20% CONTINGENCY : D					\$78,592
CONSTRUCTION COST ESTIMATE : E (=C+D)					\$471,552

PROPOSED SPECIAL RATE AND CHARGE SCHEME (SRC) - SCHEDULE 'B'

ELGIN STREET, DRYSDALE SRC 376 – BENEFIT COST RATIO

[illegible]

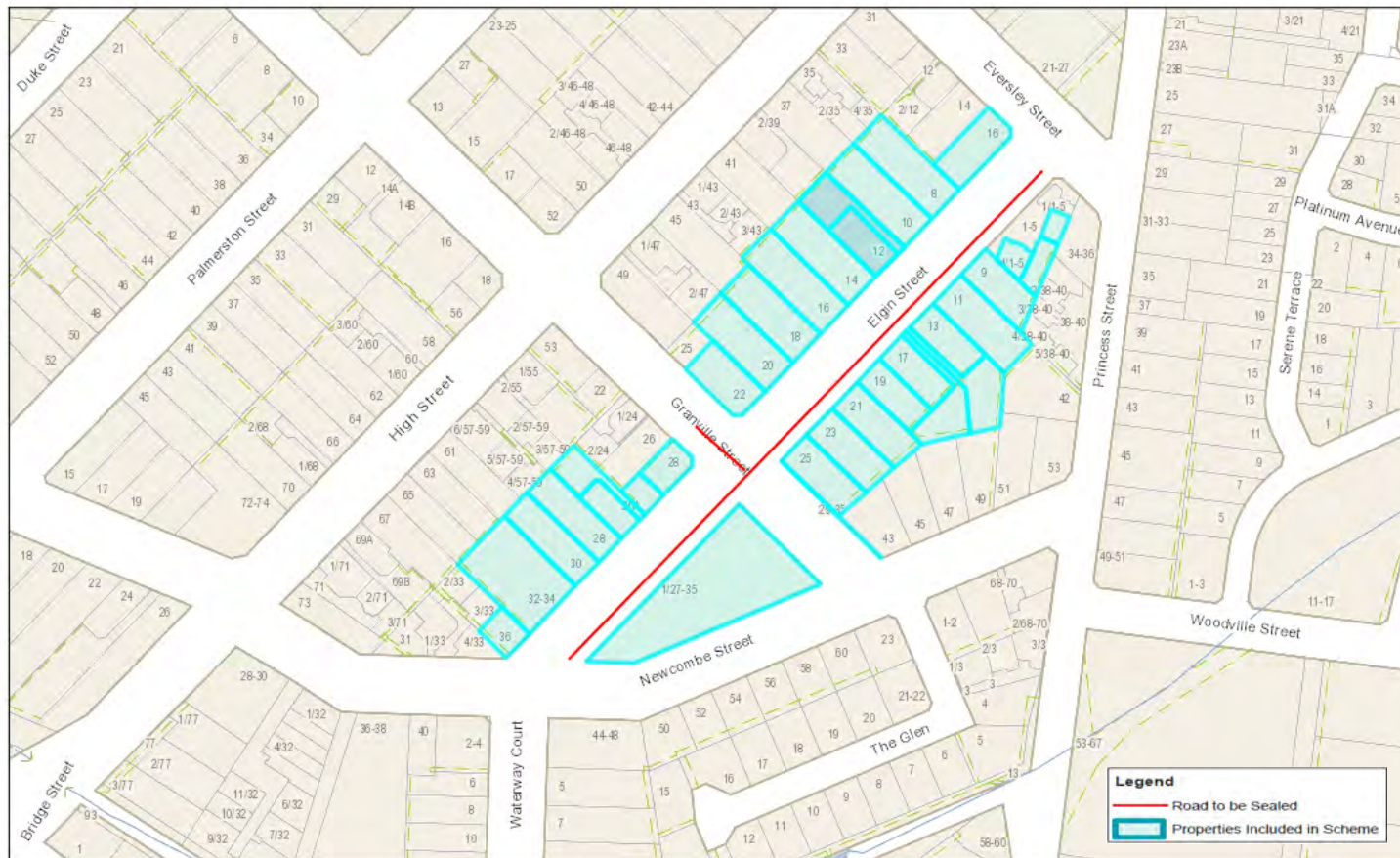
Attachment 3

PROPOSED SPECIAL RATE AND CHARGE SCHEME (SRC) - SCHEDULE 'C'**ELGIN STREET, DRYSDALE SRC 376 – PROPOSED SPECIAL CHARGE**

Property key	Property address	Estimated cost
271251	2/1-5 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
271252	3/1-5 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
271253	4/1-5 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250307	8 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250287	9 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250308	10 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250288	11 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250309	12 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
315162	13 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
264813	14 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
315161	15 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
315160	15A Elgin Street, DRYSDALE VIC 3222	\$9,669.50
264814	16 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
315159	17 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
329688	18 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
315158	19 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250310	20 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
315157	21 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
409249	22 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
315156	23 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
370255	24 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
315155	25 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
385010	26A Elgin Street, DRYSDALE VIC 3222	\$9,669.50
385011	26B Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250290	1/27-35 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250291	2/27-35 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250292	3/27-35 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250293	4/27-35 Elgin Street, DRYSDALE VIC 3222	\$9,669.50

250294	5/27-35 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250295	6/27-35 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250296	7/27-35 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250297	8/27-35 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250298	9/27-35 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250299	10/27-35 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250313	28 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
250314	30 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
266735	32-34 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
414767	36 Elgin Street, DRYSDALE VIC 3222	\$9,669.50
251043	16 Eversley Street, DRYSDALE VIC 3222	\$9,669.50
370254	28 Granville Street, DRYSDALE VIC 3222	\$9,669.50
	40	\$386,780.15

Attachment 4

SPECIAL RATE AND CHARGE SCHEME (SRC)**ELGIN STREET, DRYSDALE SRC 376 – PLAN**

Attachment 5

PROPOSED SPECIAL RATE AND CHARGE SCHEME (SRC)**ELGIN STREET, DRYSDALE SRC 376 – PROCESS CHART**

Stage	Status	Description	Date
<i>Approval to prepare Scheme</i>	✓	Decision to prepare a scheme following consideration of surveys of property owners and feedback from the community. Scheme preparation involved survey, design and calculating apportionment of cost.	December 2024
<i>Intention to Declare Scheme</i>		Report to Council providing information on the scheme including advice of planned advertising of the scheme and declaration of charge. Seek Council approval by resolution to proceed with formal process.	
<i>Advertisement</i>		The Scheme will be advertised in the local newspaper and all benefitting property owners will be notified by mail. This advertisement will indicate Council's intention and notification to 'declare' a Scheme.	
<i>Submissions</i>		From the time of advertising property owners have 28 days (as set down by the <i>Local Government Act 1989</i>) to lodge submissions, either in support or opposition to the Scheme.	
<i>Submissions Review Panel Hearing</i>		All submitters will have the opportunity to be heard by a Submissions Review Panel. All submissions will also be provided as part of the Declaration report.	
<i>Declaration Report</i>		Following the submission review period, Council will consider a report on the scheme and will decide to proceed to "declare" the charges in accordance with its advertised intent or abandon the scheme. If declared, a levy notice will be issued, and a formal charge placed on the property. This is the final step in the process for Council to make a decision on the scheme.	
<i>Appeal</i>		Property owners will have the opportunity to lodge an application with the Victorian Civil and Administrative Tribunal (VCAT) within one month of issue of the levy notice. Invoices will be sent within 12 months of the scheme being declared.	
<i>Construction</i>		The City will construct the works.	
<i>Final Cost Report</i>		At the completion of the works the Scheme is "finalised" considering actual costs incurred. Payments are adjusted accordingly.	

PROPOSED SPECIAL RATE AND CHARGE SCHEME (SRC)

ELGIN STREET, DRYSDALE SRC 376– COST APPORTIONMENT METHODS CONSIDERED

TABLE OF INFORMATION															
Special Charge Value		\$386,780.15													
Number of Properties in Scheme		40.00													
Access Benefit Percentage		50%													
Amenity Benefit Percentage		50%													
Prop Key	Address All properties located in Drysdale VIC 3222	Access Benefit	Amenity Benefit	Site Value	Property Frontage (metres)	Option A			Option B			Option C			Option D
						Access Benefit + Amenity Benefit based on abutting unsealed road			Access Benefit + Amenity Benefit based on Site Value			Access Benefit + Amenity Benefit based on Frontage to Unsealed Road			Equal Share Costs
						Access Charge	Amenity Charge	Total Contribution	Access Charge	Amenity Charge	Total Contribution	Access Charge	Amenity Charge	Total Contribution	
271251	2/1-5 Elgin Street	1.00	1.00	\$ 160,000.00	12.32	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 2,358.42	\$ 7,447.63	\$ 5,089.21	\$ 3,957.47	\$ 9,046.68	\$ 9,669.50
271252	3/1-5 Elgin Street	1.00	1.00	\$ 280,000.00	12.32	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 4,127.23	\$ 9,216.44	\$ 5,089.21	\$ 3,957.47	\$ 9,046.68	\$ 9,669.50
271253	4/1-5 Elgin Street	1.00	1.00	\$ 220,000.00	12.32	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 3,242.82	\$ 8,332.03	\$ 5,089.21	\$ 3,957.47	\$ 9,046.68	\$ 9,669.50
250307	8 Elgin Street	1.00	1.00	\$ 575,000.00	20.11	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 8,475.56	\$ 13,564.77	\$ 5,089.21	\$ 6,458.48	\$ 11,547.69	\$ 9,669.50
250287	9 Elgin Street	1.00	1.00	\$ 440,000.00	20.11	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 6,485.64	\$ 11,574.86	\$ 5,089.21	\$ 6,458.48	\$ 11,547.69	\$ 9,669.50
250308	10 Elgin Street	1.00	1.00	\$ 575,000.00	20.11	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 8,475.56	\$ 13,564.77	\$ 5,089.21	\$ 6,458.48	\$ 11,547.69	\$ 9,669.50
250288	11 Elgin Street	1.00	1.00	\$ 575,000.00	20.11	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 8,475.56	\$ 13,564.77	\$ 5,089.21	\$ 6,458.48	\$ 11,547.69	\$ 9,669.50
250309	12 Elgin Street	1.00	1.00	\$ 575,000.00	20.11	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 8,475.56	\$ 13,564.77	\$ 5,089.21	\$ 6,458.48	\$ 11,547.69	\$ 9,669.50
315162	13 Elgin Street	1.00	1.00	\$ 410,000.00	16.32	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 6,043.44	\$ 11,132.65	\$ 5,089.21	\$ 5,241.29	\$ 10,330.51	\$ 9,669.50
264813	14 Elgin Street	1.00	1.00	\$ 575,000.00	20.11	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 8,475.56	\$ 13,564.77	\$ 5,089.21	\$ 6,458.48	\$ 11,547.69	\$ 9,669.50
315161	15 Elgin Street	1.00	0.00	\$ 380,000.00	3.00	\$ 5,089.21	\$ -	\$ 5,089.21	\$ 5,089.21	\$ -	\$ 5,089.21	\$ 5,089.21	\$ -	\$ 5,089.21	\$ 9,669.50
315160	15A Elgin Street	1.00	0.00	\$ 360,000.00	3.00	\$ 5,089.21	\$ -	\$ 5,089.21	\$ 5,089.21	\$ -	\$ 5,089.21	\$ 5,089.21	\$ -	\$ 5,089.21	\$ 9,669.50
264814	16 Elgin Street	1.00	1.00	\$ 575,000.00	20.11	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 8,475.56	\$ 13,564.77	\$ 5,089.21	\$ 6,458.48	\$ 11,547.69	\$ 9,669.50
315159	17 Elgin Street	1.00	1.00	\$ 410,000.00	16.32	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 6,043.44	\$ 11,132.65	\$ 5,089.21	\$ 5,241.29	\$ 10,330.51	\$ 9,669.50
329688	18 Elgin Street	1.00	1.00	\$ 550,000.00	20.11	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 8,107.05	\$ 13,196.27	\$ 5,089.21	\$ 6,458.48	\$ 11,547.69	\$ 9,669.50
315158	19 Elgin Street	1.00	1.00	\$ 410,000.00	16.33	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 6,043.44	\$ 11,132.65	\$ 5,089.21	\$ 5,244.50	\$ 10,333.72	\$ 9,669.50
250310	20 Elgin Street	1.00	1.00	\$ 550,000.00	20.11	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 8,107.05	\$ 13,196.27	\$ 5,089.21	\$ 6,458.48	\$ 11,547.69	\$ 9,669.50
315157	21 Elgin Street	1.00	1.00	\$ 470,000.00	18.33	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 6,927.85	\$ 12,017.06	\$ 5,089.21	\$ 5,886.82	\$ 10,976.03	\$ 9,669.50
409249	22 Elgin Street	0.00	1.00	\$ 550,000.00	20.11	\$ -	\$ 5,371.95	\$ 5,371.95	\$ -	\$ 8,107.05	\$ 8,107.05	\$ -	\$ 6,458.48	\$ 6,458.48	\$ 9,669.50
315156	23 Elgin Street	1.00	1.00	\$ 460,000.00	18.32	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 6,780.44	\$ 11,869.66	\$ 5,089.21	\$ 5,883.61	\$ 10,972.82	\$ 9,669.50
370255	24 Elgin Street	1.00	1.00	\$ 210,000.00	13.41	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 3,095.42	\$ 8,184.63	\$ 5,089.21	\$ 4,306.72	\$ 9,395.94	\$ 9,669.50
315155	25 Elgin Street	1.00	1.00	\$ 450,000.00	18.32	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 6,633.04	\$ 11,722.26	\$ 5,089.21	\$ 5,883.61	\$ 10,972.82	\$ 9,669.50
385010	26A Elgin Street	1.00	1.00	\$ 340,000.00	3.00	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 5,011.63	\$ 10,100.85	\$ 5,089.21	\$ 963.47	\$ 6,052.69	\$ 9,669.50
385011	26B Elgin Street	1.00	1.00	\$ 360,000.00	13.76	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 5,306.43	\$ 10,395.65	\$ 5,089.21	\$ 4,419.13	\$ 9,508.34	\$ 9,669.50
250290	1/27-35 Elgin Street	1.00	1.00	\$ 95,000.00	11.07	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 1,400.31	\$ 6,489.52	\$ 5,089.21	\$ 3,555.54	\$ 8,644.75	\$ 9,669.50
250291	2/27-35 Elgin Street	1.00	1.00	\$ 95,000.00	11.07	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 1,400.31	\$ 6,489.52	\$ 5,089.21	\$ 3,555.54	\$ 8,644.75	\$ 9,669.50
250292	3/27-35 Elgin Street	1.00	1.00	\$ 95,000.00	11.07	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 1,400.31	\$ 6,489.52	\$ 5,089.21	\$ 3,555.54	\$ 8,644.75	\$ 9,669.50
250293	4/27-35 Elgin Street	1.00	1.00	\$ 95,000.00	11.07	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 1,400.31	\$ 6,489.52	\$ 5,089.21	\$ 3,555.54	\$ 8,644.75	\$ 9,669.50
250294	5/27-35 Elgin Street	1.00	1.00	\$ 95,000.00	11.07	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 1,400.31	\$ 6,489.52	\$ 5,089.21	\$ 3,555.54	\$ 8,644.75	\$ 9,669.50
250295	6/27-35 Elgin Street	1.00	1.00	\$ 95,000.00	11.07	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 1,400.31	\$ 6,489.52	\$ 5,089.21	\$ 3,555.54	\$ 8,644.75	\$ 9,669.50
250296	7/27-35 Elgin Street	1.00	1.00	\$ 95,000.00	11.07	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 1,400.31	\$ 6,489.52	\$ 5,089.21	\$ 3,555.54	\$ 8,644.75	\$ 9,669.50
250297	8/27-35 Elgin Street	1.00	1.00	\$ 95,000.00	11.07	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 1,400.31	\$ 6,489.52	\$ 5,089.21	\$ 3,555.54	\$ 8,644.75	\$ 9,669.50
250298	9/27-35 Elgin Street	1.00	0.00	\$ 95,000.00	11.07	\$ 5,089.21	\$ -	\$ 5,089.21	\$ 5,089.21	\$ -	\$ 5,089.21	\$ 5,089.21	\$ -	\$ 5,089.21	\$ 9,669.50
250299	10/27-35 Elgin Street	1.00	0.00	\$ 95,000.00	11.07	\$ 5,089.21	\$ -	\$ 5,089.21	\$ 5,089.21	\$ -	\$ 5,089.21	\$ 5,089.21	\$ -	\$ 5,089.21	\$ 9,669.50
250313	28 Elgin Street	1.00	1.00	\$ 480,000.00	16.76	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 7,075.25	\$ 12,164.46	\$ 5,089.21	\$ 5,382.60	\$ 10,471.82	\$ 9,669.50
250314	30 Elgin Street	1.00	1.00	\$ 480,000.00	16.76	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 7,075.25	\$ 12,164.46	\$ 5,089.21	\$ 5,382.60	\$ 10,471.82	\$ 9,669.50
266735	32-34 Elgin Street	1.00	1.00	\$ 700,000.00	33.53	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 10,318.07	\$ 15,407.28	\$ 5,089.21	\$ 10,768.42	\$ 15,857.63	\$ 9,669.50
414767	36 Elgin Street	1.00	1.00	\$ 320,000.00	16.77	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 4,716.83	\$ 9,806.04	\$ 5,089.21	\$ 5,385.81	\$ 10,475.03	\$ 9,669.50
251043	16 Eversley Street	1.00	1.00	\$ 450,000.00	37.18	\$ 5,089.21	\$ 5,371.95	\$ 10,461.16	\$ 5,089.21	\$ 6,633.04	\$ 11,722.26	\$ 5,089.21	\$ 11,940.64	\$ 17,029.86	\$ 9,669.50
370254	28 Granville Street	0.00	1.00	\$ 210,000.00	20.42	\$ -	\$ 5,371.95	\$ 5,371.95	\$ -	\$ 3,095.42	\$ 3,095.42	\$ -	\$ 6,558.04	\$ 6,558.04	\$ 9,669.50
Totals		38	36	\$ 14,050,000.00	630.31	\$ 193,390.08	\$ 193,390.08	\$386,780.15	\$193,390.08	\$193,390.08	\$386,780.15	\$193,390.08	\$193,390.08	\$386,780.15	\$386,780.15

2.10. Amendment C465ggee - Wathaurong Aboriginal Cooperative Hub Redevelopment, Norlane - Consideration of Submissions and Adoption of Amendment and Planning Permit PP-1013-2023

Source: Placemaking
Executive Director: Tennille Bradley

Purpose

1. To consider the submissions to Planning Scheme Amendment C465ggee and accompanying Planning Permit PP-1013-2023 and adopt the amendment.

Background

2. Amendment C465ggee proposes to rezone the land at 60-62 Morgan Street and the southeast portion of the land at 43 The Boulevard, Norlane from Public Park and Recreation Zone (PPRZ) to a new Special Use Zone Schedule 18 (SUZ18). Both sites will also have the Environmental Audit Overlay (EAO) applied.
3. The proposal was initially supported by the Council at its meeting on 25 June 2024 to prepare and exhibit the amendment and a draft planning permit.
4. The amendment is required to facilitate the redevelopment and use of the land by the Wathaurong Aboriginal Cooperative (WAC). A new facility will accommodate an increase in service demand and consolidate currently dispersed operations to one site.
5. The amendment is accompanied by a draft planning permit for use of the land as a function centre, buildings and works associated with the redevelopment, and associated car parking on the land at 60-62 Morgan Street, part of 43 The Boulevard and part of 21 Birdwood Avenue, Norlane.
6. The current zoning of the land at 60-62 Morgan Street, Norlane as PPRZ is an anomaly for privately-owned land that was acquired by the WAC in the mid-1980s.
7. Critical to achieving the vision and masterplan for the redevelopment of the WAC hub is the acquisition of part of the Council land at 43 The Boulevard. Council has previously resolved to subdivide and sell this land to the WAC which will be finalised when the amendment is approved.
8. The redevelopment relies on the extension of the current lease of a small portion of the adjoining VicRoads depot at 21 Birdwood Avenue for car parking and internal road linkage.
9. **Attachment 1** supplies a background summary of the amendment process and the submissions received.

Key Matters

10. The amendment and draft planning permit have been exhibited in accordance with the requirements of the *Planning and Environment Act 1987*.

11. Exhibition of the amendment in February and March 2025 resulted in four written submissions: (1) support from a nearby resident; (2) Transport for Victoria (TfV) generally accepting the proposal; and (3) from the Department of Energy, Environment, and Climate Action (DEECA) sought changes to the draft planning permit and reiterated previous referral comments about amending the crown land status for the current site access. The fourth submission from the applicant (WAC) sought changes to the SUZ18 Schedule and to the conditions in the draft planning permit.
12. Council officers met with the WAC and worked through their points of concern, reaching agreement on changes to the draft planning permit and the SUZ18 provisions.
13. Further consultation took place with DEECA, TfV and the Corangamite Catchment Management Authority (CCMA) about the impact of these changes on their areas of interest in the draft planning permit. Agreement has been reached with these agencies for the changes.
14. **Attachment 1** includes the City's response to the matters raised in the submissions.
15. With requested changes made and submissions resolved, referral of the amendment and draft permit to an Independent Planning Panel for review is not required.
16. Amendment C465ggee and the accompanying planning permit (**Attachment 2**) is now able to be adopted by Council.

RESOLUTION - Item 2.10

Cr A Katos moved, Cr A Aitken seconded -

That Council:

1. **Adopts Amendment C465ggee (Wathaurong Aboriginal Cooperative Hub redevelopment) to the Greater Geelong Planning Scheme in the form contained in Attachment 2 of this report;**
2. **Submits the adopted Amendment C465ggee together with the prescribed information to the Minister for Planning requesting approval; and**
3. **Recommends to the Minister for Planning that Planning Permit PP-1013-2023 be approved in the form outlined in Attachment 2 of this report.**

Carried

Financial Sustainability

17. There are no significant financial implications to Council beyond that usually associated with a planning scheme amendment process.
18. A portion of the Council-owned land at 43 The Boulevard is to be sold under a separate sale of land process to the WAC for incorporation into the redevelopment site. Council resolved at its meeting on 27 August 2024 authorising the sale subject to successful rezoning and granting of a planning permit.

Community Engagement

19. The amendment was exhibited as required by the *Planning and Environment Act 1987*. Exhibition took place between 20 February and 24 March, 2025.
20. Direct notice was given to affected landowners and occupiers, relevant agencies, State Government departments and to prescribed Ministers. Notices were published in City News and on Council's webpage.
21. In response to this exhibition, four submissions were received. These submissions either supported the amendment, raised no objection or sought a change to the SUZ18 and the conditions in the draft planning permit. A summary of the submissions is included in **Attachment 1** to this report.

Social Equity and Sustainability

22. The WAC provides culturally appropriate programs, support and services for all Aboriginal and Torres Strait Islander peoples living within the wider Geelong, Bellarine, and Colac Regions on Wathaurong, Gulidjan and Gadabanud Country land. The WAC and its community have a sense of belonging and deep connection with this land and have helped build it to what exists there today.
23. The rezoning will facilitate the redevelopment of the WAC North Geelong Hub by introducing a schedule specifically for the WAC community, cultural, health, function centre and administrative uses. The accompanying draft planning permit allows the buildings and works for the new hub.
24. The subject land is mapped within an area of cultural heritage sensitivity. Cultural Heritage Management Plans have been prepared for the parcels subject of the draft planning permit.
25. Part of the City's land at 43 The Boulevard, Norlane is currently public open space and includes a shared pathway along the western perimeter, following Morgan Street. Approximately 5,000 m² of the land is proposed to be sold to the WAC, timed to coincide with the amendment and permit approval. This land is surplus to Council's open space needs and its sale will not diminish the availability of open space in the area.

Relevant Law/Policy/Legal Implications

26. The amendment is consistent with and gives effect to relevant objectives and strategies of the Municipal Planning Strategy contained in the Planning Scheme. Clause 02.03-1 Settlement policy acknowledges Corio Norlane's established residential, industrial, manufacturing communities and provides strategic direction for development in Corio Norlane, specifically to 'Facilitate an increase in commercial and

community activities.' The redeveloped WAC hub implements this strategic direction making a significant investment and contribution to the local and broader community.

27. The proposal appropriately responds to the overarching state and local planning policies which seek to ensure development enhances sense of place and identity and meets the relevant particular and general provisions of the Planning Scheme.
28. The process for dealing with the potential for contamination of the land has followed Planning Practice Note 30 (PPN30) Potentially Contaminated Land, July 2021 and Ministerial Direction Number 1.

Alignment to Community Plan and Vision

29. This report aligns with Our Community Plan 2021-2025 strategic priority:
 Healthy, caring and inclusive community.
 Strong local economy.
 Sustainable growth and environment.
30. 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.
 An inclusive, diverse, healthy and socially connected community.
 Creative and diverse culture.
 Development and implementation of sustainable solutions.
 Sustainable development that supports population growth and protects the natural environment.

Conflict of Interest

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

Risk Assessment

32. There is a risk to the project if the subdivision and land sale do not proceed. Similarly, delays to the adoption and approval of the amendment and draft planning permit will cause delays to the tendering and ultimate development of the project.
33. Part of the land at 21 Birdwood Avenue is subject to a twenty-year lease with a 10-year extension from VicRoads to the WAC, effectively operational until 2055. The land is currently developed with car parking associated with the WAC hub. As there is a risk to the project and future functionality of the car parking and internal roadway access arrangements for the redevelopment if the lease is affected for any reason, inclusion of a section 173 condition in the draft planning has been negotiated with VicRoads to ensure the ongoing nature of this critical area of land for the redeveloped WAC hub.
34. The Council owned land is a former land fill site with high potential for contamination. The current WAC land and the leased VicRoads land, which itself includes fuel and bitumen storage, are both adjacent to the former landfill and themselves hold the medium potential for contamination.
35. The issue of contamination is most relevant to the conduct of sensitive uses on the land such as childcare, education, playground and residential. The amendment will apply the Environmental Audit Overlay to the land subject of the rezoning so that any future change of use or permits for sensitive land uses will require assessment of the

consequential risks and remediation. Refer to the environmental sustainability section for more detail.

Environmental Sustainability

36. Planning Practice Note 30 Potentially Contaminated Land, July 2021 (PPN30) sets out the process and options for Planning Authorities to follow to satisfy itself that the land is suitable for the proposed use. The City has followed the steps and has chosen the option of deferring the environmental audit requirement by the application of an EAO.
37. Application of the EAO ensures that any future applications for a sensitive use will require appropriate assessment of any risks due to the former landfill use. The Special Use Zone Schedule 18 has been drafted to prohibit agriculture and most outdoor leisure and recreation uses to further guard against inappropriate land uses being conducted on the land.
38. Two sensitive uses of 'Childcare' and 'Community care accommodation' are included in Section 2 *Permit required* of the new SUZ18 and would be subject of a future merits-based permit application and the requirements of the EAO. The new SUZ18 also contains requirements for a Certificate or Statement of Environmental Audit under the *Environment Protection Act 2017* for all sensitive uses including child care and community care accommodation.
39. Most of the balance of sensitive uses as defined in the Ministerial Direction No. 1 including primary and secondary schools, kindergarten, pre-school centre, accommodation (other than community care accommodation) and hospital are included in Section 3 *Prohibited use* in the new SUZ18. The remaining land use referred to in Ministerial Direction No.1, 'children's playground', is defined as 'Informal outdoor recreation' and this is a Section 1 *Permit not required* use in the new SUZ18. This has been structured this way to ensure that a permit is not required for casual use of the land for walking and shared paths (also covered by this land use definition). However, as the EAO applies to the land, before the use or construction of buildings and works associated with a 'playground' can occur a preliminary risk screen assessment statement, or an environmental audit statement, or a certificate of environmental audit or a statement of environmental audit must be issued. This provides adequate oversight for this sensitive use.
40. The draft planning permit contains site remediation conditions requiring assessments to be undertaken before development starts.
41. Landfill gas risk has been identified as a potential issue for the development. An assessment for 60-62 Morgan Street is included as a condition in the planning permit.
42. Acid Sulphate Soils (ASS) may be present at the overall site. Any potential risks posed by ASS are likely to eventuate during construction activities which may disturb them. If they are present and disturbed, the risks posed are likely to require mitigation as guided by a site-specific ASS management plan. This plan is conditioned in the draft planning permit.

Attachments

1. Attachment 1 D25 184110 [2.10.1 - 8 pages]
2. Attachment 2 [2.10.2 - 28 pages]

Attachment 1 – Consideration of Submissions

Background

1. Amendment C465ggee proposes to rezone land to facilitate the redevelopment of the Wathaurong Aboriginal Cooperative hub in North Geelong.
2. The amendment applies to land located at 60-62 Morgan Street, Norlane, and part of 43 The Boulevard, Norlane. The map below shows the subject land.



Figure 1 – Land affected by the amendment and planning permit application.

3. The amendment is a combined planning permit application and planning scheme amendment under section 96A of the Planning and Environment Act 1987 (the Act).
4. The planning permit application applies to land at 60-62 Morgan Street, Norlane, part of 43 The Boulevard, Norlane and part of 21 Birdwood Avenue, Norlane.
5. The amendment makes the following changes to the Greater Geelong Planning Scheme:
 - Amends Planning Scheme Map No. 33 to rezone land at 60-62 Morgan Street and 43 The Boulevard, Norlane from Public Park and Recreation Zone (PPRZ) and Transport Zone 2 (TRZ2) to Special Use Zone Schedule 18 (SUZ18).
 - Amends Planning Scheme Map No. 33EAO to apply the Environmental Audit Overlay (EAO) to land at 60-62 Morgan Street and part of the land at 43 The Boulevard, Norlane.
 - Inserts new Schedule 18 to Clause 37.01 (Special Use Zone) to provide for the use and development of the land for cultural and community programs, support, and services for Aboriginal and Torres Strait Island people.
6. The planning permit application seeks approval for:
 - Use of the land at 60-62 Morgan Street for a Function Centre.
 - Buildings and works for the construction of the Wathaurong Aboriginal Co-operative building and associated car parking at 60-62 Morgan Street, Norlane.
 - Development of a carpark in association with the Wathaurong Aboriginal Cooperative at 43 The Boulevard, Norlane.
 - Use and development of a carpark at 21 Birdwood Avenue, Norlane in association with the Wathaurong Aboriginal Cooperative.
 - Reduction in carparking.
 - Alteration of access to a road in a Transport Road Zone 2.
 - Removal of native vegetation.
 - Display of business identification sign.
7. The image below shows the impression of the proposed new building from the Morgan Street perspective.



Figure 2 - Perspective of new building from site roadway looking south - source: Wathaurong Aboriginal Cooperative Site context & design response plan (Woods Bagot, September 2023)

Discussion

8. Amendment C465gee was exhibited between 20 February 2025 and 24 March 2025. As a result of this public exhibition of the amendment, four submissions were received.
9. The submissions are summarised and responded to in the table on the following pages. The City has extensively reviewed the applicant submission and held discussions with the Wathaurong and their consultant to resolve the points of submission. Where required, further consultation with DEECA, Transport for Victoria (TfV under the wider auspices of the Department of Transport and Planning) and the CCMA was undertaken to assist with resolving the points of submission. All agreed changes have been followed up in either email or letter confirmation.
10. At the time of authorisation, DTP added a permit trigger to the draft planning permit for business identification sign, advising the City that we would need to add in relevant conditions after exhibition. These have been added and advised to the applicant.
11. The amendment and draft planning permit for adoption are contained in track changes format in Attachment 2.
12. With all points of submission resolved, Council can progress to adopt the amendment. There is no need for referral to an independent panel.

NO.	SUBMITTER	SUBMISSION	OFFICER RESPONSE
1	Department of Energy, Environment & Climate Change	<u>Amendment</u> No objection to the rezoning of the land to SUZ18 and application of the EAO. <u>Planning Permit</u> 1. Suggested conditions in pre-exhibition referrals mostly suitably captured in the draft permit 2. Condition 52 is not attributable to DEECA – remove attribution to DEECA 3. Suggests changes to condition 66 to ensure Construction Environment Management Plan addresses impacts to potential growling grass frog habitat in Cowie's Creek 4. Requested the addition of a note at the end of the permit to address the honey myrtle tree. <u>Related matters</u> 1. Recommends that applicant provide Council with the DEECA letter of consent from the Secretary to DEECA to exclude the mapped Current Wetland areas of patch vegetation from the Native Vegetation Removal Report 2. Access for 60-62 Morgan Street – as previously advised Council in 2023 and 2024, DEECA recommends that the current bridge access is proclaimed as a road No objection to the draft planning permit but suggests revisions to conditions 52 and 66.	Submission noted. Permit changed to delete condition 52. Condition 66 is amended as agreed with DEECA correspondence post- submission. Note added to the permit. The City has received a copy of the consent letter from the Secretary to DEECA to the WAC dated 14 May 2024 the consent The City continues to encourage and support the WAC to progress the proclamation of the current bridge access to the site as a road. WAC advises that this is being worked on.
2	Department of Transport and Planning	<u>Amendment</u> Generally supportive of the amendment. Amendment is consistent with the 'Clause 18 – Transport of the Planning Scheme and the future development is in accordance with Clause 18.01-1S <i>Land use and transport integration</i> <u>Planning Permit</u> Supports condition 6 for a s173 Agreement facilitating vehicular and pedestrian access to 21 Birdwood Avenue	The explanatory report accompanying the amendment did not reference clause 18.01-1S. This will be updated when the amendment is submitted to DTP for Ministerial approval. Resolved. Refer to submission 4 from the WAC for changes to the wording of condition 6. Further engagement with TfV post their submission has

		Supports condition 20 for a section 173 agreement to maintain access to the strategic cycling corridor and the ongoing maintenance of the shared path following Cowies Creek.	resulted in an accepted change of wording to TfV, the applicant and the City. Submission noted on condition 20. Resolved
3	Ashish Shyam Shetty	Supports the amendment	Submission noted.
4	Wathaurong Aboriginal Cooperative (WAC)	Submission focussed on conditions of the draft permit PP-1013-2023 and the Special Use Zone 18	
		Amendment SUZ18 Title - The Title for the SUZ18 should be changed to Aboriginal Community Organisation.	Accepted and title changed. Resolved.
		Section 2 – Permit required. Employment training centre and Market are both listed as exclusions in Section 3 and should therefore be listed in Section 2- Permit required	An error in the original drafting and changed as requested. Resolved
		Clause 2.0 Use of Land The fourth dot point states 'an application for a sensitive land use including a childcare centre and community accommodation...' This should be changed to read community care accommodation.	An error in the original drafting and changed as requested. Resolved
		Clause 4.0 Buildings and Works The proposed finished floor levels must be the same or greater than the ground floor finished floor level. This should state the ground floor finished floor level of an existing building.	Consulted with CCMA on this point of submission. CCMA recommended a simpler approach which has been accepted by the submitter and the City. Resolved
		Planning Permit	
		Condition 1 Condition (J) concerns the fire pumps and water tanks. The final plans are likely to show the fire pump enclosures and water tanks on either or both 60-62 Morgan Street and 43 The Boulevard.	Accepted and changed. Resolved
		Change condition (J) to read: <i>The fire pump enclosure and water tanks to be relocated from 21 Birdwood Avenue Norlane onto 60-62 Morgan Street and/or 43 The Boulevard Norlane.</i>	
		Condition 6 Section 173 Agreement The Victorian Land Registry prefer not to have plans in a Schedule of a Section 173 as directed by the current condition (a).	Consulted with TfV on this requested change. TfV does not support the change but recommended additional wording to the start of

	Change condition (a) to read: <i>provide that the part of the land at 21 Birdwood Avenue that is shown on the plans endorsed under this permit will be provided with vehicular and pedestrian access, and car parking across the land at Lot A PS920593 and Lot 1 TP2679.</i>	Condition 6a. The TfV change has been put to the submitter who is accepting of the TfV wording. Resolved.
	Condition 7 Landscape Plans Condition (n), the shared paths may need to use types of surfaces other than concrete or asphalt to ensure there is protection of some tree protection zones. Change condition (n) to read: <i>The new and upgraded shared path must be constructed of an all weather surface and designed to match the existing surface and designed to avoid tree removal, where appropriate.</i> Condition (p) contradicts with other conditions in this permit which prohibit fencing from abutting Cowies Creek and Morgan Street. Delete condition (p).	This was discussed with the submitter. With the agreement of the submitter, resolved to retain Condition 7(n). Resolved Condition 7(p) to be retained with concession made by the submitter. Resolved
	Condition 10 Stormwater Management Plan As discussed with Council previously, this condition should aim to achieve Clause 53.18 rather than current best practice performance objectives for stormwater quality. Change condition 10 to read: <i>Before the endorsement of plans, a stormwater management plan that addresses Clause 53.18 of the Greater Geelong Planning Scheme must be submitted and approved to the satisfaction of the responsible authority. This should be demonstrated through a stormwater management report using MUSIC/STORM with appropriate treatment measures and an updated catchment diagram will need to be added to the plans. The MUSIC file (.sqz or equivalent) must also be submitted for validation if MUSIC tool is used.</i>	Agreed and changed Resolved
	Condition 20 Section 173 Agreement Condition (d) puts an additional and unnecessary burden on both the Wathaurong Aboriginal Cooperative and Geelong City Council by needing to prepare an annual report to be approved by Council. The trees within the property are owned by the Wathaurong Aboriginal Cooperative are all planted and therefore do not require permission to prune or remove. Change condition (d) to read: <i>The landowner must annually assess its vegetation that overhangs or is immediately adjacent to the shared path (Cowies Creek</i>	Accepted to change the condition wording. Resolved

	<i>Bicycle Path) as to their risk to public safety. Any structurally compromised trees must be pruned, removed or rectified immediately.</i>	
	Condition 25 & 26 Noise Control Condition 25 is not needed as the noise generated by the use must comply with the requirements of Condition 24. The Wathaurong Aboriginal Cooperative may want to occasionally use external sound amplification and if it complies with Condition 24 then it should be allowed. Delete condition 25. Condition 26 requires security alarms to be silent. It is difficult to understand why this condition would be in the permit. If the Wathaurong Aboriginal Cooperative want to install loud security alarms to deter people, then they should be allowed to do this. Delete condition 26.	Condition 25 Discussed with the submitter and agreed to amend the condition to require a secondary consent for external sound amplification. Resolved. Condition 26 retained. After discussion with the submitter, they accepted to retain. Resolved.
	Condition 28 & 29 Plant/equipment/soundproofing or features on roof This condition requires building plant to be hidden from 'view' but does not specify from what 'view' and is open to never being satisfied. Change condition 28 to read: <i>All pipes/fixtures, fittings, plant and equipment servicing any building on the site (excluding stormwater down pipes, guttering and rain heads) must be concealed or otherwise hidden from casual viewing to the satisfaction of the responsible authority.</i> Condition 29 is not needed as the noise generated by the use must comply with the requirements of Condition 24. Delete condition 29.	Agreed to reword condition 28 with submitter accepted. Resolved Agreed to delete condition 29 Resolved
	Condition 41 Stormwater Management Condition 41 requires a site stormwater system be designed in accordance with the Infrastructure Design Manual (IDM). The proposed raingarden and retarding basin will be a private asset and will not become Council's infrastructure therefore the infrastructure does not need to be designed in accordance. In terms of the Greater Geelong Planning Scheme, the development is to achieve the objectives of Clause 53.18. Change condition 41 to read: <i>Unless otherwise approved, the site stormwater system must be designed and installed in accordance with the approved Stormwater Management Plan.</i>	Agreed and changed Resolved
	Condition 52 DEECA Condition 52 prevents the commencement of works until targeted surveys for Growling Grass Frog are undertaken. This condition has presumed the development will impact on the Cowies Creek corridor whereas the development	Agreed and condition deleted. This was added by DTP during the authorisation process. Consulted with DEECA about deletion. DEECA advised if condition 52 to be deleted, then

	is not occurring in Cowies Creek or on the embankments of Cowies Creek. The condition is not relevant to the construction of the site and should be deleted. Delete condition 52.	additions to be made to condition 66 (Construction Environment Management Plan) to protect any growling grass frog habitat along Cowies Creek. Condition 66 amended in line with the subsequent advice received from DEECA. Resolved
	Condition 67 Department of Transport and Planning Condition 67 is written that no works can occur anywhere on the site until the primary access is created on 43 The Boulevard. Although the intention is to create the public access as early as possible, there may be demolition, and other pre-construction works that could occur prior to the primary access being created. Change the first paragraph of condition 67 to read: <i>Unless otherwise approved, prior to commencement of redevelopment works, the following works must be completed at no cost to and to the satisfaction of the Head, Transport for Victoria and the Responsible Authority.</i>	Consulted with TfV about the submitter request. TfV supported a change to this condition and suggested alternate wording. The submitter and the City accept the TfV alternate wording. Resolved.

