

MINUTES

COUNCIL MEETING

Tuesday 28 January 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 E Kontelj
Cr M Cadwell
Cr R Story
Cr C Burson

Also Present: A Wastie (Chief Executive Officer), T Bradley (Executive Director, Placemaking), J Stirton (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 Officer).

Opening: The Mayor declared the meeting open at 6.01pm.

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 1.3.1

Cr T Sullivan moved, Cr C Burson seconded -

That Leave of Absence be granted to Cr E Wilkinson from 3 January 2025 to 13 January 2025, inclusive.

Carried

RESOLUTION – Item1.3.2

Cr R Nelson moved, Cr E Wilkinson seconded -

That Leave of Absence be granted to Mayor S Kontelj from 20 February 2025 to 24 February 2025, inclusive.

Carried

RESOLUTION – Item1.3.3

Cr R Nelson moved, Cr E Sinclair seconded -

That Leave of Absence be granted to Mayor S Kontelj from 26 February 2025 to 1 March 2025, inclusive.

Carried

1.4. Declarations of Conflicts of Interest

Nil

1.5. Confirmation of Minutes

RESOLUTION - Item 1.5.1

Cr R Nelson moved, Cr E Kontelj seconded -

That the Minutes of the Council Meeting held on 10 December 2024 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 Mayor advised at the beginning of the meeting that due to the large number of questions submitted, and subsequent time constraints, all pre-submitted questions and submissions presented at the meeting would be taken on notice and a written response provided. This approach was taken to ensure that all questions and submissions could be read aloud at the meeting.

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

- Charles Street – Lara Incinerator
- Marcus MCewen – January 26
- Vicky Grosser & Marg Burke (Geelong One Fire Reconciliation Group – January 26
- Jamie Jeffery – January 26/ Avalon Air Show
- Brendon Chavasse - January 26
- Irith Williams – January 26
- Chris Ridley – Green Spine, Malop St
- Ashley Goldstraw – Bike Paths
- Gary Oraniuk – Question Time/ Flooding Belmont
- Jackie Sawyer – Planning Permit, Lara
- Rhiannon Crane – Avalon Air Show / Gender Equity
- Ben McLachlan – The Local Café
- Miss Sally Graham – Th Local Café
- Gareth McCray – January 26

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:

- Jos Kurrle – Drysdale, Clifton Springs Road
- Lorelle Putland – William Buckley Walking Trail
- Kylie Beatson – Dog Parks
- Claudio Natoli – Eastern Beach Pool
- Rachel Hill – Playground Access/ Road Safety
- Aletta Moriarty – Community Safety, Belmont
- Malcom Fisher – Waste Collection
- Ross Kroger – Mayoral Election
- Chrissy Freestone – Trees on Private Land
- Holly Canham – The Local Café
- Cassandra Antis – The Local Café

As there were no verbal responses provided to submitters at the meeting, the responses below are a record of responses provided to each submitter prior to the meeting.

SUBMITTER 1. CHARLES STREET**Subject:** Lara Incinerator**Relevant City Department:** Placemaking / Corporate Services**Question 1:**

Considering the long history of well documented harms of waste incineration to public health, agriculture, environment, and the economic viability of local governments, would Council please write to the Planning Minister Hon. Sonya Kilkenny MP asking her to formally refuse a Planning Permit for the Lara Energy from Waste facility proposal (PA2001025), please?

Question 1 Response:

Thank you for your question, Charles. City of Greater Geelong Council wrote to the Victorian Planning Minister on Wednesday 20 September 2023 and 26 April 2024 to convey community concerns regarding a planning application for a waste-to-energy facility in Lara.

Question 2:

The scientific evidence from Europe and North America in particular clearly demonstrates that emissions from waste incinerators can render nearby agricultural production unfit for human consumption. Paris being just one example. If a ring of waste incinerations is installed around Melbourne, including in Lara, we can expect a long list of Class Actions from aggrieved farmers and members of the public. Would Council please write to the State government requesting a copy of government's budget allocations for the legal proceedings and compensation which will surely follow from knowingly approving these waste incineration facilities, contrary to expert evidence?

Question 2 Response:

Thank you for your question, Charles. Council will tonight consider a notice of motion which if carried, includes writing to both the State Government and Planning Minister. Until this item has been debated Council is unable to comment further.

SUBMITTER 2. MARCUS MCEWEN

Subject: JANUARY 26

Relevant City Department: Corporate Services

Question 1:

Given that Australia Day is a Federally gazetted day, what can the City of Greater Geelong do to ensure that they always recognise our important National Day and that we won't be back here again in 4 years time following the next Council elections?

Question 1 Response:

Thank you for your question, Marcus. As Councillors will be making a decision on this matter this evening, we are unable to provide you with a response today. Your comments and questions have been provided to Councillors for their consideration prior to the debate. You will be provided a complete response within 7 days of the Council Meeting.

**SUBMITTER 3. VICKY GROSSER & MARG
BURKE – GEELONG ONE FIRE
RECONCILIATION GROUP****Subject: JANUARY 26****Relevant City Department: Corporate Services****Question 1:**

We have not received a response to our questions that we put to Council at the last meeting of 10 December. So, we respectfully remind you of the question: One Fire requests that Council prepare a report for the next council meeting (which is this evening), addressing Council's progress on the specific commitments for 26 January 2025. These are: • a mid-morning Acknowledgement, Recognition and Truth-Telling Ceremony in Johnstone Park billabong; • a Flag Raising Ceremony of the Australian, Aboriginal and Torres Strait Islander flags at City Hall; • an official opening for cultural celebrations and events; and • continued work with organisers of events on 26 January to recognise First Nations Peoples and include First Nations cultural activities. It doesn't seem that any of these actions took place on Sunday 26 January. How will they now be honoured by this Council?

Question 1 Response:

Thank you for your question, Vicky. As Councillors will be making a decision on this matter this evening, we are unable to provide you with a response today. Your comments and questions have been provided to Councillors for their consideration prior to the debate. You will be provided a complete response within 7 days of the Council Meeting.

Question 2:

Mayor Stretch Kontelj, as Chair of the Aboriginal and Torres Strait Islander Partnerships portfolio & Chair of Kilangitj Aboriginal Advisory Committee we would like to know what you have done to date and what you intend to do in these leading roles with the community of Geelong?

Question 2 Response:

Thank you for your question, Vicky. As Councillors will be making a decision on this matter this evening, we are unable to provide you with a response today. Your comments and questions have been provided to Councillors for their consideration prior to the debate. You will be provided a complete response within 7 days of the Council Meeting.

SUBMITTER 4. JAIMIE JEFFREY**Subject: JANUARY 26 / Avalon Air Show****Relevant City Department: Corporate Services****Question 1:**

I asked two questions at the Council meeting on 10th December 2024 relating to January 26. To date I have not received an answer to either question. To the best of my knowledge, no-one who asked questions relating to January 26 has been provided with answers. "Thank you for your submission, Jaimie. Your statement have (sic) been noted by Officers," is not an answer. This is unacceptable. I want a genuine answer to those genuine question by email, as promised, within seven days. I want the answers to those questions to be published on the website, as promised, within seven days. If I don't get genuine answers within seven days I will make a formal complaint to the Local Government Minister because it is my democratic right as a resident and ratepayer of the City of Greater Geelong to ask questions of this Council and to receive genuine answers. It is your democratic obligation to provide genuine answers to questions asked by residents.

Question 1 Response:

Thank you for your question, Jaimie. As Councillors will be making a decision on this matter this evening, we are unable to provide you with a response today. Your comments and questions have been provided to Councillors for their consideration prior to the debate. You will be provided a complete response within 7 days of the Council Meeting.

Question 2:

The City of Greater Geelong has always promoted the Avalon Air Show as being beneficial for Geelong, arguing that it brings a large amount of money to this town through Air Show attendees purchasing accommodation, meals etc in Geelong. What evidence can the Council provide of the numbers of Air Show attendees who stay and eat in Geelong and the amount of money they spend here? By "evidence" I mean hard, empirical evidence, not anecdotal or estimates. And how does Council collect this evidence? For example, does Council ask accommodation providers and restaurants to report to Council on this matter? I expect to receive a genuine answer to this genuine question at the Council meeting on 28th January.

Question 2 Response:

Thank you for your question, Jaimie. The Avalon International Airshow, as the region's largest event in terms of visitation and global brand alignment and southern hemispheres largest aviation trade show, delivers significant economic and reputational benefits to Greater Geelong. In addition to the independent report commissioned by the organisers which takes into consideration both the trade and public days, the City ensure the validity of the economic impact of the Avalon International Airshow through a combination of reliable data sources. This includes ticketing and visitor survey data provided by organisers, which captures attendance, spending, and visitor satisfaction. The 2023 Airshow reported a record 248,000 attendees and injecting \$24 million in economic value into the Geelong region.

The City also utilise a range of de-identified data including mobile phone pings, EFTPOS transactions, and booking platforms, to track where attendees came from, their activities post-event, and accommodation details. These methods provide highly accurate insights into visitor behaviour and regional economic benefits. For nonticketed events, we supplement this with mobile phone and camera data to estimate attendance and impact comprehensively.

SUBMITTER 5. MCCRAY**Subject: JANUARY 26****Relevant City Department: Corporate Services****Question 1:**

The day has evolved over time, and there are discussions about its significance and whether the date should be changed. My question is - Can the council assure me that the day will always be called Australia Day, with all that it involves, should the Federal Government select another date? Let me explain why your answer is important to me and what I celebrate about being Australian AND WHY WE SHOULD HAVE A DAY THAT ACKNOWLEDGES it.

Question 1 Response:

Thank you for your question, McCray. As Councillors will be making a decision on this matter this evening, we are unable to provide you with a response today. Your comments and questions have been provided to Councillors for their consideration prior to the debate. You will be provided a complete response within 7 days of the Council Meeting.

SUBMITTER 6. BRENDON CHAVASSE

Subject: JANUARY 26

Relevant City Department: Corporate Services

Question 1:

Following the May 23 2023 motion on Australia Day when this council no longer recognising our national holiday with its name legitimised from shockingly small community engagement numbers, how will this council more accurately reflect the will of the community in the future?

Response:

Thank you for your question, Brendon. As Councillors will be making a decision on this matter this evening, we are unable to provide you with a response today. Your comments and questions have been provided to Councillors for their consideration prior to the debate. You will be provided a complete response within 7 days of the Council Meeting.

SUBMITTER 7. IRITH WILLIAMS**Subject: January 26****Relevant City Department: Corporate Services****Question 1:**

At the 10 December council meeting Geelong residents asked 18 questions addressing the Motion to abandon the council's 2023 adoption of recommendations by the 26 January community engagement report. This was done despite no such community engagement or any transparent or reliable evidence to support such a flagrant disregard for community engagement principles and practices. In response to these 18 questions, each resident was sent a one line response which stated "Thank you for your submission. Your statement has been noted by Officers." Given that our questions have been mislabelled as statements, and, given that Council policy is to answer residents' questions submitted to Council within 7 days. And given it has now been 49 days since those questions were submitted, can the council tell us when those questions will actually be answered?

Response to Question 1:

Thank you for your question, Irith. As Councillors will be making a decision on this matter this evening, we are unable to provide you with a response today. Your comments and questions have been provided to Councillors for their consideration prior to the debate. You will be provided a complete response within 7 days of the Council Meeting.

Question 2:

Given that both the Wathaurong Aboriginal Co-operative and the Wadawurrung Trad Owners Corporation have publicly condemned the council's abandoning their commitment, how can councillors rely on an Officer Report that diminishes the current complete breakdown in trust between these First Nations community groups and the Council by a one line comment that claims the relational risk is only between 'some' First Nations peoples and the COGG.

Response to Question 1:

Thank you for your question, Irith. As Councillors will be making a decision on this matter this evening, we are unable to provide you with a response today. Your comments and questions have been provided to Councillors for their consideration prior to the debate. You will be provided a complete response within 7 days of the Council Meeting.

SUBMITTER 8. JOS KURRE**Subject: Drysdale, Clifton Springs Road****Relevant City Department: Placemaking****Question 1:**

Are COGG Councillors aware of and supportive of the proposed commercial development in a Residential Growth Zone at 48-50 Clifton Springs Road, Drysdale that will greatly impact community safety, traffic, parking and overshadowing of existing property?

Question 2:

Do COGG Councillors support the Notice of Decision to Grant a Planning Permit and any subsequent amendments to zoning laws to enable the proposed commercial development in a Residential Growth Zone at 48-50 Clifton Springs Road, Drysdale?

Response:

Thank you for your question, Jos. The Planning Permit Application for 48-50 Clifton Springs Road is for a Childcare Centre. The use is a discretionary use within a Residential Zone and does not require rezoning or amendment to the Planning Scheme.

The site is located next to the Drysdale Primary School and issues in relation to traffic, parking and overshadowing were considered as part of the decision-making process. The decision of Council to issue a Notice of Decision to issue a permit has been appealed by objectors with a Compulsory Conference listed for February.

SUBMITTER 9. LORELLE PUTLAND**Subject: William Buckley Walking Trail****Relevant City Department: Placemaking - Heritage****Question 1:**

Dear Geelong Council, I am writing to express my concern regarding the lack of clear information about the William Buckley Walking Trail, which is mentioned on government websites but seems to be poorly documented and difficult to locate. William Buckley's story is a remarkable part of Australian colonial history, representing an extraordinary tale of survival and cultural exchange. As an escaped convict who lived among the Wathaurong people for 32 years from 1803 to 1835, Buckley's experiences offer unique insights into both Indigenous and early settler life in the Geelong region. It has come to my attention that while a "William Buckley Discovery Trail" is mentioned in some official sources, staff at the Geelong Information Centre were unable to provide any details about its location or route when asked. This lack of readily available information is concerning, given the historical significance of Buckley's story to the Geelong area and broader Australian history. I kindly request that the Council address this issue by: 1. Clarifying the existence and current status of the William Buckley Discovery Trail 2. If the trail exists, providing detailed information about its route, access points, and historical significance on the Council's website and at local information centres 3. If the trail does not currently exist, considering the development of such a trail to commemorate Buckley's story and its importance to local history.

Response:

Thank you Lorelle for your keen interest in Buckley's trail. City Officers, along with Tourism Greater Geelong and The Bellarine will review the trail and update appropriately.

SUBMITTER 10. KYLIE BEATSON**Subject: Dog Parks****Relevant City Department: Placemaking****Question 1:**

Why is there no dog park in Waurnd ponds especially with all that vacant land behind Bunnings? We need a dog park in Waurnd ponds area urgently?