Amendment and Planning Permit to be Adopted

Planning and Environment Act 1987

Greater Geelong Planning Scheme

Amendment C465ggee

Instruction sheet

The planning authority for this amendment is the City of Greater Geelong.

The Greater Geelong Planning Scheme is amended as follows:

Planning Scheme Maps

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

Zoning Maps

1. Amend Planning Scheme Map No.33 in the manner shown on the 1 attached map marked "Greater Geelong Planning Scheme, Amendment C465ggee".

Overlay Maps

2. Amend Planning Scheme Map No. 33EAO in the manner shown on the 1 attached map marked "Greater Geelong Planning Scheme, Amendment C465ggee".

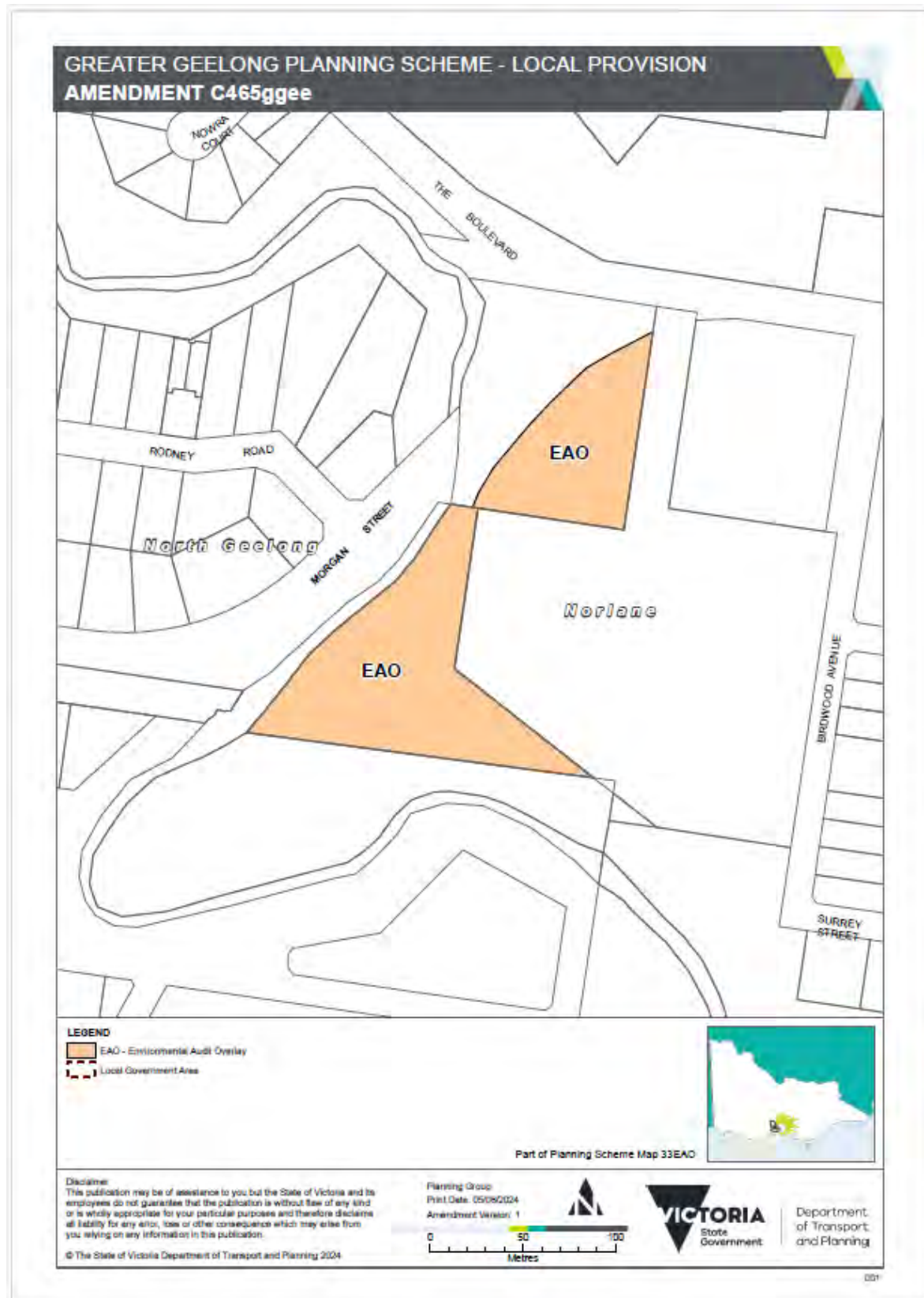
Planning Scheme Ordinance

The Planning Scheme Ordinance is amended as follows:

3. In **Zones** –Clause 37.01, insert a new Schedule 18 in the form of the attached document.

End of document





GREATER GEELONG PLANNING SCHEME

Proposed C465gpx

SCHEDULE 18 TO CLAUSE 37.01 SPECIAL USE ZONE

Shown on the planning scheme map as SUZ18.

~~NORTH GEELONG ABORIGINAL HUB~~ ABORIGINAL COMMUNITY ORGANISATION

Purpose

To provide for the use and development of the land for cultural and community facilities and support services for Aboriginal and Torres Strait Islander people.

To ensure that the use and development of the land is compatible with surrounding uses.

1.0

Proposed C465gpx

Table of uses

Section 1 - Permit not required

Use	Condition
Car park	Must be directly associated with the Aboriginal community organisation.
Automated collection point	Must meet the requirements of Clause 52.13-3 and 52.13-5. The gross floor area of all buildings must not exceed 50 square metres.
Food and drink premises (other than Bar and Hotel)	Must be directly associated with the Aboriginal community organisation.
Employment training centre	
Informal outdoor recreation	
Interpretation centre	
Market	
Office	Must be directly associated with the Aboriginal community organisation.
Any use listed in Clause 62.01	Must meet the requirements of Clause 62.01

Section 2 - Permit required

Use	Condition
Community care accommodation	Must be directly associated with the Aboriginal community organisation.
Place of Assembly (other than Amusement parlour, Carnival, Cinema, Cinema-based entertainment facility, Circus, Drive-in theatre and Nightclub)	
Restricted recreation facility	
Any other use not in Section 1 or 3	

Section 3 - Prohibited

Use
Accommodation (other than Community care accommodation)
Agriculture (other than Horticulture)
Amusement parlour
Bar

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Use

Cemetery
 Cinema
 Cinema-based entertainment facility
 Crematorium
 Drive-in theatre
 Education centre (other than Child care centre and Employment training centre)
 Hotel
 Hospital
 Industry (other than Automated collection point)
 Leisure and recreation (other than Informal outdoor recreation, Indoor recreation facility and Restricted recreation facility)
 Nightclub
 Retail premises (other than Food and drink premises and Market)
 Saleyard
 Service station
 Veterinary centre
 Warehouse

2.0

Proposed C855geel
 Proposed C855geel

Use of land**Application requirements**

The following application requirements apply to an application for a permit under Clause 37.01, in addition to those specified in Clause 37.01 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- A written description of how the proposed use is directly associated with, or, will complement the Aboriginal community organisation.
- The purpose of the use and the type of activities which will be carried out.
- The likely effects, if any, on adjoining uses.
- An application for a sensitive land use including a child care centre and community care accommodation must be accompanied by a Certificate or Statement of Environmental Audit prepared under the Environment Protection Act 2017 and must include a statement by a suitably qualified person:
 - Identifying all measures to give effect to any relevant conditions on a Statement of Environment Audit.
 - Identifying any remaining obligations under any statutory notice issued by the EPA under the *Environment Protection Act 2017*.

Decision guidelines

The following decision guidelines apply to an application for a permit under Clause 37.01, in addition to those specified in Clause 37.01 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The purpose of this schedule.
- The connection between the proposed use and the Aboriginal community organisation.
- The effect that the proposed use may have on existing uses on nearby or adjoining land.
- The effect that existing uses on nearby or adjoining land may have on the proposed use.

GREATER GEELONG PLANNING SCHEME

- The effect of traffic generation and car parking.
- The provision of car parking and access to the site.

3.0

Proposed C485ggne

Subdivision

Exemption from notice and review

An application for the subdivision of land 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.

4.0

Proposed C485ggne

Buildings and works

General requirement

The proposed finished floor levels must be ~~the same or greater than the ground floor finished floor level, or 300mm higher than the current~~ a minimum 6.85m AHD (1% Annual Exceedance Probability, ~~whichever is the greater~~ + 300mm freeboard).

No permit is required to construct a building or construct or carry out works for the following:

- Alteration to an existing building used in association with the Aboriginal community organisation, where the proposed finished floor level is the same or greater than the ground floor finished level of the existing building and the building is not extended towards Cowies Creek or Morgan Street.
- Construct or carry out any works associated with the remediation of the land in accordance with or for the purpose of obtaining a Certificate or Statement of Environmental Audit under the *Environment Protection Act 2017*.
- Construct or carry out works associated with any Geotechnical investigations related to the remediation of the land under the *Environment Protection Act 2017*.

Application requirements

The following application requirements apply to an application for a permit under Clause 37.01, in addition to those specified in Clause 37.01 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- A site plan which shows:
 - The boundaries and dimensions of the site.
 - The siting and layout of existing and proposed buildings and works.
 - The setback and interface from adjoining land uses.
 - The siting, layout, surface finishes and gradients of vehicle accessways, bus and car parking areas, loading areas and pathways.
 - The location and design of any proposed fences.
 - The connectivity between the Aboriginal community organisation land and adjoining public land.
 - Wayfinding measures from car parking areas, pedestrian pathways and bike paths.
 - Visible building entrances and other destination points clearly marked.
 - Any other notable features, constraints or characteristics of the site.
- Elevation drawings to scale showing the height, colour and materials of all buildings and works and fences.

GREATER GEELONG PLANNING SCHEME

Exemption from notice and review

An application to construct a building or construct or carry out works for uses in Section 1 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.

Decision guidelines

The following decision guidelines apply to an application for a permit under Clause 37.01, in addition to those specified in Clause 37.01 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- The purpose of this schedule.
- The impact from potential flooding from Cowies Creek.
- Any cultural values on or near the land.
- Provision of car parking and site access.
- The movement of pedestrians and cyclists and vehicles including emergency services.
- The impact of development on the adjoining public bike path.
- The interface with adjoining land uses, specifically the relationship between the creek environment and surrounding industry.
- The visual appearance of building facades, car parking areas and landscaping particularly from public vista points on Morgan Street and from the public bike paths along Cowies Creek.

5.0

Proposed C485gpc

Signs

Sign requirements are at Clause 52.05. All land located within Schedule 18 is in Category 2.

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PLANNING PERMIT GRANTED UNDER SECTION 96J OF THE PLANNING AND ENVIRONMENT ACT 1987

Permit No.:	PP-1013-2023
Planning scheme:	Greater Geelong Planning Scheme
Responsible authority:	Greater Geelong City Council
ADDRESS OF THE LAND:	60-62 Morgan Street NORLANE (Lot 1 TP2679) 21 Birdwood Avenue NORLANE (Lot 1 TP24203) 43 The Boulevard NORLANE (Lot A PS920593)

THE PERMIT ALLOWS:

Planning Scheme Clause No.	Description of what is allowed
33.01-1	Use of the land at 21 Birdwood Avenue, Norlane for a carpark in association with the Wathaurong Aboriginal Cooperative Community Hub.
33.01-4	Construct or carry out works for a carpark at 21 Birdwood Avenue, Norlane in association with the Wathaurong Aboriginal Cooperative Community Hub.
37.01-1	Use of the land at 60-62 Morgan Street, Norlane for a Function Centre
37.01-4	Construct a building and construct or carry out works for: - The Wathaurong Aboriginal Co-operative Community Hub and associated car parking at 60-62 Morgan Street, Norlane; and - A carpark at 43 The Boulevard, Norlane in association with the Wathaurong Aboriginal Cooperative Community Hub.
43.02-2	Construct or carry out works for a carpark at 21 Birdwood Avenue, Norlane in association with the Wathaurong Aboriginal Cooperative Community Hub.
52.05	Display Business Identification Sign
52.06	Reduce the number of carparking spaces.

Date issued:	Signature for the responsible authority:
Date permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment to which the permit applies comes into operation.)	

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52.17	Remove native vegetation.
52.29-2	Create or alter access to a road in a Transport Zone 2.

THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:**AMENDED PLANS**

1. Before the development starts, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and must be generally in accordance with the plans submitted with the application on 12 March 2024 but modified to show:
 - a) Compliance with any recommendations contained within the approved Cultural Heritage Management Plan.
 - b) Lot boundaries consistent with the [documents provided under condition 2, the certified plan of Lot A PS920593N](#)
 - c) The accurate title boundaries for 60-62 Morgan Street.
 - d) A solid fence along the development boundary interface with the non-leased part of 21 Birdwood Avenue to prevent access onto the non-leased area.
 - e) Dimensions of the new and upgraded shared paths, with a minimum width of 2.5 metres.
 - f) Detail of wayfinding signage to identify the main entrance of the building.
 - g) Detail of any cut and fill (if any) associated with the construction of the carpark to inform the landfill gas risk assessment required in condition 11.
 - h) The landscape plan referred to in Condition 7.
 - i) The location and dimensions of outdoor function areas limited to the decking around the function centre on the ground floor and around the scar tree/dance circle.
 - ~~h) The location and elevation plan of the Business Identification Sign that demonstrates compliance with requirements and decision guidelines of Clause 52.06 Sign of the Greater Geelong Planning Scheme. All signage must be within the title boundary of the subject site.~~
 - ~~k) The Fire Pump enclosure and water tanks to be relocated from 21 Birdwood Avenue Norlane onto 60-62 Morgan Street Norlane.~~
 - ~~j) The fire pump enclosure and water tanks to be relocated from 21 Birdwood Avenue Norlane onto 60-62 Morgan Street and/or 43 The Boulevard, Norlane.~~
 - ~~k) Designated smoking areas.~~
 - ~~l) Initiatives contained within the Sustainability Management Plan prepared by GHD dated 20 February 2024 along with the proposed changes, including:~~
 - I. All major common areas shown on the plans and a preliminary sub-metering strategy provided to claim this credit in BESS report.
 - II. Internal Lighting details, including the maximum illumination power density, clearly annotated on the plans..

PRIOR TO THE COMMENCEMENT OF WORKS

Date issued:	Signature for the responsible authority:
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~~2. Before the development starts, the permit holder must provide to the Responsible Authority a copy of the registered Certificate of Title, Plan of Subdivision and any Registered Restrictive Covenants for Lot A PS920593N (43 The Boulevard, Norlane) and a survey plan of the lot prepared after the release of the Titles. The Title documents submitted must be less than 30 days old and demonstrate boundaries consistent with the boundaries as shown on the endorsed plans forming part of this permit. Works may not commence until such time the Responsible Authority provides written confirmation it is satisfied that the boundaries created are consistent with the approved development and that any conditions of the Permit relating to access and drainage are still appropriate. If the Responsible Authority is not satisfied the plans are appropriately consistent, the permit conditions and/or endorsed plans must be amended, as appropriate, to the satisfaction of the Responsible Authority.~~

2. Before the development starts on Lot A PS920593, the permit holder must provide to the Responsible Authority a copy of the registered Certificate of Title, Plan of Subdivision and any Registered Restrictive Covenants of Lot A PS920593N (43 The Boulevard, Norlane) when the title has been released. The Title documents submitted must be less than 30 days old and demonstrate boundaries consistent with the boundaries as shown on the endorsed plans forming part of this permit. Works may not commence until such time the Responsible Authority provides written confirmation it is satisfied that the boundaries created are consistent with the approved development and that any conditions of the Permit relating to access and drainage are still appropriate. If the Responsible Authority is not satisfied the plans are appropriately consistent, the permit conditions and/or endorsed plans must be amended, as appropriate, to the satisfaction of the Responsible Authority.

3. APPROVED USE AND DEVELOPMENT NOT ALTERED

~~4.3.~~ The layout of the use and development must not be altered from the layout shown on the approved and endorsed plans without the written consent of the responsible authority.

~~5.4.~~ At all times what the permit allows must be carried out in accordance with the requirements of any document approved under this permit to the satisfaction of the Responsible Authority.

CONSOLIDATION

~~6.5.~~ Before the occupation of the development, 60-62 Morgan Street Norlane (Lot 1, TP2679) and 43 The Boulevard, Norlane (Lot A, PS920593N) must be consolidated into one lot to the satisfaction of the Responsible Authority.

SECTION 173 AGREEMENT

~~7.6.~~ Before the occupation of the development, the permit applicant and the land owner of 21 Birdwood Avenue, Norlane must enter into an agreement under section 173 of the *Planning and Environment Act* with the Responsible Authority concerning the land at 21 Birdwood Avenue, Norlane. The agreement must be in a form that is to the satisfaction of the Responsible Authority. The agreement must:

- a) Unless with the written consent of the Responsible Authority and Head, Transport for Victoria, provide for the vehicular and pedestrian access and car parking to part of the land at 21 Birdwood Avenue in accordance with the plan in Schedule 1 of the Agreement which includes the area of the land subject to this Agreement.

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- b) Provide for the permit applicant management arrangements for the part of the land at 21 Birdwood Avenue including but not limited to maintenance, drainage and servicing infrastructure, contamination and public liability arrangements
- c) Provide that the applicant is responsible for the costs associated with all reasonable expenses (including legal expenses) for all parties subject to the agreement including the Responsible Authority and incidental to:
- The negotiation and preparation, execution and recording of an agreement in accordance with the Act
 - The assessment, negotiation, preparation, execution and recording of any proposed agreement in accordance with the Act
- d) Be registered on title in accordance with section 181 of the *Planning and Environment Act 1987*.

LANDSCAPE PLANS

8.7. Before the development starts, unless otherwise agreed in writing by the Responsible Authority, a detailed landscape plan must be prepared and submitted to the Responsible Authority for approval. When approved, the plan will be endorsed and form part of the permit. The landscape plan must be drawn to scale with dimensions and submitted electronically. The plan must address and be consistent with any endorsed landscape master plan applying to the site and show, but not be limited to:

- The ultimate 1% and 10% Annual Exceedance Probability storm event extents.
- A detailed planting schedule and proposed planting layout of all areas of open space, including proposed trees, shrubs, groundcovers and showing botanical names, common names, pot sizes, sizes at maturity, quantities and densities of each plant.
- Indication of mature tree sizes, shown to scale/75% to illustrate the extent of canopy coverage.
- Removal of *Acacia paradoxa* from the Cowies Creek infill planting schedule.
- The proposed layout, materials and finish of all finished surfaces, structures, fences abutting council reserves, vehicle access crossovers, maintenance access gates, furniture, play equipment, bicycle parking, signs and paths.
- Detailed drawing(s) of the interface with any adjoining properties.
- Detailed planting and construction drawings including site contours and any proposed changes to existing levels including any structural elements such as retaining walls.
- A detailed vegetation assessment showing vegetation to be retained, protected and/ or removed or lopped.
- Tree Protection Zones for trees to be retained.
- Location of all services, utilities or encumbrances (including drainage infrastructure/WSUD).
- Site contours and any proposed changes to existing levels including any structural elements such as retaining walls.
- Dimensions of the new and upgraded shared use paths, at a minimum width of 2.5 metres. The shared paths must be clearly delineated where it crosses an accessway.
- A clear distance of at least 1 metre must be established either side of the shared paths to enable Council to maintain the landscaping beside the paths.
- The new and upgraded shared paths must be constructed of concrete or asphalt to match the existing surface and designed to avoid tree removal, where appropriate.
- Wheel stops at the relevant parking bays that front onto the internal footpaths.
- Extent and type of fencing. Any fencing must be of permeable design abutting the Cowies Creek Reserve and Morgan Street.
- Culturally significant areas and associated restrictions for works having regard to the approved Cultural Heritage Management Plan.

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Species selection should refer to the indigenous plants list for Zone 17, which can be found here [Indigenous plants of the Geelong Region - Zone 17 Information Sheet - City of Greater Geelong \(geelongaustralia.com.au\)](https://www.geelongaustralia.com.au/indigenous-plants-of-the-geelong-region-zone-17-information-sheet-city-of-greater-geelong)

Species selection must not include species listed on the City of Greater Geelong Environmental Weeds list which can be found here

<https://www.geelongaustralia.com.au/weeds/documents/item/8d164ca100efeda.aspx>

COMPLETION OF LANDSCAPE WORKS

- 9-8. Unless otherwise approved in writing, before the occupation of the development, the works shown on the approved landscape plan must be completed to the satisfaction of the Responsible Authority and Practical Completion awarded.

LANDSCAPING MAINTENANCE

- 10-9. At all times the landscaping shown on the approved landscape plan must be maintained (including the replacement of any dead, diseased or damaged plants) to the satisfaction of the responsible authority.

STORMWATER MANAGEMENT PLAN

11. ~~Before the endorsement of plans, a stormwater management plan that addresses Clause 53.18 of the Greater Geelong Planning Scheme must be submitted and approved to the satisfaction of the responsible authority. The plan must demonstrate compliance with current best practice performance objectives for stormwater quality as contained in the Urban Stormwater Best Practice Environmental Management Guidelines (Victorian Stormwater Committee, 1999). This should be demonstrated through:~~

- a) ~~Stormwater management report using MUSIC/STORM with appropriate treatment measures and an updated catchment diagram will need to be added to the plans. The MUSIC file (.sqz or equivalent) must also be submitted for validation if MUSIC tool is used.~~

10. ~~Before the endorsement of plans, a stormwater management plan that addresses Clause 53.18 of the Greater Geelong Planning Scheme must be submitted and approved to the satisfaction of the responsible authority. This should be demonstrated through:~~

1. ~~Stormwater management report using MUSIC/STORM with appropriate treatment measures and an updated catchment diagram will need to be added to the plans. The MUSIC file (.sqz or equivalent) must also be submitted for validation if MUSIC tool is used.~~

LANDFILL GAS RISK ASSESSMENT

11. Before works start (other than works required to comply with this condition), the owner of the land must to the satisfaction of the Responsible Authority:

- a)b) Engage a suitably qualified consultant to undertake a site assessment on the potential presence of landfill gas beneath the land where the buildings and works are to be carried out and prepare and submit to the responsible authority a scope of the proposed risk assessment, which may

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comprise a desktop/literature based assessment and/or a site-specific intrusive landfill gas investigation.

- b)c) Upon approval of the scope of the risk assessment by the Responsible Authority, have the consultant conduct the risk assessment and prepare a report to be submitted to the Responsible Authority which contains the consultant's opinion as to any potential hazard associated with landfill gas beneath the land and any recommendations for the management or monitoring of the identified landfill gas. The consultant must also provide an opinion on whether an audit is required under Part 8.3 of the *Environment Protection Act 2017*.
- d) Implement any recommendations of the risk assessment report. If any recommendations require any ongoing management or monitoring, the owner must enter into an agreement under section 173 of the *Planning and Environment Act 1987* with the responsible authority requiring the implementation of any ongoing requirements.

SITE REMEDIATION CONDITIONS

12. Before the development starts, for the land at 60-62 Morgan Street, Norlane the owner / developer must submit to the Responsible Authority a completed Environmental Site Assessment prepared by a suitably qualified environmental expert to the satisfaction of the Responsible Authority. The Assessment must include site history and soil sampling to determine if soil contamination exceeds relevant human and ecological health investigation levels. The Assessment must clearly state that the land is currently or following remediation or other works, will be suitable for the intended future building occupation.
13. Before the occupation of the development, written confirmation of compliance with any requirements and recommendations of the Environmental Site Assessment must be provided to the Responsible Authority by a suitably qualified environmental professional who is a member of the Australian Contaminated Land Association or other person acceptable to the Responsible Authority.
14. If an Environmental Audit is recommended then before works starts, an Environmental Audit in accordance with the *Environment Protection Act 2017* must be submitted to, and be to the satisfaction of, the Responsible Authority. At a minimum, the scope of the Environmental Audit must include:
- The identity of the site or activity the audit covers.
 - The elements of the environment the audit assesses, such as land, water, air and noise.
 - Consideration of the standards and reference documents in the audit.
 - Any exclusion from the audit and the reason known at the time of scoping the audit.

After the completion of the Environmental Audit, the auditor must prepare and provide to the Responsible Authority:

- An Environmental Audit Statement in accordance with the *Environment Protection Act 2017* that the environmental conditions of the land are suitable for the development that is the subject of this permit.
 - An Environmental Audit Report in accordance with the *Environment Protection Act 2017*.
15. Where an Environmental Audit Statement is issued for the land, and any condition of that Statement requires any maintenance or monitoring of an ongoing nature, the Owner(s) must enter into an Agreement with Council pursuant to Section 173 of the *Planning and Environment Act 1987*. Where a Section 173 Agreement is required, the Agreement must be executed and recorded on the title(s) to the land prior to the commencement of the use. All expenses involved in the drafting, negotiating, lodging, recording and execution of the Agreement, including those incurred by the Responsible Authority, must be met by the Owner(s).

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16. Prior to any remediation works (if required) being undertaken in association with the Environmental Audit Statement, a 'remediation works' plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The plan must detail all excavation works which may include bulk excavation as well as any proposed structures such as retaining walls required to facilitate the remediation works. Only those works detailed in the approved remediation works plan are permitted to be carried out prior to the issue of an Environmental Audit Statement.
17. Where an Environmental Audit Statement is issued for the land, the buildings and works and the uses of the land that are the subject of this permit must comply with all directions and conditions contained within the Statement.
18. Where an Environmental Audit Statement is issued for the land, prior to the commencement of the use and prior to the issue of an Occupancy Permit under the *Building Act 1993*, a letter prepared by an Environmental Auditor appointed under the *Environment Protection Act 2017* must be submitted to the Responsible Authority to verify that the directions and conditions contained within the Statement have been satisfied.

STORMWATER RUNOFF MANAGEMENT PLAN

19. Before works start, a stormwater quality monitoring plan must be prepared and submitted to the Responsible Authority. The plan must include:
 - a) The aims and objectives of the plan and a description of the receiving environment.
 - b) The scope of works, which must include the drilling of extra groundwater bores on the western boundary and two additional groundwater monitoring events (including the sampling of Cowies Creek at two locations up- and down-stream of the Site).
 - c) Further characterisation of groundwater and surface water (Cowies Creek) interaction to supplement and validate the existing data set and to screen for other CoPC, i.e. Per- and polyfluoroalkyl substances (PFAS), and other water quality indicators/parameters to be measured, informed by *The Detailed Site Investigation, 43 The Boulevard, Norlane*, prepared by OutTask Environmental 26 February 2024.
 - d) Locations and frequency of water quality monitoring.
 - e) Reporting frequency to the responsible authority, including an example of a report template.
 - f) Sampling procedures.
 - g) Identification of background levels of water quality indicators and nominated thresholds which if exceeded will result in the implementation of adaptive management practices should any elevated pollutant levels be found to be entering Cowies Creek from the development site.

The plan must be implemented for the duration of the construction. This plan can form a sub-plan to the Construction Environment Management Plan

SECTION 173 AGREEMENT

20. Unless otherwise approved in writing by the Responsible Authority, before the occupation of the development, the owner must enter into an agreement under Section 173 of the *Planning and Environment Act 1987* with the Responsible Authority. The agreement must be in a form to the

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satisfaction of the Responsible Authority, and the owner must be responsible for the expense of the preparation and registration of the agreement, including the Responsible Authority's reasonable costs and expense (including legal expenses) incidental to the preparation, registration and enforcement of the agreement. The agreement must contain covenants to be registered on the Title of the property so as to run with the land, and must provide for the following:

- a) The public must at all times be able to access the public path network that runs through the subject site (Cowies Creek Bicycle Path).
- b) Council will be responsible for maintenance work on the shared path and 1 metre either side of the shared path.
- c) The landowner will be responsible for maintaining the landscaping on their land in a neat and tidy manner to the satisfaction of the Responsible Authority.
- ~~d) The landowner must provide an annual report to Council's Parks Unit, prepared by a suitably qualified person, which assesses vegetation that overhangs the shared path (Cowies Creek Bicycle Path) to the Responsible Authority. The report must assess any dead, dying or structurally compromised trees that overhang the shared path and determine if they are a risk to public safety. If a risk is identified, the report must recommend management techniques, that may include pruning or removal, to rectify the public safety risk to the satisfaction of Council's Parks Units. Where required, the landowner must implement the recommendations in an agreed timeframe. Unless otherwise agreed, the report must be submitted on 30th June annually.~~
- d) The landowner must annually assess its vegetation that overhangs or is immediately adjacent to the shared path (Cowies Creek Bicycle Path) as to their risk to public safety. Any structurally compromised trees must be pruned, removed or rectified immediately.
- e) Unless otherwise approved by the Responsible Authority, no additional fencing must be erected on the interface between the creek (that runs along the south and west boundary of the subject site) and the building on the subject site.

The agreement will be registered on Title in accordance with Section 181 of the *Planning and Environment Act 1987*.

TRAFFIC AND PARKING MANAGEMENT PLAN

21. Before the occupation of the development, a Traffic and Parking Management Plan to the satisfaction of the Responsible Authority must be submitted to the Responsible Authority for approval. The Traffic and Parking Plan must detail arrangements in place for events and functions where the total number of people (including office, medical and café staff) on the land will exceed 200. When approved, the plan will be endorsed and will then form part of the permit. Traffic and parking operations on and off site must conform to this endorsed plan. The plan must include:

- a) the location of all areas on and/or off site to be used for staff and patron parking;
- b) owner's permission and any required planning permission for parking on other land;
- c) allocation of car spaces between uses;
- d) disabled parking (if required);
- e) loading areas and service zones;
- f) pedestrian management and access;
- g) arrangements in place for the use of buses to transport people to and from the site, including the location of pick up/drop off points on/near the land;
- h) means to advise patrons of the arrangements in place.

COMPLETION OF DEVELOPMENT

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22. Before the occupation of the development, the developer must have:

- a) Completed all buildings and work as shown on the endorsed plans.
- b) Completed the landscaping works as shown on the endorsed plans.

to the satisfaction of the Responsible Authority.

AMENITY

GENERAL AMENITY

23. The use and development must be managed so that the amenity of the area is not detrimentally affected, through the:

- a) Transport of materials, goods or commodities to or from the land
- b) Appearance of any building, works or materials
- c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil
- d) Presence of vermin

to the satisfaction of the responsible authority.

NOISE CONTROL

24. At all times the noise generated by the use must comply with the requirements of 'Environment Protection Act, 'Environment Protection Regulations,' and Noise Limit and Assessment Protocol for the Control of Noise from Commercial, Industrial and Trade Premises and Entertainment Venues' to the satisfaction of the responsible authority.

25. Unless otherwise agreed to in writing by the Responsible Authority, nNo external sound amplification equipment, loudspeakers or public address system are to be used for the purpose of announcement, broadcast, playing of music or similar purpose.

26. All security alarms or similar devices installed on the land must be of a silent type in accordance with any current standard published by Standards Australia International Limited and be connected to a monitored security service.

WASTE MANAGEMENT AND COLLECTION

27. Waste management and collection must be carried out in accordance with the requirements of the approved and endorsed waste management plan to the satisfaction of the responsible authority.

PLANT/EQUIPMENT/SOUNDPROOFING OR FEATURES ON ROOF

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~~28. All pipes/ fixtures, fittings, vents, plant and equipment servicing any building on the site (excluding storm water down pipes, guttering and rainheads) must be concealed in service ducts or others hidden from view to the satisfaction of the responsible authority.~~

28. All pipes/fixtures, fittings, plant and equipment servicing any building on the site (excluding stormwater down pipes, guttering and rain heads) must be concealed or otherwise hidden from casual viewing to the satisfaction of the responsible authority.

~~29. All external plant and equipment must be acoustically treated or placed in soundproof housing to reduce noise to a level to the satisfaction of the responsible authority.~~

~~30-29.~~ No plant, equipment, services or architectural features other than those shown on the approved plans are permitted above the roof level of the building(s).

CONTROL OF LIGHT SPILL

~~31-30.~~ External lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining land to the satisfaction of the responsible authority

STORAGE

~~32-31.~~ Materials or goods stored in the open on the site must be screened from view of adjoining properties, roads and reserves, to the satisfaction of the Responsible Authority.

LIMIT ON NUMBER OF PERSONS – CAR PARKING REQUIREMENT

~~33-32.~~ No more than 21 medical practitioners and 13 support staff may work in the Medical Centre at any one time, unless with the further written approval by the Responsible Authority.

~~34-33.~~ No more than 121 staff may work in the Office at any one time, unless with the further written approval of the Responsible Authority.

FUNCTION CENTRE

~~35-34.~~ Prior to the commencement of the use, a Noise and Amenity Plan/Patron Management Plan to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority for events and functions that exceed 200 patrons. When approved, the plan will be endorsed and will then form part of the permit. All activities forming part of the use must comply with the plan. The plan must include:

- a) Staffing and other measures which are designed to ensure the orderly arrival and departure of patrons;
- b) Signages to be used to encourage responsible off-site patron behaviour;
- c) The training of staff in the management of patron behaviour;
- d) Staff communication arrangements;

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- e) Measures to control noise emissions from the premises;
- f) The outdoor activity area associated with the function centre be limited the decking around the function centre on the ground floor and around the scar tree/ dance circle as shown the endorsed plans;
- g) A requirement that no outdoor activities associated with the function centre may occur after 10pm (save for smoking in any designated smoking area);
- h) Specify other requirements

HOURS OF OPERATION, PATRONS AND NUMBER OF EVENTS/FUNCTIONS

36-35. The function centre use must only operate between the following times:

- a) Monday to Thursday from 8am to 10pm
- b) Friday and Saturday 8am to 11pm
- c) Sundays and public holidays, from 9am to 10pm
- d) Sundays or a public holidays (if either proceeding a public holiday) from 9am to 11pm

During large sized functions, the outdoor patron areas are not to be used after 10pm on any night.

The responsible authority may consent in writing to vary these requirements.

37-36. The number of guests at the Function Centre must not exceed 420 at any one time, to the satisfaction of the Responsible Authority.

38-37. No more than ten (10) events or functions in a calendar year may occur on the land where the total number of people (including office, medical centre and café staff) on the land will exceed 200.

EVENT/FUNCTION REGISTER

39-38. The permit operator must maintain a register of events and/or functions held on the land to the satisfaction of the Responsible Authority. The register must include:

- a) date and time of the event/function;
- b) the number of:
 - i. staff on the land at the time of the function/event; and
 - ii. external guests attending the event/function

The register must be made available to the Responsible Authority upon a written request being made.

ENGINEERING**DRAINAGE & VEHICULAR ACCESS:**

40-39. Before the occupation of the development, the developer must:

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- a) Construct the site stormwater system including separate connection for each building and carpark into the underground drain that outfalls to the existing LPOD being Cowie's Creek, or other nominated point/s as approved by the Responsible Authority. The stormwater connection must be in accordance with City of Greater Geelong Standard Drawings.
- b) Construct vehicular crossings in accordance with the requirements and standards of the City of Greater Geelong.
- c) Remove any redundant vehicular crossings with kerb and channel and the footpath/nature strip area reinstated to match existing construction in the street;
- d) Construct and drain the access road within the development

all to the satisfaction of the Responsible Authority.

STORMWATER MANAGEMENT

- ~~41. The site stormwater system must be designed and installed such that the site stormwater discharge is not increased by the proposed development. An appropriate on-site detention system designed in accordance with the Infrastructure Design Manual may be required;~~
40. Unless otherwise approved, the site stormwater system must be designed and installed in accordance with the approved Stormwater Management Plan.

PUMP SYSTEM

~~42-41.~~ Before the development starts, unless otherwise approved by the Responsible Authority, the land owner must enter an agreement with the Responsible Authority pursuant to Section 173 of the Planning and Environment Act 1987. All costs associated with setting up the agreement must be borne by the land owner. The agreement is to be registered on title and run with the land, and is to provide to the satisfaction of the Responsible Authority:

- a) All storm water runoff is to be collected on site and discharged to the legal point of discharge using a pump system or as otherwise nominated by the responsible authority. The pump system is to be designed and constructed in accordance with Australian Standard 3500 Part 3.2 Section 9
- b) In the event of any operational difficulties with the pump system, it is the Responsibility of the land owner to rectify these difficulties;
- c) Any pump system is to be replaced by gravity discharge if and when available, and if directed by the Responsible Authority, at the land owner's full cost.
- d) Provision is made (if appropriate) in any subdivision for Body Corporate drainage works, and access to those drainage works to be on common property or within an easement in favour of the Body Corporate

Note: Where the legal point of discharge is kerb and channel, discharge velocity at the kerb must be no greater than 1.5 m/s with a maximum discharge flow rate of 10 l/s and the outlet directed at an angle of 45° to the direction of flow in the kerb and channel.

ACCESS

Date issued:	Signature for the responsible authority:
Date permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment to which the permit applies comes into operation.)	

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43.42. Bollards must be in place as shown on the endorsed plan to restrict access to the land from Morgan Street via the existing bridge at the southwest of the site.