Response:

Thank you for your question, Kylie. The creation of fenced dog parks in public open spaces is a relatively new development across the City. There are currently four (4) fenced dog parks located at Belmont, Corio, Lara and St Albans Park, with a fifth currently in planning for Armstrong Creek. The locations of these initial facilities has taken into consideration the City's dog registration data, with dog parks being located to best meet the needs of dog owners across the entire municipality.

Provision of new dog parks is guided by the City's 'Fenced Dog Parks – Siting Design and Management Guidelines' <https://www.geelongaustralia.com.au/common/Public/Documents/8da2c55936c1844-finalfenceddogparkssitingdesignandmanagementguidelines14mar2019.PDF>. Community engagement undertaken in the development of these guidelines indicated a high proportion of dog owners would be willing to travel up to 20 minutes to access these specialist facilities. Waurnd Ponds is located about a 10 to 15 minute drive from the Belmont facility, similar distance from the planned new Armstrong Creek fenced dog park. Whilst the City's fenced dog park network may expand in the future, the current focus has been on maximising the equitable and efficient distribution of these facilities to best meet the needs of our entire community.

In addition to the City's fenced dog parks, there are many other public spaces where dogs can be exercised and socialised off leash. These include sporting reserves outside times when they are being used for organised sport as well as other areas of public open space. The City's dog walking map can be found on our website.

SUBMITTER 11. CHRIS RIDLEY

Subject: Green Spine, Malop St

Relevant City Department: Placemaking

Question 1:

Regarding the Green Spine project. When will work commence on the last few sections leading to the Eastern Gardens?

Question 1 Response:

Thank you for your question Chris, the bike path network and future cycling infrastructure is being considered as part of Council's Integrated Transport Strategy, work has recently commenced on this strategy with Phase 2 of Community Engagement on the Strategy will commence in 2025.

Question 2:

Is it true that some of the Councillors wish to see the existing Green Spine bike lanes removed? If so, why and what is expected to be gained from removing this infrastructure?

Question 2 Response:

Officers have received no formal requests from the Councillor group for removal of the bike paths.

SUBMITTER 12. CLAUDIO NATOLI**Subject: Eastern Beach Pool****Relevant City Department: City Life****Question 1:**

I was Eastern Beach swimming pool early yesterday (4.1.25) morning and noticed the pool was locked and unable to be accessed until 9 am. This pool has not been locked previously and would be used by sports people as a early morning cooldown pool. The Lifeguards did eventually unlock it at 9.08 am with a crowd of 15 people waiting to use it. Why are we putting the Lifeguards at risk from disgruntled Geelong rate payers wanting to use the Eastern beach swimming pool? I am certain that these two COGG employees were subject to some verbal abuse and some very disgruntled stares from the waiting pool users. When was the last drowning in the pool? Would it make more common sense to sign post the pool is unattended by council Life Guards during certain times rather than lock it up. Sure the pool chlorination system would be automated. Who made this foolish idea. We are all responsible to supervise our own children when in public pools.

Question 1 Response:

Thank you for your question, Claudio. The children's pool at Eastern Beach is classified as a pool and is therefore subject to the relevant industry standard, the 'Guidelines for Safe Pool Operations' issued by Royal Life Saving Society Australia which prescribe that public pools must be supervised at all times. The City has an Agreement with Life Saving Victoria to provide lifeguard services supervising the children's pool and promenade aquatic areas. Lifeguards are scheduled to be onsite from 9.00AM daily during January 2025; they require some time to safely prepare the facilities for use and the aim is to have the children's pool open shortly after 9.00AM. We appreciate your concern about the wellbeing of Life Saving Victoria's lifeguards who do a fantastic job of supervising the aquatic spaces, and we continually work to educate the public on appropriate behaviour and language when using these facilities. In 2017, Life Saving Victoria designated Eastern Beach a drowning 'blackspot' due to high drowning and rescue rates.

Question 2:

Can some please tell me where are the Lifesaving Victoria rules that state the pool at Eastern Beach has to be supervised. When the costs of operating a public pool are so high why is the COGG putting more money and resources towards them? The COGG struggles to resource its own managed facilities with regular staff shortages so what service level guarantees are in place to ensure this facility is staffed at promised times? Thank you for returning Australia day celebrations to us.

Question 2 Response:

The children's pool at Eastern Beach is classified as a pool and is therefore subject to the relevant industry standard, the 'Guidelines for Safe Pool Operations' issued by Royal Life Saving Society Australia. The City has an Agreement with Life Saving Victoria to provide lifeguard services supervising the children's pool and promenade aquatic areas.

SUBMITTER 13. ASHLEY GOLDSTRAW**Subject: Bike Paths****Relevant City Department: City Infrastructure****Question 1:**

In the 2023 annual report, the COGG published in the Annual Report that there were 208 km of shared paths and 115km of bike paths. <https://www.geelongaustralia.com.au/ct/documents/item/8dbdc589fee5730.aspx> page 68.

According to VicRoads (DOT), Bicycle paths are two-way off-road paths dedicated for bicycle rider use. These bike paths are not shared paths and people are not permitted to walk on them. On road bike lanes are in a different category, and they are not included in the bike path statistics.

In October 2024, the City of Greater Geelong updated the statistics, and the Annual Report now states that there are 121km of bike paths and 218km of shared paths.

<https://www.geelongaustralia.com.au/meetings/documents/item/8dcf422d5bc75bd.aspx> page 76

We were unable to find the 115km of bike paths reported in 2023. COGG provided a map showing shared paths and bike paths, however there were only approximately 15km of bike paths on the map, around 100km short of the 115km statistic quoted in the annual report.

This was highlighted to COGG staff early in 2023, however the figures have still not been corrected for 2024, and the bike path statistic has increased by an additional 6km.

We are aware that there is a project to map shared paths and bike paths, however this issue was raised with COGG in 2023. When will the City of Greater Geelong be transparent about the bike path statistics and provide an accurate map showing where the 121 km of reported bike paths are?

Question 1 Response:

[Thank you for your question, Ashley.](#)

[The City is undertaking an exercise to capture the current footpath condition of our network including bike paths and shared paths, scheduled for completion by 30 June 2025.](#)

Question 2:

The Ted Wilson trail between the Barwon River and Barrabool Road is listed on COGG maps as being shared path, however the path is blocked off to bicycles and has signs at either end saying no bikes.

When will the Ted Wilson trail be made suitable for bicycles, or be removed from the shared path statistics so that the shared path statistics are not misleading?

Question 2 Response:

[Thank you for your question, Ashley.](#)

[A review of the Ted Wilson Trail will be completed as part of the City's paths network evaluation exercise. 'No bicycle' signs are currently in place as when this shared trail was built it was deemed to be too steep to be suitable for bikes. Once the full network review has been completed, this section of path will be updated to represent more accurately it's intended purpose.](#)

SUBMITTER 14. GARY ORANIUK**Subject: Question Time / Flooding Belmont Infrastructure****Relevant City Department: Corporate Services / City****Question 1:**

Given the fact that Question Time is very short and largely, as some people might suggest, and inadequate amount of time, I put to you all the question as to why there cannot be a further question time, of perhaps at least two hours duration, at a venue like the Geelong West Town Hall, or some similar venue? This would give constituents more time to ask questions and get more detailed answers to their questions, and people, if the event was livestreamed, could ask questions remotely. A minimum of four councilors would be required to attend, with answers given on the night to questions previously lodged.

Question 1 Response:

Thank you for your suggestions, Gary. Community members are welcome to contact the Councillor group via call or email as listed on the Geelong Australia website. The Councillor group also attend neighbourhood conversation sessions out in the community where residents can attend and ask questions, in person.

Question 2:

Council must be aware of flood mitigation issued prevalent in the Geelong Region as per the recent Belmont event that saw 30 mm of rain cause serious damage to a number of houses in the Mt Pleasant Rd area and elsewhere in that vicinity. Council, collectively, must be aware that significant rectification works are required, and compensation applicable to affected residents. When will Council acknowledge that the above are applicable, and make efforts to facilitate that rectification and compensation to those affected people?

Question 2 Response:

Thank you for your question, Gary.

Mt Pleasant Road and the surrounding area, fall within the Highton Stormwater Catchment.

In accordance with the Stormwater Services Strategy, this catchment is considered medium priority and the City understands it's vulnerability to flash flooding.

Grant funding has been secured through the Disaster Ready Fund with investigation works planned to commence in February 2025. The flood study will give a detailed picture of the larger catchment and impacts on individual properties, as well as mitigation options to be incorporated in short- and long-term capital programs.

When the study for the catchment commences, residents will be contacted and given an opportunity to submit information and feedback on their stormwater experiences and concerns, ensuring the study is tailored to community needs.

During intense rain events there are areas of the community negatively affected by flash flooding. We see instances of short-term flooding of sports ovals and reserves, backyards, pools, and garages, with many properties also subject to above floor flooding. Our aim is to minimise the impact of flash flooding on the most at-risk properties. Drainage upgrades for flooding are prioritised to assist the greatest number of homes vulnerable to above floor flooding.

SUBMITTER 15. RACHEL HILL**Subject: Playground Access / Road safety****Relevant City Department: City Infrastructure****Question 1:**

What will council do to ensure safe, enjoyable playground access and equipment for younger children, families, people with disabilities and the aged in and around Lovely Banks, Corio side?

Question 1 Response:

Thank you for your question, Rachel.

Thank you for your question about playgrounds and pedestrian safety in Lower Lovely Banks. Older areas often lack the footpaths and open spaces required in new developments, leaving gaps in infrastructure.

To address this, the City is planning new parklands in future subdivisions and developing an Open Space Strategy to improve parks and playgrounds. Community feedback will help shape this, with consultations starting in early 2025 through our "Have Your Say" platform.

Question 2:

How and who will council work with, in order to improve/install footpaths, pedestrian crossings and safer road speed modifications on freeway entry and exit points, Cox Road round-a-bout & busy Matthew's Road bus route around Lovely Banks new estates, schools, childcare centres, Ted Wilson trail, community centres and more?

Response:**Question 2 Response:**

Thank you for your question, Rachel.

The City manages local infrastructure, while Transport Victoria oversees state roads like the Geelong Ring Road and major intersections. For issues such as pedestrian safety, fencing, or crossings at Anakie, Cox, and Matthews Roads, the City recommends contacting Transport Victoria directly.

In 2021, the City completed a Strategic Footpath Missing Links project to identify and prioritise over 750 footpath gaps, including those you mentioned. Projects are ranked based on factors like proximity to schools, shops, and recreation areas.

While no funding was allocated for new footpaths in the 2024-25 budget, future projects will depend on upcoming budget decisions. We encourage you to provide input during the City's budget submission period.

SUBMITTER 16. ALETTA MORIARTY

Subject: Community Safety, Belmont Relevant City Department: Placemaking

Question 1:

Many people, particularly the elderly and women in Belmont, are increasingly fearful due to rising public crimes and unrest in the community. In early January, a woman was stabbed just outside Coles, and almost every shopping centre now has vulnerable people congregating, with drug deals happening in broad daylight. While the council maintains a strong focus on the city centre and areas where councillors have vested interests, such as Highton, what concrete actions are being taken to improve safety and security in Belmont and to ensure there are services for the vulnerable people that have found themselves on the streets of Belmont? Specifically, what is being done in terms of enhanced street lighting, CCTV cameras, housing, community services, and collaboration with local authorities to ensure safer public spaces for all residents? If you intend to take this question on notice, please provide a clear timeframe for when you will publicly disclose your plan to address these safety concerns in Belmont. These questions will be asked every meeting until a transparent response is given

Response:

Thank you for your question Aletta.

The City recognises the importance of public safety and has implemented measures to improve security in Belmont, particularly in the High Street vicinity.

A number of City-owned CCTV cameras are in operation on public land in the Belmont High Street area. These cameras provide continuous monitoring and play a critical role in enhancing community safety by acting as a deterrent and assisting in incident investigations.

To ensure the effective use of this network, Victoria Police has direct access to the City's CCTV system. This partnership enables law enforcement to respond quickly to incidents and use video footage to aid in their investigations and enforcement activities.

It is important to note, however, that sites such as the Kmart and Coles area are privately owned. As such, the responsibility for CCTV coverage, monitoring and lighting within those properties' rests with the private owners and is outside the scope of the City's jurisdiction. The City continues to work closely with Victoria Police and other stakeholders to support safety in Belmont and remains committed to reviewing and enhancing its public safety infrastructure where needed.

SUBMITTER 17. MALCOLM FISHER**Subject: Waste Collection****Relevant City Department: City Life / City Infrastructure****Question 1:**

Take a drive around Geelong and the Bellarine and you will see domestic waste, recyclable and green bins overflowing, lids unable to be closed, or bins put out or not collected days before or after collection. 1. Why do Council contractors continue to pick up and empty overflowing rubbish bins, green bins and recycling bins which have been left open, spilling rubbish and litter across our streets and gardens and ultimately our parks, water ways and bay?

When your contractors continue to empty these bins, it just encourages continued bad behaviour and for others to follow suit, making the problem worse. This behaviour is also a known Neighbour Hood Watch safety issue for those that live nearby. Can you please provide the number of fines that have been issued for these two issues in 2024. And why do the contractors continue to empty overflowing bin, which is counter to CoGG bylaws.

Response:

Thank you for your question Malcolm.

Bins can be placed out 24 hours prior to collection and need to be collected with 24 hours after emptying. In relation to overflowing bins, this has been recognised in the new Local Law issued December 2024.

Each week, approximately 235,000 bins are collected across the City of Greater Geelong, and while we strive to maintain a high-quality service, occasional issues may arise. We work closely with our collection contractor to ensure they meet their obligations and provide the best possible service to the community.

To help address the issue of overfilled bins being presented, the [City's website](#) has recently been updated to inform residents that their bins will not be collected if they exceed 70kg in weight or if the lid is not closed completely.

If a bin is overfilled, the collection driver may reject it and place a sticker on it to inform the resident of the issue. Residents can then remove the excess waste and request another collection. To support the health and safety of drivers, discretion is used to determine if an overfilled bin is collected or "stickered".

There have been no infringements to date however we will continue to speak to residents and educate on the requirements of their waste bins. We will continue working with our contractor to ensure a reliable and high-quality waste collection service for all residents.

SUBMITTER 18. JACKIE SAWYER

Subject: Planning Permit, Lara

Relevant City Department: Placemaking

Question 1:

Planning permit application PP-967-2024 - 30 Austin Street, Lara - has this already gone to a planning meeting already?

Response:

Thank you for your question, Jackie. The Planning Application PP-967-2024 - 30 Austin Street, Lara is still being assessed by officers. No date has been set for a decision-making forum. Officers have not been advised of a call in to Planning Committee.