PARKING

44.43. No fewer than 164 car space(s) must be provided on the land.

45.44. A minimum of 4 car space(s) must be provided for the exclusive use of disabled persons.

46.45. The car space(s) must be provided as close as practicable to a suitable entrance of the building and must be clearly marked with a sign to indicate that the space(s) must only be utilised by disabled persons to the satisfaction of the responsible authority.

47.46. The dimensions and layout of the car space(s) must be in accordance with Australian Standard AS2890.6-2009 (Accessible (Disabled) Car Parking Requirements) and the Building Code of Australia

BUS SIZE LIMIT

48.47. Except that may be nominated in the endorsed Traffic and Parking Management Plan at condition 21, no buses greater than 7 metres in length may enter the site except with the written consent of the Responsible Authority.

CAR PARK CONSTRUCTION

49.48. Before the occupation of the development, the area(s) set aside for the parking of vehicles and bicycles, and access lanes as shown on the endorsed plans must be:

- a) constructed
- b) properly formed to such levels that they can be used in accordance with the plans
- c) surfaced with an all-weather-seal coat
- d) drained
- e) line marked to indicate each car space and all access lanes
- f) clearly marked to show the direction of traffic along access lanes and driveways

to the satisfaction of the responsible authority.

At all times car spaces, access lanes and driveways must be kept available for these purposes.

Once constructed, these areas must be maintained to the satisfaction of the responsible authority

50.49. Before the occupation of the development, bollard lighting or other lighting that is approved in writing by the Responsible Authority must be erected in the car parking area and from the car park to the main building on the land. The lighting must be suitably baffled so as not to illuminate the area beyond its immediate surrounds to the satisfaction of the Responsible Authority.

Date issued:	Signature for the responsible authority:
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LOADING AND UNLOADING

~~54-50.~~ The loading and unloading of goods from vehicles must only be carried out on the land within the designated loading bay(s) and must not disrupt the circulation and parking of vehicles on the land, to the satisfaction of the responsible authority.

DEECA

~~52.~~ Prior to the commencement of works, targeted surveys are to be undertaken for the Growling Grass Frog *Litoria raniformis* (listed under the Environment Protection and Biodiversity Conservation Act 1999 (Cth)) species. Surveys should be undertaken in accordance with the Survey Guidelines for Australia's Threatened Frogs (DEWHA, 2010)

VEGETATION MANAGEMENT NOTIFICATION OF PERMIT

~~53-51.~~ Before works start, the permit holder must advise all persons undertaking the vegetation removal or works on site of all relevant permit conditions and endorsed plans/documents.

NO REMOVAL OF NATIVE VEGETATION

~~54-52.~~ No native vegetation shall be removed other than that marked on the endorsed plan, to the satisfaction of the Responsible Authority.

TREE PROTECTION MANAGEMENT PLAN

~~55-53.~~ Before the development starts, a Tree Protection Management Plan must be submitted to and approved by the Responsible Authority. The Tree Protection Management Plan must be prepared by a suitably qualified arborist and must include all:

- a) Council-owned trees
- b) Privately owned trees and
- c) Trees owned by other parties that are located within 4 metres of the property boundary.

When approved the Tree Protection Management Plan and its recommendations will be endorsed and will then form part of the permit.

TREE PROTECTION ZONES

~~56-54.~~ Before the development starts (including any demolition and excavation), Tree Protection Fencing must be installed and maintained until works are completed to the satisfaction of the Responsible Authority.

~~57-55.~~ All works within the nominated Tree Protection Zones of any tree to be retained above or below ground must be:

Date issued:	Signature for the responsible authority:
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- a) Carried out in accordance with Australian Standard 4373–2007 *Pruning of amenity trees* and Australian Standard 4970–2009 *Protection of trees on development sites*
- b) Overseen by a suitably qualified, level-5 arborist
- c) Carried out to the satisfaction of the Responsible Authority by suitably trained and qualified arboricultural staff.

Works encroaching within the nominated Tree Protection Zones must not be undertaken without the written consent of the Responsible Authority.

~~58-56.~~ The vegetation to be retained on site shall be protected by fencing in accordance with AS4970-2009 Protection of Trees on Development Sites. The Vegetation Protection Fencing must have signs attached around the fencing which clearly states –VEGETATION PROTECTION ZONE - No Access Permitted. An inspection is required once the Vegetation Protection Fencing has been erected.

~~59-57.~~ Before the development starts (including demolition and excavation whether or not a planning permit is required), a written statement from the Project Arborist must be submitted to the Responsible Authority that certifies that the following items have been addressed as part of the works:

- a) Installation and correct placement of tree protection fencing 2 weeks prior to works commencing and for the duration of works
- b) Attendance during Tree Protection Zone incursions
- c) Adherence to Australian Standard 4970–2009 *Protection of trees on development sites*

~~60-58.~~ Except with the written consent of the Responsible Authority, the following is not permitted to occur within the Tree or Vegetation Protection Zone:

- a) Vehicular or public pedestrian access.
- b) Trenching or soil excavation.
- c) Storage or dumping of tools, equipment, soil, stone or waste.
- d) Construction of entry and exit pits for underground services.
- e) Temporary or permanent installation of signs and utilities.
- f) Any other actions or activities that may result in adverse impacts to retained native vegetation.

~~64-59.~~ Water run-off must be designed to ensure that native vegetation to be protected is not compromised, to the satisfaction of the Responsible Authority.

REMOVAL

~~62-60.~~ Removal, including pruning, of native trees must be undertaken using a suitably qualified arborist and be carried out in accordance with AS4373 – 2007; 'Pruning of Amenity Trees to the satisfaction of the Responsible Authority'. The use of an excavator, backhoe, bulldozer blade or loader to trim branches of trees is not permitted.

~~63-61.~~ Prior to any vegetation removal, vegetation to be removed must be clearly marked on site and accord with the endorsed plan.

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FAUNA PROTECTION

64-62. Before the removal of any tree or other potential fauna habitat, the permit holder must appoint an ecologist to conduct a pre-clearing survey to assess the presence of fauna. Where fauna is likely to be present in trees or vegetation proposed for removal, a suitably qualified wildlife handler must be present to ensure that native fauna is managed in accordance with the Department of Energy, Environment and Climate Action guidance and all necessary authorisations must be obtained prior to removing native fauna.

65-63. A brief letter style report must be submitted to the Responsible Authority to satisfy the condition. The report must include a description of the survey, any fauna found, and steps taken to protect fauna during the works. Any instances of harm or death to fauna need to be reported.

CONSTRUCTION ENVIRONMENTAL MANAGEMENT PLAN

66-64. Before works start, a Construction Environmental Management Plan (CEMP) with a detailed site plan must be submitted to and approved by the Responsible Authority. When approved this CEMP will form part of this permit. This plan must incorporate, but is not limited to, the following information:

- a) The control of site emissions during construction and the defects liability period to the satisfaction of the Responsible Authority.
- b) The measures to be taken to ensure that no polluted water and/or sediment laden runoff is to be discharged directly or indirectly into stormwater drains or watercourses during the construction period.
- c) Ensure waste stockpiles, skips and personnel rest areas are located away from drainage areas to prevent accidental movement of rubbish and construction materials. The CEMP must be prepared in accordance with the EPA – Civil Construction, building and demolition guide Publication 1834.1, September 2023.
- d) Inform contractors that drainage lines are areas of ecological value or pathways to areas of ecological values;
- e) Measures to protect native vegetation and/or trees to be retained;
- f) Weed control measures including the identification of infestations and the proposed treatment measures for any species identified;
- g) Any imported soil or gravel must be weed free to prevent importation of weed seed into the study area;
- h) Plant and vehicle hygiene measures;
- i) Intended access for construction vehicles;
- j) Dust suppression measures;
- k) Stockpile locations and laydown areas;
- l) Parking locations for machinery and construction personnel.
- m) A detailed Acid Sulphate Soils assessment be undertaken on the subject site in accordance with the Victorian Best Practice Guidelines for Assessing and Managing Coastal Acid Sulphate Soils (DSE 2010), to determine the need for Acid Sulphate Soils management actions and to inform the construction methods for any proposed development; and management strategies that respond to a detailed Acid Sulfate Soils Hazard assessment.

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- n) Ensure the removal of any habitat trees or shrubs (particularly hollow-bearing trees or trees/shrubs with nests) is undertaken between February and September to avoid the breeding season for most fauna species. If any habitat trees or shrubs are proposed to be removed, this must be undertaken under the supervision of an appropriately qualified zoologist to salvage and translocate any displaced fauna.
- m)–
- o) Measures to mitigate impacts to Growling Grass Frog *Litoria raniformis*:
- i. implementation of hygiene controls to reduce the potential introduction and spread of *Chytridiomycosis*.
 - ii. installation of frog exclusion fencing around the construction zone for the duration of the works
 - iii. works within 10 metres of the creek and wetland to occur outside the core active season (November to March).
 - iv. a qualified Zoologist must be present for any vegetation removal and the removal of topsoil within 30 metres of the creek and wetland to salvage and relocate tadpoles, metamorphs and adults deemed at risk
 - v. a stop works protocol when Growling Grass Frog *Litoria raniformis* are detected within the construction zone must be employed, until a qualified Zoologist is on site to identify, salvage and relocate the individual, unless coordinated in conjunction with a suitably trained environmental officer
 - vi. staff induction of all people working on site on Growling Grass Frog *Litoria raniformis* identification and the stop work protocol
 - vii. employment of sediment and pollution control measures consistent with relevant guidelines.

The CEMP must, amongst other things, have regard to the Detailed Site Investigation Report for 43 The Boulevard Norlane prepared by Outcast Environmental Final Report dated 26 February 2024.

All development and works must be carried out in accordance with the approved CEMP, to the satisfaction of the Responsible Authority. Any non-compliance identified by the Responsible Authority must be rectified immediately and at no cost to Council.

ADVERTISING SIGNAGE

65. The location and details of the signage, including those of the supporting structure, as shown on the endorsed plans, must not be altered without the written consent of the Responsible Authority.
66. The signage must not:
- a. Contain any flashing or intermittent light;
 - b. Alter its message or move in part or whole;
 - c. Not represent devices used by police or other emergency vehicles.
- to the satisfaction of the Responsible Authority.
67. The signage lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining properties or roads to the satisfaction of the Responsible Authority.

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67. DEPARTMENT OF TRANSPORT AND PLANNING

68. Prior to commencement of any of the new uses or occupation of the new development, whichever comes first, redevelopment works, the following works must be completed at no cost to, and to the satisfaction of the Head, Transport for Victoria and the Responsible Authority:

- b. Primary access to the site must be created via a new access point into 43 The Boulevard, and must:
 - i. Be located just south of the existing intersection of The Boulevard and Morgan Street;
 - ii. Include a channelised right-turn lane, and an auxiliary left-turn lane into 43 The Boulevard;
 - iii. Provide left-turn out only from 43 The Boulevard onto Morgan Street; noting that right turn movements from the site at this location will not be permitted.
 - iv. Include a crossover into 43 The Boulevard that provides safe pedestrian crossing and cyclist crossing infrastructure for the existing footpath along Morgan Street.

69. The existing single-lane bridge that accesses 60-62 Morgan Street must not be used for primary vehicle access to the site.

EXPIRY

70. This permit will expire if one of the following circumstances applies:

- a) The development is not started within 2 years of the issued date of this permit.
- b) The development is not completed within 4 years of the issued date of this permit.
- c) The use does not start within 2 years of completion of the development.

In accordance with Section 69 of the *Planning and Environment Act 1987*, an application may be submitted to the Responsible Authority for an extension of the periods referred to in this condition.

EXPIRY- SIGNAGE

71. This permit expires 15 years from the date of this permit. Before this permit expires, the signage and supporting structure must be removed and the land made good to the satisfaction of the Responsible Authority

USEFUL INFORMATION:

(the following information does not form part of this permit)

FURTHER APPROVALS

- 1. The permitted use or development may need to comply with, or obtain the following further approvals:
 - a. The recommendations of a cultural heritage management plan approved under the Aboriginal Heritage Act 2006

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- b. A building permit under the Building Act 1993

Engineering:

- c. Construction of the site stormwater connection/s is to be inspected by Council Representative prior to any backfilling. An appropriate fee equivalent to 3.25% of total cost of civil works, excluding GST (a minimum fee of \$100 applies if the 3.25% amount is less than \$100), is to be paid to Council for inspection. Relevant evidential documentation of the cost is to be provided.
- d. All internal property drainage must be designed and constructed to satisfy AS/NZS 3500.
- e. A Vehicle Crossing Permit must be obtained prior to commencement of works
- f. Flooding : As the site is subject to flooding, the applicant is advised that any new habitable floors must be set above the applicable site flood level as determined by the Building Surveyor.
- g. Flooding – Overland Flow Paths. The Applicant is also advised to seek comment from the building surveyor on the requirement, if any, for overland flow paths to be provided on the site to convey major flows through the site in accordance with Clause 5.4.2 of AS/NZS 3500.3
- h. A pre-commencement meeting with Council's engineering department is required to be undertaken prior to works starting. To organise this meeting please contact 5272 4426.

Parks:

- i. In the instance that minor pruning is anticipated the applicant must contact Council's Parks Planning Officers on 5272 5272 (treeplanning@geelongcity.vic.gov.au) to lodge a request and provide adequate notice.

Barwon Water

- j. "The developer is to apply to Barwon Water for details relating to servicing requirements and costing for the provision of water supply and/or sewerage services to the proposal. It would be appreciated if all communication between the developer and Barwon Water quote Barwon Water reference number L020163"

Department of Transport

- k. Before the works start a separate consent for works within the road reserve and the specifications of these works is required under the Road Management Act 2004. When ready please submit your application on: <https://rapp.transport.vic.gov.au/>.

DEECA:

- i. Whilst planted, Giant Honey Myrtle *Melaleuca armillaris subsp. armillaris* identified in the Tree Survey Report (Johnny's Tree Service, 2022) are threatened under the Flora and Fauna Guarantee (FFG) Act 1988. As such, before any works on public land start, a permit to take threatened flora under the FFG Act is required. To obtain an FFG permit or for more information please contact a Natural Environment Program officer at the Barwon South West regional office of the Department of Energy.

Date issued:	Signature for the responsible authority:
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Environment and Climate Action at bsw.environment@deeca.vic.gov.au (Note: Giant Honey Myrtle was identified as Honey Myrtle *Melaleuca armillaris* in the report).

DRAFT

Date issued:	Signature for the responsible authority:
Date permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment to which the permit applies comes into operation.)	

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IMPORTANT INFORMATION ABOUT THIS PERMIT

WHAT HAS BEEN DECIDED?

The responsible authority has issued a permit. This permit was granted by the Minister under section 96I of the **Planning and Environment Act 1987** on approval of Amendment No. C465ggee to the Greater Geelong Planning Scheme.

WHEN DOES A PERMIT BEGIN?

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

WHEN DOES A PERMIT EXPIRE?

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

WHAT ABOUT REVIEWS?

- In accordance with section 96M of the **Planning and Environment Act 1987**, the applicant may not apply to the Victorian Administrative Tribunal for a review of any condition in this permit.

Date issued: Date permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment to which the permit applies comes into operation.	Signature for the responsible authority:

2.11. Proposed Road Discontinuance and Transfer of unmade road adjoining 137-167 Cox Road, Norlane

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. To advise Council of the outcomes of community engagement on the proposed road discontinuance and transfer of the unmade road adjoining 137-167 Cox Road, Norlane.

Background

2. The land at 137-167 Cox Road, Norlane includes two property titles, being certificates of title volume 8697 folio 911 and volume 8090 folio 935. The land is privately owned and there is a planning permit granted for the land to be developed as a residential development.
3. The land in certificate of title volume 8697 folio 911 appears to have been set aside for the purpose of a road reserve in a historical subdivision. While it is not a road on the plan of subdivision, the title plan dated 5th September 1969 records the description on the land as Bates Street. The road is not constructed, used as a public road or included in the Municipal Road Register.
4. The 'road' status must be removed from the land to enable the new subdivision to be registered with Land Use Victoria to release titles for the new lots. The road discontinuance will convert the land to unencumbered free hold land owned by the Greater Geelong City Council.
5. Council endorsed the commencement of the statutory process in accordance with section 223 of the *Local Government Act* 1989, section 114 of the *Local Government Act* 2020 and the Council's Community Engagement Policy at a Council meeting on 25 March 2025.

Key Matters

6. Community engagement was undertaken, and submissions were invited; one submission was received. The submitter did not object to the proposed road discontinuance or sale.
7. Council has the authority to discontinue the road and sell land. As the road was privately owned, the land will be transferred back to the current owner as a sale for a nominal amount and Council will be reimbursed for expenses incurred in this transaction.

RESOLUTION - Item 2.11

Cr A Aitken moved, Cr A Katos seconded -

That Council:

- 1. Note the outcome of the community engagement process in accordance with section 223 of the *Local Government Act* 1989 and the Community Engagement policy;**
- 2. Authorise the discontinuance of the road within the land at 137-167 Cox Road, Norlane being certificate of title volume 8697 folio 911 measuring approximately 2,514.60m²;**
- 3. Authorise the Chief Executive Officer to publish a notice in the Victoria Government Gazette detailing the road discontinuance; and**
- 4. Authorise the sale of the land to the current landowner for a nominal value.**

Carried

Financial Sustainability

8. The City will be reimbursed for all costs incurred for the road discontinuance and the sale of the land.
9. As the land is legally owned by the current landowner and has never been included on the City's Municipal Road Register, the land will be transferred back to the owner for a nominal amount.

Community Engagement

10. Public notice and community engagement were undertaken by publishing a notice in the City News publications, the Geelong Times, the Bellarine Times, the Armstrong Creek Times and the Geelong Independent on 11 April 2025 and the Geelong Australia website via Have Your Say from 28 March to 28 April 2025.
11. Submissions were invited and one submission was received. The Submission did not object to the proposal, but suggested names for streets that will be constructed in the new development. This will be forwarded to the property owner; however, street names have already been applied to the roads within the plan of subdivision.

Social Equity and Sustainability

12. There are no social equity and sustainability implications created by the recommendation to sell the land.

Relevant Law/Policy/Legal Implications

13. Council has the power to discontinue a road under Clause 3 of Schedule 10 of *Local Government Act*, 1989, by notice published in the Government Gazette.
14. The sale of the land will be completed in accordance with section 114, *Local Government Act*, 2020.

Alignment to Community Plan and Vision

15. This report aligns with Our Community Plan 2021-2025 strategic priority: Sustainable growth and environment.
16. This report aligns with the Community led 30-year Vision, "Greater Geelong: A Clever and Creative Future" community aspiration:
Sustainable development that supports population growth and protects the natural environment.

Conflict of Interest

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

Risk Assessment

18. The planning permit application process includes a comprehensive assessment of risks regarding the development of the land. This will include ensuring new road reserves are fully constructed to current standards and support appropriate

development, including services and traffic movements. Removing the road status from this part of the land will not impact this.

Environmental Sustainability

19. There are no environmental sustainability implications to the recommendations.

Attachments

1. Title Plan - 137-167 Cox Road, Norlane [**2.11.1** - 1 page]
2. SITE MAP - 137-167 Cox Road Norlane [**2.11.2** - 1 page]

TITLE PLAN	EDITION	
LOCATION OF LAND PARISH: MOORPANYAL TOWNSHIP: - SECTION: - CROWN ALLOTMENT: 24 (PART) LAST PLAN REFERENCE: LOT 1 ON TP594658L TITLE REFERENCE: VOL.8697 FOL.911 MGA2020 Co-ordinates (of approx. centre of land in plan) E 266 940 ZONE: 55 N 5 781 600 MGA2020 DEPTH LIMITATION : NIL	NOTATIONS This plan is based on survey. THIS PLAN HAS BEEN PREPARED BY LAND USE VICTORIA FOR TITLE DIAGRAM PURPOSES. Checked by: Date: Assistant Registrar of Titles	

COX ROAD

LOT 1
ON TP594658L
2530m²

LOT 1
ON TP594658L
2527m²

LOT 1
ON TP513184P
6.001 ha

137-167 COX ROAD
NORLANE

RESERVE
ON TP594658L
3m²

BARCELONA STREET

BATES STREET (UNMADE)

COULSON PLACE

ORIGINAL SHEET SIZE A3	CERTIFICATION BY SURVEYOR	SHEET 1 OF 1 SHEETS
SCALE 1:250 CAD REF: 13676 TP01V1.dwg SURVEYOR REFERENCE No: 13676 VERSION: 1	I, Tobias Jacques Swanson of Swanson Surveying certify that this plan has been prepared from a survey made under my direction and supervision in accordance with the Surveying Act 2004 and completed on the 21/06/2024, that this plan is accurate and correctly represents the adopted boundaries and that the survey accuracy accords with that required by Regulation 7(1) of Surveying (Cadastral Surveys) Regulations 2015. <i>Tobias Jacques Swanson L.S. 13/02/2025</i> Licensed Surveyor (Surveying Act 2004)	
SWANSON SURVEYING PTY. LTD. ABN 53 626 291 647 GEELONG - MELBOURNE - BALLARAT 1300 990 075 info@swansonsurveying.com.au www.swansonsurveying.com.au	LICENSED SURVEYOR TOBIAS JACQUES SWANSON / VERSION 1	

SITE MAP – UNMADE ROAD RESERVE AT 137-167 COX ROAD, NORLANE

Site map shows intended plan of subdivision



2.12. Proposed sale of land - Former Saleyards at 125 Weddell St, North Geelong

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. To seek Council approval to close the truck wash facility and commence community engagement on the proposed sale of land within the former Geelong Saleyards located at 125 - 135 Weddell Road, North Geelong.

Background

2. The former Geelong Saleyards is an approximately 4.3 hectare site owned by Council. Council resolved to close the Saleyards in August 2017.
3. The Geelong Saleyards Precinct Plan, which was adopted by Council in June 2020, rezoning the land to Comprehensive Development Zone 4 (CDZ4), for the following purpose:
 - 3.1. To provide for the integrated planning, development and subdivision of the land primarily for higher density housing.
4. To create a high amenity, walkable residential environment through the provision of high-quality public spaces, community facilities and a limited range of commercial uses.
 - 4.1. To ensure a diversity of housing types and built form is achieved throughout the precinct, including social and affordable housing.
 - 4.2. To encourage best practice environmentally sustainable design, stormwater management and water quality treatment.
 - 4.3. To manage the interface between future residential and adjoining non-residential uses.
5. A Notice of Motion at the Council meeting on 23 November 2021 endorsed, in principle, the development of a Regional Livestock & Rural Information Exchange Hub and included the requirement to *'Continue to operate (or temporarily relocate if contamination remediation works commence to facilitate the existing site sale), the existing North Geelong Truck Wash Facility, or replace it with an alternative complementary facility within the Geelong local government area or preferably at the Hub'*.
6. At the Council meeting on 28 June 2022 an amended motion was passed that *'the Council proceed with a Business Case for a Regional Livestock & Rural Information Exchange Hub and Truck Wash'*.

Key Matters

7. The City will subdivide the land to retain an area of approximately 1.5 to 1.76 hectares of land which is required for drainage. Work on drainage infrastructure within this land will be delivered as part of the shared infrastructure funding plan for the precinct.
8. The sale of the balance of the former saleyards land presents a commercial opportunity for redevelopment in accordance with the Geelong Saleyards Precinct Plan and to achieve the intent of rezoning the land.
9. Based on the historical use of the site, environmental assessment reports have been obtained which identify soil contamination. The land has an Environmental Audit Overlay (EAO) to ensure the land is remediated and suitable for the specified purpose.
10. The expected environmental audit scope of works proposed four phases:
 - 10.1. Preliminary Site Investigation (completed) and Data Gap Assessment Report.
 - 10.2. Detailed Site Investigation Report.
 - 10.3. Remediation and Redevelopment.
 - 10.4. Final Condition Report, including long term Environmental Management Plan.
11. The sales strategy for the land considered options to sell the land in its current form or undertaken one or more of the environmental audit phases prior to the sale.
12. Completion of each phase is expected to result in an uplift in the value of the land, however, will require investment and delay the sale of the land.
13. While the cost of each phase has been estimated, there will be a risk of increased costs and changes to the proposed extent of works as assessments are completed. The layout and staging of the redevelopment may require a change in the audit implementation scope.
14. The sale of the land in its current state will minimise the risk to the City and provide the purchaser and developers the optimum opportunity to manage the environmental audit implementation.
15. The truck wash facility will need to be closed to enable site contamination to be remediated and drainage infrastructure developed. The current truck wash facility runs at a loss of \$228,411 per annum and usage has declined by 73% over the past 12 months, it is proposed the facility is closed by giving 3 months public notice.

RESOLUTION - Item 2.12

Cr A Katos moved, Cr A Aitken seconded -

That Council:

- 1. Resolves to close the Truck Wash facility, following a three-month public notification period of the closure;**
- 2. Give public notice and undertake community engagement in compliance with section 114 of the *Local Government Act 2020*, of its intention to sell approximately 4.3-4.5 Ha of the land at 125-135 Weddell Street, North Geelong known as certificate of title volume 97254 folio 139, Lot 2 on PS206464; and,**
- 3. Note a further report will be presented to Council to consider the outcomes of the community engagement and the proposed sale of the land.**

Carried

Financial Sustainability

14. The truck wash still operates at the former Saleyards. The annual operational financial loss is \$228,411, with income of \$37,833 this financial year. There are currently 6 active users of the truck wash which the Council subsidises at approximately \$566 per use.
15. There are no financial implications of giving public notice and undertaking community engagement for the proposed sale of the land.
16. If the Council resolves to sell the property, it will be sold through a public process with a market valuation informing the price. There will be costs associated with subdividing the land to retain the area for drainage. The costs associated with marketing and the sale will be offset by the sales income. The sale of the property supports financial sustainability by disposing of a surplus property.

Community Engagement

17. Community engagement, as outlined in the City's Community Engagement Policy, is necessary to gather feedback on the proposed property sale and inform Council's further consideration.

Social Equity and Sustainability

18. The Geelong Saleyards Precinct Plan and the current zoning of the land require a diversity of housing types, including social and affordable housing.

Relevant Law/Policy/Legal Implications

19. The Council must comply with section 114 of the *Local Government Act 2020* before dealing with the land.

Alignment to Community Plan and Vision

20. This report aligns with Our Community Plan 2021-2025 strategic priority: High-performing council and organisation.
21. This report aligns with the Community led 30-year Vision, "Greater Geelong: A Clever and Creative Future" community aspiration:
Sustainable development that supports population growth and protects the natural environment.

Conflict of Interest

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

Risk Assessment

23. The environmental audit overlay will ensure that potential contamination is remediated and managed in compliance with the *Environment Protection Act 2017* (as amended by the *Environment Protection Amendment Act 2018*) and its subordinate legislation.
24. To prepare for land remediation, the owners/developers will prepare a Detailed Site Investigation Report, a Remediation Action Plan and a Construction Environmental Management Plan to guide the process.

Environmental Sustainability

25. The Geelong Saleyards Precinct Plan and new zoning encourage best practice environmentally sustainable design, stormwater management and water quality treatment.

Attachments

1. SITE PLAN - 125 WEDDELL ROAD, NORTH GEELONG [2.12.1 - 1 page]

SITE PLAN – 125 WEDDELL ROAD, NORTH GEEONG

 - Approximate area proposed to be sold

 - Approximate area to be retained for drainage



2.13. Procurement Policy

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. To seek endorsement of the new Procurement Policy (version 3) from Council, as set out in **Attachment 1**.

Background

2. Section 108 of the *Local Government Act 2020* (The **Act**) requires Council to have a Procurement Policy in place.
3. A Council Procurement Policy must:
 - 3.1. seek to promote open and fair competition and provide value for money;
 - 3.2. must include:
 - 3.2.1. the contract value above which the Council must invite a tender or seek an expression of interest;
 - 3.2.2. a description of the criteria to be used by the Council to evaluate whether a proposed contract provides value for money;
 - 3.2.3. a description of how the Council will seek collaboration with other Councils and public bodies in the procurement of goods or services;
 - 3.2.4. the conditions under which the Council may purchase goods or services without inviting a public tender or expression of interest;
 - 3.2.5. a description of the process to be undertaken in inviting a public tender or expression of interest;
 - 3.2.6. any other matters prescribed by the regulations.
4. Council must review its Procurement Policy at least once during each four-year term of the Council.

Key Matters

5. A thorough review of the existing Council Procurement Policy has been conducted following the 2024 election of the new Council.
6. The new policy was developed using insights from previous procurement activities, sector benchmarking, and internal workshops. The aim was to create a compliant, straightforward, and effective document for procuring goods, works, and services across all City service areas.
7. The following is a summary of the content of the new Policy:

Aspect	Description
Alignment with Best Practice	Clear alignment with the <i>Local Government Act 2020</i> , emphasizing sustainability, collaboration, and continuous improvement, ensuring the Policy addresses long-term goals, such as environmental and social sustainability.
Holistic Procurement Scope	Expanded to include contract lifecycle management and encourage end-to-end accountability and consistency, supported by MAV's procurement lifecycle approach.
Enhanced Compliance Monitoring	Introduces structured quarterly reporting and clearer responsibilities for breach monitoring to improve transparency and accountability.
Introduction of Procurement Principles	Aligns value for money, probity, transparency, and sustainability, establishing a strong ethical and performance-driven framework consistent with MAV guidelines.
Structured Procurement Lifecycle	Introduces a focus on end-to-end procurement management including planning, market approach, evaluation, and contract formalisation, providing clarity and ensuring consistency in procurement processes.
Social and Sustainable Procurement Focus	Introduces the Social and Environmental Procurement Policy as a supporting strategic instrument for ensuring fair, inclusive, social and environmental procurement outcomes. The City has engaged Give Where You Live to assist with the development of the Social and Environmental Procurement Policy. The Framework will contain measurable performance indicators for social and local economic impact, enhance

	local economic engagement, addressing key sector and MAV priorities for inclusivity. Internal cross-functional workshops have been held to develop the Framework content, with appropriate external engagement expected to be held shortly. Once complete, the Framework will be put to Council for endorsement (expected in the first quarter of the 2026 financial year).
Value for Money Statement	Emphasises whole-of-life costs and non-monetary benefits like environmental and community outcomes, promoting broader value metrics.
Flexible Value Thresholds	Procurement thresholds based on financial values adjusted for different procurement risks and complexities, allowing for easier implementation by City Officers when conducting procurement activities. This balances efficiency and compliance, meeting MAV's adaptable risk-based procurement strategies. The public tender threshold has been lowered from \$500,000.00 to \$300,000.00 to promote market opportunities and encourage competitive tension and identify cost efficiency opportunities.
Improved Exemption Processes	Clearer and defined exemption categories have been included and separated into two defined categories: 1. automatic exemption from the procurement methodology requirements for specific software licenses, legal service providers, suppliers mandated under legislation, novated contracts (generally on the sale of business from one supplier to another) statutory insurance schemes and certain community care service providers;

	2. categories where an exemption can be sought from an appropriate delegate for sole supplier arrangements, select sourcing, emergency situations, internal panel contracts, external purchasing contracts and sensitive matters. Procurement exemptions for engagements over \$2m will require Council resolution, aligned to the existing CEO Instrument of Delegation.
Collaborative and External Procurement	Stronger focus on collaboration with councils and public bodies, fostering economies of scale and innovation.
Procurement Manual	A comprehensive Procurement Manual is being created to guide City Officers through the procurement lifecycle stages. Procedural details have been excluded from the Policy to keep it focused on relevant policy statements. The Manual will operate as an end-to-end guide covering all aspects of the procurement lifecycle to support compliance with the new Policy.

8. The existing Procurement Policy (version 2, endorsed 27 February 2024) is proposed to be revoked effective 1 July 2025.
9. The new Procurement Policy (version 3) is proposed to be endorsed effective 1 July 2025. This allows for adequate lead time for the new Procurement Policy to be implemented across the organisation and for necessary process changes and upgrades to be completed.

RESOLUTION - Item 2.13

Cr A Katos moved, Cr R Story seconded -

That Council:

- 1. Revoke Procurement Policy (version 2) approved on 27 February 2024 effective 1 July, 2025;**
- 2. Endorse Procurement Policy (version 3) as set out in Attachment 1 effective 1 July 2025.**

Carried

Financial Sustainability

10. A robust and compliant Procurement Policy supports financial sustainability by promoting value-for-money decision-making, ensuring that public funds are spent efficiently, effectively, and transparently.
11. By setting clear principles and processes for planning, sourcing, and managing contracts, waste is reduced, risks are mitigated, and costly errors or non-compliance are prevented.
12. This also enables strategic supplier engagement and encourages competitive, ethical, and socially responsible procurement practices, which can lead to cost savings, innovation, and long-term value.

Community Engagement

13. Community engagement has not been conducted on the new Procurement Policy on the basis that the document is a statutory requirement, and its content has been designed to meet compliance requirements.
14. Key stakeholder engagement is expected to take place in relation to the Social & Sustainable Procurement Framework prior to being presented to Council for endorsement.

Social Equity and Sustainability

15. The Social and Environmental Procurement Policy, which is currently in development, will set out the Council's social and sustainability commitments in relation to procurement activities.
16. This will be aimed at ensuring fair, inclusive, social and environmental procurement outcomes for the community.

Relevant Law/Policy/Legal Implications

17. A Procurement Policy is required under the *Local Government Act 2020* (The **Act**). Section 108 of the Act sets out what must be included in a Council's Procurement Policy. The new Procurement Policy meets the compliance requirements under the Act.

Alignment to Community Plan and Vision

18. This report aligns with Our Community Plan 2021-2025 strategic priority:
High-performing council and organisation.
19. 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

20. No officers involved in the preparation of this report have declared a general or material conflict of interest.

Risk Assessment

21. A robust and compliance Procurement Policy is a tool by which fraud and corruption in procurement activities at the City can be reduced.

Environmental Sustainability

22. The Social and Environmental Procurement Policy, which is currently in development, will set out the Council's social and sustainability commitments in relation to procurement activities.
23. This will be aimed at ensuring fair, inclusive, social and environmental procurement outcomes for the community.

Attachments

1. Council Policy - Procurement Policy [2.13.1 - 16 pages]

THE CITY OF
GREATER GEELONG

PROCUREMENT POLICY

VERSION: [TBC]

TYPE OF POLICY: Council

APPROVAL DATE: [TBC]

REVIEW DATE: [TBC]

RESPONSIBLE OFFICER: CHIEF COMPLIANCE &
INTEGRITY OFFICER

AUTHORISING OFFICER: CHIEF EXECUTIVE
OFFICER

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Introduction

1. PURPOSE

- 1.1 Section 108 of the *Local Government Act 2020 (Act)* requires councils to adopt a Procurement Policy applicable to the purchase of goods and services. It must specify:
 - 1.1.1 thresholds for public tenders and expression of interest processes;
 - 1.1.2 a description of the criteria to be used to evaluate whether a contract provides value for money;
 - 1.1.3 a description of how a council will seek to collaborate with other councils and public bodies in relation to Procurement Activities;
 - 1.1.4 the conditions under which a council may purchase goods and services without a public tender or expression of interest process; and
 - 1.1.5 a description of the process to be undertaken in inviting public tenders or expressions of interest.
- 1.2 This Policy sets out the principles, processes and procedures which apply in relation to Procurement Activities at the City in response to the requirements of the Act.

2. SCOPE

- 2.1 This Policy applies to all City Officers and Councillors involved in Procurement Activities.
- 2.2 This Policy applies from when a need for a Procurement Activity is identified, and continues through to the awarding of a Contract, the management of the Contract and the performance by the Supplier of its obligations under the Contract, to the end of the Contract term.

3. COMPLIANCE REQUIREMENTS

- 3.1 Compliance with this Policy is important to ensure:
 - 3.1.1 legislative compliance with the Act;
 - 3.1.2 best value for money outcomes for the community;
 - 3.1.3 ethical conduct, accountability, transparency and the highest standards of integrity in the conduct of Procurement Activities; and
 - 3.1.4 management of risk and continuity of supply in goods and services to the City.
- 3.2 All City Officers and Councillors must comply with this Policy in relation Procurement Activities.
- 3.3 Breaches of this Policy may be dealt with as a disciplinary matter under the City's Employee Code of Conduct, Managing Conduct Policy or the Councillor Code of Conduct. Breaches of this Policy will be reported in a quarterly report to the Council Audit and Risk Committee.

Definitions

The following definitions apply to this Policy:

Term	Definition
Act	The <i>Local Government Act 2020</i> , as amended from time to time.
Active Registered Supplier	A Supplier who is an active Registered Supplier on the City's Registered Supplier Master File.
Choice Rights	The rights of a recipient of a Community Service which include self-determination and decision-making in relation to the provision of the Community Service to the recipient by the City.
City	The City of Greater Geelong organisation, led by the Chief Executive Officer.
City Officers	Includes employees, volunteers and contractors.
Commercial in Confidence Information	Information that, if released, may prejudice the business dealings of a party, including prices, discounts, rebates, profits, methodologies and process information.
Community Service	A service provided by the City to members of the community where the service is funded by a Government body or agency
Contract	A legally binding agreement between the City and a Supplier where the Supplier promises to provide goods, works or services to the City in exchange for payment. Purchase Order Terms and Conditions are a form of Contract.
Council	The City of Greater Geelong Council comprised of elected councillors and led by the Mayor.
Councillor	Has the same meaning given to that term under the Act.
Emergency	A sudden or unexpected event requiring immediate action including: - the occurrence of a natural disaster; - flooding or fire at a City property; - the unforeseen cessation of trading of a core service provider of the City; and - any other situation which may present risk to life or property.

Term	Definition
ELT	The Executive Leadership Team of the City, as constituted from time to time.
Exempting Delegate	the person or persons who can grant an exemption under clause 7.2.1 , as specified in clause 7.3 .
External Supplier	A Supplier who is not an Active Registered Supplier.
External Purchasing Contract	An: - externally approved and administered purchasing contract arrangement through a tendering agent such as Procurement Australasia or the Municipal Association of Victoria; or - a State Government purchasing arrangement such as the Victorian Government Purchasing Board's State Purchasing Contracts. External supplier registers are not External Purchasing Contracts for the purposes of this Policy.
Novated Contract	A legal agreement where one Supplier transfers its rights and obligations under a Contract to a third party, with the consent of the City. Novated Contracts typically occur where there is a sale of a Supplier's business to another party.
Panel Contract or Standing Offer	A type of Contract between the City and a Supplier, or the City and a group of Suppliers, under which the Supplier(s) agree to provide goods, services or works to the City when required for a specified period on pre-agreed rates, terms and conditions.
Procurement Activity	A process by which the City acquires goods, services or works and includes the establishment of a Panel Contract or Standing Offer. A Procurement Activity includes an expression of interest, request for quotation, request for proposal or a request for tender.
Procurement Manual	Any Procurement Manual developed and endorsed by ELT which sets out the processes, procedures and guidance notes which City Officers must follow in the conduct of Procurement Activities.
Procurement Methodology	The process or approach used to conduct a Procurement Activity from a Supplier, and includes requests for quotation, expressions of interest and requests for tenders.
Purchase Order Terms and Conditions	The terms and conditions issued with a City Purchase Order.
Registered Supplier Master File	The City's centralised repository which holds information about the City's Registered Suppliers, including methods of payments, bank account detail and insurance information.

Term	Definition
Social and Environmental Procurement Policy	Any Social and Environmental Procurement Policy endorsed by Council.
Supplier	A supplier of goods, services or works to the City under a Contract.
Value Threshold	The total or aggregated anticipated spend for a Procurement Activity, including anticipated variations and options for further terms in a proposed Contract.
Value for Money Statement	The value for money statement set out in clause 4 of this Policy.

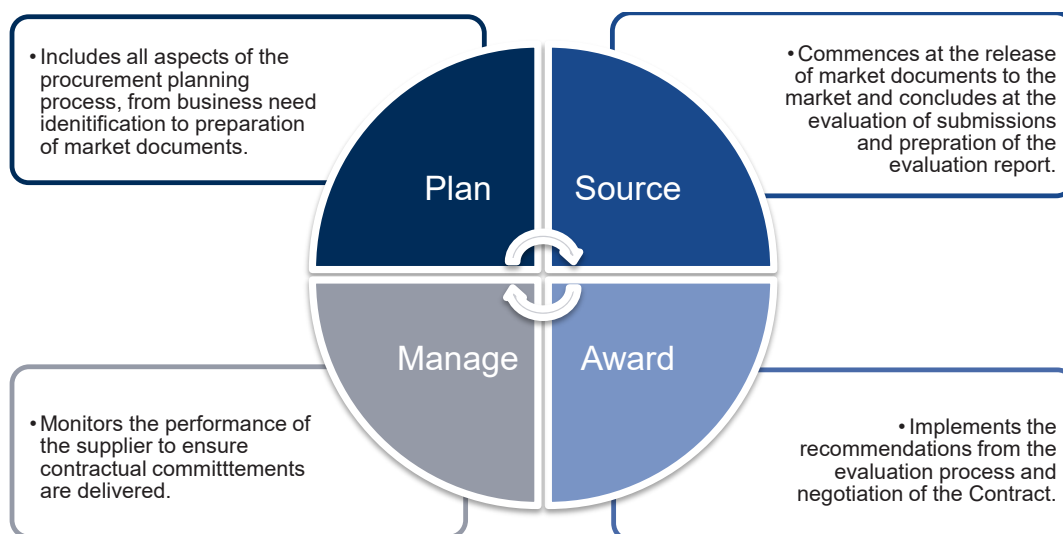
Policy

1. PROCUREMENT PRINCIPLES

- 1.1 The City will apply the following best practice principles when undertaking Procurement Activities:
- 1.1.1 achieving value for money;
 - 1.1.2 advancing the Council's social and sustainability commitments;
 - 1.1.3 promoting open and fair competition;
 - 1.1.4 achieving the highest standards of probity, transparency, accountability and risk management in all Procurement Activities; and
 - 1.1.5 compliance with relevant legislative requirements.

2. THE PROCUREMENT LIFECYCLE

- 2.1 Each Procurement Activity at the City follows four stages:



- 2.2 The Procurement Manual details each of the four stages of the procurement lifecycle and sets out the procedures to be followed by City Officers when undertaking Procurement Activities at the City.

3. SOCIAL AND ENVIRONMENTAL PROCUREMENT POLICY

- 3.1 The Social and Environmental Procurement Policy sets out the Council's social and sustainability commitments. It is aimed at ensuring fair, inclusive, social and environmental procurement outcomes for the community by:
- 3.1.1 increasing local economic benefits (including employment outcomes and local spend);
 - 3.1.2 identifying social procurement opportunities;

- 3.1.3 maximising environmental outcomes; and
 - 3.1.4 supporting indigenous businesses and enterprises.
- 3.2 The Council's commitments set out in its Social and Environmental Procurement Policy will be embedded into all Procurement Activities conducted by City Officers.

4. VALUE FOR MONEY STATEMENT

- 4.1 All Procurement Activities must be carried out to achieve value for money.
- 4.2 In assessing value for money in the City's Procurement Activities, City Officers must give due consideration to:
- 4.2.1 whole-of-life monetary costs, including the procurement price, operating and maintenance costs and the cost of environmentally responsible disposal or recycling, re-use or resale of goods;
 - 4.2.2 non-monetary impacts (both positive and negative) over the life of goods, works or services, including environmental impacts, social impacts (particularly on marginalised or vulnerable members of the community), fitness for purpose, quality, service and support and impacts on other Council priorities; and
 - 4.2.3 support for the strategic direction of the Council.
- 4.3 Lowest price is not the sole determinant of value for money.

5. PROCUREMENT METHODOLOGIES AND VALUE THRESHOLDS

- 5.1 The procurement of goods, services and works by City Officers can be achieved through different Procurement Methodologies.
- 5.2 The appropriate Procurement Methodology to be used for a Procurement Activity is dependent on several factors:
- 5.2.1 the type of Procurement Activity (goods, works or services);
 - 5.2.2 the Value Threshold of the Procurement Activity;
 - 5.2.3 the risks associated with the Procurement Activity; and
 - 5.2.4 the competitiveness of the market with respect to the goods, works or services to be procured.
- 5.3 The table below sets out the Procurement Methodologies to be used by City Officers for Procurement Activities:

Value Threshold	Procurement Methodology to be used
Up to \$2,000.00	Minimum one quotation (either verbal or written) is sought.
\$2,000.01 - \$10,000.00	Minimum one written quotation sought.
\$10,000.01 - \$50,000.00	Minimum two written quotations sought.
\$50,000.01 - \$150,000.00	Minimum three written quotations sought.

Value Threshold	Procurement Methodology to be used
\$150,000.01 - \$300,000.00	Minimum four written quotations sought.
Over \$300,000.01	Public tender process.

- 5.4 All Value Thresholds set out in this Policy are exclusive of GST.
- 5.5 When planning a Procurement Activity, City Officers must give careful consideration to calculating the Value Threshold for the Procurement Activity.
- 5.6 City Officers must not split or divide Procurement Activities or Contracts into smaller components to reduce the Value Threshold of a Procurement Activity.
- 5.7 When seeking quotations as part of a Procurement Activity, City Officers may use:
- 5.7.1 an Active Registered Supplier; or
 - 5.7.2 an External Supplier; or
 - 5.7.3 a combination of both Active Registered Suppliers and External Suppliers.

6. USE OF EXPRESSIONS OF INTEREST

- 6.1 An expression of interest may be sought where:
- 6.1.1 there is likely to be a significant number of responses received for Procurement Activity;
 - 6.1.2 the Procurement Activity is complex;
 - 6.1.3 there is uncertainty as to the willingness or interest of Suppliers to offer the required goods, works or services; or
 - 6.1.4 advice is required from the market regarding how to address the needs of the Procurement Activity.
- 6.2 An expression of interest can be used at any time to achieve the best outcome for a Procurement Activities, considering the procurement principles set out in **clause 1**.
- 6.3 All expressions of interest must be publicly advertised.
- 6.4 Once the evaluation of expression of interest submissions is complete (and carried out in accordance with any evaluation requirements set out in the Procurement Manual), City Officers may conduct a selective quotation or public tender process. Whether a selective or public tender process is required at the conclusion of the expression of interest process will be determined by the Value Threshold of the Procurement Activity.

7. EXEMPTIONS

7.1 General exemption provisions

- 7.1.1 The following goods, works and services are exempt from the Procurement Methodologies set out in **clause 5** of this Policy and may be sourced directly from a Supplier:
- 7.1.1.1 software licenses and related maintenance renewals at the end of a Contract term with a Supplier:

- (a) where the ongoing use of the software is required to support the City's operations; and
 - (b) which are integrated or in use in the City's systems and processes.
- 7.1.1.2 external legal services providers (including barristers);
- 7.1.1.3 engagement of independent or expert witnesses in the City's legal matters;
- 7.1.1.4 Suppliers which are mandated for use under legislation or by government;
- 7.1.1.5 Novated Contracts, where:
- (a) the initial Contract was entered into in compliance with this Policy; and
 - (b) due diligence in accordance with the Procurement Manual has been undertaken in respect of the new party to the Contract;
- 7.1.1.6 compulsory statutory insurance schemes or the procurement of insurance products for the City's insurable risk portfolio; and
- 7.1.1.7 where the City is providing a Community Service, the recipient of that Community Service has Choice Rights.

7.2 *Instances when an exemption can be sought*

- 7.2.1 City Officers can seek an exemption from the requirement to carry out an applicable Procurement Methodology set out in **clause 5** for the following:

Exemption Category	How the exemption category applies	Conditions for granting of the exemption
Sole supplier arrangements	Where a Supplier has a monopoly or sole ownership or rights over goods, works or services and their use is mandatory. Examples of sole supplier arrangements include: - utility providers such as Powercor which are mandated to work on their own assets; - maintenance that is proprietary to an asset and can only be performed by the proposed Supplier in the sole supplier arrangement.	Any conditions considered appropriate by the Exempting Delegate.
Select sourcing arrangement	Where there is one Supplier or a restricted group of Suppliers for the goods, works or services and it is demonstrated to be in the public interest.	Any conditions considered appropriate by the Exempting Delegate.
Emergency Situations	Where the Chief Executive Officer has determined in writing that a	Any conditions considered appropriate by the Exempting Delegate.

Exemption Category	How the exemption category applies	Conditions for granting of the exemption
	Contract must be entered into because of an Emergency;	
Internal Panel Contract or Standing Offer	Where a City Officer can clearly demonstrate it is in the public interest for a Supplier other than a Supplier on an Internal Panel Contract or Standing Offer to be used.	Any conditions considered appropriate by the Exempting Delegate.
External Purchasing Contracts	For Procurement Activities where the Value Threshold requires a public tender process, City Officers may seek an exemption from the requirement for a public tender process and in its place seek four written quotations through the pre-qualified suppliers on the External Purchasing Contract.	Any conditions considered appropriate by the Exempting Delegate.
Sensitive Matters	For Procurement Activities where the subject matter is sensitive, confidential or the use of a quotation or public tender process could expose the City to prejudice.	Any conditions considered appropriate by the Exempting Delegate.

7.3 The following delegates have authority to approve exemptions under **clause 7.2**:

Procurement Activity Value Threshold or Exemption Category	Exempting Delegate
Up to \$500,000.00	Executive Director, Corporate Services, on recommendation from the Chief Compliance & Integrity Officer.
\$500,000.00 - \$2 million or for Emergency situations	Chief Executive Officer, on recommendation from the Executive Director, Corporate Services.
Over \$2 million	Council resolution, on recommendation from the Chief Executive Officer.

7.4 In seeking an exemption under **clause 7.2** City Officers must follow the procedures set out in the Procurement Manual.

7.5 An Exemption Delegate can impose any conditions it considers appropriate in granting an exemption under **clause 7.2**. City Officers must comply with such conditions.

- 7.6 The City must table a list of exemptions granted under **clause 7.2** to the Audit and Risk Committee annually during each calendar year of this Policy. The list of exemptions must include the details of the categories of Procurement Activities for which an exemption under **clause 7.2** has been granted, and their corresponding values.

8. INTERNAL PANEL CONTRACT OR STANDING OFFER ARRANGEMENTS

- 8.1 If a Panel Contract or Standing Offer is in place for specified goods, works or services, City Officers must use the Panel Contract or Standing Offer for the procurement of the goods, works or services for which the Panel Contract or Standing Offer has been established, unless an exemption is granted under **clause 7.2**.
- 8.2 City Officers must follow the procedures in the Procurement Manual in relation to seeking quotations from members of a Panel Contract or Standing Offer.

9. EXTERNAL PURCHASING CONTRACTS

- 9.1 City Officers may use External Purchasing Contracts to conduct Procurement Activities where:
- 9.1.1 the Value Threshold for a Procurement Activity is under \$300,000.00; or
 - 9.1.2 the Value of a Procurement Activity is over \$300,000 and an exemption to the requirement for a public tender process has been granted under **clause 7.2**.
- 9.2 City Officers must:
- 9.2.1 use the Procurement Methodology relevant to the Value Threshold of the Procurement Activity (where the Value Threshold is under \$300,000.00); or
 - 9.2.2 where an exemption has been granted for the use of an External Purchasing Contract under **clause 7.2** of this Policy, City Officers must seek at least four written quotations from Suppliers engaged under the External Purchasing Contract.

10. EVALUATION OF SUBMISSIONS TO PROCUREMENT ACTIVITIES

- 10.1 Evaluation of submissions to a Procurement Activity must be conducted in accordance with the Procurement Manual.
- 10.2 Evaluation criteria for a public tender process must be determined before the release of the tender to market and must not change once a public tender has closed for submissions.
- 10.3 An evaluation panel must be established to evaluate submissions for a public tender process. The composition of the evaluation panel for a public tender process must be as set out in the Procurement Manual.
- 10.4 The Procurement Manual may set out requirements for evaluation for Procurement Activities other than public tenders. City Officers must comply with any requirements for the evaluation of Procurement Activities other than public tenders.

11. COLLABORATIVE PROCUREMENT

- 11.1 Where practicable, the City will collaborate with other councils and public bodies to take advantage of economies of scale, explore service design best practice and shared service opportunities.

- 11.2 City Officers must consider and identify opportunities for collaboration with other councils in the planning stages of Procurement Activities.

12. CONDUCT OF COUNCILLORS AND CITY OFFICERS

- 12.1 City Officers engaged in Procurement Activities must always conduct themselves in ways that are, and are seen to be, ethical and of the highest integrity.
- 12.2 Councillors and City Officers will:
 - 12.2.1 treat potential and existing suppliers with equality and fairness;
 - 12.2.2 not seek or receive personal gain;
 - 12.2.3 maintain confidentiality of Commercial in Confidence Information;
 - 12.2.4 deal with Suppliers in an honest and impartial manner;
 - 12.2.5 provide all submitters in a Procurement Activity with the same information and equal opportunity; and
 - 12.2.6 be able to account for all decisions and provide feedback on them.
- 12.3 City Officers must:
 - 12.3.1 disclose a general or material conflict of interest (as required under sections 127 and 128 of the Act) before providing advice on or participating in a Procurement Activity, including preparing any reports or recommendations in connection with a Procurement Activity;
 - 12.3.2 not exercise a power, duty or function in connection with a Procurement Activity where they have a conflict of interest; and
 - 12.3.3 comply with the City's Managing Conduct Policy, Employee Code of Conduct, and any other policy or procedure relevant to the conduct of Procurement Activity, including the Procurement Manual.
- 12.4 Councillors
 - 12.4.1 must disclose a general or material conflict of interest (as required under sections 127 and 128 of the Act) in the performance of their duties as a councillor; in connection with a Procurement Activity; and
 - 12.4.2 must not improperly direct or improperly influence a City Officer in the exercise of any power or the performance of any duty or function in connection with a Procurement Activity.
- 12.5 Where the award of a Contract from a public tender process requires a Council resolution, Councillors will consider the information and recommendations made by City Officers and the assessment of tender submissions against the stated evaluation criteria.

13. INTERNAL CONTROLS

- 13.1 All City Officers engaged in a Procurement Activity must follow the established governance framework for internal controls to ensure:
 - 13.1.1 more than one person is involved in and responsible for transactions in a Procurement Activity;
 - 13.1.2 transparency in Procurement Activity processes;

- 13.1.3 a clearly documented audit trail exists for all Procurement Activities;
 - 13.1.4 the required authorisations are obtained and documented; and
 - 13.1.5 systems are in place for appropriate monitoring and performance measurement.
- 13.2 The *Council to CEO* and *CEO to Staff Instruments of Delegation* set out the limits of financial delegations for the Chief Executive Officer and City Officers in relation to Procurement Activities, including variation of Contracts entered into from a Procurement Activity.

Implementation of this Policy

MONITORING AND REPORTING

The Responsible Officer is responsible for monitoring and reporting in relation to this Policy.

ADVICE AND ASSISTANCE

The Responsible Officer for this Policy manages the provision of advice to the organisation regarding this Policy. Advice on the application and implementation of this Policy can be sought from the Responsible Officer or the City's Procurement & Strategic Sourcing and Procurement Planning & Contract Management Teams.

RECORDS

The City must retain records associated with this Policy and its implementation in accordance with its Records Information Management Policy

REVIEW

The City should review and, if necessary, amend this Policy within two years of the approval date.

References

Legislation

Charter of Human Rights and Responsibilities Act 2006

Competition and Consumer Act 2010

Local Government Act 2020

Other Documents

Contract Risk Allocation Policy

Council to CEO and CEO to Staff Instruments of Delegation

Council Complaints Policy

Councillor Code of Conduct

Councillor Gifts, Benefits and Hospitality Policy

Employee Code of Conduct

MOU Policy

Managing Conduct Policy

Registered Supplier Policy

Social and Environmental Procurement Policy

Staff Gifts and Hospitality Management Policy

Purchasing Card Policy

Procurement Manual

2.14. Council Enterprise Risk Management Policy

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. To seek adoption of Council's Enterprise Risk Management Policy version 08 (Attachment 1).

Background

2. The Enterprise Risk Management Policy (version 07) is due for review. Version 07 was a management policy, and as such was approved by the Executive Leadership Team (ELT) at the time.
3. The updated Enterprise Risk Management Policy version 08 (The policy), is proposed to be a Council Policy and sets the commitments and principles under which the City, led by the CEO, manages enterprise risks.

Key Matters

4. The Policy describes seven statements through which Council sets the culture, systems and processes surrounding risk management, based on the applicable standard, AS/NZ ISO 31000:2018.
5. The Policy describes the roles and responsibilities across the organisation for risk management, including the Audit & Risk Committee, Council, Internal and External Audit.
6. The Policy received input from and has been reviewed and approved by ELT.
7. The Audit & Risk Committee reviewed The Policy and approved it for Council's endorsement.

RESOLUTION - Item 2.14

Cr C Burson moved, Cr R Story seconded -

That Council:

1. **Adopt Council Enterprise Risk Management Policy version 08 (Attachment 1).**

Carried

Financial Sustainability

8. There is no financial impact attached to the endorsement of the Policy.

Community Engagement

9. No Community engagement was deemed necessary to update the Policy. Engagement and pre-approved was sought from the Audit and Risk Committee as the delegated Committee in charge of overseeing Council's risk management practices.

Social Equity and Sustainability

10. There is no direct social equity or sustainability impact attached to the endorsement of the Policy.

Relevant Law/Policy/Legal Implications

11. The Policy is aligned to AS/NZ ISO 31000:2018 Risk Management Guidelines.

Alignment to Community Plan and Vision

12. This report aligns with Our Community Plan 2021-2025 strategic priority: High-performing council and organisation.

Conflict of Interest

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

Risk Assessment

14. The purpose of the Policy is to communicate Council's commitment to managing enterprise risks through effective processes, systems and responsibilities.

Environmental Sustainability

15. There is no direct environment sustainability impact attached to the endorsement of the Policy.

Attachments

1. Council Enterprise Risk Management Policy version 08 [2.14.1 - 9 pages]

THE CITY OF
GREATER GEELONG

COUNCIL ENTERPRISE RISK MANAGEMENT POLICY

VERSION: 08

TYPE OF POLICY: Council

APPROVAL DATE: 27 MAY 2025

REVIEW DATE: MAY 2029

RESPONSIBLE
OFFICER: MANAGER ENTERPRISE
RISK & INSURANCE

AUTHORISING
OFFICER: CHIEF EXECUTIVE
OFFICER

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Introduction

PURPOSE

The City of Greater Geelong (the City) is committed to support the delivery of the Council Plan through implementation of its Organisation Strategy. To achieve this, it recognises that effective risk management is a key enabler which must be embedded into decision-making, operations, and service delivery. It also recognises that risk management is a core competency required at all layers of the organisation.

The purpose of the Enterprise Risk Management Policy is to communicate Council's commitment to managing enterprise risks through effective processes, systems, and responsibilities.

It should be read in conjunction with the Risk Appetite and Enterprise Risk Management Framework. The framework sets out the City's approach and procedures in relation to the identification, assessment, treatment and monitoring of risks. Together, both documents enhance good governance and accountability, providing the foundations to effectively navigate uncertainties, while delivering value to our community.

SCOPE

This policy applies to the whole organisation including Councillors, Officers, and contractors.

Consideration of risks must occur in all aspects of operations, in planning, service delivery and project management, and is integral to both long term strategic planning and day to day activities.

Definitions

The following definitions apply to this Policy:

Term	Definition
ARC	The Audit & Risk Committee, delegated Committee established pursuant to section 63 of the Act.
Authorising Officer	The position that has authorised the development of the document and is responsible for endorsing the document for approval.
CEO	The Chief Executive Officer of the City of Greater Geelong.
City	The City of Greater Geelong organisation, led by the CEO.
Council	The City of Greater Geelong Council comprised of elected councillors and led by the Mayor.
ELT	The Executive Leadership Team of the City, as constituted from time to time.
SLT	The Senior Leadership Team of the City, as constituted from time to time.
JCG	The Joint Coordinator Group of the City, as constituted from time to time.
External Auditor	The Victorian Auditor General's Office, engaged to undertake the City's annual financial audit.
Internal Auditor	The suitably qualified contractor engaged by the city from time to time to undertake the internal audit program.
Responsible Officer	The officer delegated by the Authorising Officer with the responsibility for the development, deployment, monitoring and review of the document.
Risk	The effect of uncertainty on objectives, whether positive or negative. It is measured in terms of a combination of the likelihood of an event and its consequence.
Risk Appetite	The amount and type of risk that an organisation is willing to pursue or retain.
Risk Management	The culture, process and structures that are directed towards realising potential opportunities whilst managing adverse effects (AS/NZS ISO 31000:2018).

Term	Definition
Risk Management Framework	Set of references and tools to guide decisions about the management of risks.
Three Line of Defence Model	Model applicable to all organisation which sets that three-line work together to provide structure and effective risk management and internal governance. It is a principle-based approach and support the understanding of roles and responsibilities and the relationships among them.

Policy

This Policy is set in a context where Council recognises that:

- ❖ Effective risk management is fundamental to achieving strategic and operational objectives. It is as an inherent part of Council's corporate governance. Significant, unaddressed risks can have negative effects on its stakeholders and on its capacity to achieve its strategic and operational goals whilst maintaining financial health.
- ❖ While risk management explicitly deals with uncertainty and relies on the best available information, it cannot eliminate all risks. The application of risk management principles and practices aims to assist Council in supporting decision-making, prioritizing competing demands and resources, mitigating the impact of adversity and loss, and ensuring regulatory compliance.

POLICY STATEMENTS

- a. Council is committed to having an open and transparent risk management culture. Open communication about risks is encouraged and valued. The consequences of decisions are understood and are considered as part of the decision-making process.
- b. Council integrates risk management with existing planning and operational processes in line with Council's business planning and governance framework.
- c. Leaders guide their initiatives and decisions on the level of acceptable exposure described in the Risk Appetite Statement.
- d. Leaders understand and have oversight over all aspects of risk management within their areas of responsibility, including the control environment within which risks are managed.
- e. Council utilises risk management as a critical part of project and contract management.
- f. Council sets the organisation with governance, structured and proactive methods for identifying, managing and reporting enterprise risks, which drive decision-making in a context of limited financial resources. These methods provide the confidence to accept certain risks.
- g. For good governance and traceability, all enterprise risks, their controls, and treatments are to be recorded and updated in the City's risk register. They are reviewed periodically in line with the City's Enterprise Risk Management framework.
- h. Council applies best practice and aligns its approach to risk management with the Risk Management Standard AS/NZ ISO 31000:2018.

Implementation of this Policy

ROLES AND RESPONSIBILITIES

Council recognises that risk management is the responsibility of all employees. It sets further roles and responsibilities for the implementation of this Policy and embedding risk management more broadly across the organisation. Council relies on the three lines of defence model to provide structure around risk management and internal governance.

Role	Responsibility
Audit & Risk Committee	Provides governance oversight of risk management activities at Council in accordance with the Audit & Risk Committee Charter.
Council	- Adopts the Enterprise Risk Management Policy in accordance with appropriate standards. - Approves Council Risk Appetite, on recommendation from the CEO & ELT. - Considers risk management information raised in reports and makes informed decisions based on the associated risks and potential opportunities, driven by Council's Risk Appetite. - Receives and notes reports from the Audit and Risk Committee on the progress strategic risks.
Chief Executive Officer	- Leads the effective implementation of this Policy and associated Framework as well as ensuring their ongoing robustness. - Provides executive leadership in the management of strategic, operational and project risks and generally champion risk management within the City. - Makes decision to manage risks within delegated authority.
Executive Directors	- Embed risk management into decision-making. - Manage risks as per the risk framework and promote a risk aware culture within their Directorate.
City Leaders (SLT & JCG) <i>First line of Defence</i>	The first line owns and manages risks. As such, Leaders across the City: - Drive risk management accountability and culture in their areas of responsibility and ensure that all emerging risks are identified and effectively managed. - Ensure appropriate controls are in place and effective treatment plans are implemented within set timeframes. - Escalate material risks to their Executive Director and the Enterprise Risk team as they emerge.
Risk Management Team <i>Second Line of Defence</i>	The second line provides the framework for risk management and monitors compliance with it: - Facilitates implementation of the risk management policy, strategy, and practices including training and awareness of staff with respect to risk management principles and organisational approach. - Conducts risk assessments and facilitate workshops where needed. - Develops, maintains, and provides quality assurance over the enterprise risk registers and monitors control effectiveness and implementation of agreed treatment plans. - Provides strategic advice on risk management and guidance to the CEO, Executives and Council. - Monitors and reports Council's risk exposure to management and ARC.
Internal Auditor and External Auditor <i>Third Line of Defence</i>	The third line provides independent assurance. - Deliver independent and objective assurance and advice to management and to the Audit and Risk Committee on the adequacy and effectiveness of governance, risk management and the control environment. - Satisfy legislative and regulatory obligations that serve to protect the interests of stakeholders.

Role	Responsibility
City Officers	Abide by and embed all aspects of risk management into activities through understanding of this Policy, the Risk Appetite, and the Risk Management Framework.

MONITORING, EVALUATION AND REPORTING

The effectiveness of Council Enterprise Risk Management Policy and Framework is assessed through:

- Regular reporting to ELT through the Risk Committee on the status of Council Risk Profile, emerging risks and status of any action plans associated with improving risk management practices.
- Reporting to the Audit & Risk Committee on risk matters as per its Annual Work Plan.

ADVICE AND ASSISTANCE

The Responsible Officer for this policy manages the provision of advice to the organisation regarding this policy.

A person who is uncertain how to comply with this policy should seek advice from this person or from their Manager.

RECORDS

The City must retain records associated with this Policy and its implementation in accordance with its Records Information Management Policy.

REVIEW

The City should review and, if necessary, amend this policy within four (4) years of the approval date unless required sooner. The Chief Governance & Risk Officer may approve non-significant and or minor editorial amendments to this document that do not change the policy substance.

References

RELATED DOCUMENTS

- Enterprise Risk Management Framework
- Council Risk Appetite Statement
- Audit & Risk Committee Charter

GUIDELINES AND STANDARDS

1. AS/NZS ISO 3100:2018 Risk Management - Guidelines

2.15. Audit & Risk Committee Charter

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. For Council to adopt the Audit and Risk Committee Charter version 6 (Attachment 1).

Background

2. The Charter was last adopted by Council in February 2023.
3. The Charter is due for review as per the provision of its review section.

Key Matters

4. Section 4.5.7 has been modified to reflect current practices of the Committee meeting with the Internal Auditor once a year.
5. Section 5.1.2.1 has been modified so Councillor members are appointed every two years to align with the Mayor's appointment frequency.
6. Section 5.1.3 has been modified to allow for an extension of the last term of Independent members to enable recruiting new external members if needed.
7. Section 6.3.4 stating that "Before the Annual Report is approved each year, the Committee shall report in writing to the Council on its activities for the year" has been removed from the Charter as it is not a legislative requirement and the ARC activity report does not contain information necessary to fulfill certain mandatory requirements of the Annual Report.
8. Other changes are of a grammatical nature or title updates.
9. The Audit & Risk Committee noted the Charter version 6 at its March 2025 meeting and recommended its adoption by Council.
10. The version 6 of the Charter is Attachment 1.

RESOLUTION - Item 2.15

Cr T Sullivan moved, Cr R Nelson seconded -

That Council:

1. **Adopt the updated Audit and Risk Committee Charter version 6 (Attachment 1).**

Carried

Financial Sustainability

11. There is no financial impact attached to the Charter update.

Community Engagement

12. No Community engagement was required to update the Charter.

Social Equity and Sustainability

13. There is no social equity and sustainability implication attached to the adoption of the Charter update.

Relevant Law/Policy/Legal Implications

14. The Charter has been developed and updated in accordance with the Section 54(7) of the Local Government Act (Vic) 2020.

Alignment to Community Plan and Vision

15. This report aligns with Our Community Plan 2021-2025 strategic priority:
High-performing council and organisation.

Conflict of Interest

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

Risk Assessment

17. The purpose of the Charter is to guide the Committee to provide a structured, systematic oversight of Council's governance, assurance, risk management and internal control practices to assist Council to discharge its obligations in relation to these matters.

Environmental Sustainability

18. There is no environmental implication attached to the adoption of the Charter.

Attachments

1. Audit & Risk Committee Charter_version 6 [2.15.1 - 14 pages]
2. Audit & Risk Committee Charter_version 6_track change [2.15.2 - 14 pages]

THE CITY OF
GREATER GEELONG

AUDIT AND RISK COMMITTEE CHARTER

VERSION: 6

Approval Date: 27 May 2025

Approved by: Council

Review Date: May 2027

Responsible Officer: Manager Enterprise Risk & Insurance

Authorising Officer: Executive Director Corporate Services

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Introduction

BACKGROUND

The Audit and Risk Committee's Charter has been developed and adopted in accordance with the section 54(7) of the *Local Government Act (Vic) 2020* (the Act).

PURPOSE

The City of Greater Geelong (Council) has established an Audit & Risk Committee (Committee) pursuant to section 53(1) of the Act.

The purpose of the Committee is to provide a structured, systematic oversight of Council's governance, assurance, risk management and internal control practices to assist Council to discharge its obligations in relation to these matters. This oversight mechanism also serves to provide confidence in the integrity of these practices, the Council and the City.

COMMITTEE'S RESPONSIBILITIES

The Committee is responsible for¹:

- Monitoring compliance of Council policies and procedures with:
 - The overarching governance principles set out in section 9 of the Act; and
 - The Act and the regulations and any Ministerial directions;
- Monitoring Council financial and performance reporting;
- Monitoring and providing advice on risk management and fraud prevention systems and controls; and
- Overseeing the internal and external audit functions.

¹ Section 54(2) LGA 2020
Record Number

Definitions

This section defines the key terms used in this Charter.

CITY

The City of Greater Geelong organisation, led by the Chief Executive Officer.

COMMITTEE

The Audit and Risk Committee established pursuant to section 53(1) of the Act.

COUNCIL

The City of Greater Geelong Council comprised of elected councillors and led by the Mayor.

DELEGATED COMMITTEE

Means a Committee established by Council pursuant to section 63 of the Act.

LGA

The *Local Government Act (Vic) 2020*.

The Charter

1. AUTHORITY

The Committee is directly responsible to Council for its performance in discharging its responsibilities as set out in this Charter.

- 1.1. The Committee has no delegated authority from Council².
- 1.2. The Committee has no executive authority to implement actions in areas over which management has responsibility and has no delegated financial responsibilities.
- 1.3. The Committee has no management functions and is independent of management.

2. SUPPORT

The Committee will have access to appropriate management support to enable it to discharge its responsibilities effectively, including³:

- 2.1. Appropriate support for development of meeting agendas and papers, minute taking during meetings and follow up actions arising from meetings;
- 2.2. The provision of any information that it deems necessary including records, data and reports;
- 2.3. Attendance of management and other relevant City officers at meetings as appropriate; and
- 2.4. Access to independent experts where it considers it necessary to execute its duties, subject to prior agreement with the Chief Executive Officer.

3. OBJECTIVE

The Committee's objective is to oversee the matters detailed in section 4 of this charter as well as:

- 3.1. The integrity of external reporting, including both periodic management financial reports and external financial reports;
- 3.2. The scopes of work, objectivity, performance and independence of the external and internal auditors;
- 3.3. The maintenance of effective systems and controls to safeguard Council's financial and physical resources;
- 3.4. The maintenance of policies, systems and procedures designed to ensure that Council complies with relevant statutory and regulatory requirements and best practice guidelines; and
- 3.5. The maintenance of frameworks, strategies and systems that enable effective recognition of material risks arising from Council's strategies and operations and actions taken to manage those risks.

In carrying out its work, the Committee must promote the City's values and appropriate ethical and governance standards and practices.

² Section 53(2) LGA 2020

³ Section 54(6) LGA 2020
Record Number

4. OVERSIGHT

The Committee will provide oversight of a number of governance and operational functions as detailed below:

4.1. Financial Reporting

The Committee is responsible for:

- 4.1.1. Reviewing significant accounting and external reporting issues, including complex or unusual transactions and highly judgmental areas, changes to accounting policies, recent accounting, professional and regulatory pronouncements and legislative changes, and understand their effect on the annual financial report;
- 4.1.2. Reviewing the annual financial report and performance statement and consider whether they are complete, consistent with information known to Committee members and reflects appropriate accounting treatments;
- 4.1.3. Reviewing with management and the external auditors the results of the audit, including any difficulties encountered by the auditors;
- 4.1.4. Recommending the adoption of the annual financial report and performance statement to Council; and
- 4.1.5. Reviewing the appropriateness of the framework and content of periodic management financial reporting to Council.

4.2. Risk Management

The Committee is responsible for:

- 4.2.1. Monitoring and providing advice on risk management practices and risk profile;
- 4.2.2. Monitoring and providing advice on fraud prevention systems and controls;
- 4.2.3. Reviewing the insurance program annually; and
- 4.2.4. Monitoring management process and systems in relation to cyber security, including strategy, assets protection, testing and recovery.

4.3. Systems and Controls to safeguard the City's resources

The Committee is responsible for:

- 4.3.1. Reviewing the adequacy and effectiveness of systems and controls for providing a sound internal control framework;
- 4.3.2. Reviewing policies and procedures in place for the setting and management of delegations of authority annually;
- 4.3.3. Keeping informed of any actual or suspected instances of fraud or corruption within the City;
- 4.3.4. Reviewing the Chief Executive Officer's expense reports; and
- 4.3.5. Reviewing the expense reports for Councillors and all members of delegated Committees in accordance with the Act⁴

4.4. External Audit

The Committee is responsible for:

- 4.4.1. Annually reviewing the audit scope and approach proposed by the external auditor, including the extent of reliance on internal audit activities;

⁴ Section 40(2) LGA 2020
Record Number

- 4.4.2. Discussing with the external auditor any audit issues encountered in the normal course of audit work, including any restriction on scope or access to information;
- 4.4.3. Monitoring progress of implementation and appropriateness of significant findings and recommendations made by the external auditor, and that management's responses to them are appropriate and acted upon in a timely manner;
- 4.4.4. Considering the findings and results of any relevant performance audits undertaken by the external auditor and monitoring implementation of recommendations by Council; and
- 4.4.5. Meeting with the external auditor at least annually in the absence of management.

4.5. Internal Audit

The Committee is responsible for:

- 4.5.1. Reviewing with management the Internal Audit Charter, activities, resourcing and organisational structure supporting the internal audit function;
- 4.5.2. Reviewing the provision of internal audit services and the performance of the Internal Auditor annually;
- 4.5.3. Reviewing and recommending to Council approval of the three-year rolling strategic internal audit plan, the annual internal audit plan and any major changes to them, ensuring the proposed strategic internal audit plan appropriately considers Council's strategic risks;
- 4.5.4. Reviewing and approving proposed scopes for each review in the annual internal audit plan;
- 4.5.5. Reviewing and endorsing all reports and providing advice to Council on significant issues identified in audit reports and action being taken on issues raised, including identification and dissemination of good practice;
- 4.5.6. Monitoring action by management on significant internal audit findings and recommendations;
- 4.5.7. Meeting with the Internal Auditor at least once per year in the absence of management and confirm it has no unjustified limitation on its work;
- 4.5.8. Monitoring processes and practices to ensure that the independence of the internal audit function is maintained; and
- 4.5.9. Be consulted during any procurement process for internal audit services.

4.6. Compliance Management

The Committee is responsible for:

- 4.6.1. Reviewing the systems and processes implemented by management for monitoring compliance with legislation and regulations and the results of management's follow up of any instances of non-compliance; and
- 4.6.2. Keeping informed of the findings of any examinations by regulatory or integrity agencies (whether related to investigations at Council or other agencies) and monitoring management's response to the findings.

4.7. Other Matters Referred by Council

The Committee will undertake any other activities as requested by Council from time to time.

4.8. Work Plan

A work plan will be established to ensure that the responsibilities of the Committee are carried out, including oversight of the functions in this section⁵.

The work plan will be reviewed and approved at least annually by the Committee.

⁵ Section 54(3) LGA 2020
Record Number

5. COMMITTEE MEMBERSHIP

5.1. Committee Members and Tenure

- 5.1.1. The Committee will be comprised of five voting members, being:
 - 5.1.1.1. Three independent members and
 - 5.1.1.2. Two Councillor members⁶ being the:
 - Mayor or Deputy Mayor as delegate; and
 - One Councillor or nominated Councillor as delegate.
- 5.1.2. Committee members will be appointed by Council and:
 - 5.1.2.1. Councillor Committee members will be appointed every 2 years by Council; and
 - 5.1.2.2. Independent members will be appointed for a period of up to three years.
- 5.1.3. Independent members may serve a maximum of three consecutive terms of three years and the last term may be extended to enable recruiting external members. Independent members seeking reappointment for a subsequent term must express their interest in doing so to the Chief Executive Officer no later than four months before the end of their current term.

5.2. Chairperson

- 5.2.1. The Chairperson will be an independent member⁷ and will be elected by the Committee annually.

5.3. Skills, Experience and Knowledge of Committee Members

- 5.3.1. Committee members should collectively possess sufficient knowledge of audit, risk, IT, governance, finance and performance reporting, control environments and assurance processes as well as specific industry knowledge.
- 5.3.2. Independent members must collectively have experience in
 - public sector management⁸ ;and
 - financial management and risk.

5.4. Recruitment of Independent Members

- 5.4.1. Independent members will be appointed by Council following a public expression of interest process run by the City. The interview panel for the recruitment of independent members shall include one current Committee member.

5.5. Remuneration of Independent Members

- 5.5.1. Remuneration will be paid to independent members⁹. Fees will be based on a fee per meeting, set by the Chief Executive Officer, which will be indexed by 2% each 1 July.

5.6. City Officers ineligible for Membership

- 5.6.1. City Officers are not eligible to be members of the Committee¹⁰.

⁶ Section 54(3) LGA 2020

⁷ Section 53(4) LGA 2020

⁸ Section 53(3)(i) LGA 2020

⁹ Section 53(6) LGA 2020

¹⁰ Section 53(3)© LGA 2020
Record Number

5.7. Termination of Membership

- 5.7.1. A Committee member who does not comply with their obligations under the Act may have their membership terminated.