SUBMITTER 19. ROSS KROGER**Subject: Mayoral Election****Relevant City Department: Corporate Services****Question 1:**

It is wrong that the current councillors, who had not been sworn in to their new role had a meeting to decide who was to become mayor and deputy mayor. People attended the council meeting to observe the election and were presented with a fait accompli as this was a fake election. Transparency, honesty and a waste of the public's time was the result. Ali Wastie City of Geelong CEO chaired the meeting and organised this farce of an election. This is a totally unacceptable example of governance and fails to meet the council's and the Local Government Act's standards. Can the council now pass rules to prevent this happening again?

Response:

Thank you for your question, Ross.

During the election of the Mayor and Deputy Mayor, Councillors and the CEO adhered to the Council's Governance Rules and the requirements of the *Local Government Act 2020*.

We are committed to upholding the standards of good governance and will take your concerns into account when reviewing the Mayoral election procedures within the Governance Rules later this year.

SUBMITTER 20. CRISSY FREESTONE**Subject: Trees on Private Land****Relevant City Department: Placemaking / City Infrastructure****Question 1:**

My question relates to progress on the development of a policy around the protection of trees on private land in urban areas. In July 2022 a Notice of Motion for this was passed by Council. In February 2024, a report was tabled and accepted by Council. Under 11th hour pressure from community members, it was also resolved to engage with the community on this issue. Former Mayor Sullivan was quoted subsequently on the council website as saying "The City will open up consultation with community organisations and the broader community to discuss the issue...We look forward to hearing from community members about how we can better protect trees on private land in urban areas." In July 2024, after I asked about progress on the community engagement process, I was told that some engagement had taken place which was a misrepresentation of what had actually occurred during a meeting between the City and a member of Cool Geelong called to discuss an entirely different issue. The response went on to say: "Community engagement...[please refer meeting transcript] will commence following Council elections in late October. A report...on the findings....will occur in the first quarter of 2025." When is it anticipated that community engagement will occur and is the City on track for reporting back within the timeline stated?

Question 1 Response:

[Thank you for your question, Chrissy.](#)

[The consultation will be communicated on the Have Your Say page in February.](#)

Question 2:

At the February 2024 meeting (as stated on same Council webpage as cited above) Council resolved to write to the Minister for Planning and Municipal Association of Victoria (MAV) to support a state-wide approach to protecting trees on private land in urban areas. Has this occurred and if so was a response received and what was this response?

Question 2 Response:

[Thank you for your question, Chrissy.](#)

[Officers have followed up with the Department of Transport and Planning \(DTP\) over statewide canopy tree protection provisions flagged under the residential code review. DTP responded by referencing the new Plan Victoria which is set for release this year.](#)

SUBMITTER 21. RHIANNON CRANE

Subject: Avalon Air Show / Gender Equality

Relevant City Department: Placemaking / Corporate Services

Question 1:

The Avalon Air Show, which is a weapons exhibition masked as a family event, represents a substantial financial commitment from the council - specifically \$630,000 has been budgeted to support this event in this financial year alone. Considering that many current councilors campaigned on a 'back to basics' platform, which prioritises essential services and community infrastructure, how does funding the air show align with this platform? Could you clarify the decision-making process and the expected benefits for the Geelong community that justify this investment?

Response to Question 1:

Thank you for your question, Rhiannon. The City's investment of \$630,000 in sponsoring the Avalon International Airshow is a strategic initiative that aligns seamlessly with the objectives of the Economic Development Strategy: Geelong on the Rise 2034 and the Geelong Major Events Strategy 2024-2029.

These strategies emphasise fostering economic growth, strengthening the region's global reputation, and attracting investments to create sustainable employment opportunities. The 2023 Airshow delivered on these priorities by drawing a record 248,000 attendees and injecting \$24 million in economic value into the Geelong region. This influx stimulated local businesses across hospitality, retail, and accommodation, directly advancing Geelong's vision of becoming a thriving, innovative city.

Beyond the week-long event, the Airshow's flow-on benefits significantly enhance Geelong's reputation as a leading international business destination. By showcasing the region's expertise in advanced manufacturing, aerospace, and innovation, the event has strengthened Geelong's reputation globally. Since 2023, local businesses have tapped into new aerospace and aviation supply chains, leveraging relationships established during the Airshow to secure growth opportunities. The event has also attracted investment from major global businesses, further integrating Geelong into the international market. These long-term outcomes amplify the Airshow's alignment with Geelong's strategic goals, demonstrating its role not just as a one-off economic boost, but as a driver for sustained regional development and global business engagement.

Question 2:

During the last council meeting, there were instances where interactions with women – both councilors and members of the public – appeared dismissive or lacked the respect expected in a professional setting. Recognising the importance of fostering a respectful and inclusive environment for everyone, outside of written policies, what tangible steps will the council take to ensure they adhere to the Gender Equality Act 2020? And what will they do to address and prevent sexism in council proceedings, ensuring all voices are treated with equal respect and dignity?

Response to Question 1:

Thank you for your question, Rhiannon. As a defined entity under the *Gender Equality Act 2020 (Vic)* the Mayor and Councillors must support the City of Greater Geelong to take positive action towards achieving gender equality.

To support this understanding, a facilitated gender equality training session was conducted as part of Councillor onboarding. This was facilitated by the Equality Institute and was completed by Mayor and Councillors on Tuesday 21 January 2025. This session covered gender equality 101 training, legislative requirements under *the Act* and Councillors role in ensuring Gender Impact Assessments (GIA+) are completed for all policies, programs and services that have a direct and significant impact on the public.

Councillors also fall under the City's Respect@Work framework as they are public figures performing a professional role within a governing body. This means Councillors should be treated with respect by colleagues, staff and members of the public and are expected to reciprocate respect towards others.

The Model Councillor City's Code of Conduct as per the *Local Government Act 2020* explicitly states that councillors must treat others with dignity, fairness and courtesy. Behaviours expected also include not engaging in discrimination, stereotyping or prejudice against a person or class of persons. The Code of Conduct also states that the Mayor and Councillors must support the Council in fulfilling its obligations under *the Act* (including the *Gender Equality Act 2020*).

SUBMITTER 22. BEN MCLACHLAN**Subject: The Local Cafe****Relevant City Department: City Infrastructure****Question 1:**

Will the Mayor, our local ward Councillor organise for me to have a meeting with the Director face to face, to sort this matter out once and for all?

Response to Question 1:

Thank you for your question, Ben.

Council has repeatedly stipulated what is required for a permit application. Council's position has not, and will not change.

Question 2:

Why after repeated attempts of requesting, will the council not share the options paper from SMEC in February 2023, which included clear recommendations and endorsement of a design to implement?

Response to Question 2:

Thank you for your question, Ben.

The SMEC report has been superseded by two subsequent reports. This was due to The Local Café disputing the findings in each subsequent report.

SUBMITTER 23. HOLLY CANHAM

Subject: The Local Cafe

Relevant City Department: City Infrastructure

Question 1:

Could the Council explain why it spent an estimated \$30,000 on Independent Road Safety Audits for the parklet but did not implement key recommendations, such as lowering the speed limit at the Garden Street and McKillop Street intersection?

Response to Question 1:

Thank you for your question, Holly.

It is the responsibility of The Local Café to implement the safety solutions. Council has commenced the speed reduction process, which is the responsibility of the state government.

Question 2:

Why has the recommendation for an improved barrier system, proposed in the initial report from July 2022, not been acted upon, and why has the Council not permitted the business to proceed with its installation?

Response to Question 2:

Thank you for your question, Holly.

No permit application had been received. It is the responsibility of The Local Café to install the barrier system.

SUBMITTER 24. CASSANDRA ANSTIS**Subject: The Local Cafe****Relevant City Department: City Infrastructure****Question 1:**

Why has the Council targeted this specific business, refusing to meet and discuss potential solutions or address the concerns regarding the parklet?

Response to Question 1:

Thank you for your question, Cassandra. This is the only parklet within the City of Greater Geelong that sits on Council land, is at-grade, within 20 metres of a 60 km/hr intersection, that has received multiple extreme and high-risk ratings. Council has invested significant resources and officer time in attempting to assist The Local Café.

Question 2:

Why was the Council willing to unlawfully cancel the parklet permit in 2024, issue a notice to comply, and threaten fines without progressing the matter in an open and transparent manner?

Response to Question 2:

Thank you for your question, Cassandra. Council has been in constant dialogue with The Local Café. Council informed The Local Café during December that their permit would expire on 31 December 2024. No action was taken by The Local Café.

A Notice to Comply was issued on 2 January 2025 and gave 21 days to rectify. This was not complied with. The parklet is now unpermitted and in breach of the Local Law.

SUBMITTER 25. MISS SALLY GRAHAM

Subject: The Local Cafe

Relevant City Department: Placemaking

Question 1:

Why has council failed to release an updated Alfresco Dining policy which was due for review in 2017 and the project abandoned in 2023, leaving businesses like Local without clear guidelines?

Response to Question 1:

Thank you for your question, Sally. The Local Café have been given clear guidelines which they need to comply with throughout all of 2024. This has not been complied with. A new Alfresco Dining Policy will be released for consultation in 2025.

Question 2:

How does council justify its actions when the payment is consistent with the Greater Geelong planning scheme?

Response to Question 2:

Thank you for your question, Sally. We apologise, we do not understand this question.

1.7. Petitions

1. Safety concerns – road speed/modifications, safe access, child safe play areas in Lovely Banks

Cr A Aitken presented a petition to Council, on behalf of Rachel Hill, requesting support from Council in the efforts to addressing the below issues:

- The need for a more child friendly playground between Cox Road and Purnell Road and Ring Road and Princess Road;
- The need for more child and family friendly safe access/ speed modification at the Cox Road/Anakie Road roundabout, and Matthews Road and Ring Road walking track between Bacchus Marsh Road and Coakley Crescent/Haugh Street, Lovely Banks.

The Petition included approximately 192 signatures

RESOLUTION – Item 1.7

Cr A Aitken moved, Cr M Cadwell seconded –

That Council request the CEO to prepare a written report on the contents of the petition for presentation at a Council meeting no later than April 2025.

Carried

2. NOTICE OF MOTION

2.1. Lara Incinerator - Notice of Motion - Cr C Burson

Background

1. In 2021 an application was made by a private enterprise to the State Government for development licence application proposing to develop a waste-to-energy facility at 164-200 McManus Road, Lara.
2. The proposal raises significant concerns within the community. Local organisations have advocated strongly against this proposal, including Geelong Sustainability Group who have driven the “Say NO to waste-to-energy in Geelong” campaign aimed at this development, and the Committee for Geelong who have voiced strong objections regarding the potential health and environmental impacts of the facility.
3. Despite these concerns, in December 2023, the Environmental Protection Authority Victoria (EPA) issued the development licence for the facility.
4. Council’s role in this process has been limited to providing advice and feedback on the application’s alignment with the Planning Scheme. With the previous Council writing to the Victorian Minister for Planning on two occasions in September 2023 and April 2024 to convey the community and Councils concerns.
5. This Notice of Motion seeks to address the weaknesses in the process and ensure greater community involvement and oversight moving forward.

Original Councillor Motion

Cr C Burson moved, Cr E Wilkinson seconded –

That Council:

1. **Reiterates its opposition to the proposed Lara waste to energy incinerator due to concerns about potential odours, air pollution and its close proximity to residential areas, preschools and primary school.**
2. **Continues advocacy to the Victoria State Government to cancel the planning permit and development licence associated with the Lara Incinerator project in support of the Lara’s community’s ongoing efforts to protest local environmental and public health interests; and**
3. **Writes to the Minister of Planning seeking changes to the Planning Scheme to enable the Council to be the decision-making authority for any future waste to energy proposals within the boundaries of the City of Greater Geelong given the significant community impact associated with such proposals.**

An amended motion put forward by Cr A Aitken was accepted by the mover of the Notice of Motion.

AMENDED RESOLUTION – Item 2.1

That Council:

- 1. Reiterates its opposition to the proposed Lara waste to energy incinerator due to concerns about potential odours, air pollution and its close proximity to residential areas, preschools and primary school.**
- 2. Continues advocacy to the Victoria State Government to cancel the planning permit and development licence associated with the Lara Incinerator project in support of the Lara’s community’s ongoing efforts to protest local environmental and public health interests; and**
- 3. Writes to the Minister of Planning seeking changes to the Planning Scheme to enable the Council to be the decision-making authority for any future waste to energy proposals within the boundaries of the City of Greater Geelong given the significant community impact associated with such proposals; and**
- 4. Requests the CEO prepare a strategic policy report for Council in relation to waste to energy in the Geelong municipality at a future Council meeting.**

Carried

Upon introduction of Item 3.1, the meeting became disorderly and needed to cease immediately.

Adjournment of Meeting –

In accordance with Governance Rules 3.56 and 3.57, the Mayor adjourned the meeting until such time that all members of the public gallery had left the chamber.

The meeting was adjourned at 7.01pm.

Resumption of Meeting –

Upon receiving confirmation that all members of the public gallery had exited the Chamber, the Mayor called to reconvene the meeting.

The meeting resumed at 7.20pm.

3. REPORTS

3.1. 26 January - Officer Report

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. This report responds to a Council resolution of 10 December 2024 which requested the preparation of a report outlining the process for reinstating the recognition of 26 January as Australia Day, along with the associated events.

Background

2. At its meeting on 10 December 2024 Council resolved the following:

That Council:

1. *Note that the proclamation of the date for Australia Day is the responsibility of the Federal Government.*
2. *Request the Chief Executive Officer prepare a report for the January 2025 Council Meeting that addresses the process for:*
 - 2.1. *Commencing referring to January 26 as "Australia Day", including in all communications.*
 - 2.2. *Confirming its support for the Federal Government's proclaimed date for Australia Day and commits to commemorating the day, including the holding of citizenship ceremonies and other community events; and*
 - 2.3. *Discontinuing any advocacy to the Federal Government for changing the date of Australia Day.*

Key Matters

3. Council has requested a report on the process for reinstating:
 - 3.1. Referring to Australia Day in Council Communication
 - 3.2. Holding Citizenship and Community Events on Australia Day
 - 3.3. Ceasing Federal Advocacy to change the date of Australia Day

4. To implement the above changes, Council will need to resolve to receive and note the report as well as detail what changes it wishes to implement.

Australia Day in Council Communication

5. If the Council chooses to resume referring to Australia Day in future communication materials, there will be minimal impact on resources.
6. As Council has previously decided not to refer to the 26 January to Australia Day in communication, it will need to resolve to revoke the previous policy.