6. MEETINGS

6.1. Meeting Frequency

- 6.1.1. The Committee should meet as required but will hold at least four scheduled meetings per annum plus a meeting to consider the annual financial accounts.
- 6.1.2. A schedule of meetings will be determined on an annual basis.
- 6.1.3. With the approval of the Committee Chairperson, the Committee may meet at other times at the request of any Committee member, the Mayor, Council or the external or internal auditors.
- 6.1.4. The Committee may hold a meeting by correspondence to consider matters between scheduled meetings. The meeting will be conducted by circulating resolution. The report outlining the matter and a request to vote on the item will be sent by email.
- 6.1.5. Any Councillor may attend as an observer.
- 6.1.6. The Committee may invite any person to attend meetings.
- 6.1.7. The Chief Executive Officer and the Executive Director Corporate Services are required to attend meetings.
- 6.1.8. City officers who have prepared reports for the Committee, and their Executive Director, will be required to attend the meeting to present their report at the allocated time.
- 6.1.9. Attendance at a meeting may be in person, via teleconference or video conference.
- 6.1.10. All Committee members are expected to prepare adequately to participate in meetings.

6.2. Meeting Administration

- 6.2.1. The meeting agenda will be set by the City in consultation with the Committee Chairperson.
- 6.2.2. Meeting agendas and papers should be available to Committee members at least one week prior to meetings.
- 6.2.3. The Chief Executive Officer will be responsible for preparation and maintenance of agendas, minutes and reports of the Committee¹¹.
- 6.2.4. A quorum of the Committee will be three members, two of whom will be independent members and one of whom will be a Councillor member.
- 6.2.5. If the Chairperson is unable to attend a meeting, the Committee shall appoint an Acting Chairperson for the meeting at which the Chairperson is absent. The Acting Chairperson will be an independent Committee member.

6.3. Minutes and Reporting

- 6.3.1. Minutes of each meeting will be provided to the Chairperson within seven days of each meeting and following the Chairperson's approval:
 - 6.3.1.1. Shall be circulated to all Committee members; and
 - 6.3.1.2. Be reported to the Council and the next Council meeting under a confidential report.

¹¹ Section 54(6)(a) LGA 2020
Record Number

- 6.3.2. The Committee must prepare a biannual audit and risk report that describes the activities of the Committee and includes its findings and recommendations¹². A copy of the biannual report is to be provided to the Chief Executive Officer, who must table it at the next council meeting¹³.
- 6.3.3. The Chief Executive Officer must table a copy of the Committee's annual performance assessment at the next Council meeting¹⁴.
- 6.3.4. The Chairperson will meet with Council regularly, and not less than two times per year to brief Councillors on the Committee's activities.

7. INDUCTION AND TRAINING

- 7.1. Council will provide newly appointed members with appropriate induction information to assist them in gaining an understanding of the business.
- 7.2. The Chief Executive Officer will provide opportunities for ongoing development of independent members which may include the opportunity to attend relevant Council briefing sessions, site visits, industry conferences, regulatory briefings and other organisational briefings or updates.

8. PERFORMANCE EVALUATION

- 8.1. The Committee shall undertake an annual assessment of its performance against the Charter and report the results to the Chief Executive Officer¹⁵.

9. CONDUCT

Members of the Committee are required to comply with sections 123 (misuse of position), 125 (confidential information) and Division 2 of Part 6 (conflict of interest) of the Act¹⁶, which includes, among other things, the following requirements:

9.1. Conflict of Interest

Members of the Committee must be fully aware of their responsibilities with regard to the management of interests in relation to the discharge of their duties as a member of the Committee. Management of interests includes the proper management of any conflict of interest as and when they may arise.

Committee members must disclose any conflict of interest to the Chairperson. Where the conflict is related to the Chairperson, it must be disclosed to the Mayor.

Once a conflict of interest is identified the member of the Committee must:

- 9.1.1. Disclose the conflict of interest immediately before the matter is considered in meeting including
 - 9.1.1.1. The type of interest, either general or material; and
 - 9.1.1.2. The nature of the interest.
- 9.1.2. Notify the Chairperson that they are leaving the meeting;
- 9.1.3. Leave the room and vicinity while the matter is being considered and await the Chairperson's direction to return; and
- 9.1.4. Notify the Chairperson prior to the meeting if they are not going to be present at the meeting.

¹² Section 54(5)(a) LGA 2020

¹³ Section 54(5)(b) LGA 2020

¹⁴ Section 54(4)(b) LGA 2020

¹⁵ Section 54(4)(a) LGA 2020

¹⁶ Section 53(5) LGA 2020

If details are private in nature, then the nature of the interest can be declared to the Chairperson in writing prior to the meeting and the disclosure will simply be the type of interest.

Disclosure of conflicts of interest must be recorded in the minutes.

9.2. Misuse of Position

Committee members must not intentionally misuse their position to gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person, or cause, or attempt to cause, determinant to Council or another person.

9.3. Confidential Information

Committee members must not intentionally or recklessly disclose information that they know, or should reasonably know, is confidential information.

Independent members will be required to sign a Confidentiality Agreement upon commencement of their term.

Failure to comply with the provisions of the Act regarding conflict of interest may result in prosecution for breach of the Act and the member's appointment being terminated by Council.

Implementation of this Charter

MONITORING AND REPORTING

- The Manager Enterprise Risk & Insurance is responsible for monitoring and reporting against this Charter.

ADVICE AND ASSISTANCE

- The Manager Enterprise Risk & Insurance manages the provision of advice to the organisation regarding this Charter.
- A person who is uncertain how to comply with this Charter should seek advice from this person.

RECORDS

The City must retain records associated with this Charter and its implementation for at least the period shown below.

Record	Retention / Disposal Authority	Retention Period	Location
Agendas	Executive Director Corporate Services	Permanent	ReX
Minutes	Executive Director Corporate Services	Permanent	ReX
Correspondence	Executive Director Corporate Services	7 years	ReX
Letters of Appointment	Executive Director Corporate Services	Permanent	ReX

REVIEW

The Committee shall review and assess the adequacy of the Charter every two years or earlier if necessary and submit requests for revisions and improvements to Council for approval.

References

- *Local Government Act (Vic) 2020*
- Internal Audit Charter

THE CITY OF
GREATER GEELONG

AUDIT AND RISK COMMITTEE CHARTER

VERSION: 56

Approval Date: 28-February-2023 xx March 2025

Approved by: Council

Review Date: February 20257

Responsible Officer: Manager Integrity
andEnterprise Risk & Insurance

Authorising Officer: Executive Director Strategy
Corporate ServicesPeople and Performance



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Introduction

BACKGROUND

The Audit and Risk Committee's Charter has been developed and adopted in accordance with the section 54(7) of the *Local Government Act (Vic) 2020* (the Act). ~~It is subsequently updated to adapt the Audit and Risk Committee quorum provision.~~

PURPOSE

The City of Greater Geelong (Council) has established an Audit & Risk Committee (Committee) pursuant to section 53(1) of the Act.

The purpose of the Committee is to provide a structured, systematic oversight of Council's governance, assurance, risk management and internal control practices to assist Council to discharge its obligations in relation to these matters. This oversight mechanism also serves to provide confidence in the integrity of these practices, the Council and the City.

COMMITTEE'S RESPONSIBILITIES

The Committee is responsible for¹:

- Monitoring compliance of Council policies and procedures with:
 - The overarching governance principles set out in section 9 of the Act; and
 - The Act and the regulations and any Ministerial directions;
- Monitoring Council financial and performance reporting;
- Monitoring and providing advice on risk management and fraud prevention systems and controls; and
- Overseeing the internal and external audit functions.

¹ Section 54(2) LGA 2020
Record Number

Definitions

This section defines the key terms used in this Charter.

CITY

The City of Greater Geelong organisation, led by the Chief Executive Officer.

COMMITTEE

The Audit and Risk Committee established pursuant to section 53(1) of the Act.

COUNCIL

The City of Greater Geelong Council comprised of elected councillors and led by the Mayor.

DELEGATED COMMITTEE

Means a Committee established by Council pursuant to section 63 of the Act.

LGA

The *Local Government Act (Vic) 2020*.

The Charter

1. AUTHORITY

The Committee is directly responsible to Council for its performance in discharging its responsibilities as set out in this Charter.

- 1.1. The Committee has no delegated authority from Council².
- 1.2. The Committee has no executive authority to implement actions in areas over which management has responsibility and has no delegated financial responsibilities.
- 1.3. The Committee has no management functions and is independent of management.

2. SUPPORT

The Committee will have access to appropriate management support to enable it to discharge its responsibilities effectively, including³:

- 2.1. Appropriate support for development of meeting agendas and papers, minute taking during meetings and follow up actions arising from meetings;
- 2.2. The provision of any information that it deems necessary including records, data and reports;
- 2.3. Attendance of management and other relevant City officers at meetings as appropriate; and
- 2.4. Access to independent experts where it considers it necessary to execute its duties, subject to prior agreement with the Chief Executive Officer.

3. OBJECTIVE

The Committee's objective is to oversee the matters detailed in section 4 of this charter as well as:

- 3.1. The integrity of external reporting, including both periodic management financial reports and external financial reports;
- 3.2. The scopes of work, objectivity, performance and independence of the external and internal auditors;
- 3.3. The maintenance of effective systems and controls to safeguard Council's financial and physical resources;
- 3.4. The maintenance of policies, systems and procedures designed to ensure that Council complies with relevant statutory and regulatory requirements and best practice guidelines; and
- 3.5. The maintenance of frameworks, strategies and systems that enable effective recognition of material risks arising from Council's strategies and operations and actions taken to manage those risks.

In carrying out its work, the Committee must promote the City's values and appropriate ethical and governance standards and practices.

² Section 53(2) LGA 2020

³ Section 54(6) LGA 2020
Record Number

4. OVERSIGHT

The Committee will provide oversight of a number of governance and operational functions as detailed below:

4.1. Financial Reporting

The Committee **willis responsible for:**

- 4.1.1. Reviewing significant accounting and external reporting issues, including complex or unusual transactions and highly judgmental areas, changes to accounting policies, recent accounting, professional and regulatory pronouncements and legislative changes, and understand their effect on the annual financial report;
- 4.1.2. Reviewing the annual financial report and performance statement and consider whether they are complete, consistent with information known to Committee members and reflects appropriate accounting treatments;
- 4.1.3. Reviewing with management and the external auditors the results of the audit, including any difficulties encountered by the auditors;
- 4.1.4. Recommending the adoption of the annual financial report and performance statement to Council; and
- 4.1.5. Reviewing the appropriateness of the framework and content of periodic management financial reporting to Council.

4.2. Risk Management

The Committee **willis responsible for:**

- 4.2.1. Monitoring and providing advice on risk management practices and risk profile;
- 4.2.2. Monitoring and providing advice on fraud prevention systems and controls;
- 4.2.3. Reviewing the insurance program annually; and
- 4.2.4. Monitoring management process and systems in relation to cyber security, including strategy, assets protection, testing and recovery.

4.3. Systems and Controls to safeguard the City's resources

The Committee **willis responsible for:**

- 4.3.1. Reviewing the adequacy and effectiveness of systems and controls for providing a sound internal control framework;
- 4.3.2. Reviewing policies and procedures in place for the setting and management of delegations of authority annually;
- 4.3.3. Keeping informed of any actual or suspected instances of fraud or corruption within the City;
- 4.3.4. Reviewing the Chief Executive Officer's expense reports; and
- 4.3.5. Reviewing the expense reports for Councillors and all members of delegated Committees in accordance with the Act⁴

4.4. External Audit

The Committee **willis responsible for:**

- 4.4.1. Annually reviewing the audit scope and approach proposed by the external auditor, including the extent of reliance on internal audit activities;

⁴ Section 40(2) LGA 2020
Record Number

- 4.4.2. Discussing with the external auditor any audit issues encountered in the normal course of audit work, including any restriction on scope or access to information;
- 4.4.3. Monitoring progress of implementation and appropriateness of significant findings and recommendations made by the external auditor, and that management's responses to them, are appropriate and acted upon in a timely manner;
- 4.4.4. Considering the findings and results of any relevant performance audits undertaken by the external auditor and monitoring implementation of recommendations by Council; and
- 4.4.5. Meeting with the external auditor at least annually in the absence of management.

4.5. Internal Audit

The Committee is responsible for:

- 4.5.1. Reviewing with management the Internal Audit Charter, activities, resourcing and organisational structure supporting the internal audit function;
- 4.5.2. Reviewing the provision of internal audit services and the performance of the Internal Auditor annually;
- 4.5.3. Reviewing and recommending to the Council for approval of the three-year rolling strategic internal audit plan, the annual internal audit plan and any major changes to them, ensuring the proposed strategic internal audit plan appropriately considers the City's Council's strategic risks;
- 4.5.4. Reviewing and approving proposed scopes for each review in the annual internal audit plan;
- 4.5.5. Reviewing and endorsing all reports and providing advice to Council on significant issues identified in audit reports and action being taken on issues raised, including identification and dissemination of good practice;
- 4.5.6. Monitoring action by management on significant internal audit findings and recommendations;
- 4.5.7. Meeting with the Internal Auditor at least twice once per year in the absence of management and confirm it has no unjustified limitation on its work;
- 4.5.8. Monitoring processes and practices to ensure that the independence of the internal audit function is maintained; and
- 4.5.9. Be consulted during any procurement process for internal audit services.

Commented [ED1]: Modified to reflect current practice

4.6. Compliance Management

The Committee will be responsible for:

- 4.6.1. Reviewing the systems and processes implemented by management for monitoring compliance with legislation and regulations and the results of management's follow up of any instances of non-compliance; and
- 4.6.2. Keeping informed of the findings of any examinations by regulatory or integrity agencies (whether related to investigations at Council or other agencies) and monitoring management's response to the findings.

4.7. Other Matters Referred by Council

The Committee will undertake any other activities as requested by Council from time to time.

4.8. Work Plan

A work plan will be established to ensure that the responsibilities of the Committee are carried out, including oversight of the functions in this section⁵.

The work plan will be reviewed and approved at least annually by the Committee.

⁵ Section 54(3) LGA 2020
Record Number

5. COMMITTEE MEMBERSHIP

5.1. Committee Members and Tenure

5.1.1. The Committee will be comprised of five voting members, being:

- 5.1.1.1. Three independent members and
- 5.1.1.2. Two Councillor members⁶ being the:
 - Mayor or Deputy Mayor as delegate; and
 - One Councillor or nominated Councillor as delegate.

5.1.2. Committee members will be appointed by Council and:

5.1.2.1. Councillor Committee members will be appointed ~~annually~~ every 2 years by Council; and

5.1.2.2. Independent members will be appointed for a period of up to three years.

5.1.3. Independent members may serve a maximum of three consecutive terms of three years and the last term may be extended to enable recruiting external members. Independent members seeking reappointment for a subsequent term must express their interest in doing so to the Chief Executive Officer no later than four months before the end of their current term.

Commented [ED2]: Modified to align with the Mayor appointment frequency

5.2. Chairperson

5.2.1. The Chairperson will be an independent member⁷ and will be elected by the Committee annually.

5.3. Skills, Experience and Knowledge of Committee Members

5.3.1. Committee members should collectively possess sufficient knowledge of audit, risk, IT, governance, finance and performance reporting, control environments and assurance processes as well as specific industry knowledge.

5.3.2. Independent members must collectively have experience in

- public sector management⁸; and
- financial management and risk.

5.4. Recruitment of Independent Members

5.4.1. Independent members will be appointed by Council following by a public expression of interest process run by the City. The interview panel for the recruitment of independent members shall include one current Committee member.

5.5. Remuneration of Independent Members

5.5.1. Remuneration will be paid to independent members⁹. Fees will be based on a fee per meeting, set by the Chief Executive Officer, which will be indexed by 2% each 1 July.

5.6. City Officers ineligible for Membership

5.6.1. City Officers are not eligible to be members of the Committee¹⁰.

⁶ Section 54(3) LGA 2020

⁷ Section 53(4) LGA 2020

⁸ Section 53(3)(i) LGA 2020

⁹ Section 53(6) LGA 2020

¹⁰ Section 53(3) LGA 2020
Record Number

5.7. Termination of Membership

- 5.7.1. A Committee member who does not comply with their obligations under the Act may have their membership terminated.

6. MEETINGS

6.1. Meeting Frequency

- 6.1.1. The Committee should meet as required but will hold at least four scheduled meetings per annum plus a meeting to consider the annual financial accounts.
- 6.1.2. A schedule of meetings will be determined on an annual basis.
- 6.1.3. With the approval of the Committee Chairperson, the Committee may meet at other times at the request of any Committee member, the Mayor, Council or the external or internal auditors.
- 6.1.4. The Committee may hold a meeting by correspondence to consider matters between scheduled meetings. The meeting will be conducted by circulating resolution. The report outlining the matter and a request to vote on the item will be sent by email.
- 6.1.5. Any Councillor may attend as an observer.
- 6.1.6. The Committee may invite any person to attend meetings.
- 6.1.7. The Chief Executive Officer and the ~~Director Strategy, People and Performance~~Executive Director Corporate Services are required to attend meetings.
- 6.1.8. City officers who have prepared reports for the Committee, and their Executive Director, will be required to attend the meeting to present their report at the allocated time.
- 6.1.9. Attendance at a meeting may be in person, via teleconference or video conference.
- 6.1.10. All Committee members are expected to prepare adequately to participate in meetings.

6.2. Meeting Administration

- 6.2.1. The meeting agenda will be set by the City in consultation with the Committee Chairperson.
- 6.2.2. Meeting agendas and papers should be available to Committee members at least one week prior to meetings.
- 6.2.3. The Chief Executive Officer will be responsible for preparation and maintenance of agendas, minutes and reports of the Committee¹¹.
- 6.2.4. A quorum of the Committee will be three members, two of whom will be independent members and one of whom will be a Councillor member.
- 6.2.5. If the Chairperson is unable to attend a meeting, the Committee shall appoint an Acting Chairperson for the meeting at which the Chairperson is absent. The Acting Chairperson will be an independent Committee member.

6.3. Minutes and Reporting

- 6.3.1. Minutes of each meeting will be provided to the Chairperson within seven days of each meeting and following the Chairperson's approval:
- 6.3.1.1. Shall be circulated to all Committee members; and
- 6.3.1.2. Be reported to the Council and the next Council meeting under a confidential report.

¹¹ Section 54(6)(a) LGA 2020
Record Number

- 6.3.2. The Committee must prepare a biannual audit and risk report that describes the activities of the Committee and includes its findings and recommendations¹². A copy of the biannual report is to be provided to the Chief Executive Officer, who must table it at the next council meeting¹³.
- 6.3.3. The Chief Executive Officer must table a copy of the Committee's annual performance assessment at the next Council meeting¹⁴.
- 6.3.4. ~~Before the Annual Report is approved each year, the Committee shall report in writing to the Council on its activities for the year.~~
- 6.3.5. The Chairperson will meet with Council regularly, and not less than two times per year to brief Councillors on the Committee's activities.

Commented [ED3]: Removal of this provision as it is not a legislative requirement and there is not relation between the Annual Report and the ARC activities in the sense that the ARC activity report does not contain information necessary to fulfill certain mandatory requirements of the Annual Report

7. INDUCTION AND TRAINING

- 7.1. Council will provide newly appointed members with appropriate induction information to assist them in gaining an understanding of the business.
- 7.2. The Chief Executive Officer will provide opportunities for ongoing development of independent members which may include the opportunity to attend relevant Council briefing sessions, site visits, industry conferences, regulatory briefings and other organisational briefings or updates.

8. PERFORMANCE EVALUATION

- 8.1. The Committee shall undertake an annual assessment of its performance against the Charter and report the results to the Chief Executive Officer¹⁵.

9. CONDUCT

Members of the Committee are required to comply with sections 123 (misuse of position), 125 (confidential information) and Division 2 of Part 6 (conflict of interest) of the Act¹⁶, which includes, among other things, the following requirements:

9.1. Conflict of Interest

Members of the Committee must be fully aware of their responsibilities with regard to the management of interests in relation to the discharge of their duties as a member of the Committee. Management of interests includes the proper management of any conflict of interest as and when they may arise.

Committee members must disclose any conflict of interest to the Chairperson. Where the conflict is related to the Chairperson, it must be disclosed to the Mayor.

Once a conflict of interest is identified the member of the Committee must:

- 9.1.1. Disclose the conflict of interest immediately before the matter is considered in meeting including
 - 9.1.1.1. The type of interest, either general or material; and
 - 9.1.1.2. The nature of the interest.
- 9.1.2. Notify the Chairperson that they are leaving the meeting;
- 9.1.3. Leave the room and vicinity while the matter is being considered and await the Chairperson's direction to return; and

¹² Section 54(5)(a) LGA 2020

¹³ Section 54(5)(b) LGA 2020

¹⁴ Section 54(4)(b) LGA 2020

¹⁵ Section 54(4)(a) LGA 2020

¹⁶ Section 53(5) LGA 2020
Record Number

9.1.4. Notify the Chairperson prior to the meeting if they are not going to be present at the meeting.

If details are private in nature, then the nature of the interest can be declared to the Chairperson in writing prior to the meeting and the disclosure will simply be the type of interest.

Disclosure of conflicts of interest must be recorded in the minutes.

9.2. Misuse of Position

Committee members must not intentionally misuse their position to gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person, or cause, or attempt to cause, determinant to Council or another person.

9.3. Confidential Information

Committee members must not intentionally or recklessly disclose information that they know, or should reasonably know, is confidential information.

Independent members will be required to sign a Confidentiality Agreement upon commencement of their term.

Failure to comply with the provisions of the Act regarding conflict of interest may result in prosecution for breach of the Act and the member's appointment being terminated by Council.

Implementation of this Charter

MONITORING AND REPORTING

- The Manager ~~Integrity and Enterprise~~ Risk & Insurance is responsible for monitoring and reporting against this Charter.

ADVICE AND ASSISTANCE

- The Manager ~~Enterprise Risk & Insurance~~ ~~Integrity and Risk~~ manages the provision of advice to the organisation regarding this Charter.
- A person who is uncertain how to comply with this Charter should seek advice from this person.

RECORDS

The City must retain records associated with this Charter and its implementation for at least the period shown below.

Record	Retention / Disposal Authority	Retention Period	Location
Agendas	~~Executive Director Corporate Services, Strategy, People and Performance~~	Permanent	ReX
Minutes	~~Executive Director Corporate Services~~ ~~Director, Strategy, People and Performance~~	Permanent	ReX
Correspondence	~~Executive Director Corporate Services~~ ~~Director, Strategy, People and Performance~~	7 years	ReX
Letters of Appointment	~~Executive Director Corporate Services~~ ~~Director, Strategy, People and Performance~~	Permanent	ReX

REVIEW

The Committee shall review and assess the adequacy of the Charter every two years or earlier if necessary and submit requests for revisions and improvements to Council for approval.

References

- *Local Government Act (Vic) 2020*
- Internal Audit Charter

2.16. Adoption of Council Internal Resolution Procedure

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. For Council to adopt the Internal Resolution Procedure (**Attachment 1**).

Background

2. The *Local Government Amendment (Governance and Integrity) Act 2024* made amendments to the *Local Government Act 2020* (the Act) effective 26 October 2024, including:
 - 2.1. the requirement that all Councillors observe the Model Councillor Code of Conduct (the Model Code); and
 - 2.2. the implementation of prescribed procedures being an Internal Resolution Procedure, to deal with alleged breaches of the Model Code which are prescribed in the *Local Government (Governance and Integrity) Regulations 2020* (the Regulations).

Key Matters

3. The Regulations prescribe that the Internal Resolution Procedure includes:
 - 3.1. a conciliation process;
 - 3.2. how an alleged breach is to be dealt with;
 - 3.3. how a Councillor can access the procedure and initiate a request;
 - 3.4. roles and responsibilities of parties to the matter and those conducting the process;
 - 3.5. what support is available for parties to the matter; and
 - 3.6. records, such as agreements and outcomes reached.
4. The Internal Resolution Procedure has been developed based on Maddocks lawyers' template.

RESOLUTION - Item 2.16

Cr T Sullivan moved, Cr R Nelson seconded -

That Council adopt the Internal Resolution Procedure (Attachment 1).

Carried

Financial Sustainability

5. There are no financial implications associated with the adoption of the Internal Resolution Procedure.
6. Council will not pay for legal advice or representation for any Councillor in connection with this procedure.

Community Engagement

7. There is no requirement for community consultation to adopt the Internal Resolution Procedure.

Social Equity and Sustainability

8. The procedure aligns with City's adopted social equity enablers of fairness, access, voice, participation, inclusion and empowerment.

Relevant Law/Policy/Legal Implications

9. The Internal Resolution Procedure has been developed in accordance with section 140 of the Act and r12A of the Regulations.

Alignment to Community Plan and Vision

10. This report aligns with Our Community Plan 2021-2025 strategic priority: High-performing council and organisation.

Conflict of Interest

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

Risk Assessment

12. Council must adopt the Internal Resolution Procedure by 1 July 2025 to ensure compliance with the Act.

Environmental Sustainability

13. There are no direct environmental implications associated with this report.

Attachments

1. DRAFT Internal Resolution Procedure Council Policy [2.16.1 - 11 pages]

THE CITY OF
GREATER GEELONG

INTERNAL RESOLUTION PROCEDURE

VERSION: 00

TYPE OF POLICY: Council

APPROVAL DATE:

REVIEW DATE:

RESPONSIBLE OFFICER: CHIEF GOVERNANCE &
RISK OFFICER

AUTHORISING OFFICER: COUNCIL

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Introduction

PURPOSE

This Internal Resolution Procedure is adopted under and in accordance with section 140 of the *Local Government Act 2020* and regulation 12A of the *Local Government (Governance and Integrity) Regulations 2020*.

This Procedure will be observed when dealing with alleged breaches of the Model Councillor Code of Conduct.

SCOPE

Disputes between Councillors may arise in a variety of circumstances. This Procedure is to apply to those disputes in which one Councillor (the Complainant) alleges that another Councillor (the Respondent) has breached the Model Councillor Code of Conduct.

It is acknowledged that this Procedure will not be suitable for resolution of all disputes between Councillors.

Definitions

The following definitions apply to this Policy:

Term	Definition
Council	The City of Greater Geelong Council comprised of elected councillors and led by the Mayor.
The Act	<i>The Local Government Act 2020</i>
Procedure	This Internal Resolution Procedure.
Complainant	A Councillor who raises a concern or grievance regarding the conduct, communication, or behaviour of another Councillor.
Respondent	A Councillor who is the subject of concern or grievance raised by another Councillor.
Parties	The Complainant(s) and the Respondent(s).

Policy

This Procedure provides parties to a dispute with support and encouragement to resolve the dispute in a manner that enables the Councillors to move forward and maintain effective working relationships.

This Procedure is designed to minimise cost and disruption of disputes to Council and individual Councillors and, where possible, avoid disputes escalating and becoming the subject of an internal arbitration.

1. FIRST STAGE – DISCUSSION

A Complainant is encouraged to raise their issue directly with the Respondent in a respectful and courteous manner, either in person or in writing, where they feel comfortable to do so.

Councillors are encouraged to recognise that:

- (a) certain behaviours and communications may be perceived by others to be causing issues or offence that may not have been intended;
- (b) it can provide useful insight to reflect on their own behaviour or motivation and possible contribution to the dispute, whether intended or not; and
- (c) dealing with the dispute early is more likely to avoid the issue escalating and resolve it before it threatens the effective operation of Council.

It is useful to frame any issue from the Councillor's perspective (eg "I felt disrespected when you said / did ..."), rather than accusing another person of holding a particular position or taking a negative action deliberately. A Councillor should let the other Councillor know how they feel and ask for an explanation, rather than making accusations or assumptions.

2. SECOND STAGE – CONCILIATION

Where a direct conversation between Councillors has not been successful in resolving the dispute, or a Councillor does not feel comfortable communicating directly with another Councillor, the second stage of this Procedure is conciliation.

2.1 Initiating conciliation

A Complainant initiating conciliation must notify the Mayor and the Respondent of the dispute by completing a Conciliation Application Form. That form (see Attachment 1 to this Procedure) must:

- (a) specify the names of the Complainant and Respondent;
- (b) specify the provision (or provisions) of the Model Councillor Code of Conduct alleged to have been breached;
- (c) detail what was said or done by the Respondent to constitute a breach of the Model Councillor Code of Conduct;
- (d) attach any supporting information to provide examples of the behaviour complained of (eg screenshots or emails); and
- (e) be dated and signed by the Complainant.

2.2 Participating in conciliation

Councillors are not obliged to engage in conciliation but should only decline to participate if they honestly and reasonably believe that their participation would adversely affect their health or wellbeing or would otherwise be unsafe.

A Respondent declining to participate in the conciliation must advise the Complainant and the Mayor of their unwillingness to participate, and the reasons for it. That advice must be provided no more than one week after receiving the Conciliation Application Form.

2.3 Conduct of conciliation

Conciliation is to be conducted by the Mayor except when the Mayor is a party to the dispute or otherwise unavailable to conduct conciliation. In that case the Deputy Mayor will assume the role of the Mayor in the conciliation process. If both the Mayor and the Deputy Mayor are parties to the dispute or otherwise unavailable to conduct the conciliation, the role of the Mayor must be performed by a Councillor jointly chosen for the purpose by the parties.

When, in this Procedure, reference is made to the Mayor it includes:

- (a) the Deputy Mayor; and
- (b) a Councillor jointly chosen for the purpose by the parties,

when the Mayor and/or the Deputy Mayor are parties to the dispute or otherwise unavailable to conduct a conciliation.

2.4 Roles and Responsibilities

The role of the Mayor is to provide guidance to the parties to the dispute about the Standards of Conduct in the Model Councillor Code of Conduct, and actively explore whether the dispute can be resolved by agreement between them.

The role of the Complainant and Respondent is to explain their respective positions and, in a show of goodwill, actively explore the possibility of resolving the dispute by agreement.

All Councillors are responsible for conducting themselves in a courteous and respectful manner at all times during the conciliation.

The role of the Councillor Conduct Officer is to provide the Mayor with the administrative support necessary to arrange and conduct the conciliation.

2.5 Support from Council

Council, through the Councillor Conduct Officer, will provide administrative assistance to the Mayor when arranging a time and place for conciliation, including any technical assistance that may be required. Council will make a venue available to the Councillors within Council's offices that is private and suited to the conciliation process.

Council will not provide any substantive guidance or advice about the subject matter of the dispute, or pay the costs of legal advice or representation for any Councillor in connection with this Procedure. Parties to a dispute may seek their own legal or other advice at their own cost, if they choose to do so.

2.6 End or termination of conciliation

Conciliation will end or be terminated if any of the following occurs:

- (a) the parties cannot jointly choose a Councillor to conduct the conciliation within one week of being asked to do so;
- (b) the Respondent notifies the Mayor that they do not wish to participate in conciliation, and the reasons for it, within one week of receiving the Conciliation Application Form;
- (c) the Respondent does not respond to the Conciliation Application Form at all within two weeks of receiving it;
- (d) conciliation has not occurred within four weeks of the Complainant submitting the Conciliation Application Form;
- (e) conciliation has occurred and the parties have been unable to resolve the dispute; or
- (f) the dispute has been resolved.

The time for conciliation may be extended by agreement between the parties to the dispute, whether or not the matter has been escalated to one of the formal dispute resolution procedures outlined in the Act.

2.7 Confidentiality

Parties and other participants are expected to maintain confidentiality concerning the dispute and the operation of this Procedure.

2.8 Record of Outcome

The Mayor must document any agreement that is reached between the Complainant and Respondent. The agreement must be signed by the Complainant, Respondent and Mayor. Copies must be provided to the Complainant and Respondent, and the original must be retained by the Mayor. Again, parties and the Mayor are expected to maintain the confidentiality of the agreement reached.

3. INTERNAL RESOLUTION PROCEDURE DOES NOT APPLY IN THESE CIRCUMSTANCES

The following disputes are not covered by this Procedure:

- (a) differences between Councillors in relation to policy or decision making, which are appropriately resolved through discussion and voting in Council meetings;
- (b) complaints made against a Councillor or Councillors by a member or members of Council staff, or by any other external person;
- (c) allegations of sexual harassment;
- (d) disclosures made about a Councillor under the *Public Interest Disclosures Act 2012*, which can only be made to the Independent Broad-based Anti-corruption Commission; and
- (e) allegations of criminal misconduct, which should be immediately referred to Victoria Police or the relevant integrity authority.

4. TIMING CONSIDERATIONS

Councillors should endeavour to initiate conciliation within 3 months of the conduct occurring, unless circumstances justify the delay. In instances where conciliation is initiated past the initial 3 months, Councillors should provide an explanation for the delay when notifying the Mayor and the Respondent of the application.

5. FORMAL DISPUTE RESOLUTION PROCEDURE

This Procedure operates alongside, and does not replace, the formal dispute resolution procedures outlined in the Act.

The formal dispute resolution procedure applies to misconduct, serious misconduct and gross misconduct.

Section 141 of the Act provides for an internal arbitration process concerning a breach of the Standards of Conduct set out in the Model Councillor Code of Conduct.

Implementation of this Policy

MONITORING AND REPORTING

The Chief Governance and Risk Officer is responsible for monitoring and reporting on when the Procedure has been enacted and applied. The Governance Department will maintain a register.

ADVICE AND ASSISTANCE

The Responsible Officer for this policy manages the provision of advice to the organisation regarding this policy.

A person who is uncertain how to comply with this policy should seek advice from this person or from their Manager.

RECORDS

The City must retain records associated with this Policy and its implementation in accordance with its Records Information Management Policy

REVIEW

The City should review and, if necessary, amend this Policy within 4 years of the Approval Date.

References

This procedure has been developed using Maddock's Lawyers template.

Legislation

Local Government Act 2020

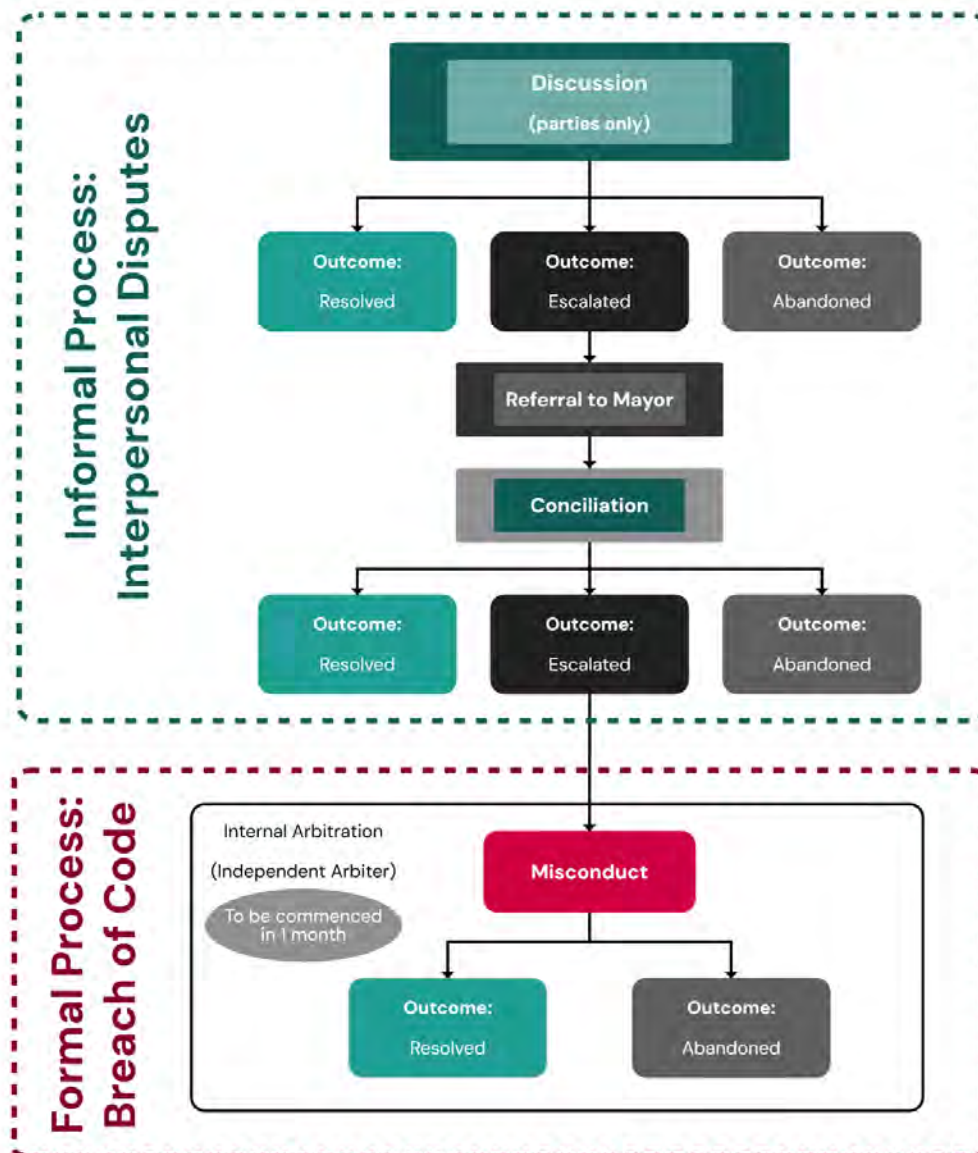
Local Government (Governance & Integrity) Regulation 2020. Includes Model Councillor Code of Conduct.

Other Documents

An overview of the Procedure is annexed, in the form of a flowchart.

Annexure

INTERNAL RESOLUTION PROCEDURE FLOWCHART



2.17. Review of Instrument of Delegation - Council to CEO

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. To review and update the Greater Geelong City Council (Council) Instrument of Delegation for Council to the Chief Executive Officer (CEO), **Attachment 1**.

Background

2. Section 11(1)(b) of the *Local Government Act 2020* (Act) provides for Council to delegate powers, duties and functions to the CEO.
3. Council last reviewed the delegation to the CEO on 28 March 2023.

Key Matters

4. Council as a legal entity can only act in one of two ways, by resolution or through others acting on its behalf. To enable effective and efficient functioning of local government, decision making powers are allocated by formal delegation.
5. The instrument of delegation from Council to the CEO is a broad delegation of powers, duties and function conferred on Council under any Act, with specific conditions and limitation that cannot be delegated including the provisions under section 11(2) of the Act.
6. Section 11(7) of the Act provides that delegations must be reviewed within 12 months of a general election.
7. Minor changes are proposed to the Instrument of Delegation from Council to the CEO (Attachment 1), to provide for expenditure in excess of \$2 million for the placement or renewal of insurance policies for Council.