Citizenship Ceremonies and Commemorative Events

7. As part of the May 2023 report, Council resolved not to hold citizenship on the 26 January.
8. In addition, Council resolved to support the development and delivery of formalised First Nations Peoples acknowledgement, and the support for First Nation cultural events and activities across the Geelong region on 26 January 2024 and each year on 26 January thereafter including:
 - 8.1. A mid-morning Acknowledgement, Recognition and Truth-Telling Ceremony in Johnstone Park billabong.
 - 8.2. A Flag Raising Ceremony of the Australian, Aboriginal and Torres Strait Islander flags at City Hall.
 - 8.3. An Official Opening for cultural celebrations and events; and
 - 8.4. Continued work with organisers of events on 26 January to recognise First Nations Peoples and include First Nations cultural activities.
9. In 2024 the Council was advised that, due to the number of events planned for 26 January, the Wadawurrung Traditional Owners Aboriginal Corporation were unable to commit to participating in an additional truth-telling event planned to be organised by the City.
10. As a result, the Council promoted Pilk Purriyn, a truth-telling event hosted by the Wadawurrung Traditional Owners Aboriginal Corporation in partnership with Surf Coast Shire Council and promoted the Day of Mourning event held at Wathaurong.
11. Currently, there are no Council-organised events scheduled for 26 January 2025.
12. The Department of Home Affairs (the Department) is responsible for Citizenship Ceremonies.
13. The Department has developed the Australian Citizenship Ceremonies Code, which outlines the requirements for conducting citizenship ceremonies in accordance with the Australian Citizenship Act 2007 (Cth). The Council currently adheres to all the provisions of the Code.
14. The Council provides the Department with an annual list of dates for Citizenship Ceremonies. The list for 2026 has not yet been submitted.
15. As Council already has a resolution in place not to hold Citizenship Ceremony on 26 January, Council will need a new resolution to revoke the previous policy.

Federal Advocacy

16. As Council already has a resolution in place to advocate to the Federal Government to change the date of Australia Day, it will need to resolve ceasing advocacy efforts.

Next Steps

17. As outlined above to enact any of these changes, Council must resolve to implement these changes.
18. In anticipation of implementing the items outlined in the resolution of 10 December 2024, Council Officers have drafted a resolution to align with its intent.

RESOLUTION – Item 3.1

Cr E Kontelj moved, Cr T Sullivan seconded –

That Council:

- 1. Receive and note the 26 January report;**
- 2. Begin referring to January 26 as "Australia Day" in all communications;**
- 3. Confirm support for the Federal Government's designated date for Australia Day and commit to commemorating the day, including citizenship ceremonies and the hosting of community events; and**
- 4. Cease any advocacy efforts directed at the Federal Government to change the date of Australia Day**

Carried

Division –

**For: Crs, E Kontelj, A Katos, C Burson, T Sullivan, S Kontelj, R Nelson,
R Story**

Against: Crs E Sinclair, E Wilkinson, M Cadwell, A Aitken

Financial Sustainability

19. Any decision to hold or support Australia Day events can be incorporated into the 25/26 budget process.
20. There are no other foreseen financial costs as a result of this report.

Community Engagement

21. The Council's Community Engagement Policy states that the Council may decide to consult on any proposed policy amendments.

Social Equity and Sustainability

22. Social equity aims to establish systems that promote inclusivity, ensure equal treatment, and dismantle barriers that hinder the full participation of specific groups in social, economic, or cultural life.
23. It is acknowledged that the observance of Australia Day remains a subject of ongoing public discussion within the broader Australian community.

Relevant Law/Policy/Legal Implications

24. The Department has developed the Australian Citizenship Ceremonies Code, which outlines the requirements for conducting citizenship ceremonies in accordance with the Australian Citizenship Act 2007 (Cth). The Council currently adheres to all the provisions of the Code.
25. The setting of Australia Day as national day is a matter for the Federal Government. It does this with the support of the National Australia Day Council (NADC) with the assistance of the Department of Prime Minister and Cabinet.
26. The process of declaring a public holiday associated with Australia Day is the responsibility of state and territory governments.
27. The Federal Government has not enshrined the date of Australia Day in legislation, unlike it has for ANZAC Day. It has created an intergovernmental approach for the recognition and celebration of Australia Day.
28. The NADC, a government-owned, not-for-profit organisation, plays the role in coordinating the celebration of Australia Day. In collaboration with the Australia Day National Network (the Network), an association of state and territory organisations, the NADC supports the nationwide observance of Australia Day. NADC also confirms that it is the Federal Government's role to set the official date for Australia Day.

Conflict of Interest

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

Risk Assessment

30. There is risk that altering the current policy could negatively impact trust and relationships between the City and some First Nations Peoples and their communities.

Environmental Sustainability

31. There are no environmental sustainability risks in Council approving this report.

Attachments

Nil

3.2. Youth Council Advisory Committee Terms of Reference

Source: City Life
Executive Director: Anthony Basford

Purpose

1. To seek Council endorsement for the updated Youth Council Advisory Committee (Youth Council) Terms of Reference.

Background

2. In January 2019, the City established the inaugural Youth Council to provide young people with an opportunity to participate in and learn about civic and democratic processes. The committee operates under a Terms of Reference endorsed by Council.
3. Council previously endorsed the Terms of Reference for Youth Council in February 2020.
4. Since then, the operation of Youth Council has evolved and become a highly sought after leadership opportunity for Geelong's young people. It has made significant contributions to youth-related discussions and City projects and has advised Council on a range of issues that impact young people.
5. The review of the Terms of Reference is timely, ensuring the Youth Council continues to operate under a robust governance model and provides clear guidance to Councillors, City staff, and Youth Council members.

Key Matters

6. The Youth Council Terms of Reference has been reviewed and updated to reflect recent changes to the ward structure and to align with the City's new Terms of Reference template. Several key adjustments have been recommended, which are detailed in **Attachment 3**.
7. In summary, the recommended changes aim to better align the Terms of Reference with the committee's current operational model. These include adjustments to the membership structure, definitions, and roles and responsibilities.
8. These revisions will improve clarity, streamline processes, and ensure its activities are more effectively guided and supported.

RESOLUTION - Item 3.2

Cr A Aitken moved, Cr E Sinclair seconded -

That Council:

- 1. Endorses the Youth Council Advisory Committee Terms of Reference as presented at attachment 1.**

Carried

Financial Sustainability

9. Funding for the Youth Council program and its activities is allocated in Council's annual budget. No additional funding or resource allocation is required for the updated Terms of Reference.

Community Engagement

10. The updated Terms of Reference will be communicated to all new Youth Council members and will be available for public viewing on Council's website.
11. The suggested updates to the Terms of Reference are supported by members of the Youth Council Steering Committee and the Executive Leadership Team.

Social Equity and Sustainability

12. The Youth Council offers young people a platform to contribute to and participate in civic life, promoting inclusivity and equity.
13. The Terms of Reference ensures that all young people residing in Greater Geelong, aged between 12 and 17, can self-nominate to join the Youth Council, ensuring fair representation and equal opportunity for participation, regardless of backgrounds or prior experiences.
14. By providing a platform for young people to engage in civic life, the Youth Council also supports long-term community sustainability, empowering the next generation of leaders to address local challenges.

Relevant Law/Policy/Legal Implications

15. The Terms of Reference aligns with relevant laws and policies and adheres to the Victorian Child Safe Standards.

Alignment to Community Plan and Vision

16. This report aligns with Our Community Plan 2021-2025 strategic priority: Healthy, caring and inclusive community.
17. 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

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

Risk Assessment

19. The Terms of Reference governs the functions of the Youth Council, outlining that it advises on youth-related issues but does not make decisions on behalf of the City or Council.
20. An up-to-date Terms of Reference helps mitigate risks by ensuring that the Youth Council's operations are clear, transparent, and aligned with current best practices. This supports effective decision-making, resolves potential uncertainties, addresses grievances, and ensures accountability within the Youth Council.

Environmental Sustainability

21. There are no environmental implications.

Attachments

1. Draft Youth Council Terms of Reference [**3.2.1** - 11 pages]
2. Marked up version - Draft Youth Council Terms of Reference [**3.2.2** - 13 pages]
3. Summary of Changes - Draft Youth Council Terms of Reference [**3.2.3** - 2 pages]

THE CITY OF
GREATER GEELONG

YOUTH COUNCIL ADVISORY COMMITTEE

TERMS OF REFERENCE

VERSION: 3

Approval Date	<i>DRAFT</i>
Approved by	Council
Review Date	10 December 2028
Responsible Officer	Executive Director City Life
Authorising Officer	Chief Executive Officer

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Introduction

PURPOSE

The Youth Council Advisory Committee is established for the purpose of:

- Providing advice and input to Council on issues that affect young people in the City of Greater Geelong.
- Advocating for the needs of young people in the City of Greater Geelong.
- Providing opportunities for young people to participate and learn about civic and democratic processes, and to develop new skills.

AUTHORITY

- The committee is an advisory committee of Council and does not have delegated authority to act on behalf of Council.
- The committee has no financial delegation authority.

OBJECTIVES AND FUNCTIONS

- To provide an opportunity for the voice of Geelong's youth to be considered in decision making of the Council.
- To provide advice and input to Council on specific issues.
- To provide a platform for young people to advocate on priorities that are important to their lives.
- To engage young people in civic leadership.
- To provide young people with experience of and insight into the functions of Council.
- Each year the committee maybe assigned a specific project to implement at the discretion of the Executive Director City Life or delegate.

Definitions

Act

The *Local Government Act 2020*.

CEO

The Chief Executive Officer of the City appointed by Council.

Child Safe Standards Policy

The approved policy to protect children and young people from harm and which applies to all Councillors, employees and volunteers of the City of Greater Geelong.

City

The administration of the Greater Geelong City Council, led by the Chief Executive Officer.

Committee

Youth Council Advisory Committee.

Council

The Greater Geelong City Council.

Councillor

Elected officials representing the City of Greater Geelong, including the Mayor.

Councillor Connect Mentoring Program

A structured mentoring program for committee members where they are provided opportunities to connect with, learn from, and seek feedback and information from participating Councillors to help inform future advice.

Conflict of interest

Has the same meaning as defined in the Act.

Junior Deputy Mayor

A committee member who is appointed by the Youth Council to undertake the acts of the Junior Mayor and lead the Youth Council in the Junior Mayor's absence.

Junior Mayor

A committee member who is appointed by the Youth Council to lead and formally represent the Youth Council.

Member

A young person who is elected to join the committee.

Project

A deliverable determined by the Executive Director City Life at the beginning of a Youth Council term, which is collectively implemented by the Youth Council throughout the term.

Youth Council

Collective members of the committee.

Youth Council term

The fixed period of time that committee members are appointed to the committee.

Terms of Reference

COMMITTEE TERM

Term starts

1. The committee's term commenced on 15 January 2019 and will continue unless otherwise determined by the Council.

MEMBERSHIP

Make-up of the committee

2. The City of Greater Geelong Youth Council will comprise of eleven (11) members who live within the Greater Geelong municipality.
3. Membership is open to young people aged 12 to 17 years old at the time of nomination.
4. The Executive Director City Life, or their delegate will be present at all Youth Council Committee meetings to provide support and oversight to the committee.
5. Any member who turns 18 years old during their Youth Council Term is required to apply for and hold a valid Victorian Working with Children Check (WWCC) and provide a copy to the Executive Director City Life or delegate.

Nomination of members

6. Nominations for the following year's Youth Council will open in the fourth quarter of the current Youth Council term, or prior to the commencement of the caretaker period in an election year.
7. Nominees will only be accepted if they meet the following eligibility criteria:
 - Live in the City of Greater Geelong local government area.
 - Be aged between 12 and 17 years at the time of nomination.
 - Be able to attend 80 percent of monthly meetings.
 - Be able to participate in the three-day Youth Council induction in mid-late January.
 - Submit their own nomination.
 - Submit parent or guardian consent to participate at the time of nominating.

Appointment of members

8. Members are appointed through a de-identified election process that provides young people throughout the municipality the opportunity to vote for their preferred nominee.
9. To ensure that members equally represent the whole of Greater Geelong, nominees are grouped into one of four voting zones based on their home address and voting will take place in each of these zones.
10. Votes are counted by City staff and all nominees are notified of the outcome.
11. Unsuccessful nominees are permitted to apply for future Youth Council terms permitting they meet the eligibility criteria.

Role and responsibilities of members

12. Members are expected to:
 - a. Participate in the City's Youth Council induction program in the first quarter of the calendar year.
 - b. Maintain knowledge of matters related to the objectives and functions of the committee.
 - c. Represent Greater Geelong's young people and maintain effective two-way communication between the young people in their community and the committee, as appropriate.

- d. Share information with other members.
- e. Maintain confidentiality of information designated confidential.
- f. Fully prepare for each meeting, read the documentation in advance, and make every reasonable effort to attend each meeting.
- g. Provide feedback or endorse minutes of each meeting.

Committee Charter

- 13. At its first meeting of the year, the members must agree on a Committee Charter which will set out the agreed behaviours of members.

Grievance Resolution Process

- 14. Grievances should be raised by the Junior Mayor to the Executive Director City Life or delegate.
- 15. Grievances about a fellow Youth Council member should be raised with the Junior Mayor or if the grievance is about the Junior Mayor, the issue should be raised with the Executive Director City Life or delegate.
- 16. All grievances will be investigated and resolved in accordance with the City's Code of Conduct and Youth Council Charter.

Engagement and Communication

- 17. Members are able to undertake youth engagement via visitations at Drop Ins and events as deemed appropriate by the Executive Director City Life or delegate.
- 18. All engagement and communication with Youth Council members must be via the Executive Director City Life or delegate and must comply with the City's *Child Safe Standards Policy*.

Length of appointment of members

- 19. Members will be appointed for a term of one year.
- 20. Members are not eligible to nominate for re-election.
- 21. Members who are absent from three (3) consecutive meetings without notice may have their membership revoked and will be advised in writing by the Executive Director City Life.
- 22. Members wanting to resign from their position as a Youth Council member must advise the Executive Director City Life in writing.

Extended leave of absence / Acting positions

- 23. A Youth Council member can request to take an extended leave of absence from the Youth Council for a period of two months or longer.
- 24. Requests can be made in writing to the Executive Director City Life or delegate and should be noted in the minutes at the next scheduled Youth Council meeting.
- 25. If the Junior Mayor takes an extended leave of absence, the Junior Deputy Mayor would assume the role and responsibilities of the Junior Mayor. Based on the length on the leave, the Executive Director City Life or delegate will determine if the role of the Junior Deputy Mayor would be temporarily backfilled.

Filling casual vacancies

- 26. A vacancy of a position by a member will be reported at the next scheduled Youth Council meeting and recorded in the minutes.

27. Where a vacancy occurs within six months of the end of the current Youth Council term, the vacancy will not be filled.
28. Vacancies for Youth Council will be filled by the appointment of the next most voted for nominee from the same voting zone of the previous member. If the nominee is unable to or declines the position, the vacancy will not be filled.
29. A candidate filling a vacancy will be a member for the remainder of the current Youth Council term.

JUNIOR MAYOR AND JUNIOR DEPUTY MAYOR

Appointment

30. The election of the Junior Mayor and Junior Deputy Mayor will be facilitated by the Executive Director City Life or delegate at the Youth Council induction via an anonymous ballot.
31. Members will have the opportunity to self-nominate for the position of Junior Mayor and Junior Deputy Mayor.
32. Nominees will be required to present a candidate speech to their fellow members detailing suitability for the role.
33. Each member will be allocated one vote.
34. A member of the City's Governance Unit and the Executive Director City Life or delegate shall be responsible for the counting of votes.
35. If the vote results in a tie, a re-vote will take place with the final two nominees. In the case that the re-vote results in a tie, the Executive Director City Life or delegate will participate as a casting vote for a third and final vote.
36. The member who receives the majority of votes will be declared the Junior Mayor.
37. The member with the second most votes cast will be declared the Junior Deputy Mayor.
38. The term of appointment of the Junior Mayor and Junior Deputy Mayor is for a period of the current Youth Council Term.
39. The Junior Mayor and Deputy Junior Mayor can resign from their position by submitting a written resignation addressed to the Executive Director City Life and the letter tabled at the next scheduled Youth Council meeting.

Role and responsibility of the Junior Mayor

40. The Junior Mayor is expected to perform the following roles:
 - a. Chair Youth Council meetings or delegate the role to the Junior Deputy Mayor.
 - b. Conduct meetings with the degree of formality and facilitate the flow of information.
 - c. Represent Youth Council at a range of events.
 - d. Present the Youth Council report to Councillors and the community at Council meetings.
 - e. Communicate any member grievances to the Executive Director City Life.

Role and responsibility of the Junior Deputy Mayor

41. The Junior Deputy Mayor is expected to assume the roles of the Junior Mayor in their absence or when delegated by the junior Mayor.

MEETING VISITORS

42. Council departments and external organisations and businesses can present to the Youth Council to provide information and to seek advice on matters relating to Youth Council Priority Areas.

43. Requests to present to the Youth Council must be approved by the Executive Director City Life or delegate.
44. Meeting visitors will be made aware of their responsibilities prior to the meeting.

MEETINGS

Frequency of meetings

45. Meetings are held monthly, unless otherwise determined by the Executive Director City Life or delegate. A schedule will be determined at the beginning of the committee's term.
46. Additional meetings can be facilitated throughout the year as directed by the Executive Director City Life or delegate.
47. Meetings of the Committee will be held in Council Chambers unless otherwise determined by the Executive Director City Life, or their delegate.
48. Meeting agendas shall be set by the Executive Director City Life or delegate.
49. Agenda items can be added by members emailed to youthcouncil@geelongcity.vic.gov.au seven days prior to the scheduled Youth Council meeting. Items must be linked to the Youth Council's priority areas.
50. The Council may request that the committee consider specific issues or reports at a meeting and provide advice by a report to Council.

Quorum

51. The quorum for a Youth Council meeting to proceed is at least one more than half of the appointed members.
52. If quorum is not achieved within thirty minutes after the scheduled commencement time of a Youth Council meeting or cannot be maintained due to the disclosure of conflicts of interest of members, the meeting will be adjourned until the following month.

Youth Council Priority Areas

53. Youth Council Priority Areas are developed annually during the induction or at the first Youth Council meeting.
54. The priority areas are informed by evidence-based research and available data such as the Mission Australia Annual Youth Survey.
55. The priority areas should be relevant and actionable with an aim to improve the lives of young people in Greater Geelong.

Conflicts of interest

56. If a member has a conflict of interest in relation to an agenda item this must be declared, and the member must refrain from participating in any decision-making processes.
57. If a nominee is employed by the City of Greater Geelong at the time of their nomination, they must immediately notify the Executive Director City Life or their delegate. The Executive Director City Life will assess whether the nominee's employment could pose a risk to the City if they are elected to the Youth Council Advisory Committee and will determine the nominee's eligibility for election.
58. If a member is appointed to a position with the City of Greater Geelong during their term on the Youth Council, they must immediately notify the Executive Director City Life, or their delegate. The Executive Director City Life will assess whether the new appointment poses a risk to the City and will inform the member if resignation from the Youth Council Advisory Committee is necessary. All conflicts of interest declared by a member of the committee will

be recorded in the minutes of the meeting and documented on a conflict of interest register that is maintained by the Executive Director City Life, or their delegate.

Misuse of information

59. All information received by members in the course of their work as members is confidential and must not be shared with any party outside Council, unless specified as an item for distribution.

Councillor Connect Mentoring Program

60. The Councillor Connect Mentoring Program sessions will be scheduled at the start of the Youth Council term and is operational throughout the year unless otherwise determined by the Executive Director City Life or delegate.

REPORTING

61. Accurate minutes will be kept of each meeting.

62. Full copies of the minutes, including attachments, will be provided to all members prior to the next meeting.

63. Following the confirmation of minutes, they will be published on the City's website.

64. The City's minutes template will be used to record minutes.

65. The Junior Mayor will present periodical Youth Council reports to Council detailing Youth Council's progress, findings, achievements and advice since the previous report.

SECRETARIAT

66. The Executive Director City Life or delegate will provide secretariat services for the committee.

REVIEW

67. The terms of reference for this committee will be reviewed every four years.

Records

Records shall be retained for at least the periods shown below.

Table 1: Record retention and disposal schedule

Record	Retention / Disposal Authority	Retention Period	Location
Records relating to arranging and facilitating committee meetings.	PROS 09/05 VAR 1 Retention and Disposal Authority for Records of Local Government Functions	Temporary	Destroy after administrative use has concluded.
Records of general administrative nature relating to management of committee meetings, including the preparation and circulation of minutes, use of premises where the meetings take place and travel arrangements for attendees.			

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THE CITY OF
GREATER GEELONG

YOUTH COUNCIL ADVISORY COMMITTEE

TERMS OF REFERENCE

VERSION: 3

Approval Date	<i>DRAFT</i>
Approved by	Council
Review Date	<u>10 December 2028</u>
Responsible Officer	Executive Director City Life
Authorising Officer	Chief Executive Officer

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Introduction

PURPOSE

The Youth Council Advisory Committee is established for the purpose of:

- Providing advice and input to Council on issues that affect young people in the City of Greater Geelong.
- Advocating for the needs of young people in the City of Greater Geelong.
- Providing opportunities for young people to participate and learn about civic and democratic processes, and to develop new skills.

~~The Council endorses Youth Council as an Advisory Committee in accordance with these terms of reference.~~

~~Youth Council provides opportunities for young people to participate and learn about civic and democratic processes and provides a mechanism for Council to seek and receive advice and input from young people about youth-specific issues.~~

~~The Youth Council will be representative of council wards and led by a Junior Mayor who will report periodically to Council.~~

AUTHORITY

- The committee is an advisory committee of Council and does not have delegated authority to act on behalf of Council.
- The committee has no financial delegation authority.

OBJECTIVES AND FUNCTIONS

~~The Advisory Committee is established to:~~

- To provide an opportunity for the voice of Geelong's youth to be considered in decision making of the Council.
- To provide advice and input to Council on specific issues.
- To provide a platform for young people to advocate on priorities that are important to their lives.
- To engage young people in civic leadership ~~and~~
- To provide young people with experience of and insight into the functions of Council.
- Each year ~~the C~~committee may, ~~at the commencement of each year,~~ be assigned a specific project to implement at the discretion of the Executive Director City Life Director, Community Life or delegate.

Definitions

Act

The *Local Government Act 2020*.

Candidate

~~A member of the current Youth Council Advisory Committee.~~

CEO

The Chief Executive Officer of the City appointed by Council.

Child Safe Standards Policy

The approved policy to protect children and young people from harm and which applies to all Councillors, employees and volunteers of the City of Greater Geelong.

City

The administration of the Greater Geelong City Council, led by the Chief Executive Officer.

Committee

Youth Council Advisory Committee.

Council

The Greater Geelong City Council.

Councillor

Elected officials representing the City of Greater Geelong, including the Mayor.

Councillor Connect Mentoring Program

~~A structured mentoring program for committee members where they are provided opportunities to connect with, learn from, and seek feedback and information from to participating Councillors to help inform future advice. means a mentoring program facilitated by Councillors on topics relating to identified Council and Councillor duties and responsibilities.~~

Conflict of interest

Has the same meaning as defined in the Act.

Junior Deputy Junior Mayor means a person

~~A committee member who is appointed by the Youth Council to undertake the acts of the Junior Mayor -act as the Deputy Junior Mayor and lead the Youth Council in the Junior Mayor's absence.~~

Junior Mayor

~~A committee member means a person who is appointed by the Youth Council to act as the Junior Mayor and lead and formally represent the Youth Council.~~

~~**Meeting Procedures Local Law 2017** means the local law adopted by Council in accordance with section 91 of the *Local Government Act (Vic) 1989*.~~

Member

~~-means A member young person who is elected to join of this the G-committee.~~

~~**Nominee** means an individual seeking appointment to the Youth Council Advisory Committee.~~

~~**Project** means~~

A deliverable determined by the Executive Director City Life at the beginning of a Youth Council term, which is collectively implemented by the Youth Council throughout the term.

~~a group of related tasks executed within a limited time period.~~

~~**Terms of Voting** means the terms set by the Director, Community Life, from time to time outlining the terms and conditions for conducting a vote for Members from the constituency of the Youth Advisory Reference Groups.~~

~~**Youth Advisory Reference Group** means one or all of the groups established by the City's Community Life directorate from time to time. One Youth Advisory Reference Group shall operate for each of the Council's wards.~~

Youth Council means the

Collective members of the committee.

Youth Council term means

The fixed period of time that committee members are appointed to the committee.

~~the operational fixed term of the current committee.~~

~~**Youth Survey** means the annual survey of the municipality's youth conducted by the Director, Community Life, to identify issues and trends which affect the interests of youth in the community.~~

Terms of Reference

COMMITTEE TERM

Term starts

1. The committee's term commenced on 15 January 2019 and will continue unless otherwise determined by the Council.

MEMBERSHIP

Make-up of the committee

2. The City of Greater Geelong Youth Council will comprise of ~~twelve~~ eleven (11) ~~m~~Members who live within the Greater Geelong municipality.

~~Each ward will be represented by three (3) members.~~

3. Membership is open to young people aged 12 to 17 years old at the time of nomination.

4. The Executive Director City Life, or their delegate will be present at all Youth Council Committee meetings to provide support and oversight to the committee.

- 3.5. Any member who turns 18 years old during their Youth Council Term is required to apply for and hold a valid Victorian Working with Children Check (WWCC) and provide a copy to the Executive Director City Life or delegate.

~~If more than three nominations for Members are received for any Ward, the Youth Advisory Reference Group operating in the allocated Ward will be asked to vote for the nominees.~~

Nomination of members

- 4.6. Nominations for the following year's Youth Council will open in the fourth quarter of the current Youth Council term, or prior to the commencement of the caretaker period in an election year.

7. Nominees will only be accepted if they meet the following eligibility criteria:

- Live in the City of Greater Geelong local government area.
- Be aged between 12 and 17 years at the time of nomination.
- Be able to attend 80 percent of monthly meetings.
- Be able to participate in the three-day Youth Council induction in mid-late January.
- Submit their own nomination.
- Submit parent or guardian consent to participate at the time of nominating.

Appointment of members

8. Members are appointed through a de-identified election process that provides young people throughout the municipality the opportunity to vote for their preferred nominee.

9. To ensure that members equally represent the whole of Greater Geelong, nominees are grouped into one of four voting zones based on their home address and voting will take place in each of these zones.

10. Votes are counted by City staff and all nominees are notified of the outcome.

- 5.11. Unsuccessful nominees are permitted to apply for future Youth Council terms permitting they meet the eligibility criteria.

Role and responsibilities of members

- 6.12. Members are expected to:

- a. ~~Members must P~~participate in ~~the City'sa Youth Council~~n induction program for the Youth Council to be delivered in the first quarter of the calendar year.
- b. Maintain knowledge of matters related to the objectives and functions of the committee.
- c. Represent Greater Geelong's young people and maintain effective two-way communication between the young people in their community and the committee, as appropriate.
- d. Share information with other members.
- e. Maintain confidentiality of information designated confidential.
- f. Fully prepare for each meeting, read the documentation in advance, and make every reasonable effort to attend each meeting.
- g. Provide feedback or endorse minutes of each meeting.

Committee Charter

7.13. At its first meeting of the year, the members must agree on a Committee Charter which will set out the agreed behaviours of members.

Grievance Resolution Process

8.14. Grievances should be raised by the Junior Mayor to the ~~Executive Director City Life Director, Community Life~~ or delegate.

9.15. Grievances about a fellow Youth Council member should be raised with the Junior Mayor or if the grievance is about the Junior Mayor, the issue should be raised with the ~~Executive Director City Life Director, Community Life~~ or delegate.

10.16. All grievances will be investigated and resolved in accordance with the City's Code of Conduct and Youth Council Charter.

Engagement and Communication

11.17. Members are ~~representatives of their respective Wards and~~ able to undertake youth engagement via ~~official Council social media platforms, the Youth Council mobile app,~~ visitations at Drop Ins and events as deemed appropriate by the ~~Executive Director City Life Director, Community Life~~ or delegate.

12.18. All engagement and communication with Youth Council members must be via the ~~Executive Director City Life Director, Community Life~~ or delegate and must comply with ~~the Council's City's~~ *Child Safe Standards Policy*.

Length of appointment of members

13.19. Members will be appointed for a term of one year.

14.20. Members are not eligible to nominate for re-election.

15.21. Members who are absent from three (3) consecutive meetings without notice ~~will be dismissed from the Youth Council and may have their membership revoked and will be~~ advised in writing by the ~~Director, Community Life or delegate.~~ Executive Director City Life.

16.22. Members wanting to resign from their position as a Youth Council ~~m~~Member must advise the ~~Executive Director City Life Director, Community Life~~ in writing, ~~and the letter tabled at the next scheduled Youth Council meeting.~~

Extended leave of absence / Acting positions

17.23. A Youth Council member can request to take an extended leave of absence from the Youth Council for a period of two months or longer.