RESOLUTION - Item 2.17

Cr A Katos moved, Cr R Nelson seconded -

- 1. In the exercise of the power conferred by s 11(1)(b) of the *Local Government Act 2020*, Greater Geelong City Council (Council) resolves that:**
 - 1.1. There be delegated to the person holding the position, or acting in or performing the duties, of Chief Executive Officer the powers, duties and functions set out in the Instrument of Delegation to the Chief Executive Officer (Attachment 1), subject to the conditions and limitations specified in that Instrument;**
 - 1.2. The instrument comes into force immediately upon the resolution of Council;**
 - 1.3. The Instrument be signed by the Chief Executive Officer on behalf of Council;**
 - 1.4. On the coming into force of the instrument all previous delegations to the Chief Executive Officer are revoked; and**
 - 1.5. 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.**

Carried

Financial Sustainability

8. There are no financial sustainability implications associated with this report.

Community Engagement

9. No community engagement is required for this legislative requirement.

Social Equity and Sustainability

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

Relevant Law/Policy/Legal Implications

11. Council may by instrument of delegation, delegate to the CEO in accordance with section 11(b) of the *Local Government Act 2020* (refer Attachment 1).

Alignment to Community Plan and Vision

12. This report aligns with Our Community Plan 2021-2025 strategic priority:
High-performing council and organisation.

Conflict of Interest

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

Risk Assessment

14. There are no high or extreme risks associated with the subject of this report.

Environmental Sustainability

15. There are no environmental sustainability implications identified for the subject of this report.

Attachments

1. DRAFT Instrument of Delegation Council to CEO [2.17.1 - 4 pages]

Greater Geelong City Council

Instrument of Delegation

to

The Chief Executive Officer

Instrument of Delegation

In exercise of the power conferred by s 11(1) of the *Local Government Act 2020* (**the Act**) and all other powers enabling it, the Greater Geelong City Council (**Council**) delegates to the member of Council staff holding, acting in or performing the position of Chief Executive Officer, the powers, duties, and functions set out in the Schedule to this Instrument of Delegation,

AND declares that

1. this Instrument of Delegation is authorised by a Resolution of Council passed on 27 May 2025.
2. the delegation:
 - 2.1 comes into force upon the resolution of Council;
 - 2.2 is subject to any conditions and limitations set out in the Schedule;
 - 2.3 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 2.4 remains in force until Council resolves to vary or revoke it.

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

Chief Executive Officer

Date:

SCHEDULE

The power to

1. determine any issue;
2. take any action; or
3. do any act or thing

arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act.

Conditions and Limitations

The delegate must not determine the issue, take the action or do the act or thing:

3. if the issue, action, act or thing is an issue, action, act or thing which involves:
 - 3.1 entering into a contract exceeding the value of \$2,000,000 (excluding GST),
 - 3.2 making any expenditure that exceeds \$2,000,000 (excluding GST), unless it is expenditure:
 - 3.2.1 -made under a contract already entered into or is expenditure which Council is, by or under legislation, required to make in which case it must not exceed the specific amount provided for that item in a budget approved by the Council; or
 - 3.23.2.2 made in relation to the placement or renewal of insurance policies for Council.
 - 3.3 appointing an Acting Chief Executive Officer for a period exceeding 28 days;
 - 3.4 electing a Mayor or Deputy Mayor;
 - 3.5 granting a reasonable request for leave under s 35 of the Act;
 - 3.6 making any decision in relation to the employment, dismissal or removal of the Chief Executive Officer;
 - 3.7 approving or amending the Council Plan;
 - 3.8 adopting or amending any policy that Council is required to adopt under the Act;
 - 3.9 adopting or amending the Governance Rules;
 - 3.10 appointing the chair or the members to a delegated committee;
 - 3.11 making, amending or revoking a local law;
 - 3.12 approving the Budget or Revised Budget;

- 3.13 approving the borrowing of money;
 - 3.14 approving or amending the Community Vision;
 - 3.15 approving or amending the Financial Plan;
 - 3.16 approving or amending the Asset Plan;
 - 3.17 approving or amending the Revenue and Rating Plan;
 - 3.18 the exercise of any power that is subject to section 223 of *Local Government Act 1989* except the administrative procedures necessary to enable Council to carry out its functions under section 223; or
 - 3.19 subject to section 181H(1)(b) of the *Local Government Act 1989*, declaring general rates, municipal charges, service rates and charges and specified rates and charges;
- 4. if the issue, action, act or thing is an issue, action, act or thing which is required by law to be done by Council resolution;
 - 5. 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;
 - 6. 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
 - 6.1.1 policy; or
 - 6.1.2 strategy,
 adopted by Council;
 - 7. 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, whether on account of s 11(2)(a)-(n) (inclusive) of the Act or otherwise; or
 - 8. 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.

2.18. Greater Geelong City Council General Election Report 2024

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. To submit to Council the Victorian Electoral Commission's (the VEC) election report on the Greater Geelong City Council general election 2024.

Background

2. The Greater Geelong City Council general election was held on 26 October 2024 by postal voting.
3. The VEC is the statutory election services provider as per section 263(1) of the *Local Government Act 2020* (the Act).
4. Section 83 of the *Local Government (Electoral) Regulations 2020* (the Regulations) requires that:
 - 4.1. The VEC must prepare a report to the Chief Executive Officer on the conduct of the election within the period of 6 months after election day.
 - 4.2. The report must include a certified record of the number of ballot-papers and declarations printed, issued, used, spoiled and returned.
 - 4.3. The Chief Executive Officer must ensure that the report is submitted to the Council at the earliest practicable meeting of the Council held after the report is received by the Chief Executive Officer (CEO).
5. The VEC election report was received by the CEO on 14 April 2025.

Key Matters

6. The *Local Government Amendment (Governance and Integrity) Act 2024* (Vic) received royal assent on 25 June 2024 and introduced a number of changes to local government electoral legislation. Changes to the Act impacted key dates, including:
 - 6.1. Close of roll being brought forward from 30 August to 7 August 2024 for the 2024 election;
 - 6.2. Opening and closing dates for nominations which extended caretaker period by 10 days; and
 - 6.3. Extending period for mail out of ballot packs.
7. The report details information about the role of the Election Manager, candidate services, enquiry services, issuing and return of ballot papers, the computer count and declaration of the results, voter participation, the communication campaign and complaints.

8. The overall participation rate in the Greater Geelong City Council election was 84.10%, higher than the State average of 83.79% (excluding Melbourne City Council) and marginally lower than the 86.16% rate at the 2020 Greater Geelong City Council general election.
9. Informal voting rate was recorded at 3.08%, compared with the State average of 3.47% and lower than 4.76% recorded at the 2020 Greater Geelong City Council general election.
10. There were no applications to the Victorian Civil and Administrative Tribunal (VCAT) disputing the result of the Greater Geelong City Council general election.

RESOLUTION - Item 2.18

Cr E Sinclair moved, Cr R Story seconded -

That Council note the Victorian Electoral Commission Greater Geelong City Council General Election Report (Attachment 1).

Carried

Financial Sustainability

11. There are no financial implications arising from the subject of this report.

Community Engagement

12. The VEC carried out a number of communication activities whilst conducting the election, including statutory advertising, media releases and advisories, SMS and email alerts and other voter engagement initiatives (refer Appendices 2 to 5 of the report).

Social Equity and Sustainability

13. Social equity was considered as part of the targeted communication program outlined in Appendix 5 of this report.

Relevant Law/Policy/Legal Implications

14. Section 83 of the *Local Government (Electoral) Regulations 2020* provides that, upon receiving the VEC's report on the election's conduct, the CEO must present it at the next available council meeting.

Alignment to Community Plan and Vision

15. This report aligns with Our Community Plan 2021-2025 strategic priority: High-performing council and organisation.

Conflict of Interest

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

Risk Assessment

17. Presentation of the report to Council ensures compliance with our statutory obligations.

Environmental Sustainability

18. There are no environmental implications arising from the subject of this report.

Attachments

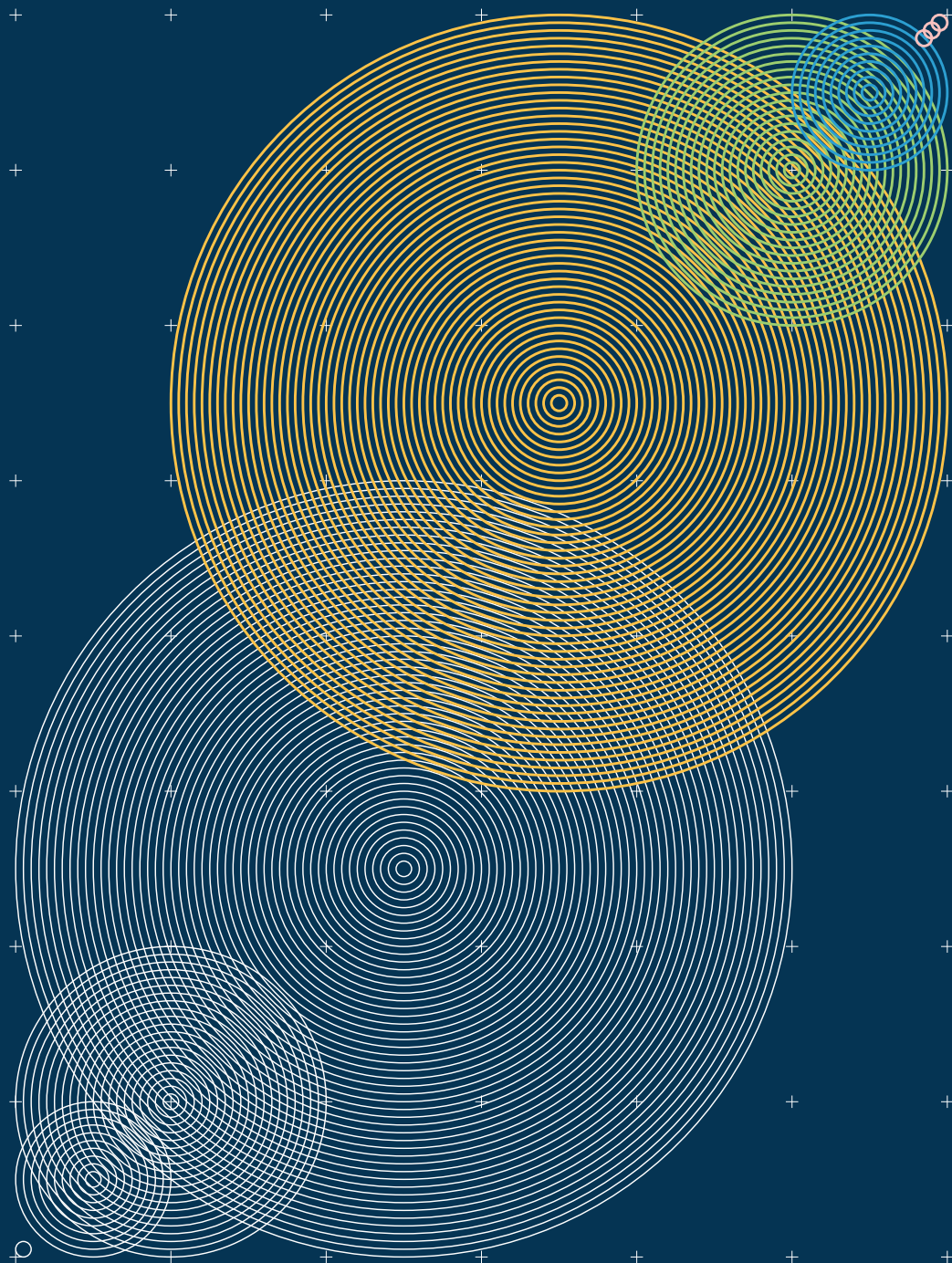
1. VEC Election Report - 2024 Local Government election - Greater Geelong City Council [2.18.1 - 78 pages]

Election report

Greater Geelong City Council

2024 Local government elections

April 2025



Letter of Transmittal

14 April 2025

Ms Ali Wastie
Chief Executive Officer
Greater Geelong City Council
PO Box 104
Geelong VIC 3220

Dear Ms Wastie

Pursuant to Regulation 83 of the Local Government (Electoral) Regulations 2020, I submit this report to the Chief Executive Officer of Greater Geelong City Council on the general election held in October 2024.

Yours sincerely

A handwritten signature in black ink, appearing to read 'S. Bluemmel', with a stylized flourish at the end.

Sven Bluemmel
Electoral Commissioner

Acknowledgement of Country

The Victorian Electoral Commission (VEC) acknowledges the Aboriginal and Torres Strait Islander people of this nation, as the traditional custodians of the lands on which the VEC works and where we conduct our business. We pay our respects to ancestors and Elders, past, present, and emerging. The VEC is committed to honouring Aboriginal and Torres Strait Islander peoples' unique cultural and spiritual relationships to the land, waters and seas and their rich contribution to society.

Election report
Greater Geelong City Council
2024 Local government elections

Voter turnout (front cover)

Graphic representation of the Council's voter turnout rate for the 2024 and 2020 Local Government elections.

Rings are grouped into units to visualise the turnout percentage, each ring representing 1%. Data for 2024 is depicted using coloured rings, while data for 2020 is shown in white.

Greater Geelong City Council

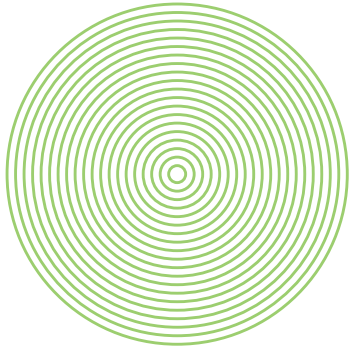
Turnout (2024): 83.11%

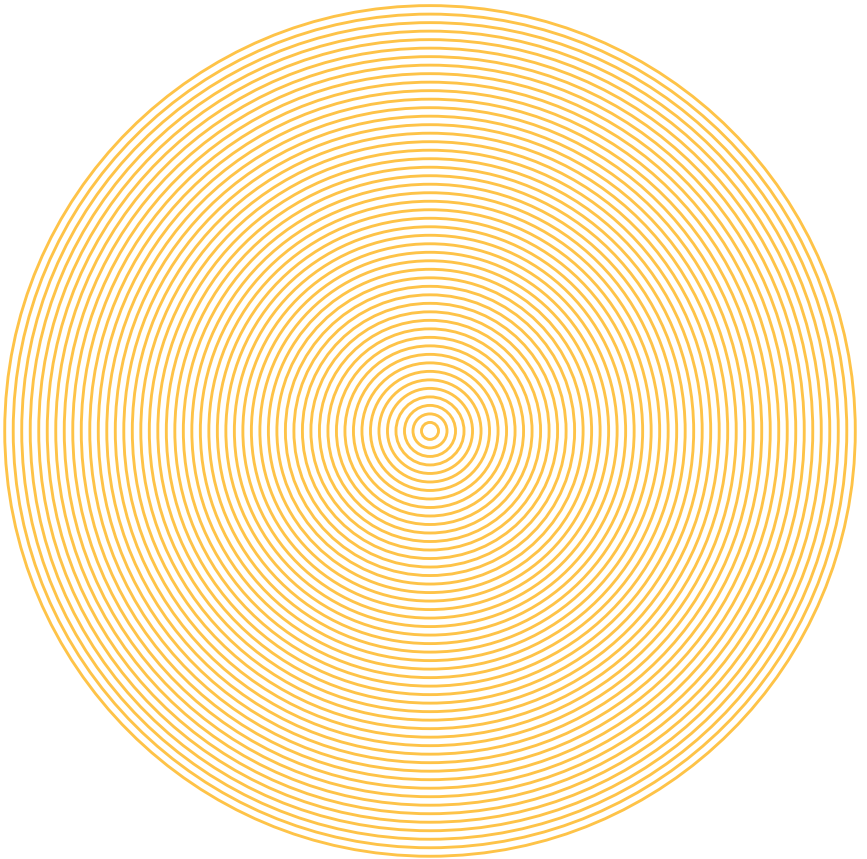
Turnout (2020): 81.43%

1% 

5% 

10% 

20% 

50% 

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1. Introduction

The Victorian local government general elections are held every 4 years as set out in the *Local Government Act 2020* (Vic) (**LG Act**). In 2024, general elections were held for 78 of the 79 Victorian councils with Saturday 26 October marking election day. In accordance with section 263(1) of the LG Act, the Victorian Electoral Commission (**VEC**) is the statutory election service provider for the conduct of local government elections in Victoria.

This report provides information on the 2024 Greater Geelong City Council general election including details of the end-to-end service delivery of electoral activities throughout the election timeline. This report also provides details of post-election activities including compulsory voting enforcement.

About the Victorian Electoral Commission

The VEC is an independent statutory authority established under the *Electoral Act 2002* (Vic) (**Electoral Act**). The VEC's principal functions are to conduct State elections, local government elections, certain statutory elections and polls, commercial and community elections, and to support electoral representation processes for local councils and the Electoral Boundaries Commission for State electoral boundaries. The VEC is also responsible for maintaining the Victorian register of electors and administering political funding and donation disclosure laws. The VEC has a mandated role to conduct electoral research, provide communication and education services, and inform and engage Victorians in the democratic process.

Sven Bluemmel is the appointed Electoral Commissioner and Dana Fleming is the appointed Deputy Electoral Commissioner. The Electoral Commissioner and Deputy Electoral Commissioner report to the Victorian Parliament in relation to the VEC's operations and activities.

The Electoral Commissioner heads the VEC's Executive Management Group that comprises the Deputy Electoral Commissioner, the Executive Director, Corporate Services and 7 Directors, each leading the main functional areas of the VEC. Each Director acts as subject matter experts and oversees legislative responsibilities under the LG Act and the Electoral Act.

The VEC has a dedicated local government election program framework that incorporates a range of programs, projects and activities that are supported through strategic planning, project management, and process mapping. The program is overseen by the VEC's Delivery Group and has sponsorship from the Executive Management Group.

2. Key changes

Changes in legislation

The *Local Government Amendment (Governance and Integrity) Act 2024* (Vic) received royal assent on 25 June 2024 and introduced a number of changes to local government electoral legislation.

The VEC implemented the necessary changes to the 2024 local government election program in response to the reforms as they applied to the elections.

Key changes from *Local Government Amendment (Governance and Integrity) Act 2024*

Close of roll	The date for the close of roll was extended from 57 days to 80 days before the election. For all elections after the October 2024 general elections, including by-elections, the date for the close of roll will be 73 days before election day. The previous timelines were no longer viable due to an increase in the scale and complexity of local government elections, including changes to enrolment entitlements, population growth, higher number of wards, likely increase in the number of candidates, and reduction in mail services offered by Australia Post. By moving this date earlier, other key dates including nomination day, the lodgement date for candidate statements and questionnaires, and the period for mailing out of ballot materials have been brought forward through the <i>Local Government (Electoral) Regulations 2020</i> (Vic) (LG Regulations) providing more time to ensure they are sustainable.
Certification of the roll	The timeframe for roll certification was increased to 23 business days (previously 13 business days) to ensure CEOs (or their delegates) and the VEC have adequate time to process enrolment applications and complete related roll certification processes.
Candidate statement word limit	In response to the pandemic, the LG Regulations permitted candidate statements to be increased from 200 to 300 words for the 2020 local government elections, acknowledging that candidates at the 2020 elections would face restrictions in campaigning. As candidates would no longer face pandemic-based barriers to campaigning activities, the word limit was reverted to 200 words. Equivalent amendments were also applied to the <i>City of Melbourne (Electoral) Regulations 2022</i> (Vic). Returning to the original word limit allowed the VEC to produce smaller candidate statement booklets, reducing associated printing costs and administrative burden.
Rejection and amendment of candidate statements	The time allowed for a candidate to amend their statement was reduced by one day to now be the day after the close of nominations (or 38 days before election day). This aligned the periods for rejections and amendments with the earlier deadline for lodging a candidate statement, allowing additional time to print ballot packs.
Close of candidate statements, photos and questionnaires	The deadline for submitting a candidate statement, photograph and questionnaire was amended to close the same day as the close of nominations at 12 noon, facilitating a more efficient process for candidates and allowing the VEC more time to print ballot packs.
Mailout of ballot pack	The timeline for conducting the mailout of ballot materials was extended from occurring over 3 business days to 4 business days, allowing the VEC to manage the risk of mail service level reductions and provide additional safeguards against election fraud.

3. Election dates

Key timelines for the 2024 local government elections	
Deadline fixed by the VEC for council primary enrolment data	Monday 15 July 2024
Close of roll	4 pm Wednesday 7 August 2024
Opening of the election office to the public	Monday 9 September 2024
Certification of the voters' roll and opening of nominations	Monday 9 September 2024
Close of nominations	12 noon Tuesday 17 September 2024
*Deadline for lodging candidate statements, photographs and questionnaires	12 noon Tuesday 17 September 2024
*Ballot draw	From 10 am Wednesday 18 September 2024
*General mail out of ballot packs to voters	Monday 7 October to Thursday 10 October 2024
*Close of voting	6 pm Friday 25 October 2024
Day prescribed as Election Day	Saturday 26 October 2024
*Close of extended postal vote receipt period	12 noon Friday 1 November 2024
Declaration of election results	No later than Friday 15 November 2024

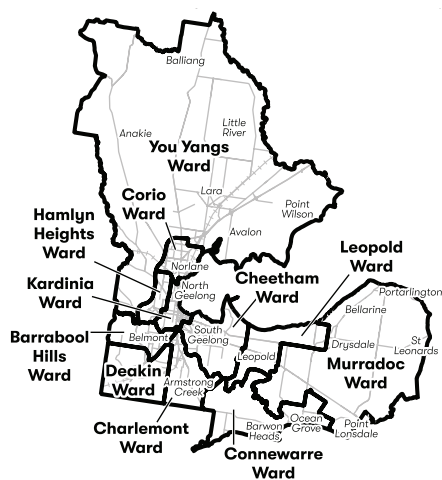
*Dates with asterisks relate to contested elections only.

4. About Greater Geelong City Council

Greater Geelong City Council is comprised of 11 councillors elected from a subdivided structure.

The electoral structure of Greater Geelong City Council was last reviewed in 2023. The electoral structure was confirmed in May 2024 under the new Act.

Figure 1: The electoral structure of Greater Geelong City Council at the general election held on 26 October 2024.



5. Voters' roll

The VEC prepared the voters' roll for the election under section 8(2)(c) of the Electoral Act and in accordance with section 249 of the LG Act. The close of roll for the election was 4 pm on Wednesday 7 August 2024. Pursuant to section 249(4) of the LG Act, the VEC certified the voters' roll on Monday 9 September 2024.

At certification, the voters' roll for the 2024 Greater Geelong City Council general election included 205,905 enrolled voters.

Composition of the voters' roll

Section 249 of the LG Act specifies that the voters' roll for a local government election is formed by combining 2 separate lists of voters:

1. The Electoral Commissioner's list (EC list) – list of State electors that are enrolled within that local government area.
2. The Chief Executive Officer's list (CEO list) – list of council-entitled voters.

Refer to **Appendix 1** for a breakdown of the Greater Geelong City Council general election voters' roll.

Amendments to the voters' roll

In accordance with section 250 of the LG Act, the VEC is able to amend any error or omission in the preparation, printing or copying of the voters' roll, or correct any misnomer or inaccurate description of any person, place or thing on the voters' roll. Amendments to the voters' roll are to be certified by the VEC.

All voters added to the roll were issued with a ballot pack. Where a voter was removed from the roll after the mail-out of ballot material, the VEC had systems in place to ensure that returned ballot papers from the deleted voters could be identified and excluded from the extraction and count. Where roll amendments were required, the total number of voters on the roll was updated.

Following the close of roll, the VEC made 6 amendments to the voters' roll, one addition and 5 deletions.

6. Advertising and communication campaign

State-wide advertising

The VEC delivered a state-wide advertising campaign to maximise public awareness and participation amongst all eligible voters. Campaign activities and consistent messaging were delivered across 2 phases – enrolment and voting – and through multiple traditional and emerging mediums, including radio, digital and social media, and offline/outdoor advertising.

Public notices

The VEC published a series of public notices on the VEC website throughout the election as required by the LG Act. The notices included critical information relevant to each milestone of the election timeline.

For the 2024 general election, Greater Geelong City Council nominated the following newspapers for the public notices:

- › Geelong Advertiser
- › Geelong Independent
- › Bellarine Times
- › Geelong Times
- › Ocean Grove Voice
- › Armstrong Creek Times
- › Surf Coast Times

Refer to **Appendix 2** for further information in relation to the public notices.

VEC website

The VEC provided council specific information regarding the election on its website. The VEC website went live for the local government elections in early July 2024. Whilst some council-specific data remained static during the election, the website was regularly updated with content relevant to the election and at each key milestone such as close of roll, nominations, voting and results.

Media liaison

An online media briefing was held on Monday 29 July 2024. The briefing was made available to view on the VEC website for media representatives unable to join the live event. The media briefing provided an overview of the

planning, timeline, legislative changes and other key information for the 2024 local council elections.

Media outlets were provided with a media handbook that outlined the election timeline and key information, and provided the VEC's head office media contacts. This was made available along with other resources from the VEC's media centre webpage. The VEC's communication team supported each election manager with managing media interest locally in their council area.

The VEC's media liaison program principally featured scheduled state-wide and tailored council-specific media releases aimed at highlighting key milestones during the election and capitalise on existing general news coverage.

More information on the VEC's media release schedule is available at **Appendix 3**.

The media program also involved a responsive media enquiry service, as well as the translation and distribution of 3 key media releases for multiple non-English news outlets in Victoria.

Social media campaign

As part of its state-wide advertising campaign, the VEC used paid promotions on social media platforms including Facebook, Instagram, Snapchat, TikTok and WeChat, targeting voters through audience segmentation.

This advertising was supported by a defined timeline of organic social media posts on the VEC's channels, designed to cover each of the key messages of the communication campaign to further extend the reach to the community and promote conversation about the democratic process.

VoterAlert advisories

State-enrolled voters can sign up to VoterAlert, our free SMS and email service, to receive reminder messages about elections that affect them. They can subscribe to messages via SMS, email, or both.

During the general election, we used VoterAlert to send direct messages on:

Wednesday 17 to Wednesday 31 July 2024 – 125,700 voters were contacted by VoterAlert messages sent by SMS and/or email reminding voters to enrol or update their details by the close of roll.

Monday 7 October to Monday 14 October 2024 – 126,521 voters were contacted by VoterAlert messages sent by SMS and/or email advising that we had commenced posting ballot packs.

Greater Geelong City Council

Advertising and communication campaign

Tuesday 22 October to Wednesday 23 October 2024 – 89,042 voters were contacted by VoterAlert messages sent by SMS and/or email reminding voters that it was the last week to post their ballot material back to us.

More information on VoterAlert is available at **Appendix 4**.

Voter engagement

The VEC delivered an extensive voter engagement program throughout Victoria, specific to local demographics.

Appendix 5 contains the full list of initiatives for the 2024 local government elections.

Democracy ambassadors

The VEC delivered education sessions conducted by our Democracy Ambassadors to a range of councils. The sessions focused on enrolment and voting for the election. These sessions were offered to councils in priority areas and delivered at no cost to council. Where resourcing allowed, requests for sessions that were not in the priority area were also fulfilled.

Six sessions were delivered for the Greater Geelong City Council election.

Blind and low-vision services

Braille and large print ballot material was available to blind and low-vision voters who registered for these products by 5 pm on Tuesday 17 September 2024.

The VEC received and processed 2 requests for braille ballot material and 13 requests for large print ballot material for Greater Geelong City Council.

Interpreting services

The VEC engaged the Victorian Interpreting and Language Services' Language Loop to provide a telephone interpreting service for telephone enquiries from voters who had a first language other than English. The VEC advertised direct lines for 20 languages other than English and a general line for all other languages.

Public enquiry service

A centralised contact centre was established to respond to telephone public enquiries. This ensured consistency in messaging, early identification of themes and trends along with the opportunity to enable election offices to focus on election administration. The call centre was also responsible for emails received during the local government elections. Any calls regarding CEO list applications were referred to the relevant councils. Outside the call centre hours of operation, a recorded service was available that provided information on enrolment and voting.

Election offices fielded phone queries from local candidates on issues directly related to their candidacy (as separate to general queries about running as a candidate).

A total of 2,358 telephone calls were recorded for Greater Geelong City Council during the 2024 local government elections. An overall total of 11,758 email queries were received for all councils.

7. Election manager

The VEC maintains a pool of trained senior election officials from across Victoria to fill election management roles for State and local government elections. Election-specific training is provided to senior election officials before they are appointed for each election.

The size of election management teams depends on the size of the council. Under the LG Act, an election manager is appointed to conduct each council's election and is supported by one or more assistant election managers.

In accordance with regulation 21(1) of the LG Regulations, the VEC appointed Mark Hughson as the election manager for the 2024 Greater Geelong City Council general election.

The appointed assistant election managers were Helena Gist, Amanda Jennings and Ray Brown.

Greater Geelong City Council

Election office

8. Election office

The election manager was responsible for establishing and managing the election office at 403 Moorabool Street, South Geelong. The premises were provided by the VEC.

9. Candidates

Nominations opened at 9 am on Monday 9 September and closed at 12 noon on Tuesday 17 September 2024. Candidates were required to lodge their nomination forms in person at the election office. The nomination fee was \$250.

Candidate information

The VEC developed resources to support prospective candidates with the nomination process, including a candidate handbook. From mid-July, candidates could access information about nominating as a candidate for the election. The online Candidate Helper, accessible via the VEC website, went live on Tuesday 20 August 2024. Candidate Helper enabled candidates to complete most of their nomination forms and other forms online before lodging them in person with the election manager.

For the Greater Geelong City Council 2024 elections, the VEC's candidate information sessions were delivered in person by the election manager. Additionally, a candidate information video was available on the VEC website from Tuesday 20 August 2024.

Nominations

At the close of nominations, 51 candidates had successfully nominated for the elections, which includes any candidates who retired after the close of nominations. Candidates who withdrew before the close of nominations are not included.

The following is a breakdown of candidate nominations per ward:

- › Barrabool Hills Ward - 3 nominations
- › Charlemont Ward - 6 nominations
- › Cheetham Ward - 5 nominations
- › Connewarre Ward - 2 nominations
- › Corio Ward - 6 nominations
- › Deakin Ward - 8 nominations
- › Hamlyn Heights Ward - 4 nominations
- › Kardinia Ward - 7 nominations
- › Leopold Ward - 3 nominations
- › Murradoc Ward - 2 nominations
- › You Yangs Ward - 5 nominations

Ballot draws to determine the order of the names on the ballot paper were held at the election office following the close of nominations using the VEC's computerised ballot draw application.

See **Appendix 6** for the list of candidates in ballot draw order.

Candidate statements and photos

In accordance with regulation 39 of the LG Regulations, candidates were able to submit a 200-word statement and a recent photograph for inclusion in the ballot packs sent to voters. The deadline for these items was 12 noon on Tuesday 17 September 2024.

See **Appendix 6.1** for a breakdown of submitted statements and photos and **6.2** for sample ballot material.

Candidate questionnaires

In accordance with regulation 43 of the LG Regulations, candidates could also submit answers to a set of prescribed questions. The election manager accepted questionnaires from 50 of the 51 candidates at the election.

Voters could read the completed questionnaires on the VEC website or access them by contacting the election office.

Retirement of a candidate

In accordance with the LG Regulations, at any time after the close of nominations and before election day, a candidate may retire, or be retired by the VEC. A candidate can only retire if it will result in an uncontested election or if they are not qualified to be a Councillor. If the VEC believes a candidate was not entitled to nominate, it must formally query the candidate's qualification and invite written reasons why they are entitled. If the VEC remains satisfied that the candidate is not entitled, it must retire the candidate from the election.

When a candidate is retired from an election, the VEC is required to take all practicable steps to remove the retired candidate's name from ballot papers. If it is not practicable to do so, during the counting of votes the retired candidate's votes are passed on to other candidates according to voters' preferences.

Retirements

In accordance with regulation 29 of the LG Regulations, candidate David Greenwood was retired from the You Yangs Ward election on 26 September as the VEC was satisfied they were not entitled to nominate as a candidate. The VEC published a statutory notice of the candidate's retirement on 7 October in accordance with regulation 27(7) of the LG Regulations.

Greater Geelong City Council

Candidates

As the candidate was retired after ballot papers had been printed, the VEC could not remove their name from the ballot papers sent to voters. Voters were advised to follow the instructions on their ballot pack to cast a formal vote.

When counting the votes for the You Yangs Ward election, votes for the retired candidate were passed on to other candidates according to voters' preferences, in accordance with regulation 27(8)(b) of the LG Regulations. The VEC provided additional training to election managers in councils where a retired candidate's name remained on the ballot paper. Scrutineers received a ballot paper formality guide outlining the counting process and formality rules for elections with a retired or deceased candidate.

10. Voting

Ballot pack preparation and redirection

Artwork for ballot papers and candidate statements is generated using the VEC's automation tool. This tool selects from a range of pre-defined artwork templates and populates them with the relevant candidate information directly from the VEC's election management system database.

Following an extensive quality assurance process, print-ready artwork files were securely transmitted directly to the VEC's contracted ballot material printer ready for production. The VEC's contracted mail house directly printed the voters' addresses (mailing and entitlement address) and barcodes on the ballot paper envelopes in preparation for assembly and delivery of ballot packs. The VEC utilised multiple third party providers to assemble the ballot packs prior to the mail house lodging with Australia Post. The mail house allocated a secure area within its operations that was used solely for the printing, insertion, and dispatch of ballot material. This ensured the highest standards of security were met.

Electors could apply to have their ballot material redirected to an address other than their entitlement address. Voters had until the certification day for the voters' roll (also the day that nominations open) to apply for their ballot material to be redirected. The VEC arranged for ballot material to be delivered to any voter applying for redirection to the address specified in their request. For the 2024 local government elections, voters had until Monday 9 September 2024 to submit redirection requests.

The election manager received 170 requests for redirection of ballot packs for the election.

Early votes

Voters could request an early postal ballot envelope (early vote) before the general mail out of ballot packs. The election manager processed requests and issued early votes where the request was assessed as reasonable. Requests for early votes could be processed from Wednesday 18 September 2024, the day after nominations closed, until the start of the general mail out of ballot packs on Monday 7 October 2024.

Due to the timing of early votes, some early voters may not have had access to the candidate statements, photographs or questionnaires.

The election manager issued a total of 269 early votes for the election.

Mail-out of ballot packs

The VEC mailed 205,894 ballot packs between Monday 7 and Thursday 10 October 2024.

See **Appendix 7** for a breakdown of the packs sent on each day of the general mail out. The VEC did not mail ballot packs to voters who passed away between the close of roll and generation of the mail-out file.

This included 170 ballot packs which were redirected to alternative addresses for voters who had applied to redirect their ballot pack by Monday 9 September 2024.

In accordance with regulation 49(3) of the LG Regulations, no more than 35% of ballot packs were mailed or delivered to voters on any one day during the mail-out period. All ballot packs were lodged with Australia Post under the priority paid delivery timetable.

The VEC liaised closely with Australia Post during the mail-out period to confirm that ballot packs had been delivered to voters. Australia Post confirmed all ballot packs had been delivered by Tuesday 15 October 2024.

During the voting period, 4,070 ballot packs were returned to the election office by Australia Post as return-to-sender mail. In most cases, this was likely due to the addressee no longer residing at the address.

Unenrolled votes

The election manager issued unenrolled votes to people whose names could not be found on the voters' roll but said they were entitled to vote at the election. The unenrolled ballot pack included a declaration for the voter to sign. The election manager assessed the declaration and decided to admit or disallow the vote.

The election manager issued 32 unenrolled votes and following relevant checks, 5 were admitted to the count.

Replacement ballot packs

Following the general mail out of ballot packs, a voter who claimed that their ballot pack had not been received, or had been lost, spoilt, or destroyed, could apply for a replacement vote by completing an online application form or contacting the public enquiry service.

A centralised team processed applications and mailed replacement ballot packs to the postal address provided. Voters also had the option to attend the election office in the council for which they hold entitlement, to have a replacement vote issued over the counter.

6,337 replacement ballot packs across all wards during the voting period were issued. Please refer to **Schedule 1** for further information on replacement ballot packs issued.

11. Return of ballot paper envelopes

VEC provided voters with a priority reply paid envelope to return their completed ballot paper and ballot paper envelope. The return mail was delivered to the election office from local postal facilities or mail distribution centres. Voters could also put their ballot papers and envelope in a ballot box at the election office.

As ballot paper envelopes were returned, they were progressively checked by the election manager to ensure they had been signed by the voter. Additionally, processes were in place to ensure that only one returned ballot paper from any one voter could proceed to the extraction and count.

The election manager received a total of 140,572 returned ballot paper envelopes across all wards by the close of voting at 6 pm on Friday 25 October 2024.

In accordance with regulation 57(3) of the LG Regulations, the election manager could accept returned ballot paper envelopes until 12 noon on the Friday following the close of voting, if they thought the voter had signed the envelope before voting closed.

The election manager accepted 33,666 ballot paper envelopes across all wards during the extended postal vote receipt period.

The total returned ballot paper envelopes for Greater Geelong City Council was 174,238.

The election manager set aside 2,672 returned ballot paper envelopes that were not admitted to the extraction and counting process due to the voter not having signed the declaration envelope or, in the case of unenrolled declaration votes, an entitlement was not found for the person, or the declaration envelope was not returned with the vote.

Refer to **Schedule 1** for the total certified record of ballot papers and declaration envelopes across all wards for Greater Geelong City Council.

12. Results

Extraction

The extraction process involved separating the declaration flaps containing voters' details from each admitted ballot paper envelope, and then extracting the ballot papers from the envelopes. This 2-stage process maintains anonymity and ensures the VEC can track the number of envelopes for ongoing reconciliation.

A total of 171,566 ballot paper envelopes were admitted to the extraction process.

Ballot papers were extracted at the election office from Monday 28 October 2024. The extraction of all admitted ballot paper envelopes was completed on Thursday 7 November 2024, following the close of the extended postal vote receipt period.

If the VEC found any returned ballot paper envelopes that did not contain a ballot paper, contained more than one ballot paper, or did not contain the correct ballot paper, these were required to be rejected and not counted. There were 445 returned ballot paper envelopes rejected during the extraction activity.

Following the extraction of ballot papers from the ballot paper envelopes, a total of 171,121 ballot papers proceeded to the count.

Computer count

A computer count information session explaining the process was recorded and available for online streaming from the VEC website from Friday 18 October 2024.

Following the extraction of ballot papers admitted to the count for all wards, preferences on ballot papers were data entered into the VEC's computer counting application at Melbourne Convention and Exhibition Centre. The application distributes preferences using the preferential method once data entry of ballot paper preferences is complete. Results were calculated at the election office on Saturday 9 November 2024.

The VEC published provisional results on its website as they became available. Results were updated as finalised once declarations had taken place.

For a breakdown of first preference results by ward, refer to **Appendix 8**.

Recounts

At any time before a candidate is declared elected, the election manager or a candidate may initiate a recount. Election managers initiate recounts if margins

in a preference distribution are close or critical. Candidates must ask for a recount in writing, with the reasons for their request. The election manager and head office staff assess candidate recount requests and either accept or deny them.

The election manager received 4 requests for a recount for Charlemont Ward, Connewarre Ward, Deakin Ward and Kardinia Ward. Of 4 requests, 3 proceeded to the recount process. The request for Kardinia Ward did not proceed.

Following the calculation of the provisional results for Charlemont Ward, Connewarre Ward and Deakin Ward, a recount of the ballot papers was initiated by a candidate and the VEC for Charlemont Ward, Connewarre Ward and Deakin Ward. The recounts were deemed necessary because the margins in the preference distribution were close/critical. The recounts were performed on Tuesday 12 November 2024 for Charlemont Ward and Connewarre Ward and Wednesday 13 November 2024 for Deakin Ward at the election office. The final results of the Charlemont Ward, Connewarre Ward and Deakin Ward elections did not change.

Scrutineers

Scrutineers help deliver fair and transparent elections by observing election activities. They contribute to electoral integrity and help build public trust. Scrutineers can observe all activities involved in ballot paper and envelope processing.

Candidates are not permitted in election venues during extraction and counting activities and instead appoint scrutineers. Each candidate could appoint one scrutineer per election official involved in an activity. To appoint scrutineers, candidates completed a hardcopy 'Appointment and declaration of scrutineer form', which the candidate signed and submitted to the election manager. All scrutineers then had to sign the form's formal declaration in front of an election official. The declaration meant the scrutineers committed to eligibility and legal requirements and the VEC's conditions of entry.

A *Scrutineer handbook* was made available to all candidates and scrutineers with information on the role and responsibility of scrutineers during election activities. It included overviews of the activities so that scrutineers could understand what to expect during election activities they may attend. When scrutineers attended election venues they were briefed on their responsibilities and the processes they would witness. Scrutineers were instructed when and how they could challenge activities when ballot paper formality was being decided and votes were being counted. Scrutineers were allowed to notify election managers if they disagreed with the decision made by an election official on ballot paper formality or whether votes were counted for the selected candidate. Election managers reviewed the challenge and made a final decision on the ballot paper.

Greater Geelong City Council

Results

Declaration of results

In the Service Plan, the VEC committed to complete all results declarations by Friday 15 November 2024.

The results of the 2024 Greater Geelong City Council general election were declared at 10 am on Thursday 14 November 2024 at Geelong City Hall, 30 Gheringhap Street, Geelong for all wards.

The VEC website was updated following the declaration to reflect the elected candidates.

13. Election statistics

Participation

Participation is measured by the number of voters marked off the roll as a percentage of the total enrolment and can vary from turnout. The overall participation rate in the Greater Geelong City Council election was 84.10%, which is higher than the state average of 83.79% (excluding Melbourne City Council) and lower than the 86.16% rate at the 2020 Greater Geelong City Council general election.

Analysis of voter participation for the different enrolment categories shows that participation is lower for voters who are enrolled on the EC's list (84.05%) compared to voters enrolled on the CEO's list (90.43%).

Refer to **Appendix 9** for further information on participation, including a breakdown by enrolment category.

Turnout

Voter turnout is measured by the number of formal and informal ballot papers counted in the election as a percentage of voters on the voters' roll for the election.

The overall voter turnout for the 2024 Greater Geelong City Council general election was 83.11%. This is compared to the state average turnout of 81.46% (excluding Melbourne City Council). The voter turnout at the 2020 general election for the council was 81.43%.

Informality

The overall informal voting rate recorded at the 2024 Greater Geelong City Council general election was 3.08%, compared with the State average of 3.47%. An informality rate of 4.76% was recorded at the Greater Geelong City Council general election held in October 2020.

14. Complaints

Type of complaints

At local government elections, complaints generally fall into 2 broad categories:

1. Election Administration

Complaints about the conduct of the election and services to voters.

2. Election participation and conduct

Complaints about candidates and other participants in the election, at times alleging a breach of the LG Act or local laws.

Most complaints at the 2024 local government elections related to the second category, and often alleged inappropriate or illegal action by a person or group associated with the election.

Complaints process

The VEC have a streamlined complaints process during elections, developed with local councils and enforcement agencies. Complaints must be lodged in writing, then processed at head office. For the 2024 local government elections, customers could provide feedback and complaints online.

Complaints alleging a breach of the LG Act are forwarded to the Local Government Inspectorate. Complaints relating to local laws are referred to council. Complaints about the VEC's services, or the behaviour or actions of VEC staff and election officials, are the responsibility of the VEC.

The VEC is committed to responding to each complaint within 5 working days.

Complaints received

The VEC received 39 written complaints relating to the election for Greater Geelong City Council.

Please see **Appendix 10** for a description of complaints received by the VEC.

15. Post-election activities

Storage of election material

The VEC will keep all records from the election safely and secretly in accordance with regulation 79 of the LG Regulations.

Refund of nomination fees

Nomination fees were refunded to eligible candidates on Tuesday 17 December 2024. Eligible candidates include those elected or who received at least 4% of the first preference vote. Any forfeited nomination fees were remitted to the council on Tuesday 17 December 2024.

Courts and tribunals

The Victorian Civil and Administrative Tribunal (VCAT) is responsible for hearing disputes on the validity of an election under section 311 of the LG Act.

Applications for a review of the declaration of the results of an election must be lodged within 14 days of the declaration and can be made by a candidate in the election, 10 persons who were entitled to vote at the election, or the VEC.

There were no applications to VCAT disputing the result of the Greater Geelong City Council general election.

16. Non-voter follow up

In accordance with section 267 of the LG Act, the VEC has commenced its compulsory voting enforcement program. Any person who was required to vote at the election and failed to vote will be issued with an 'Apparent failure to vote' notice in February/March. Apparent non-voters have 28 days to respond.

People who do not respond to the notice, or do not provide a satisfactory response, may be issued with an infringement notice in April/May that will incur a penalty. Further follow-up with a penalty reminder notice in July may also occur – this stage includes the original penalty and a penalty reminder notice fee. Penalties collected on behalf of council will be reimbursed at the end of the infringement and reminder notice stages.

Additionally, during the infringement and penalty reminder notice stages, non-voters may ask for their matter to proceed directly to the Magistrates' Court.

These requests will be actioned at the conclusion of the infringement and penalty reminder notice stages. The VEC will lodge the file of any remaining non-voters with Fines Victoria at the end of the penalty reminder notice stage.

17. Evaluating VEC services

The VEC is committed to providing high quality election services to its local government clients. Through a formal feedback and debriefing program, the VEC can gauge its performance and seek advice for future local government election projects.

Feedback from councils

The VEC invited feedback from councils on its services in December 2024. Additional feedback can be provided to the LG2024 Program Manager by emailing LGProgram2024@vec.vic.gov.au

Internal debriefing program

After every electoral event, the VEC conducts an internal debriefing program that includes input from all areas of its workforce. Internal debriefing following the local government elections began in December 2024. The VEC will publish a consolidated report on its performance and key statistics from the elections. This will be tabled in Parliament and available on the VEC website.

Greater Geelong City Council

Schedule 1: Record of ballot papers and declaration envelopes

Appendices

Schedule 1: Record of ballot papers and declaration envelopes

Barrabool Hills Ward election	
Ballot papers printed	
Victorian Electoral Commission	24,001
Election manager	60
Total	24,061
Ballot papers issued	
General mail out	20,155
Early and replacement votes	689
Unenrolled declaration votes	2
Spoilt	0
Sub total	20,846
Unused	3,215
Total	24,061
Declarations returned	
General mail out admitted to the extraction	16,942
Early and replacement votes admitted to the extraction	492
Unenrolled declaration votes admitted to the extraction	1
Returned declarations unable to be admitted to the extraction	198
Declarations returned to sender	379
Sub total	18,012
Declarations not returned	2,834
Total	20,846

Schedule 1: Record of ballot papers and declaration envelopes

Greater Geelong City Council

Charlemont Ward election**Ballot papers printed**

Victorian Electoral Commission	22,002
Election manager	20
Total	22,022

Ballot papers issued

General mail out	19,027
Early and replacement votes	935
Unenrolled declaration votes	4
Spoilt	0
Sub total	19,966
Unused	2,056
Total	22,022

Declarations returned

General mail out admitted to the extraction	14,869
Early and replacement votes admitted to the extraction	604
Unenrolled declaration votes admitted to the extraction	1
Returned declarations unable to be admitted to the extraction	222
Declarations returned to sender	339
Sub total	16,035
Declarations not returned	3,931
Total	19,966

Greater Geelong City Council

Schedule 1: Record of ballot papers and declaration envelopes

Cheetham Ward election**Ballot papers printed**

Victorian Electoral Commission	22,004
Election manager	40
Total	22,044

Ballot papers issued

General mail out	18,275
Early and replacement votes	597
Unenrolled declaration votes	0
Spoilt	1
Sub total	18,873
Unused	3,171
Total	22,044

Declarations returned

General mail out admitted to the extraction	14,393
Early and replacement votes admitted to the extraction	417
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	285
Declarations returned to sender	388
Sub total	15,483
Declarations not returned	3,390
Total	18,873

Schedule 1: Record of ballot papers and declaration envelopes

Greater Geelong City Council

Connewarre Ward election**Ballot papers printed**

Victorian Electoral Commission	22,000
Election manager	30
Total	22,030

Ballot papers issued

General mail out	18,293
Early and replacement votes	548
Unenrolled declaration votes	2
Spoilt	0
Sub total	18,843
Unused	3,187
Total	22,030

Declarations returned

General mail out admitted to the extraction	15,153
Early and replacement votes admitted to the extraction	341
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	236
Declarations returned to sender	399
Sub total	16,129
Declarations not returned	2,714
Total	18,843

Greater Geelong City Council

Schedule 1: Record of ballot papers and declaration envelopes

Corio Ward election**Ballot papers printed**

Victorian Electoral Commission	23,002
Election manager	30
Total	23,032

Ballot papers issued

General mail out	18,565
Early and replacement votes	654
Unenrolled declaration votes	6
Spoilt	0
Sub total	19,225
Unused	3,807
Total	23,032

Declarations returned

General mail out admitted to the extraction	14,062
Early and replacement votes admitted to the extraction	431
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	286
Declarations returned to sender	339
Sub total	15,118
Declarations not returned	4,107
Total	19,225

Schedule 1: Record of ballot papers and declaration envelopes

Greater Geelong City Council

Deakin Ward election	
Ballot papers printed	
Victorian Electoral Commission	24,002
Election manager	25
Total	24,027
Ballot papers issued	
General mail out	19,811
Early and replacement votes	762
Unenrolled declaration votes	6
Spoilt	2
Sub total	20,581
Unused	3,446
Total	24,027
Declarations returned	
General mail out admitted to the extraction	16,138
Early and replacement votes admitted to the extraction	520
Unenrolled declaration votes admitted to the extraction	1
Returned declarations unable to be admitted to the extraction	233
Declarations returned to sender	434
Sub total	17,326
Declarations not returned	3,255
Total	20,581

Greater Geelong City Council

Schedule 1: Record of ballot papers and declaration envelopes

Hamlyn Heights Ward election**Ballot papers printed**

Victorian Electoral Commission	22,001
Election manager	45
Total	22,046

Ballot papers issued

General mail out	18,372
Early and replacement votes	680
Unenrolled declaration votes	4
Spoilt	0
Sub total	19,056
Unused	2,990
Total	22,046

Declarations returned

General mail out admitted to the extraction	15,016
Early and replacement votes admitted to the extraction	464
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	249
Declarations returned to sender	293
Sub total	16,022
Declarations not returned	3,034
Total	19,056

Schedule 1: Record of ballot papers and declaration envelopes

Greater Geelong City Council

Kardinia Ward election**Ballot papers printed**

Victorian Electoral Commission	23,000
Election manager	75
Total	23,075

Ballot papers issued

General mail out	18,591
Early and replacement votes	888
Unenrolled declaration votes	3
Spoilt	0
Sub total	19,482
Unused	3,593
Total	23,075

Declarations returned

General mail out admitted to the extraction	14,509
Early and replacement votes admitted to the extraction	634
Unenrolled declaration votes admitted to the extraction	1
Returned declarations unable to be admitted to the extraction	228
Declarations returned to sender	555
Sub total	15,927
Declarations not returned	3,555
Total	19,482

Greater Geelong City Council

Schedule 1: Record of ballot papers and declaration envelopes

Leopold Ward election	
Ballot papers printed	
Victorian Electoral Commission	23,001
Election manager	25
Total	23,026
Ballot papers issued	
General mail out	19,033
Early and replacement votes	556
Unenrolled declaration votes	1
Spoilt	1
Sub total	19,591
Unused	3,435
Total	23,026
Declarations returned	
General mail out admitted to the extraction	15,949
Early and replacement votes admitted to the extraction	348
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	231
Declarations returned to sender	330
Sub total	16,858
Declarations not returned	2,733
Total	19,591

Schedule 1: Record of ballot papers and declaration envelopes

Greater Geelong City Council

Murradoc Ward election**Ballot papers printed**

Victorian Electoral Commission	22,002
Election manager	50
Total	22,052

Ballot papers issued

General mail out	17,711
Early and replacement votes	624
Unenrolled declaration votes	3
Spoilt	0
Sub total	18,338
Unused	3,714
Total	22,030

Declarations returned

General mail out admitted to the extraction	14,762
Early and replacement votes admitted to the extraction	383
Unenrolled declaration votes admitted to the extraction	1
Returned declarations unable to be admitted to the extraction	266
Declarations returned to sender	338
Sub total	15,750
Declarations not returned	2,588
Total	18,338

Greater Geelong City Council

Schedule 1: Record of ballot papers and declaration envelopes

You Yangs Ward election	
Ballot papers printed	
Victorian Electoral Commission	22,000
Election manager	30
Total	22,030
Ballot papers issued	
General mail out	18,061
Early and replacement votes	561
Unenrolled declaration votes	1
Spoilt	0
Sub total	18,623
Unused	3,407
Total	22,030
Declarations returned	
General mail out admitted to the extraction	14,776
Early and replacement votes admitted to the extraction	358
Unenrolled declaration votes admitted to the extraction	0
Returned declarations unable to be admitted to the extraction	238
Declarations returned to sender	276
Sub total	15,648
Declarations not returned	2,975
Total	18,623

Schedule 2: Certification statement

Greater Geelong City Council

Schedule 2: Certification statement

In accordance with Regulation 77, I certify that Schedule 1 of this report on the conduct of the 2024 Greater Geelong City Council local government election is a true and correct account of the number of ballot papers issued, returned and not used in this election and declarations not returned.



Sven Bluemmel
Electoral Commissioner

Greater Geelong City Council

Appendix 1: Breakdown of the voters' roll

Appendix 1: Breakdown of the voters' roll

Greater Geelong City Council election	Voters enrolled through an entitlement under section 241 of the LG Act	Voters enrolled through entitlements under sections 242–245 of the LG Act	Total voters enrolled
Greater Geelong City Council	204,076	1,829	205,905
Barrabool Hills Ward	20,090	65	20,155
Charlemont Ward	18,866	165	19,031
Cheetham Ward	18,196	79	18,275
Connewarre Ward	17,970	324	18,294
Corio Ward	18,463	102	18,565
Deakin Ward	19,689	123	19,812
Hamlyn Heights Ward	18,290	85	18,375
Kardinia Ward	18,472	120	18,592
Leopold Ward	18,935	99	19,034
Murradoc Ward	17,124	587	17,711
You Yangs Ward	17,981	80	18,061

Appendix 2: Public notices

Schedule of public notices

Close of roll notice	
VEC website/public notices	24 July 2024
Geelong Advertiser	26 July 2024
Geelong Independent	26 July 2024
Bellarine Times	26 July 2024
Geelong Times	26 July 2024
Ocean Grove Voice	26 July 2024
Armstrong Creek Times	26 July 2024
Surf Coast Times	26 July 2024

Notice of election	
VEC website/public notices	12 August 2024
Geelong Advertiser	16 August 2024
Geelong Independent	16 August 2024
Bellarine Times	16 August 2024
Geelong Times	16 August 2024
Ocean Grove Voice	9 August 2024
Armstrong Creek Times	16 August 2024
Surf Coast Times	16 August 2024

Voting details notice	
VEC website/public notices	19 September 2024
Geelong Advertiser	4 October 2024

Greater Geelong City Council

Appendix 2: Public notices

Voting details notice

Geelong Independent	4 October 2024
Bellarine Times	4 October 2024
Geelong Times	4 October 2024
Ocean Grove Voice	4 October 2024
Armstrong Creek Times	4 October 2024
Surf Coast Times	4 October 2024

Notice of retirement

VEC website/public notices	7 October 2024

Reminder notice

VEC website	13 October 2024
Geelong Advertiser	18 October 2024
Geelong Independent	18 October 2024
Bellarine Times	18 October 2024
Geelong Times	18 October 2024
Ocean Grove Voice	18 October 2024
Armstrong Creek Times	18 October 2024
Surf Coast Times	18 October 2024

Notice of result

VEC website/public notices	14 November 2024
Geelong Advertiser	22 November 2024
Geelong Independent	22 November 2024
Bellarine Times	22 November 2024
Geelong Times	22 November 2024

Notice of result

Ocean Grove Voice	29 November 2024
Armstrong Creek Times	22 November 2024
Surf Coast Times	22 November 2024

Appendix 2.1: Sample public notices

Close of roll

Sample Council postal election

My council, my vote



You must be enrolled to vote

A general election for Sample Council will be held in October 2024. To be able to vote in the election, you must be enrolled by the close of roll at **4 pm on Wednesday 7 August 2024**. Two categories of voters can be enrolled to vote in the Sample Council election: State-enrolled voters and Council-enrolled voters.

State-enrolled voters

Am I enrolled to vote?

You are automatically enrolled for this election if:

- you will be 18 years of age or over on Saturday 26 October 2024 and
- you live in the Sample Council and you are on the State electoral roll for your current address.

You need to enrol if:

- you are an Australian citizen aged 18 or over on Saturday 26 October 2024 and
- you live in the Sample Council and you are not on the State electoral roll or
- you have lived at your current residential address within the Sample Council for at least a month and have not yet updated your enrolment details, including any changes to your postal address.

How do I enrol?

You can enrol online at vec.vic.gov.au

You can also download an enrolment form from the website.

All enrolment applications must be received by the Victorian Electoral Commission by the close of roll at **4 pm on Wednesday 7 August 2024**.

How can I check my State enrolment?

You can check your enrolment details online at vec.vic.gov.au at any time, or call 131 832.

Council-enrolled voters

Am I enrolled to vote?

To be a Council-enrolled voter, you must be:

- 18 years of age or over on Saturday 26 October 2024 and
- not a State-enrolled voter within the Sample Council.

New rules mean you are no longer automatically enrolled if you are a non-resident property owner (e.g. a landlord or a business owner that pays rates). If you are a non-resident property owner within the Sample Council, you need to apply to enrol if you wish to vote in the Sample Council election.

Who else can enrol & vote?

You may also apply to enrol if:

- you have purchased a rateable property within the Sample Council location since the last election but you are not a resident of the Sample Council, or
- you are not an Australian citizen and you live in, and pay rates for, a property within the Sample Council location, or
- you pay rates on a property you occupy within the Sample Council and have no other voting entitlement within the Sample Council, for example you are a shop tenant and pay rates to the Council for your tenancy, and you have no other voting entitlement within the Sample Council, or
- you are a director or company secretary of a corporation within the Sample Council that pays rates to Sample Council and you have no other voting entitlement within the Sample Council.

How do I apply to be a Council-enrolled voter?

If you meet any of the above criteria and wish to enrol, contact Sample Council on 0000 0000 for a council enrolment form. Council enrolment forms must be received by the Council by the close of roll at **4 pm on Wednesday 7 August 2024**.

How can I check if I am Council-enrolled?

You can check your enrolment details by contacting the Council on 0000 0000.

Thinking about standing for election?

To nominate as a candidate for Sample Council, you must:

- be an Australian citizen and enrolled on the voters' roll for Sample Council and
- be eligible to become a councillor and
- have completed the mandatory candidate training provided by Local Government Victoria before lodging your nomination with the Election Manager.

For further information, visit vec.vic.gov.au

Enrolment closes
4 pm Wednesday 7 August 2024

State-enrolled voters can register for free VoterAlert SMS and email reminders at vec.vic.gov.au

vec.vic.gov.au | 131 832

For enquiries in languages other than English:

• Arabic (Arabic) 9209 0100 • Azərbaycanca (Azerbaijani) 9209 0160 • বাংলা (Burmese) 9209 0161 • 普通话 (Mandarin) 9209 0106 • 廣東話 (Cantonese) 9209 0101 • Hrvatski (Croatian) 9209 0102 • ދިވެހި (Dhivehi) 9209 0193 • ไทย (Thai) 9209 0119 • Ελληνικά (Greek) 9209 0103 • Հայերեն (Armenian) 9209 0162 • Italiano (Italian) 9209 0104 • Khmer (Khmer) 9209 0192 • 한국어 (Korean) 9209 0194 • македонски (Macedonian) 9209 0105 • नेपाली (Nepali) 9209 0163 • فارسی (Persian) 9209 0195 • မြန်မာ (Thai) 9209 0164 • Türkçe (Turkish) 9209 0110 • اردو (Urdu) 9209 0165 • Tiếng Việt (Vietnamese) 9209 0111 • All other non-English languages 9209 0112

Authorised by S. Blumel, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

@electionsvic

Victorian Electoral Commission

Notice of election

Sample Council postal election

My council, my vote



Vote by post this October

Ballot packs will be mailed to voters enrolled in the Sample Council general election from Monday 7 October. Complete and return your ballot material ASAP. Ballot material must be in the mail or delivered to the election manager by **6 pm on Friday 25 October**.

If you will be away

If you will be away when ballot packs are mailed, or your address has changed since Wednesday 7 August, you can request for your ballot pack to be redirected by completing the online redirection form at vec.vic.gov.au/redirections, or call 131 832.

Requests for redirection must be received by 5 pm on Monday 9 September.

Large print and braille ballot papers

Large print or braille ballot papers are available for voters who are blind or have low vision—please register by 5 pm Tuesday 10 September. To register, call 03 8620 1314 during business hours.

Early votes

If you will be away during the voting period (7–25 October), you can go to your local election office to vote in person, from 10 am on Wednesday 18 September.

The Sample Council election office is at:
Sample election office address

How to nominate as a candidate

To nominate as a candidate, you must:

- be an Australian citizen and enrolled on the voters roll for Sample Council AND
- be eligible to become a councillor should you be elected AND
- have completed the mandatory candidate training before lodging your nomination with the election manager.

To nominate, complete the nomination form and lodge it with the election manager together with the \$250 nomination fee. Nomination forms can be lodged by appointment during business hours from Monday 9 September until 12 noon on Tuesday 17 September at the election office.

Visit vec.vic.gov.au for more information and to pre-complete your nomination form using the online Candidate Helper. The online Candidate Helper will be available from Tuesday 20 August.

If you use the online Candidate Helper, print your pre-completed form and make an appointment to lodge it with the election manager along with the nomination fee.

Call the election manager from Monday 9 September on 131 832 to make a nomination appointment.

Nominations close 12 noon Tuesday 17 September.



Candidate information session

Sample time sample date at sample venue name, sample address

Candidate information kits containing nomination forms and other electoral information will be available online and from the election manager.

State-enrolled voters can register for free VoterAlert SMS and email reminders at vec.vic.gov.au

For enquiries in languages other than English:

• Arabic (Arabic) 9209 0100 • Azərbaycanca (Azerbaijani) 9209 0160 • বাংলা (Burmese) 9209 0161 • 普通话 (Mandarin) 9209 0106 • 廣東話 (Cantonese) 9209 0101 • Hrvatski (Croatian) 9209 0102 • ދިވެހި (Dhivehi) 9209 0193 • ไทย (Thai) 9209 0119 • Ελληνικά (Greek) 9209 0103 • Հայերեն (Armenian) 9209 0162 • Italiano (Italian) 9209 0104 • Khmer (Khmer) 9209 0192 • 한국어 (Korean) 9209 0194 • македонски (Macedonian) 9209 0105 • नेपाली (Nepali) 9209 0163 • فارسی (Persian) 9209 0195 • မြန်မာ (Thai) 9209 0164 • Türkçe (Turkish) 9209 0110 • اردو (Urdu) 9209 0165 • Tiếng Việt (Vietnamese) 9209 0111 • All other non-English languages 9209 0112

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Victorian Electoral Commission

Voting details notice

Sample Council postal election

My council, my vote

An election will be held for Sample Council.

Check the mail for your ballot pack

Ballot packs containing voting material will be mailed to enrolled voters from **Monday 7 October**.

This is a postal election only.

If you do not receive your ballot pack by **Tuesday 15 October** please visit vec.vic.gov.au to complete the online replacement form, or call **131 832** to arrange a replacement.

Candidates

Candidates who have nominated for election are listed in the ballot packs and at vec.vic.gov.au.

A photo and candidate statement will also be included if provided by candidates. Responses to a candidate questionnaire, if provided, are available at vec.vic.gov.au.

How to vote correctly

You must complete your ballot paper correctly for your vote to count. Put the number **1** in the box next to the candidate you want to see elected, then number all the other boxes in order of your choice. You must number **every box** and only use each number once.

How to return your ballot pack

Put your completed ballot paper in the ballot paper envelope, complete the declaration, then post it ASAP using the reply-paid envelope provided, or hand deliver it during election office hours to:

Sample election office address

Voting is compulsory

Voting is compulsory for all voters who were enrolled at 4 pm on Wednesday 7 August. This includes state-enrolled and council-enrolled voters.

If you don't vote and don't have a valid excuse, you may be fined.

Your completed ballot pack must be in the mail or hand delivered by **6 pm Friday 25 October**.

State-enrolled voters can register for free VoterAlert SMS and email reminders at vec.vic.gov.au

Sample Council logo

vec.vic.gov.au | **131 832**

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• Hrvatski (Croatian) 9209 0102 • Դար (Dan) 9209 0193 • Thuzajig (Dinka) 9209 0119 • Ελληνικά (Greek) 9209 0103 • ګۆڼ (Guzaragi) 9209 0162 • Italiano (Italian) 9209 0104

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• Türkçe (Turkish) 9209 0197 • ភាសាខ្មែរ (Khmer) 9209 0198 • Tiếng Việt (Vietnamese) 9209 0111 • All other non-English languages 9209 0112

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Victorian Electoral Commission

Reminder notice

Sample Council postal election

My council, my vote

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State-enrolled voters can register for free VoterAlert SMS and email reminders at vec.vic.gov.au

Sample Council logo

vec.vic.gov.au | 131 832

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Victorian Electoral Commission

Greater Geelong City Council

Appendix 2: Public notices

Declaration of results

Sample Council election

Declaration of results

Sample Council logo

The following candidates were elected to Sample Council at the general election held in October 2024:

Sample Ward 1	Sample elected candidate 4	Sample Ward 8
Sample elected candidate 1	Sample Ward 5	Sample elected candidate 8
Sample Ward 2	Sample elected candidate 5	Sample Ward 9
Sample elected candidate 2	Sample Ward 6	Sample elected candidate 9
Sample Ward 3	Sample elected candidate 6	
Sample elected candidate 3	Sample Ward 7	
Sample Ward 4	Sample elected candidate 7	

Further details about the results are available at [vec.vic.gov.au](#)

Sample Election Manager name

Election Manager

Sample declaration date

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 Victorian Electoral Commission

Appendix 3: Schedule of media releases and advisories

Greater Geelong City Council council-specific media releases and advisories

Enrol now for the Greater Geelong City Council election	Monday 29 July 2024
Call for candidates for Greater Geelong City Council election	Thursday 22 August 2024
Ballot packs mailed for Greater Geelong City Council election	Monday 7 October 2024
Voting closes soon for Greater Geelong City Council election	Tuesday 15 October 2024
New councillors for Greater Geelong City Council	Thursday 14 November 2024

Statewide media releases and advisories

Victorians urged to enrol for upcoming local council elections	Monday 22 July 2024
Media advisory: 2024 local council elections briefing	Monday 22 July 2024
Last chance to enrol for Victorian council elections	Friday 2 August 2024
News alert: Enrolment closes tomorrow for October's council local elections	Tuesday 6 August 2024
Nominations open soon for Victorian local council elections	Monday 26 August 2024
Media advisory: Accessing candidate information for the 2024 Victorian local council elections	Friday 6 September 2024
Nominations for the 2024 Victorian local council elections now open	Monday 9 September 2024
Over 4.6 million enrolled for local council elections	Tuesday 10 September 2024
Time is running out to nominate for this year's local council elections	Monday 16 September 2024
Electoral Commissioner calls for transparency in the use of AI in upcoming local council elections	Tuesday 17 September 2024
Media advisory: Media attendance at local council election ballot draw	Tuesday 17 September 2024
Nominations are in for October local council elections	Wednesday 18 September 2024
Democracy ambassadors help community voices 'Be Heard'	Thursday 19 September 2024
VEC retires 16 local council election candidates	Monday 30 September 2024
Voting starts next week for Victoria's local council elections	Friday 4 October 2024

Greater Geelong City Council

Appendix 3: Schedule of media releases and advisories

Statewide media releases and advisories	
Police investigate break-in at the Ballarat election office	Thursday 10 October 2024
Voters urged to request a replacement ballot pack following van theft	Friday 18 October 2024
Local council elections voting deadline looms	Monday 21 October 2024
Voters urged to request a replacement ballot pack following theft	Thursday 24 October 2024
Final day of voting	Friday 25 October 2024
Media advisory: Results timelines for Victorian local council elections	Friday 25 October 2024
Media advisory: Media attendance at results declarations	Wednesday 6 November 2024
Suspected postal vote tampering in 2 local council elections referred for inquiry	Wednesday 13 November 2024
Didn't vote in the 2024 local council elections?	Monday 17 February 2025
Non-voters asked to explain why they didn't vote in the 2024 local council elections	Friday 7 March 2025
Infringements sent to 2024 local council election non-voters	Scheduled for Monday 14 April 2025
Act on penalty reminder notice or risk enforcement action	Scheduled for Thursday 1 July 2025

Appendix 4: VoterAlert advisories

Appendix 4.1: SMS alerts

Close of roll – sent from Wednesday 17 July to
Wednesday 31 July 2024

VoterAlert: Vic council elections will be held by post this Oct. Make sure your details are correct before 4pm Wed 7 Aug. More info <https://vec.vic.gov.au/LG24>. If you'd rather not open links in this message, look up the VEC website or call 131 832 to check. Unsubscribe <https://vec.vic.gov.au/voteralert>

Reminder close of voting – sent from Tuesday
22 October to Wednesday 23 October 2024

VoterAlert: return your council election ballot pack by 6pm Fri Oct 25. If your ballot pack hasn't arrived, find out how to get a replacement at <https://vec.vic.gov.au/LG24>. Ignore if you've already voted or asked for a replacement. If you'd rather not visit links in this message, look up the VEC website or call 131 832. Unsubscribe: <https://vec.vic.gov.au/voteralert>

Uncontested election – sent from Wednesday
25 September to Tuesday 1 October 2024

VoterAlert: the election in your area is uncontested, as only one person nominated per vacancy. You do not need to vote. More info: <https://vec.vic.gov.au/LG24>. If you'd rather not visit links in this message, look up the VEC website or call 131 832. Unsubscribe: <https://vec.vic.gov.au/voteralert>

Mail-out of ballot packs – sent from Monday 7 October
to Monday 14 October 2024

VoterAlert: ballot packs for the local council elections are on their way, arriving by 15 Oct. Complete and return before 6pm on Fri 25 Oct. For more info visit <https://vec.vic.gov.au/LG24>, look up the VEC website or call 131 832. Unsubscribe: <https://vec.vic.gov.au/voteralert>

Appendix 4.2: Email alerts

Close of roll email

Do not reply to this email. Replies go to an unmonitored inbox. Contact us with any questions.

VoterAlert

 Victorian Electoral Commission

Hi

Victorian local council elections are being held by post this October. You must be correctly enrolled by **4 pm on Wednesday 7 August**.

What you need to do

Not sure if your enrolment details are up to date? You can check online at vec.vic.gov.au/enrolment.

If you've changed your address or name since you last voted in an election, you should update your details. Please also check the postal address listed on your enrolment, as this is where we will send your ballot pack.

CHECK MY DETAILS

If your details **haven't changed** since the last time you voted, get ready to vote. All voting in this election is by post. We will start posting ballot packs out from Monday 7 October.

The full list of candidates will be available on our website from 12 noon on Tuesday 17 September.

[Find out more about your council election.](#)

Voting is compulsory – don't risk a fine.

If you own properties in more than one Victorian council

Some people are eligible to enrol in more than one council. If you own or pay rates on a property in a Victorian council other than where you normally live, you can apply to enrol with that council. This is known as council enrolment.

Contact the council directly for more information about council enrolment.

[Find out more about council enrolment.](#)

You **must** vote for all councils you are enrolled in.

Electoral structure changes

Over half of Victoria's local councils have new electoral structures or have changed internal ward boundaries. You may be voting in a new ward this October.

You can check your council's ward boundaries on our [interactive map](#).

Information in your language

You can find election information in 20 languages other than English on our website.

[Find in-language information](#)

Security

If you would rather not click any links in this email, all this information and more is on our website at vec.vic.gov.au. You can also hover over links to confirm they go to a vec.vic.gov.au website before you click them.

Be aware of scams: all emails we send you will have 'Victorian Electoral Commission <voteralert@info.vec.vic.gov.au>' as the sender. We will never ask you to enter credit card details or make payments through a website.

More information

Visit vec.vic.gov.au or call us on **131 832** between 8:30 am and 5 pm Monday to Friday.

Authorised by S. Blumenthal, Electoral Commissioner, 530 Collins Street, Melbourne, Victoria.

Our mailing address is:
Level 11, 530 Collins Street, Melbourne VIC 3000

This message was sent to you by the Victorian Electoral Commission because your contact details are listed on the Victorian electoral roll. Responses are not monitored.

UNSUBSCRIBE



[VEC website](#) | [Contact us](#) | [Privacy](#) | [Legal](#)

Uncontested election email

Do not reply to this email. Replies go to an unmonitored inbox. Contact us with any questions.

VoterAlert

 Victorian Electoral Commission

Hi

The Ward election is uncontested as there were the same number of candidates as vacancies at the close of nominations.

You are not required to vote this October.

If you own properties in any other Victorian councils

You will still get a ballot pack for any other councils you are enrolled in. Please complete and return all ballot packs you receive before **6 pm on Friday 25 October**.

If you don't vote you may risk a fine.

Check your enrolment online or contact the council directly to check your enrolment details.

Check my enrolment

Security

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Ballot pack mail-out email

Do not reply to this email. Replies go to an unmonitored inbox. Contact us with any questions.

VoterAlert  Victorian Electoral Commission

Hi

You are enrolled to vote in the 2024 local council elections.

Your vote matters. Local council elections are your chance to vote on who represents you on the local community issues that you care about.

How to vote

Voting in these elections is by **post**.

We have started posting ballot packs to all enrolled voters. They will arrive by **Tuesday 15 October**.

Please follow the instructions in your ballot pack to complete your vote and mail it back to us as soon as possible.

If you're unsure, you can learn [how to fill out a ballot paper](#) on our website.

Voting closes at **6 pm on Friday 25 October**, but your local mail collection times may be earlier than this. We recommend you return your completed vote as soon as possible.

You can also drop your vote off at your local election office.

If you don't get a ballot pack

Ballot packs are in the mail and will arrive by **Tuesday 15 October**.

If you don't get a ballot pack by then, you can ask us to send you a replacement by calling [131 832](tel:131832) between 8:30 am and 5 pm, Monday to Friday.

Moved house or away from your address

If you are away from your mailing address you can request a replacement ballot pack. You can:

- call us on [131 832](tel:131832) between 8:30 am and 5 pm, Monday to Friday
- visit the election office of your **old address** to get a replacement on the spot. If you will be away during the election, you can fill in your vote there and return it straight away.

[Find my election office](#)

Find candidates

Information about candidates, including statements and candidate questionnaire responses are on our website.

[Find candidates](#)

Information in your language

Our website has information in more than 20 languages. There are also videos explaining how to vote in 10 different languages.

[Find information in your language](#)

Security

If you would rather not click any links in this email, all this information and more is on our website: vec.vic.gov.au. You can hover your mouse over links to confirm they go to a vic.gov.au website before you click them.

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[UNSUBSCRIBE](#)



[VEC website](#) | [Contact us](#) | [Privacy](#) | [Legal](#)

Last week to vote email

Do not reply to this email. Replies go to an unmonitored inbox. Contact us with any questions.

VoterAlert  Victorian Electoral Commission

Reminder: voting for the 2024 local council elections closes at 6 pm this Friday 25 October.

Please ignore this email if you've already voted or asked for a replacement ballot pack.

How to vote

Voting in these elections is by **post**.

Please follow the instructions in your ballot pack to complete your vote and mail it back to us as soon as possible. You can find instructions on [how to fill out a ballot paper](#) on our website.

Voting closes at **6 pm on Friday 25 October**, but your local mail collection times may be earlier than this. We recommend you return your completed vote as soon as possible.

You can also drop your vote off at your local election office.

[Find my election office](#)

If you don't get a ballot pack

If you haven't received your ballot pack in the mail yet, you can ask us to send you a replacement by:

- visiting your election office* to get a replacement on the spot. You can fill in your vote there and return it straight away.
- calling us on [131 832](tel:131832) between 8:30 am and 6 pm, Monday to Friday
- filling in our [online form](#)

*This must be the election office for your enrolled address. [Check your enrolment details](#) if you've recently moved.

[Find my election office](#)

Information in your language

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[Find information in your language](#)

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Appendix 5: Voter engagement program and initiatives

Program	Program details
Be Heard Democracy Ambassador program	This program provides free peer-led electoral education and information sessions to those under-represented in the electoral process. This includes people with disability and their carers, culturally and linguistically diverse (CALD) communities, people experiencing homelessness and young people. A total of 238 sessions were provided across the state reaching over 10,000 participants.
Specialist mobile enrolment	This program delivered peer-led enrolment sessions in prisons, homeless services, schools and tertiary education settings to reach young people and Aboriginal community settings across Melbourne and regional Victoria.
CALD in-language social media videos	This project produced a series of videos in 11 different languages including Auslan. Languages were chosen to reach language groups most in need of additional support. The videos provided electoral information on how to enrol, how to vote by post, and how to respond to an Apparent Failure to Vote Notice. These were widely distributed and shared through the VEC's social media platforms, community networks, and partner organisations.
Active Citizenship program	Electoral and civics education workshops were delivered to CALD community leaders in 3 locations across regional Victoria.
Aboriginal engagement	This program delivered information and engagement sessions across the greater Melbourne area and regional Victoria. These were designed to raise awareness that voting was compulsory and taking place via post. Culturally appropriate resources were produced to provide information on how to respond to an Apparent Failure to Vote Notice, including a video which was distributed and shared through the VEC's social media platforms and partner organisations.
Easy English guide	This was produced for people with low English proficiency and designed as a co-read product where a person supports the reader. These were distributed by Democracy Ambassadors as a key resource, and also available for download from the VEC's website.