~~18-24.~~ Requests can be made in writing to the ~~Executive Director City Life~~~~Executive Director City Life~~ or delegate and should be noted in the minutes at the next scheduled Youth Council meeting.

~~19-25.~~ If the Junior Mayor takes an extended leave of absence, the ~~Deputy~~ Junior Deputy Mayor would assume the role and responsibilities of the Junior Mayor. Based on the length on the leave, the Executive Director City Life or delegate will determine if the role of the Junior Deputy Mayor would be temporarily backfilled.

Filling casual vacancies

~~20-26.~~ A vacancy of a position by a member will be reported at the next scheduled Youth Council meeting and recorded in the minutes.

~~21-27.~~ Where a vacancy occurs within six months of the end of the current Youth Council term, the vacancy will not be filled.

~~22-28.~~ Vacancies for Youth Council will be filled by the appointment of the fourth-next most voted for nominee from the same voting zone of the previous member in the relevant Ward. If the nominee is unable to or declines the position, the vacancy will not be filled.

~~23-29.~~ A candidate filling a vacancy will hold office be a member for the remainder of the current term of the Youth Council term. Member that they have replaced.

~~24.~~ A new member will be appointed for the remainder of the term of a vacant position.

~~25.~~ New members are appointed by following the member nomination and appointment processes set out in the terms of reference.

JUNIOR MAYOR AND JUNIOR DEPUTY MAYOR

Appointment

~~26-30.~~ The election of the Junior Mayor and ~~Deputy~~ Junior Deputy Mayor will be facilitated by the Executive Director City Life~~Executive Director City Life~~ ~~Director, Community Life~~ or delegate at the Youth Council ~~induction~~ each year via an anonymous ballot.

~~31.~~ During the Youth Council Induction Members will have the opportunity to self-nominate for the position of , nominees for the position of Junior Mayor and ~~Deputy~~ Junior Deputy Mayor.

~~27-32.~~ Nominees will be required to present a candidate speech to their fellow members detailing suitability for the role.

~~28-33.~~ Each member will be allocated 1-one vote.

~~29.~~ The election of the Junior Mayor and the Deputy Junior Mayor shall be conducted by vote undertaken during Youth Council Induction.

~~30.~~ The election of the Junior Mayor and the Deputy Junior Mayor shall be conducted via an anonymous ballot process whereby each Youth Council member writes their preferred candidate's name and places it into the ballot box.

~~31-34.~~ A member of the ~~Council's~~ City's Governance Unit and the ~~Director, Community Life~~ Executive Director City Life or delegate shall be responsible for the counting of votes.

~~32-35.~~ If the vote results in a tie, a re-vote will take place with the final two nominees. In the case that the re-vote results in a tie, the Executive Director City Life ~~Director Corporate Services~~ ~~Director, Governance Strategy & Performance~~ or delegate will participate as a casting vote for a third and final vote.

~~33-36.~~ The member who receives the majority of votes will be declared the Junior Mayor.

~~34-37.~~ The member with the second most votes cast will be declared the ~~Deputy~~ Junior Deputy Mayor.

~~35-38.~~ The term of appointment of the Junior Mayor and ~~Deputy Junior~~ Deputy Mayor is for a period of ~~one year the current Youth Council Term.~~

~~36-39.~~ The Junior Mayor and Deputy Junior Mayor can resign from their position by submitting a written resignation addressed to the Executive Director City Life Director, Community Life and the letter tabled at the next scheduled Youth Council meeting.

Role and responsibility of the Junior Mayor

40. The Junior Mayor is expected to perform the following roles:

- a. Chair Youth Council meetings or delegate the role to the Junior Deputy Mayor.
- b. Conduct meetings with the degree of formality and facilitate the flow of information.
- c. Represent Youth Council at a range of events.
- d. Present the Youth Council report to Councillors and the community at Council meetings.
- e. Communicate any member grievances to the Executive Director City Life.

Role and responsibility of the Junior Deputy Mayor

37-41. The Junior Deputy Mayor is expected to assume the roles of the Junior Mayor in their absence or when delegated by the junior Mayor.

MEETING VISITORS

42. Council departments and external, organisations and businesses can present to the Youth Council to provide information and to seek advice on matters relating to Youth Council Priority Areas.

43. Requests to present to the Youth Council must be received approved by the Executive Director City Life Director, Community Life or delegate, by submission of the Youth Council Consultation Application form.

38-44. Meeting visitors will be made aware of their responsibilities prior to the meeting.

MEETINGS

Frequency of meetings

39-45. Meetings are held monthly, unless otherwise determined by the Executive Director City Life or delegate. A schedule will be determined at the beginning of the committees term.

46. Additional meetings can be facilitated throughout the year as directed by the Executive Director City Life Director, Community Life or delegate.

40-47. Meetings of the Committee will be held in Council Chambers unless otherwise determined by the Executive Director City Life, or their delegate.

~~41-48. The Committee shall meet each month.~~ Meeting agendas shall be set by the Executive Director City Life Director, Community Life or delegate.

42-49. Agenda items can be added by members emailed to youthcouncil@geelongcity.vic.gov.au seven days prior to the scheduled Youth Council meeting. Items must be linked to the Youth Councillor's priority areas.

- ~~i. The Committee may be invited to attend information briefings during the year.~~

43-50. The Council may request that the committee consider specific issues or reports at a meeting and provide advice by a report to Council.

Minimum meeting attendeesQuorum

~~44. The quorum for a Youth Council meeting must be at least one [1] per Ward plus one [1] (minimum 5) of the Members of the Youth Council.~~

~~51. The quorum for a Youth Council meeting to proceed is at least one more than half of the appointed members.~~

~~45-52. If quorum is not achieved within thirty minutes after the scheduled commencement time of a Youth Council meeting or cannot be maintained due to the disclosure of conflicts of interest of members, the meeting will be adjourned until the following month.~~

Youth Council Priority Areas

~~53. Youth Council Priority Areas are developed annually during the induction or at the first Youth Council meeting, following the Induction and~~

~~54. The priority areas are informed by evidence-based research- and available data such as the Mission Australia Annual Youth Survey, including the Youth Summit feedback, the Mission Australia Annual Youth Survey~~

~~46-55. The priority areas should be relevant and actionable with an aim to improve the lives of young people in Greater Geelong, via consultation undertaken as per item 4.9.~~

Facilities & Resources

~~47. Meetings of the Committee will be held in the Council Chambers unless otherwise determined by the Director, Community Life.~~

Conflicts of interest

~~56. If a member has a conflict of interest in relation to an agenda item this must be declared, and the member must refrain from participating in any the decision-making processes.~~

~~57. If a nominee is employed by the City of Greater Geelong at the time of their nomination, they must immediately notify the Executive Director City Life or their delegate. The Executive Director City Life will assess whether the nominee's employment could pose a risk to the City if they are elected to the Youth Council Advisory Committee and will determine the nominee's eligibility for election.~~

~~48. If a member is appointed to a position with the City of Greater Geelong during their term on the Youth Council, they must immediately notify the Executive Director City Life, or their delegate. The Executive Director City Life will assess whether the new appointment poses a risk to the City and will inform the member if resignation from the Youth Council Advisory Committee is necessary.~~

~~58. All conflicts of interest declared by a member of the committee will be recorded in the minutes of the meeting and documented on a conflict of interest register that is maintained by the Executive Director City Life, or their delegate~~

Misuse of information

~~59. All information received by members in the course of their work as members is confidential and must not be shared with any party outside Council, unless specified as an item for distribution.~~

Councillor Connect Mentoring Program

~~49. The Councillor Connect Mentoring Program sessions will be scheduled at the start of the Youth Council term and is operational throughout the year commences in the first quarter of the calendar year and is operational until the fourth quarter, unless otherwise determined by the Executive Director City Life, Director, Community Life or delegate.~~

~~50-60. The quorum for a Councillor Connect Mentoring session to proceed must be at least two [2] Youth Councillors plus one [1] Councillor and one [1] Council representative.~~

REPORTING

~~61. Accurate minutes will be kept of each meeting.~~

~~62. Full copies of the minutes, including attachments, will be provided to all members prior to the next meeting.~~

~~63. Following the confirmation of minutes, they will be published on the City's website.~~

~~64. The City's minutes template will be used to record minutes.~~

~~54-65. The Junior Mayor will present periodical Youth Council reports to Council The Committee through the Junior Mayor shall report to Council quarterly detailing Youth Council's progress, findings, achievements and recommendations advice since the previous report.~~

SECRETARIAT

~~66. The Executive Director City Life or delegate will provide secretariat services for the committee.~~

~~i. Secretariat support for the Committee will be provided by the Director, Community Life or delegate.~~

~~ii. Minutes of each Committee meeting shall be published on the City's website.~~

~~52. All necessary administrative resources shall be provided to support the Committee by the Director, Community Life.~~

REVIEW

~~53-67. The terms of reference for this committee will be reviewed every four years.~~

Records

Records shall be retained for at least the periods shown below.

Table 1: Record retention and disposal schedule

Record	Retention / Disposal Authority	Retention Period	Location
Records relating to arranging and facilitating committee meetings.	PROS 09/05 VAR 1 Retention and Disposal Authority for Records of Local Government Functions	Temporary	Destroy after administrative use has concluded.
Records of general administrative nature relating to management of committee meetings, including the preparation and circulation of minutes, use of premises where the meetings take place and travel arrangements for attendees.			

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THE CITY OF
GREATER GEELONG

SUMMARY OF CHANGES

YOUTH COUNCIL ADVISORY COMMITTEE TERMS OF REFERENCE



TOPIC	PAGE	CHANGE AND REASON
PURPOSE	3	- Administrative edit – reworded for clarity.
AUTHORITY	3	- Clarification about financial delegation.
OBJECTIVES AND FUNCTIONS	3	- Administrative edit – reworded for clarity.
DEFINITIONS	4	- Removal of any definition that is no longer relevant or is not referenced in the body of the document. - Administrative edits – reworded for clarity.
MEMBERSHIP	5-7	- Membership to be updated from 12 members to 11 members to reflect new ward structure. - Addition of Executive Director City Life or their delegate to be present at all Youth Council Committee meetings. - The 11 young people will represent the City as a unified group rather than individual wards. - Inclusion of eligibility criteria to formalise this requirement. - Inclusion of overview of nomination and voting process. - Inclusion of roles and responsibilities of members. - Removal of reference to Youth Council access to official social media channels and the Youth Council mobile app as this is not in line with current practice. - Inclusion of clause that outlines a young person who turns 18 years old during their term is required to have a valid WWCC to continue to participate in the program. - Administrative edits – reworded for clarity and update to title of Executive Director City Life.
JUNIOR MAYOR AND JUNIOR DEPUTY MAYOR	7	- Administrative edits – removal of repeated information and rewording. - Inclusion of roles and responsibility of Junior Mayor and Junior Deputy Mayor.
MEETING VISITORS	7-8	- Updated to reflect current processes.
MEETINGS	8-9	- Administrative edits – reworded and updated to reflect current processes. - Inclusion of requirements if a Youth Council nominee or member has or gains employment with the City. Intention is to reduce risk of any potential conflicts of interest. - Inclusion of requirement for the Executive Director City Life or their delegate to maintain a conflict of interest register. - Addition of a misuse of information clause which relates to confidentiality.
REPORTING	9	- Inclusion of processes for minute taking to ensure correct record management of formal meeting documents.

TOPIC	PAGE	CHANGE AND REASON
		<ul style="list-style-type: none">- Update to the wording around the frequency of when Youth Council reports will be presented to Council. This is to ensure that reports can be presented when most beneficial and necessary instead of committing to four reports per year.
SECRETARIAT	9	<ul style="list-style-type: none">- Administrative edits – removal of repeated information.
REVIEW	9	<ul style="list-style-type: none">- Propose that the terms of reference is reviewed every four years, which will be once per council term.

3.3. Willis Street, Portarlington - Intention to Declare Report - Special Rate and Charge Scheme SRC 372

Source: City Infrastructure
Executive Director: James Stirton

Purpose

1. 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 Willis Street, Portarlington between Harding and Brown Street.

Background

2. 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.
3. This section of Willis Street demonstrated further support in a recent consultation phase in August 2024 where accurate cost 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

4. The total scheme cost is estimated at \$504,789.00 with property owners contributing 378,591.75 (75%) and a contribution from the City of \$126,197.25 (25%) in recognition of the community benefit. The estimated cost and apportionment are shown in **Attachment 3 – Schedule C**.
5. There are 27 properties abutting the proposed scheme which will receive a special benefit. 13 of the 16 properties who replied to the survey support the upgrade under an SRC scheme based on an equal share approach (contribution value of \$182,284.96) and three are not in support (contribution value of \$42,065.76). There are no properties owned by the City within the scheme.
6. Based on majority support, 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 3.3

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 Willis Street, Portarlington (Harding – Brown Street):

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 of planning for and providing infrastructure for property owners.

1.3. The total cost of the scheme be recorded as \$504,789.00, 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; and

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 \$504,789.00; and

1.4.3. 'Maximum levy' (S) be recorded as \$378,591.75.

1.5. The following be specified as the area for which the special charge is so 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. Ownership of any land described in Section 1.6 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; and**
 - 1.8.2. The maximum levy includes an access and/or amenity benefit; and**
 - 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; and**
 - 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 for the purposes of Section 172 (2A) in which case the rate of interest shall be the maximum rate fixed by the Governor in Council by Order for the purposes of this section).**

- 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**

Carried

Financial Sustainability

7. Proposed cost for the road construction is \$504,789.00.
8. The City will fund \$126,197.25 (25%) and property owners will fund \$378,591.75 (75%) if this project is declared. The City has afforded an allocation within the 2023-2027 Capital works budget to cover the required contribution value if the scheme progresses.
9. 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.
10. 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>
11. The cost apportionment method used for this scheme is 'equal share'. The cost apportionment methods considered have been provided in **Attachment 6**.

Community Engagement

12. To develop the scheme to an intention to declare stage, an engagement took place in response to a petition received in February 2024 with 16 of 27 property owners showing support for the road upgrade under a Special Rate and Charge scheme.
13. In response to the petition, in August 2024 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 kerb and channel.
14. There are 27 properties abutting the proposed road sealing work that will receive a special benefit. Responses have been received from 16 of the 27 property owners. 13 support the road sealing under a Special Charge scheme and three do not.
15. Property owners were informed of the survey outcome in September 2024 and are aware that this report is going before Council for a decision to proceed to the next stage.
16. Further correspondence will be sent to all affected property owners should Council resolve to make its intention to declare the Special Charge scheme.
17. The Special Charge scheme process is described in **Attachment 5**. This submission relates to the stage 'Intention to Declare Scheme'.