Appendix 6: Final list of candidates in ballot paper order

The candidates, in ballot paper order, were as follows:

Barrabool Hills Ward election

NELSON, Ron

McGINNESS, David

MORIARTY, Aleta

Charlemont Ward election

JOACHIM, Susan

SINCLAIR, Emma

HADLOW, Blake

MILTON-McGURK, Sian

MITCHELL, Teagan

DHALIWAL, Sunny

Cheetham Ward election

CADWELL, Melissa

HARPER, Jess

METRIKAS, Jon

HUTCHINSON, Mellissa

GANT, Tom

Connewarre Ward election

WILKINSON, Elise

SHEARMAN, Angela

Corio Ward election

DOOSTI, Azadeh

HATHWAY, Sarah

SLATER, Maddie

BLASZCZYK, Robert

MAHFOUD, Danny

AITKEN, Anthony

Deakin Ward election

COX, Sue

KENNEDY, Nicholas

SCHERRER, Izzy

KATOS, Andrew

RICHARDS, Andy

HAITSMA, Joshua

WALLACE, Derek

HILTON, Anastasia

Hamlyn Heights Ward election

CARR, Angela

HOOD, Mathew

KONTELJ, Eddy

NICITA, Joey

Greater Geelong City Council

Appendix 6: Final list of candidates in ballot paper order

Kardinia Ward election

DUNSTAN, Johnny

COSTOSO, Candice

GARCIA, Daniel

DESBROWE-ANNEAR, Peter

MURRIHY, Peter

FLYNN, Emilie

KONTELJ, Stretch

Leopold Ward election

McKEEN, Shona

LYNCH, David

SULLIVAN, Trent

Murradoc Ward election

STORY, Rowan D.

LOCKHART, Kate

You Yangs Ward election

GREENWOOD, David - RETIRED

SLATER, Theresa

KULIC, Lorraine

LYNCH, Nicole

BURSON, Chris

Appendix 6.1: Candidate statements and photographs

Greater Geelong City Council election	Total number of candidates at close of nominations	Number of candidates that lodged a candidate statement	Number of candidates that lodged a candidate photograph
Barrabool Hills Ward	3	3	3
Charlemont Ward	6	6	6
Cheetham Ward	5	5	5
Connewarre Ward	2	2	2
Corio Ward	6	6	6
Deakin Ward	8	8	8
Hamlyn Heights Ward	4	4	4
Kardinia Ward	7	7	7
Leopold Ward	3	3	3
Murradoc Ward	2	2	2
You Yangs Ward	5	5	5

Appendix 6.2: Sample ballot material

Outer envelope

Sample Council

If undeliverable, return to
Locked Bag 0000
LOCALITY VIC 0000

POSTAGE
PAID
AUSTRALIA
PRIORITY

STAT-ENVM938 06/24

Local council elections 2024
Postal ballot pack

Voting closes 6 pm
Friday 25 October

Victorian
Electoral
Commission

Reply-paid envelope

Sample Council
Sample Ward

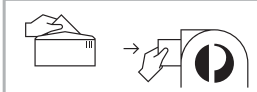
Delivery address:
Locked Bag 0000
LOCALITY VIC 0000



No stamp required
if posted in Australia



Sample Council
Sample Ward
STAT-ENVM937 07/24



Post your completed ballot pack
before 6 pm on Friday 25 October

Local post box collection times vary. Check the
collection time on your post box to make sure your
vote is in the mail on time.



Election Manager
Sample Election Office
Sample Ward
Reply Paid 00000
LOCALITY VIC 0000

Ballot paper envelope

Ballot paper
envelope

How to vote

1. →


2. →


3. →


4. →


5. →


Voters unable to sign: Blind or low vision voters, or voters
with low literacy or limited English can ask someone to sign
for them. The authorised person must sign and write their
name on the back of this envelope.

4. Put this ballot paper envelope into the reply-paid envelope
and seal it.

5. Post it straight away.

Victorian
Electoral
Commission

STAT-ENV-LG-003 06/24

Candidate leaflet

Voting closes
6 pm Friday
25 October 2024

All voting in this election is by post.

Post your vote before voting closes.

We cannot accept late votes.

Local post box collection times vary. Check the collection time on your post box to make sure your vote is in the mail on time.

You can also drop your vote off during business hours to:

Address line 1

Address line 2

Address line 3

For more information, visit vec.vic.gov.au or call 131 832 during business hours.

Voting is compulsory

You are enrolled to vote in this election.

Voting is your right. By voting, you get to have a say in who represents you on your local council.

Voting is also a responsibility. If you don't vote, you may get a fine.

If your enrolment details have changed, it is your responsibility to update them. Visit vec.vic.gov.au/update for more information.

Sample Council
 Sample Ward


Candidate leaflet

Sample Council
election 2024
Sample Ward

Sample Ward

**Notice**

The contents of candidate statements are provided by the candidates. Any enquiries about candidate statements should be directed to the relevant candidate. Candidate statements are not verified or endorsed by the election manager. Candidate statements are also available at vec.vic.gov.au

Candidates may also provide answers to a questionnaire. Responses are available at vec.vic.gov.au

**How to vote multi-language leaflet**

If applicable

How to vote leaflet**Language support**

Visit vec.vic.gov.au/languages for more information in your language.

For interpreter assistance, call us. See the phone numbers on the next page.

STAT-LEAMUL01 07/24

**Ballot paper**

Sample Council
Sample Ward

Election of 1 Councillor

Number the boxes 1 to 4 in the order of your choice.

Number every box to make your vote count.

You must not use any number more than once.

- ☐ **CANDIDATE, Name**
- ☐ **CANDIDATE, Name**
- ☐ **CANDIDATE, Name**
- ☐ **CANDIDATE, Name**

Appendix 6.3: Sample uncontested ward leaflet

Sample Council election 2024
Sample Ward

At the close of nominations for the Sample Council, Sample Ward election, one nomination was received for one vacancy. Therefore, Candidate Name will be elected unopposed.

You are not required to vote.

Election Manager Name
Election Manager

For more information call 131 832



Appendix 7:

Daily breakdown of the general mail out

Greater Geelong City Council election	7 October 2024	8 October 2024	9 October 2024	10 October 2024	Total general mail out
Greater Geelong City Council	70,005	70,005	32,947	32,937	205,894
Barrabool Hills Ward	6,853	6,853	3,225	3,224	20,155
Charlemont Ward	6,469	6,469	3,045	3,044	19,027
Cheetham Ward	6,214	6,214	2,924	2,923	18,275
Connewarre Ward	6,220	6,220	2,927	2,926	18,293
Corio Ward	6,312	6,312	2,971	2,970	18,565
Deakin Ward	6,736	6,736	3,170	3,169	19,811
Hamlyn Heights Ward	6,246	6,246	2,940	2,940	18,372
Kardinia Ward	6,321	6,321	2,975	2,974	18,591
Leopold Ward	6,471	6,471	3,046	3,045	19,033
Murradoc Ward	6,022	6,022	2,834	2,833	17,711
You Yangs Ward	6,141	6,141	2,890	2,889	18,061

Appendix 8: Result information

Barrabool Hills Ward count summary

Enrolment	20,155
Formal votes	17,063
Informal votes	327 (1.88% of the total votes)
Voter turnout	17,390 (86.28% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
NELSON, Ron	8,817	51.67%
McGINNESS, David	2,118	12.41%
MORIARTY, Aleta	6,128	35.91%

Successful candidates

NELSON, Ron

Charlemont Ward count summary

Enrolment	19,029
Formal votes	14,903
Informal votes	541 (3.50% of the total votes)
Voter turnout	15,444 (81.16% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
JOACHIM, Susan	1,578	10.59%
SINCLAIR, Emma	3,108	20.85%
HADLOW, Blake	3,510	23.55%
MILTON-McGURK, Sian	1,102	7.39%
MITCHELL, Teagan	3,336	22.38%
DHALIWAL, Sunny	2,269	15.23%

Successful candidates

Charlemont Ward count summary

SINCLAIR, Emma

Cheetham Ward count summary

Enrolment	18,274
Formal votes	14,313
Informal votes	464 (3.14% of the total votes)
Voter turnout	14,777 (80.86% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
CADWELL, Melissa	6,478	45.26%
HARPER, Jess	2,378	16.61%
METRIKAS, Jon	1,494	10.44%
HUTCHINSON, Mellissa	1,513	10.57%
GANT, Tom	2,450	17.12%

Successful candidates

CADWELL, Melissa

Connewarre Ward count summary

Enrolment	18,293
Formal votes	14,953
Informal votes	494 (3.20% of the total votes)
Voter turnout	15,447 (84.44% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
WILKINSON, Elise	7,478	50.01%
SHEARMAN, Angela	7,475	49.99%

Successful candidates

WILKINSON, Elise

Greater Geelong City Council

Appendix 8: Result information

Corio Ward count summary

Enrolment	18,565
Formal votes	13,904
Informal votes	546 (3.78% of the total votes)
Voter turnout	14,450 (77.83% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
DOOSTI, Azadeh	1,233	8.87%
HATHWAY, Sarah	2,679	19.27%
SLATER, Maddie	853	6.13%
BLASZCZYK, Robert	1,924	13.84%
MAHFOUD, Danny	515	3.70%
AITKEN, Anthony	6,700	48.19%

Successful candidates

AITKEN, Anthony

Deakin Ward count summary

Enrolment	19,812
Formal votes	15,996
Informal votes	624 (3.75% of the total votes)
Voter turnout	16,620 (83.89% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
COX, Sue	2,230	13.94%
KENNEDY, Nicholas	509	3.18%
SCHERRER, Izzy	2,571	16.07%
KATOS, Andrew	4,492	28.08%
RICHARDS, Andy	2,252	14.08%
HAITSMA, Joshua	1,525	9.53%
WALLACE, Derek	447	2.79%
HILTON, Anastasia	1,970	12.32%

Deakin Ward count summary**Successful candidates**

KATOS, Andrew

Hamlyn Heights Ward count summary

Enrolment	18,375
Formal votes	15,114
Informal votes	330 (2.14% of the total votes)
Voter turnout	15,444 (84.05% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
CARR, Angela	3,821	25.28%
HOOD, Mathew	2,978	19.70%
KONTELJ, Eddy	6,905	45.69%
NICITA, Joey	1,410	9.33%

Successful candidates

KONTELJ, Eddy

Kardinia Ward count summary

Enrolment	18,592
Formal votes	14,632
Informal votes	476 (3.15% of the total votes)
Voter turnout	15,108 (81.26% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
DUNSTAN, Johnny	865	5.91%
COSTOSO, Candice	1,767	12.08%
GARCIA, Daniel	1,260	8.61%
DESBROWE-ANNEAR, Peter	294	2.01%
MURRIHY, Peter	3,024	20.67%

Greater Geelong City Council

Appendix 8: Result information

Kardinia Ward count summary

FLYNN, Emilie	3,298	22.54%
KONTELJ, Stretch	4,124	28.18%

Successful candidates

KONTELJ, Stretch

Leopold Ward count summary

Enrolment	19,033
Formal votes	15,772
Informal votes	481 (2.96% of the total votes)
Voter turnout	16,253 (85.39% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
McKEEN, Shona	5,118	32.45%
LYNCH, David	1,789	11.34%
SULLIVAN, Trent	8,865	56.21%

Successful candidates

SULLIVAN, Trent

Murradoc Ward count summary

Enrolment	17,706
Formal votes	14,545
Informal votes	543 (3.60% of the total votes)
Voter turnout	15,088 (85.21% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
STORY, Rowan D.	7,449	51.21%
LOCKHART, Kate	7,096	48.79%

Successful candidates

STORY, Rowan D.

You Yangs Ward count summary

Enrolment	18,060
Formal votes	14,650
Informal votes	450 (2.98% of the total votes)
Voter turnout	15,100 (83.61% of the total enrolment)

Candidates (in ballot paper order)	First preference votes	Percentage
SLATER, Theresa	2,278	15.55%
KULIC, Lorraine	3,882	26.50%
LYNCH, Nicole	1,475	10.07%
BURSON, Chris	7,015	47.88%

Successful candidates

BURSON, Chris

Appendix 9: Election participation statistics

Participation is measured by the number of marks on the roll as a percentage of total enrolment and can vary from turnout (total ballot papers counted as a percentage of total enrolment).

Greater Geelong City Council election participation	2020	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	89.18%	86.11%	86.64%
20–24	83.62%	79.61%	80.02%
25–29	78.51%	74.44%	74.09%
30–34	79.96%	74.24%	73.31%
35–39	81.65%	77.20%	76.18%
40–44	82.58%	79.66%	78.99%
45–49	84.85%	82.88%	81.92%
50–54	87.20%	85.91%	84.69%
55–59	89.03%	89.02%	87.46%
60–64	90.94%	90.14%	89.16%
65–69	92.80%	91.83%	90.41%
70+	89.83%	90.35%	88.77%
Voters enrolled through section 241 of the LG Act	87.92%	84.05%	86.27%
Voters enrolled through sections 243–245 of the LG Act	66.71%	90.43%	60.96%
Total voters enrolled	86.16%	84.10%	84.12%

Appendix 9: Election participation statistics

Greater Geelong City Council

Barrabool Hills Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	88.58%	86.64%
20–24	83.91%	80.02%
25–29	75.90%	74.09%
30–34	80.34%	73.31%
35–39	81.95%	76.18%
40–44	85.11%	78.99%
45–49	86.06%	81.92%
50–54	89.99%	84.69%
55–59	90.52%	87.46%
60–64	91.81%	89.16%
65–69	93.83%	90.41%
70+	91.17%	88.77%
Voters enrolled through section 241 of the LG Act	87.06%	86.27%
Voters enrolled through sections 243–245 of the LG Act	86.15%	60.96%
Total voters enrolled	87.06%	84.12%

Charlemont Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	85.67%	86.64%
20–24	76.37%	80.02%
25–29	73.42%	74.09%
30–34	75.12%	73.31%
35–39	80.55%	76.18%
40–44	82.96%	78.99%
45–49	84.14%	81.92%
50–54	87.67%	84.69%
55–59	90.59%	87.46%
60–64	88.08%	89.16%
65–69	91.97%	90.41%
70+	88.67%	88.77%
Voters enrolled through section 241 of the LG Act	82.05%	86.27%
Voters enrolled through sections 243–245 of the LG Act	85.89%	60.96%
Total voters enrolled	82.09%	84.12%

Greater Geelong City Council

Appendix 9: Election participation statistics

Cheetham Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	82.48%	86.64%
20–24	77.92%	80.02%
25–29	71.49%	74.09%
30–34	69.45%	73.31%
35–39	73.59%	76.18%
40–44	75.75%	78.99%
45–49	78.47%	81.92%
50–54	84.81%	84.69%
55–59	87.14%	87.46%
60–64	88.41%	89.16%
65–69	91.07%	90.41%
70+	89.54%	88.77%
Voters enrolled through section 241 of the LG Act	81.98%	86.27%
Voters enrolled through sections 243–245 of the LG Act	78.21%	60.96%
Total voters enrolled	81.96%	84.12%

Connewarre Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	88.89%	86.64%
20–24	82.14%	80.02%
25–29	74.12%	74.09%
30–34	73.13%	73.31%
35–39	75.39%	76.18%
40–44	77.69%	78.99%
45–49	81.71%	81.92%
50–54	85.00%	84.69%
55–59	90.18%	87.46%
60–64	90.95%	89.16%
65–69	92.56%	90.41%
70+	91.63%	88.77%
Voters enrolled through section 241 of the LG Act	85.29%	86.27%
Voters enrolled through sections 243–245 of the LG Act	92.88%	60.96%
Total voters enrolled	85.43%	84.12%

Appendix 9: Election participation statistics

Greater Geelong City Council

Corio Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	82.29%	86.64%
20–24	71.94%	80.02%
25–29	67.42%	74.09%
30–34	71.26%	73.31%
35–39	69.04%	76.18%
40–44	72.07%	78.99%
45–49	75.19%	81.92%
50–54	80.64%	84.69%
55–59	86.32%	87.46%
60–64	87.76%	89.16%
65–69	89.31%	90.41%
70+	88.27%	88.77%
Voters enrolled through section 241 of the LG Act	78.90%	86.27%
Voters enrolled through sections 243–245 of the LG Act	95.10%	60.96%
Total voters enrolled	78.99%	84.12%

Deakin Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	88.16%	86.64%
20–24	77.47%	80.02%
25–29	75.38%	74.09%
30–34	77.33%	73.31%
35–39	80.69%	76.18%
40–44	83.63%	78.99%
45–49	86.98%	81.92%
50–54	89.87%	84.69%
55–59	88.91%	87.46%
60–64	91.04%	89.16%
65–69	94.64%	90.41%
70+	90.23%	88.77%
Voters enrolled through section 241 of the LG Act	84.80%	86.27%
Voters enrolled through sections 243–245 of the LG Act	82.11%	60.96%
Total voters enrolled	84.79%	84.12%

Greater Geelong City Council

Appendix 9: Election participation statistics

Hamlyn Heights Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	88.82%	86.64%
20–24	81.07%	80.02%
25–29	75.66%	74.09%
30–34	76.32%	73.31%
35–39	79.42%	76.18%
40–44	81.96%	78.99%
45–49	86.26%	81.92%
50–54	85.97%	84.69%
55–59	89.78%	87.46%
60–64	91.08%	89.16%
65–69	92.65%	90.41%
70+	90.28%	88.77%
Voters enrolled through section 241 of the LG Act	85.02%	86.27%
Voters enrolled through sections 243–245 of the LG Act	82.35%	60.96%
Total voters enrolled	85.01%	84.12%

Kardinia Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	84.84%	86.64%
20–24	80.08%	80.02%
25–29	73.54%	74.09%
30–34	66.93%	73.31%
35–39	74.84%	76.18%
40–44	76.32%	78.99%
45–49	81.79%	81.92%
50–54	82.57%	84.69%
55–59	88.00%	87.46%
60–64	88.90%	89.16%
65–69	88.49%	90.41%
70+	90.62%	88.77%
Voters enrolled through section 241 of the LG Act	82.17%	86.27%
Voters enrolled through sections 243–245 of the LG Act	95.00%	60.96%
Total voters enrolled	82.26%	84.12%

Appendix 9: Election participation statistics

Greater Geelong City Council

Leopold Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	86.21%	86.64%
20–24	82.67%	80.02%
25–29	79.10%	74.09%
30–34	76.82%	73.31%
35–39	79.21%	76.18%
40–44	81.46%	78.99%
45–49	84.76%	81.92%
50–54	86.17%	84.69%
55–59	90.39%	87.46%
60–64	92.07%	89.16%
65–69	93.51%	90.41%
70+	91.66%	88.77%
Voters enrolled through section 241 of the LG Act	86.35%	86.27%
Voters enrolled through sections 243–245 of the LG Act	90.82%	60.96%
Total voters enrolled	86.37%	84.12%

Murradoc Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	84.50%	86.64%
20–24	79.86%	80.02%
25–29	74.80%	74.09%
30–34	74.45%	73.31%
35–39	75.27%	76.18%
40–44	77.85%	78.99%
45–49	82.05%	81.92%
50–54	84.82%	84.69%
55–59	88.21%	87.46%
60–64	90.75%	89.16%
65–69	91.66%	90.41%
70+	91.10%	88.77%
Voters enrolled through section 241 of the LG Act	86.13%	86.27%
Voters enrolled through sections 243–245 of the LG Act	94.16%	60.96%
Total voters enrolled	86.39%	84.12%

Greater Geelong City Council

Appendix 9: Election participation statistics

You Yangs Ward election participation	2024	Statewide LG 2024 – excluding Melbourne City Council
18–19	86.75%	86.64%
20–24	82.31%	80.02%
25–29	77.96%	74.09%
30–34	75.52%	73.31%
35–39	79.24%	76.18%
40–44	81.42%	78.99%
45–49	84.31%	81.92%
50–54	87.48%	84.69%
55–59	89.17%	87.46%
60–64	90.67%	89.16%
65–69	90.43%	90.41%
70+	90.72%	88.77%
Voters enrolled through section 241 of the LG Act	84.62%	86.27%
Voters enrolled through sections 243–245 of the LG Act	86.08%	60.96%
Total voters enrolled	84.62%	84.12%

Appendix 10: Complaints

Written complaints received by the VEC

Where an outcome is a follow-up response, the customer may have replied to the VEC's response and the VEC has therefore replied to that follow-up email.

Where an outcome has no action taken, this could be an anonymous submission that doesn't contain feedback and therefore can't be passed on to another team.

Date	Nature of complaint	Action taken by the VEC
Saturday 3 August 2024	VEC Complaint - VoterAlert	Response provided
Tuesday 13 August 2024	VEC Complaint - Overseas and interstate voting	Referred to Enrolment
Thursday 5 September 2024	VEC Complaint - Number and size of signs; Interference with signage	Response provided
Tuesday 10 September 2024	VEC Complaint - Location of signs	Response provided
Wednesday 11 September 2024	VEC Complaint - Location of signs; Conduct of candidate away from election office	Response provided
Friday 20 September 2024	LGI Complaint - Misleading and deceptive material	Referred to LGI
Monday 23 September 2024	VEC Complaint - Information on the website	Response provided
Monday 23 September 2024	VEC Complaint - Nomination process	Response provided
Sunday 29 September 2024	VEC Complaint - Outside VEC remit	Response provided
Tuesday 1 October 2024	VEC Complaint - Interference with signage; Outside VEC remit	Response provided
Wednesday 2 October 2024	VEC Complaint - Location of signs; Signage local laws	Response provided
Tuesday 8 October 2024	VEC Complaint - Location of signs; Number and size of signs	Response provided
Tuesday 8 October 2024	VEC Complaint - Postal material from candidates or parties	Response provided
Thursday 10 October 2024	VEC Complaint - Direct enrolment; Removal from roll	Response provided
Friday 11 October 2024	VEC Complaint - Information about candidates	Response provided

Greater Geelong City Council

Appendix 10: Complaints

Date	Nature of complaint	Action taken by the VEC
Monday 14 October 2024	VEC Complaint - Removal from roll	Response provided
Thursday 17 October 2024	VEC Complaint - Postal voting process	Response provided
Friday 18 October 2024	VEC Complaint - Overseas and interstate voting	Response provided
Friday 18 October 2024	VEC Complaint - Enrolment objections; Conduct of staff member	Follow-up response provided
Friday 18 October 2024	VEC Complaint - Counting procedures	Follow-up response provided
Friday 18 October 2024	VEC Complaint - Security of voting	Response provided
Saturday 19 October 2024	VEC Complaint - Postal vote receipt delayed	Response provided
Monday 21 October 2024	VEC Complaint - Postal voting process	Response provided
Monday 21 October 2024	VEC Complaint - Updating enrolment	Response provided
Tuesday 22 October 2024	VEC Complaint - Head office procedures; Counting procedures	Response provided
Wednesday 23 October 2024	VEC Complaint - Postal vote receipt delayed	Response provided
Wednesday 23 October 2024	VEC Complaint - Postal vote receipt delayed	Response provided
Thursday 24 October 2024	VEC Complaint - Postal voting process; Postal vote receipt delayed; New digital voting options	Response provided
Thursday 24 October 2024	VEC Complaint - Location of voting centre; Postal voting process; Wait times at election office	Response provided
Thursday 24 October 2024	VEC Complaint - Postal vote receipt delayed	No action
Friday 25 October 2024	VEC Complaint - Postal voting process	Response provided
Friday 25 October 2024	VEC Complaint - Wait times at election office	Feedback recorded
Friday 25 October 2024	VEC Complaint - Website navigation and layout	Response provided
Friday 25 October 2024	VEC Complaint - Postal vote receipt delayed	Response provided
Sunday 27 October 2024	VEC Complaint - Postal voting process; Failed to vote	Response provided
Thursday 31 October 2024	LGI Complaint - Advertising by local council	Referred to LGI

Appendix 10: Complaints

Greater Geelong City Council

Date	Nature of complaint	Action taken by the VEC
Wednesday 6 November 2024	VEC Complaint - Fines Victoria enforcement	Referred to Compulsory Voting
Thursday 7 November 2024	VEC Complaint - Results	Response provided
Friday 8 November 2024	VEC Complaint - Results	No action

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April 2025

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2.19. Planning Authorisation - Council to Staff

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. To appoint City officers as authorised officers under the *Planning and Environment Act 1987* (P&EA).

Background

2. City officers are appointed as authorised officers to exercise statutory powers under various Acts and regulations. Appointments as authorised officers are to individual staff members.
3. The P&EA regulates enforcement and is reliant on authorised officers acting on behalf of the responsible authority (Council).

Key Matters

4. Where there is a specific power within an Act, Council should appoint authorised officers pursuant to that Act. This is the case for the P&EA.
5. **Attachment 1** sets out the Instrument of Appointment and Authorisation under the P&EA and lists the staff member to whom this authorisation applies.

RESOLUTION - Item 2.19

Cr A Katos moved, Cr T Sullivan seconded -

In the exercise of the powers conferred by s 147(4) of the *Planning and Environment Act 1987*, Council resolves that:

1. City staff referred to in the Instrument (Attachment 1) be appointed and authorised as set out in the Instrument;
2. The Instrument comes into force immediately upon the resolution of Council; and
3. The Instrument be signed by the Chief Executive Officer on behalf of Council.

Carried

Financial Sustainability

6. There are no financial sustainability implications arising from the subject of this report.

Community Engagement

7. Relevant City managers have been consulted regarding this recommended appointment and authorisation.

Social Equity and Sustainability

8. There are no social equity sustainability implications arising from the subject of this report.

Relevant Law/Policy/Legal Implications

9. The recommended appointment and authorisation of staff members complies with the relevant provisions of the P&EA and the *Local Government Act 2020*.

Alignment to Community Plan and Vision

10. This report aligns with Our Community Plan 2021-2025 strategic priority:
High-performing council and organisation.

Conflict of Interest

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

Risk Assessment

12. There are no significant or high risks associated with the subject of this report.

Environmental Sustainability

13. There are no environmental sustainability implications arising from the subject of this report.

Attachments

1. Planning Authorisations Council to Staff May 2025 (1) [2.19.1 - 2 pages]

Greater Geelong City Council

Instrument of Appointment and Authorisation

(Planning and Environment Act 1987 only)

Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

In this instrument "**officer**" means –

Naomi Khan

By this instrument of appointment and authorisation Greater Geelong City Council -

1. under section 147(4) of the *Planning and Environment Act 1987* - authorises the officers to carry out the duties or functions and to exercise the powers of an authorised officer under the *Planning and Environment Act 1987* to; and
2. under section 313 of the *Local Government Act 2020* authorises the officers generally to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument comes into force immediately upon the resolution of Council.

This instrument is authorised by a resolution of the Greater Geelong City Council on 27 May 2025.

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

Chief Executive Officer

Date:

2.20. Revocation of Council Policies

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. For Council to approve the revocation of the following Council policies as outlined in Attachment 1:
 - 1.1. The Sustainable Buildings Policy; and
 - 1.2. Delegations Policy.

Background

2. Council policies describe the elected Council's position on an issue, or set of issues, to guide decision-making and the exercise of power.
3. Council policies usually either affect the community in some way or are required by legislation. They often relate to the goods, services and activities provided to or by the council.
4. Council policies are established by a resolution or other decision of the council. An attachment to a policy forms part of that policy. Adherence to policies is mandatory.
5. All policies must undergo a complete review process at least every four years to ensure that the policy is up-to-date, accurately reflects council's position or City standards and remains compliant with legislation.
6. Documents may be reviewed outside this frequency if required by circumstances. Reviews will result in replacement, revocation or no change.
7. A policy under review remains in force until the approval authority approves a revised version or revokes the policy, with council being the approval authority for any council policy.

Key Matters

8. The following policies have been identified for revocation:
 - 8.1. Sustainable Building Policy; and
 - 8.2. The Delegations Policy.
9. A comment against each policy describes the nature of the need for revocation, as included in Attachment 1.

RESOLUTION - Item 2.20

Cr M Cadwell moved, Cr C Burson seconded -

That Council revoke:

- 1. The Sustainable Buildings Policy; and**
- 2. The Delegations Policy.**

Carried

Financial Sustainability

10. Policies provide the City with direction for effective management and control of resources, there is no financial impact by revoking these policies.

Community Engagement

11. Key internal stakeholders, including the Executive Leadership Team, were consulted through the review process.
12. No external consultation was required.

Social Equity and Sustainability

13. There are no social equity considerations associated with this report.

Relevant Law/Policy/Legal Implications

14. All legislative and operational requirements have been considered prior to revocation.
15. There are no legal implications by revoking the policies as outlined in Attachment 1.

Alignment to Community Plan and Vision

16. This report aligns with Our Community Plan 2021-2025 strategic priority:
High-performing council and organisation.
17. This report aligns with the Community led 30-year Vision, "Greater Geelong: A Clever and Creative Future" community aspiration:
Development and implementation of sustainable solutions.

Conflict of Interest

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

Risk Assessment

19. Ensuring policies are revoked when no longer required is directly linked and impacts the City's reputation and trust with the people who live, work and invest in Greater Geelong.
20. If Council does not revoke outdated policies, it may directly impact the operational aspects of the City as outdated policies can cause confusion, cause inefficiencies and be misleading to not only City officers, but also members of the public.

Environmental Sustainability

21. There is no environmental sustainability considerations associated with this report.

Attachments

1. Policies for Revocation 27 May 2025 [2.20.1 - 1 page]

Council Policies for Revocation – 27 May 2025

No.	Policy Name	Responsible Officer	Directorate	Document Approval date	Current purpose of policy	Reason to revoke
1.	Sustainable Building Council Policy	Manager Planning and Growth	Placemaking	27/06/2017	The purpose of the Sustainable Building Policy is to guide organisational practices to manage the social, environmental and financial aspects of Council Buildings. It will facilitate a coordinated approach to management of buildings by Council Departments and provide clear commitments to achieve sustainability standards in Council buildings.	Superseded by current Sustainable Building Management Policy. The Policy Review Committee has recommended that the policy be revoked as a council policy and adopted as a CEO approved management policy
2.	Delegations Policy	Chief Governance & Risk Officer	Corporate Services	29/1/2019	The purpose of this policy is to establish a framework for delegating Council authority in a manner that facilitates efficiency and achieves the best possible results for the City, Council and the community.	Superseded by current Delegations Management Policy. The Policy Review Committee has recommended that the policy be revoked as a council policy as the CEO and Executive have adopted a management policy and procedure that provides the framework for delegations.

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.

RESOLUTION - Item 3.1

Cr T Sullivan moved, Cr R Nelson seconded -

That Council receive the summary of the informal meetings of Councillors for the period to 27 May 2025.

Carried

**INFORMAL MEETINGS OF COUNCILLORS
(Council Meeting 22 April 2025)**

Informal Meeting Details	Councillor Attendance/Apology	Officer Attendance	Agenda Items	Conflict of Interest Disclosures
Council Plan Workshop 5 May 2025	Cr R Nelson Cr E Wilkinson Cr A Aitken Cr E Sinclair Cr A Katos Cr C Burson <i>Apology:</i> Cr R Story (LOA) Cr T Sullivan Cr E Kontelj Cr M Cadwell Cr S Kontelj	A Wastie (CEO) T Edwards (EXEC DIR) A Basford (EXEC DIR) J Randles(A/EXEC DIR) S Nuttall (A/EXEC DIR) A Martin (CHIEF) D Ross (CHIEF) R Nibaldi (MGR) N Allen (SNR OFF) J Murphy (MGR) F Bolitho (MGR) M Jewell (CO ORD) B Sanders (MGR) A Higgs (MGR) R McIlvena (MGR) J Spittle (CO ORD) L Stephens (A/MGR) M McKay (MGR)	Workshop – Draft Council Plan	Nil
Draft Budget Session 6 May 2025	Cr S Kontelj Cr R Nelson Cr M Cadwell Cr E Wilkinson Cr A Aitken Cr E Sinclair Cr A Katos <i>Apology:</i> Cr R Story (LOA) Cr T Sullivan Cr E Kontelj Cr C Burson	A Wastie (CEO) T Edwards (EXEC DIR) A Basford (EXEC DIR) J Randles(A/EXEC DIR) S Nuttall (A/EXEC DIR) A Martin (CHIEF) J Blunt (CHIEF) M Akrigg (OFF) A George (OFF) J Douglas (MGR) D Pangrazio (OFF)	Draft Budget Discussions – Fees & Charges	Nil

Councillor Strategic Session 6 May 2025	Cr S Kontelj Cr R Nelson Cr M Cadwell Cr E Wilkinson Cr A Aitken Cr E Sinclair Cr A Katos <i>Apology:</i> Cr R Story (LOA) Cr T Sullivan Cr E Kontelj Cr C Burson	A Wastie (CEO) T Edwards (EXEC DIR) A Basford (EXEC DIR) J Randles(A/EXEC DIR) S Nuttall (A/EXEC DIR) A Martin (CHIEF) J Blunt (CHIEF) E Davis (MGR) J Earle (SNR OFF) A Higgs (MGR) Z Sells (SNR OFF) P Newton (MGR) J Richardson (SNR OFF) A Bowkett (MGR) S Karunaratne (MGR) N Ross (SNR OFF) J Douglas (MGR) D Pangrazio (OFF)	Presentations: • Audit & Risk Committee Activity Report • Enterprise Risk Framework • Fair Play • Service Review (Confidential)	• Cr A Aitken has declared a conflict of interest in relation to Service Review (Confidential) and was not present for this discussion
Draft Budget Session 13 May 2025	Cr S Kontelj Cr R Nelson Cr M Cadwell Cr E Wilkinson Cr C Burson Cr T Sullivan Cr A Aitken Cr R Story Cr E Sinclair Cr A Katos Cr E Kontelj <i>Apology:</i>	A Wastie (CEO) T Edwards (EXEC DIR) A Basford (EXEC DIR) T Bradley(EXEC DIR) S Nuttall (A/EXEC DIR) A Martin (CHIEF) J Blunt (CHIEF) S Beck (SNR OFF) S Jeanes (OFF) E Ryan (SNR OFF) D Pangrazio (OFF)	• Draft Budget Discussions – Community Grants	• Nil

Councillor Briefing 13 May 2025	Cr S Kontelj Cr R Nelson Cr M Cadwell Cr E Wilkinson Cr C Burson Cr T Sullivan Cr A Aitken Cr R Story Cr A Katos Cr E Kontelj <i>Apology:</i> Cr E Sinclair	A Wastie (CEO) T Edwards (EXEC DIR) A Basford (EXEC DIR) T Bradley (EXEC DIR) S Nuttall (A/EXEC DIR) A Martin (CHIEF) J Blunt (CHIEF) T Carter (EXEC DIR TOUR) A Locke (MGR) A Bowkett (MGR) R Nibaldi (MGR) J Van Slageren (MGR) A Martin (A/MGR) B Sanders (MGR) Neil Allen (SNR OFF) M Frawley (SNR OFF) E Ryan (SNR OFF) D Pangrazio (OFF)	Presentations: • Tourism Greater Geelong and The Bellarine Strategic Plan and MOU. • Adoption of Council Internal Resolution Procedure Reports: • Tourism Greater Geelong and the Bellarine 2025-29 Strategic Plan • Community Vision & Draft Council Plan 2025-29 • Ocean Grove Sporting Infrastructure Plan 2025 • Bellarine Arts Centre (Potato Shed) Masterplan • Draft Outdoor Dining Guidelines • Wyndham City Council – Memorandum of Understanding • Devonport City Council – Memorandum of Understanding • Balyang Part 3 – Community Consultation Report • Elgin Street, Drysdale – Intention to Declare Report – Special Rate and Charge Scheme SRC 376 • Amendment C465gg22 – Wathaurong Aboriginal Cooperative Hub Redevelopment, Norlane – Consideration of Submissions and Adoptive Amendment and Planning Permit PP-1013-2023 • Proposed Road Discontinuance and Transfer of unmade road adjoining 137-167 Cox Road, Norlane • Proposed sale of land – Former Saleyards at 125 Weddell Street, North Geelong • Financial Performance Report Year to Date Ended 31 March 2025 • Audit and Risk Committee Charter • Procurement Policy • Council Enterprise Risk Management Policy • Adoption of Council Internal Resolution	• Cr A Aitken has declared a conflict of interest in relation to Service Review (Confidential) and was not present for this discussion

			Procedure • Greater Geelong City Council General Election Report 2024 • Planning Authorisation – Council to Staff • Review of Instrument of Delegation – Council to CEO • Revocation of Council Policies • External Membership – Bellarine Arts Centre (Potato Shed) Community Asset Committee (Confidential) • Audit and Risk Committee March meeting minutes and mid-year Activity Report (Confidential) • Procurement Policy Exemption – Infor Pathways Contract (Confidential) • T2500010 – Animal Pound Services (Confidential) • Service Review (Confidential)	

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. Service Review (Confidential)

CONFIDENTIAL

RESOLUTION - Item 4.1

Cr T Sullivan moved, Cr R Nelson seconded -

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 information and recommendations that would, if prematurely released, prejudice the Council's position in commercial negotiations. Further, the information contained in this report is confidential because it also contains personal information that would if released result in the unreasonable disclosure of information about personal affairs. This section is applicable because the agenda item contains information and recommendations that would, if prematurely released, result in the unreasonable disclosure of information about personal affairs.

Carried

DIVISION

For: Crs T Sullivan, R Nelson, S Kontelj, R Story, A Katos, C Burson

Against: Crs E Sinclair, E Wilkinson, M Cadwell, A Aitken

4.2. Procurement Policy Exemption - Infor Pathways Contract (Confidential)

CONFIDENTIAL

RESOLUTION - Item 4.2

Cr A Katos moved, Cr M Cadwell seconded -

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 concerns information and recommendations that would, if prematurely released, be prejudicial to the Council's commercial negotiations and the financial outcome of those commercial negotiation.

Carried

4.3. T2500010 - Animal Pound Services (Confidential)

CONFIDENTIAL

RESOLUTION - Item 4.3

Cr A Katos moved, Cr R Nelson seconded -

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 information and recommendation that would, if prematurely released, be prejudicial to the Council's commercial negotiations and the outcome of those commercial negotiations.

Carried

4.4. External Membership - Bellarine Arts Centre (Potato Shed) Community Asset Committee (Confidential)

CONFIDENTIAL

RESOLUTION - Item 4.4

Cr R Story moved, Cr E Wilkinson seconded -

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 personal information that would if released result in the unreasonable disclosure of information about personal affairs. This section is applicable because this report relates to the appointment of an individual to a role.

Carried

4.5. Audit & Risk Committee March meeting Minutes and mid-year Activity Report (Confidential)

CONFIDENTIAL

RESOLUTION - Item 4.5

Cr R Nelson moved, Cr T Sullivan seconded -

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.

Carried

5. CLOSE OF MEETING

The meeting was closed to the public at 7.57pm.

The meeting was opened to the public at 8.39pm.

As there was no further business the meeting closed at 8.40pm on Tuesday 27 May 2025

Signed: _____

Cr Stretch Kontelj (Mayor)

Date: _____