Social Equity and Sustainability

18. 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.
19. Costs have been apportioned based on an equal share approach.

20. 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:
 - 20.1. Council is unable to levy a special charge on the property;
 - 20.2. The owner of the property has already contributed to the costs of the works through a development levy;
 - 20.3. Council considers that there are advantages for the municipality in excluding the property from the scheme;
 - 20.4. Council considers that the special benefits for the property are marginal and would not warrant including the property in the scheme; or
 - 20.5. Any other reason that Council considers appropriate.

Relevant Law/Policy/Legal Implications

21. 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

22. This report aligns with Our Community Plan 2021-2025 strategic priority:
Strong local economy.
23. 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

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

Risk Assessment

25. Sealing Willis Street, Portarlington will provide an enhanced level of service to residents compared to the level of service provided by a gravel road.
26. 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.
27. 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

28. The road infrastructure proposal provides sealed access and improved amenity as dust, mud and stone scatter concerns are mitigated.
29. There will be no significant vegetation removal will be required to complete this project.

Attachments

1. Attachment 1 Schedule A Cost Estimate Willis Street Portarlington SRC372 Intention to Dec [3.3.1 - 1 page]
2. Attachment 2 Schedule B Benefit Cost Ratio Willis Street Portarlington SRC372 Intention (1) [3.3.2 - 1 page]
3. Attachment 3 Schedule C Proposed special charge Willis Street Portarlington SRC372 Intention (1) [3.3.3 - 1 page]
4. Attachment 4 Plan Willis Street Portarlington SRC372 Intention to Declare D24 631587 [3.3.4 - 1 page]
5. Attachment 5 Scheme Process Willis Street Portarlington SRC372 Intention to Declare D (2) [3.3.5 - 1 page]
6. Attachment 6 Cost Apportionment Methods Willis Street Portarlington SRC 372 Intention to [3.3.6 - 1 page]

PROPOSED SPECIAL RATE AND CHARGE SCHEME (SRC) - SCHEDULE 'A'

WILLIS STREET, PORTARLINGTON – SRC 372 – COST ESTIMATES

PRELIMINARY CONSTRUCTION COST ESTIMATE \$504,789 Please refer to relevant notes provided at end of this document. <i>This is a Confidential Document</i> For Authorised Use Only					
PROJECT NO:- 2021070		ESTIMATE REVISION NO. -		PA	
PROJECT DESCRIPTION :-		DATE :		28/11/2023	
ROAD CONSTRUCTION SRC CENTRAL ROADS WILLIS ST HARDING TO BROWN PORTARLINGTON		PROJECT MANAGER :		A.McGORMAN	
DESIGNER :A.OBERG		PROVIDER REFERENCE :		
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.		Item	\$0.00	\$35,000.00
1.02	Traffic management costs.		Item		\$20,000.00
1.03	Setting out of works.		Item	\$0.00	\$1,000.00
1.04	Service / Cable locations		Item	\$0.00	\$1,000.00
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.	1040	m ³	\$80.00	\$83,200.00
2.02	Placement and consolidation of engineered fill with approved materials in preparation for new works.	135	m ³	\$80.00	\$10,800.00
3.00	PAVEMENT WORKS				
3.01	150mm compacted depth Class 2 20mm crushed rock, supplied, spread and compacted.	215	m ³	\$120.00	\$25,800.00
3.02	150mm compacted depth Class 3 40mm crushed rock, supplied, spread and compacted.	215	m ³	\$110.00	\$23,650.00
	SUPPLY, DELIVERY AND PLACEMENT OF ASPHALT PRODUCTS USING PAVER <i>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.</i>				
3.03	Size 10 Type N & H Asphalt (101-200 Tonne p/day)	123	Tonne	\$238.00	\$29,274.00
4.00	DRAINAGE				
	PIPES				
4.01	100mm dia Sub-Soil drains including excavation, supply, placement and provision of approved backfill.	250	m	\$48.00	\$12,000.00
4.02	300mm dia RC pipe, supplied, laid and jointed including excavation, placement of approved fine crushed rock bedding and back-filling with approved FCR.	136	m	\$350.00	\$47,600.00
	PITS : SEP				
4.03	900mm x 600mm S.E.Pit, less than 1.5m deep with Class B FRP type cover, supplied and placed including excavation, placement of approved fine crushed rock bedding and back-filling with approved material.	6	No.	\$2,000.00	\$12,000.00
5.00	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.				
5.02	B2 Semi-mountable kerb and channel 600mm wide, incl. fine crushed rock bedding. (over 25m)	455	m	\$150.00	\$68,250.00
	KERB CROSSING CONSTRUCTION				
5.03	Vehicle crossing layback 4m wide, including bedding & formwork.	21	No.	\$500.00	\$10,500.00
5.04	Pram crossing 1.5m wide, including fine crushed rock bedding.	4	No.	\$350.00	\$1,400.00
6.00	LANDSCAPING				
6.01	Top soiling and seeding nature strips, medians and outer separators.	455	m ²	\$15.00	\$6,825.00
SUB-TOTAL : A					\$388,299
7.00	PROVISIONAL ITEMS				
7.01	Alteration to private Water supply.		No		\$0.00
7.02	Alteration to private Gas supply.		No		\$0.00
SUB-TOTAL : B					\$0
SUB-TOTAL : C (=A+B)					\$388,299
30% CONTINGENCY : D					\$116,490
CONSTRUCTION COST ESTIMATE : E (=C+D)					\$504,789

PROPOSED SPECIAL RATE AND CHARGE SCHEME (SRC) - SCHEDULE 'B'

WILLIS STREET, PORTARLINGTON SRC 372 – BENEFIT COST RATIO

A	Purpose					
	To seal the unsealed section of Willis Street, Portarlinton (between Harding and Brown Street) with kerb and channel					
B	Coherence					
	The works will provide a physical connection of sealed road with kerb and channel along Willis Street between Harding and Brown Street. A properly sealed road with kerb and channel will provide improved amenity as dust and mud concerns are mitigated.					
C	Total Cost C					
	Total Estimated cost of works					\$504,789.00
				TOTAL COST		\$504,789.00
D	Identify Special Beneficiaries					
	A total of 27 properties are identified as eligible for both access and amenity benefits (note: property at 28-32 has their main entrance on Brown Street which is already sealed but access a garage on Willis Street). Included are three groups of units located at numbers 43, 44, and 34-36. Among these, six units will benefit from amenities, although they do not directly border the road improvement project. The amenity benefit for these units consists of a decrease in mud and dust entering their properties due to foot or vehicle traffic. Properties that directly face the road upgrade will enjoy aesthetic enhancements as well as a reduction in mud and dust entering their premises as a result of vehicular movement and weather conditions.					
E	Properties to include					
	27 properties are considered to receive a special benefit. Therefore, Total Special Benefits (in) is apportioned to 27 properties.					
F	Estimate of Total Special Benefits out of the scheme -TSB (out)					
	There are 0 (zero) land parcels which are fully non-rateable that are considered to receive special benefit but are out of the scheme.					
		Properties Excluded	TSB (out) =	0		
G	Estimate of Total Special Benefits in the scheme - TSB (in)					
	The construction of road with kerb and channel in Willis Street (between Harding and Brown Street) is considered to provide a special benefit to each property abutting the road. There are 27 allotments receiving benefit from the scheme. Under the SRC Procedure, Category 2 through roads are contributed to at a value of 75% by the property owners and 25% by council.					
		Properties Included	TSB (in) =	27		
H	Estimate of Total Community Benefit -TCB					
	It is considered that people in the Portarlinton community will not receive a large benefit from the upgrade of this section of Willis Street as the road is not used to access other areas, apart from the properties adjacent to it and other local roads.					
			TCB =	9		
I	Calculate "Benefit Ratio" - R					
	Benefits Ratio = $\frac{\text{TSB (in)}}{\text{TSB (in) + TSB (out) + TCB}} = \frac{27}{27 + 0 + 9} = 0.75$					
J	Maximum Total Levy (S)					
	Maximum Total Levy S = R X C					\$378,591.75
	Council Contribution to Special Charge Scheme					\$126,197.25

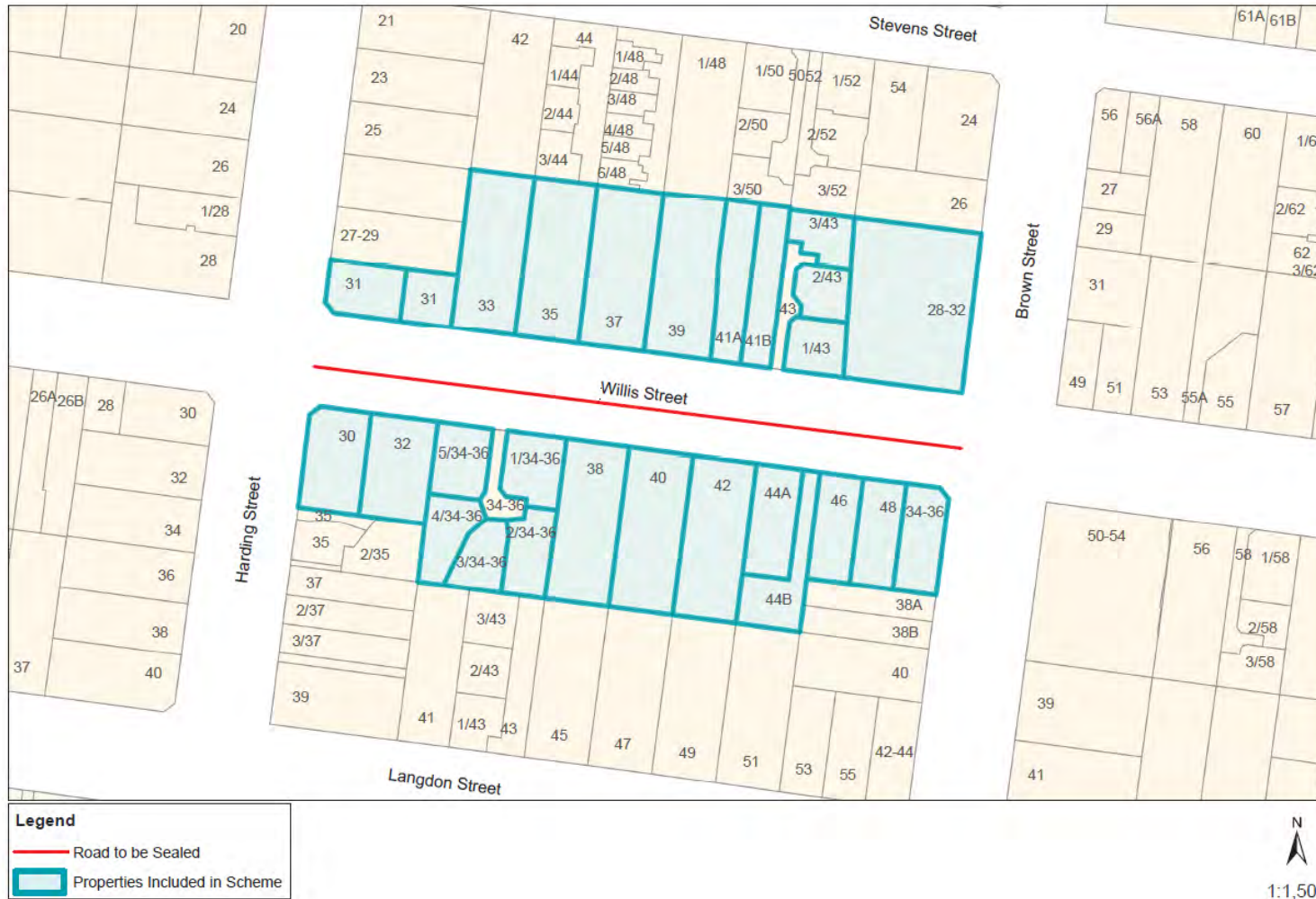
Attachment 3

PROPOSED SPECIAL RATE AND CHARGE SCHEME (SRC) - SCHEDULE 'C'**WILLIS STREET PORTARLINGTON SRC 372 – PROPOSED SPECIAL CHARGE**

Property key	Property Address	Equal Share Costs
246328	28-32 Brown Street, PORTARLINGTON VIC 3223	\$14,021.92
345676	34-36 Brown Street, PORTARLINGTON VIC 3223	\$14,021.92
367157	31 Harding Street, PORTARLINGTON VIC 3223	\$14,021.92
263106	30 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
367158	31 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
263107	32 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
263066	33 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
369265	Unit 1/34-36 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
369266	Unit 2/34-36 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
369267	Unit 3/34-36 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
369268	Unit 4/34-36 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
369269	Unit 5/34-36 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
263067	35 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
263068	37 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
263109	38 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
353783	39 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
263110	40 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
361769	41A Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
361770	41B Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
263111	42 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
336001	1/43 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
336002	2/43 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
336003	3/43 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
399842	44A Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
399843	44B Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
345674	46 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
345675	48 Willis Street, PORTARLINGTON VIC 3223	\$14,021.92
Totals	27	\$378,591.75

SPECIAL RATE AND CHARGE SCHEME (SRC)

WILLIS STREET, PORTARLINGTON SRC 372 – PLAN



Attachment 5

PROPOSED SPECIAL RATE AND CHARGE SCHEME (SRC)**WILLIS STREET, PORTARLINGTON SRC 372 – 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.	September 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.	

Attachment 6

PROPOSED SPECIAL RATE AND CHARGE SCHEME (SRC)

WILLIS STREET, PORTARLINGTON SRC 372– COST APPORTIONMENT METHODS CONSIDERED

Property key	Property Address	Option A				Option B		Option C
		Access based on use of section of Willis Street				Property Frontage to Willis Street		Same cost for all properties
		Access	Amenity	Total	Costs	Property Frontage (metres)	Costs	Equal Share Costs
246328	28-32 Brown Street, PORTARLINGTON VIC 3223	0	0.50	0.50	\$7,143.24	37.26	\$35,888.03	\$14,021.92
345676	34-36 Brown Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	13.65	\$13,147.39	\$14,021.92
367157	31 Harding Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	21.02	\$20,246.01	\$14,021.92
263106	30 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	16.15	\$15,555.33	\$14,021.92
367158	31 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	16.17	\$15,574.60	\$14,021.92
263107	32 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	21.03	\$20,255.64	\$14,021.92
263066	33 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	20.11	\$19,369.52	\$14,021.92
369265	Unit 1/34-36 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	18.76	\$18,069.23	\$14,021.92
369266	Unit 2/34-36 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	1.50	\$1,444.77	\$14,021.92
369267	Unit 3/34-36 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	1.50	\$1,444.77	\$14,021.92
369268	Unit 4/34-36 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	1.50	\$1,444.77	\$14,021.92
369269	Unit 5/34-36 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	17.50	\$16,855.62	\$14,021.92
263067	35 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	20.11	\$19,369.52	\$14,021.92
263068	37 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	20.73	\$19,966.69	\$14,021.92
263109	38 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	20.12	\$19,379.15	\$14,021.92
353783	39 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	21.17	\$20,390.49	\$14,021.92
263110	40 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	20.12	\$19,379.15	\$14,021.92
361769	41A Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	9.45	\$9,102.04	\$14,021.92
361770	41B Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	9.55	\$9,198.35	\$14,021.92
263111	42 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	20.12	\$19,379.15	\$14,021.92
336001	1/43 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	18.97	\$18,271.50	\$14,021.92
336002	2/43 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	1.03	\$987.26	\$14,021.92
336003	3/43 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	1.03	\$987.26	\$14,021.92
399842	44A Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	14.49	\$13,956.46	\$14,021.92
399843	44B Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	2.75	\$2,643.92	\$14,021.92
345674	46 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	13.64	\$13,137.75	\$14,021.92
345675	48 Willis Street, PORTARLINGTON VIC 3223	0.50	0.50	1.00	\$14,286.48	13.65	\$13,147.39	\$14,021.92
Totals		27	13.00	13.50	26.50	\$378,591.75	393.07	\$378,591.75

3.4. Newcombe Street, Drysdale - Intention to Declare Report - Special Rate and Charge Scheme SRC 373

Source: City Infrastructure
Executive Director: James Stirton

Purpose

1. This report seeks a resolution by Council of its Intention to Declare a Special Charge Scheme (SRC) to fund the partial road construction and sealing of Newcombe Street, Drysdale between Princess Street and The Glen.

Background

2. 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.
3. This section of Newcombe Street demonstrated further support in a recent consultation phase in August 2024 where accurate cost 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

4. The total scheme cost is estimated at \$132,768.00 with property owners contributing \$94,044.00 (71%) and a contribution from the City of \$38,724.00 (29%) in recognition of the community benefit. The estimated cost and apportionment are shown in Attachment 3 – Schedule C.
5. There are 10 properties abutting the proposed scheme which will receive a special benefit. 8 of the 10 properties support the upgrade under an SRC scheme based on the cost apportionment method 'location of property driveway' (contribution value of \$77,448.00).
6. Based on majority support, 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 3.4

Cr T Sullivan moved, Cr R Story 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 Newcombe Street, Drysdale (Princess Street – The Glen):**
 - 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 of planning for and providing infrastructure for property owners.**
- 1.3. The total cost of the scheme be recorded as \$132,768.00, 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 \$132,768.00; and**
 - 1.4.3. ‘Maximum levy’ (S) be recorded as \$94,044.00.**
- 1.5. The following be specified as the area for which the special charge is so 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 1.6 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; and

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;

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 for the purposes of Section 172 (2A) in which case the rate of interest shall be the maximum rate fixed by the Governor in Council by Order for the purposes of this section).

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.**

Carried

Financial Sustainability

7. Proposed cost for the road construction is \$132,768.00.
8. The City will fund \$38,724.00 (29%) and property owners will fund \$94,044.00 (71%) if this project is declared. The City has afforded an allocation within the 2023-2027 Capital works budget to cover the required contribution value if the scheme progresses.
9. There are 10 properties abutting the proposed scheme which will receive a special benefit. Initial support was for equal share (5 of 7 responses). Although the community presented majority support for an equal share approach, Officers after having meet with Ward councillors felt this approach imposed an excess cost on three properties and therefore recommend the cost apportionment be based on the location of driveway as the fairest method.
10. All properties were contacted to explain the results of the survey and informed of the recommended cost apportionment (primary access and amenity) approach. This chosen approach imposes an extra \$1,106.40 on 7 properties. Six of the seven properties confirmed their approval to proceed based on this amended amount.
11. Two properties at 1-2 and 23 The Glen do not have their primary access on to Newcombe Street and therefore receive an amenity benefit only.
12. Property at 2/68-70 Newcombe Street receives an access benefit only as they enter their primary access via Newcomb Street, however as the property is at the rear of the lot they receive little amenity.
13. The City will incur an additional payment of \$5,532.00 from the initial 25% cost apportionment proposal that was tabled to the community during consultation This additional contribution fee is due to Officers having deemed it unreasonable for 23 The Glen to incur additional costs compared to those tabled to the community during consultation. The cost apportionment methods considered have been provided in **Attachment 6**.
14. At the completion of consultation, 8 of the 10 properties supported the upgrade under an SRC scheme based on the preferred apportionment method `primary access and amenity' approach (contribution value of \$77,448.00).
15. 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.
16. 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 period 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>

Community Engagement

17. To develop the scheme to an intention to declare stage, an engagement took place in response to a petition received in February 2024 with 8 of 10 property owners showing support for the road upgrade under a Special Rate and Charge scheme.
18. In response to the petition, in August 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 kerb and channel.
19. There are 10 properties abutting the proposed road sealing work that will receive a special benefit. Responses were received from all 10 property owners. 7 supported the road sealing under a Special Charge scheme and three did not.
20. Further consultation with 9 of the 10 property owners took place on 12 September 2024 after review of the survey outcome and discussion with the Bellarine Ward Councillors. Council Officers felt that the equal share approach was not a fair cost apportionment method to use after feedback from two of the three properties demonstrating they receive a diminished benefit. Council Officers therefore recommended the cost apportionment be based on the 'location of driveway' as the fairest method.
21. The property owners included in this scheme informed The City that they did not want the inclusion of properties that reside on The Glenn to be recognised in the consultation and voting rights of this scheme.
22. Property owners were informed of the survey outcome on 12 September 2024 and are aware that this report is going before Council for a decision to proceed to the next stage.
23. Further correspondence will be sent to all affected property owners should Council resolve to make its intention to declare the Special Charge scheme.
24. The Special Charge scheme process is described in **Attachment 5**. This submission relates to the stage 'Intention to Declare Scheme'.

Social Equity and Sustainability

25. 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.
26. Costs have been apportioned based on the location of the property driveway.
27. 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:
 - 27.1. Council is unable to levy a special charge on the property;
 - 27.2. The owner of the property has already contributed to the costs of the works through a development levy;
 - 27.3. Council considers that there are advantages for the municipality in excluding the property from the scheme;

- 27.4. Council considers that the special benefits for the property are marginal and would not warrant including the property in the scheme; or
- 27.5. Any other reason that Council considers appropriate.

Relevant Law/Policy/Legal Implications

- 28. 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

- 29. This report aligns with Our Community Plan 2021-2025 strategic priority:
 - Healthy, caring and inclusive community.
 - High-performing council and organisation.
- 30. 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 fast, reliable and connected transport network.
 - An inclusive, diverse, healthy and socially connected community.

Conflict of Interest

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

Risk Assessment

- 32. Sealing Newcombe Street, Drysdale will provide an enhanced level of service to residents compared to the level of service provided by a gravel road.
- 33. 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.
- 34. 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

- 35. The road infrastructure proposal provides sealed access and improved amenity as dust, mud and stone scatter concerns are mitigated.
- 36. There will be no significant vegetation removal required to complete this project.

Attachments

1. Attachment 1 Schedule A Cost Estimate Newcombe Street Drysdale SRC373 Intention to Declar **[3.4.1 - 1 page]**
2. Attachment 2 Schedule B Benefit Cost Ratio Newcombe Street Drysdale SRC373 Intention to D **[3.4.2 - 1 page]**
3. Attachment 3 Schedule C Proposed special charge Newcombe Street Drysdale SRC373 Inten (1) **[3.4.3 - 1 page]**
4. Attachment 4 Plan Newcombe Street Drysdale SRC373 Intention to Declare **[3.4.4 - 1 page]**
5. Attachment 5 Scheme Process Newcombe Street Drysdale SRC373 Intention to Declare D24 6454 **[3.4.5 - 1 page]**
6. Attachment 6 Cost Apportionment Methods Newcombe Street Drysdale SRC 373 Intention to Dec **[3.4.6 - 1 page]**

PROPOSED SPECIAL RATE AND CHARGE SCHEME (SRC) - SCHEDULE 'A'

NEWCOMBE STREET, DRYSDALE – SRC 373 – COST ESTIMATES

<p>PRELIMINARY CONSTRUCTION COST ESTIMATE</p> <p>\$132,768</p> <p>Please refer to relevant notes provided at end of this document.</p> <p><i>This is a Confidential Document For Authorised Use Only</i></p>
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PROJECT NO:- 2023074

ESTIMATE REVISION NO. PA

PROJECT DESCRIPTION :-

DATE : JUN 24

Proposed road construction and sealing

Newcombe St, Drysdale

PROJECT MANAGER : AMcGorman

PROVIDER REFERENCE :

DESIGNER : ARW

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	\$20,000.00	\$20,000.00
1.02	Traffic management costs.	1	Item	\$15,000.00	\$15,000.00
1.03	Setting out of works.	1	Item	\$1,000.00	\$1,000.00
1.04	Service / Cable locations (incl spotter)	1	Item	\$5,000.00	\$5,000.00
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.	248	m ³	\$80.00	\$19,840.00
2.02	Saw-cutting of Asphalt paving.	20	m	\$15.00	\$300.00
3.00	PAVEMENT WORKS				
3.01	300mm compacted depth Class 2 20mm crushed rock, supplied, spread and compacted.	215	m3	\$160.00	\$34,400.00
3.02	150mm compacted depth NDCR 40mm crushed rock, supplied, spread and compacted. (Driveways)	20	m ³	\$80.00	\$1,600.00
3.03	SUPPLY OF ASPHALT (PRIME AND GRIT & PRIMERSEAL)				
	Supply and spray 7mm Primerseal (0 - 1500m2)	750	m2	\$18.00	\$13,500.00
SUB-TOTAL : A					\$110,640
	PROVISIONAL ITEMS		No		\$0.00
			No		\$0.00
SUB-TOTAL : B					\$0
SUB-TOTAL : C (=A+B)					\$110,640
20% CONTINGENCY : D					\$22,128
CONSTRUCTION COST ESTIMATE : E (=C+D)					\$132,768

PROPOSED SPECIAL RATE AND CHARGE SCHEME (SRC) - SCHEDULE 'B'

NEWCOMBE STREET, DRYSDALE SRC 373 – BENEFIT COST RATIO

A	Purpose						
	To seal the unsealed section of Newcombe Street, Drysdale (between Princess Street and The Glen).						
B	Coherence						
	The works will provide a physical connection of sealed road to all properties on this section of road (between Princess Street and The Glen). A properly sealed road will provide improved amenity as dust and mud concerns are mitigated.						
C	Total Cost C						
	Total Estimated cost of works						\$132,768.00
				TOTAL COST			\$132,768.00
D	Identify Special Beneficiaries						
	10 properties are considered to receive a special benefit from the road upgrade. It is recognised 3 properties receive a diminished benefit (1-2 The Glen, does not have its primary access on to Newcombe Street and therefore receives an amenity benefit only. 23 The Glen, does not have its primary access on to Newcombe Street and therefore receives an amenity benefit only. 2/68-70 Newcombe Street receives an access benefit only as they enter their primary access via Newcomb St however as the property is at the rear of the lot they receive no amenity. These properties have been charged 0.5. 7 properties receive both an access an amenity benefit and have been charged a full cost = 1. Total = 7 + 1.5 = 8.5 Special benefits in the Scheme.						
E	Properties to include						
	10 properties are considered to receive a special benefit. Therefore, Total Special Benefits (in) is apportioned to 10 properties.						
F	Estimate of Total Special Benefits out of the scheme -TSB (out)						
	There are 0 (zero) land parcels which are fully non-rateable that are considered to receive special benefit but are out of the scheme.						
	Properties Excluded			TSB (out) =		0	
G	Estimate of Total Special Benefits in the scheme - TSB (in)						
	We will consider the total benefits to each property in terms of Benefit Units (BU). The construction of road in Newcombe Street (between Princess Street and The Glen) is considered to provide a special benefit to each property abutting the road as being equal to 1 (1BU). There are 10 allotments receiving benefit from the scheme at a total cost of 8.5 BU. Under the SRC Procedure, Category 2 through roads are contributed to at a value of 75% by the property owners and 25% by council. Based on 8.5 BU being allocated between the 10 properties.						
	Properties Included			TSB (in) =		8.5	
H	Estimate of Total Community Benefit -TCB						
	It is considered that people in the Drysdale community will not receive a large benefit from the upgrade of this section of Newcombe Street as the road is not used to access other areas, apart from the properties adjacent to it and other local roads.						
				TCB =		2.83	
I	Calculate "Benefit Ratio" - R						
	Benefits Ratio =	$\frac{\text{TSB (in)}}{\text{TSB (in) + TSB (out) + TCB}}$	=	$\frac{8.5}{8.5 + 0 + 2.83333333333333}$			0.75
J	Maximum Total Levy (S)						
	Maximum Total Levy S = R X C						\$99,576.00
	Council Contribution to Special Charge Scheme						\$33,192.00

Attachment 3

PROPOSED SPECIAL RATE AND CHARGE SCHEME (SRC) - SCHEDULE 'C'**NEWCOMBE STREET, DRYSDALE SRC 373 – PROPOSED SPECIAL CHARGE**

Prop Key	Address	Access	Amenity	Total	Access based on driveway location
319562	43 Newcombe Street, DRYSDALE VIC 3222	0.5	0.5	1	\$11,064.00
319561	45 Newcombe Street, DRYSDALE VIC 3222	0.5	0.5	1	\$11,064.00
315164	47 Newcombe Street, DRYSDALE VIC 3222	0.5	0.5	1	\$11,064.00
315163	49 Newcombe Street, DRYSDALE VIC 3222	0.5	0.5	1	\$11,064.00
256569	51 Newcombe Street, DRYSDALE VIC 3222	0.5	0.5	1	\$11,064.00
332368	66 Newcombe Street, DRYSDALE VIC 3222	0.5	0.5	1	\$11,064.00
337547	1/68-70 Newcombe Street, DRYSDALE VIC 3222	0.5	0.5	1	\$11,064.00
337548	2/68-70 Newcombe Street, DRYSDALE VIC 3222	0.5	0	0.5	\$5,532.00
332367	1-2 The Glen, DRYSDALE VIC 3222	0	0.5	0.5	\$5,532.00
332366	23 The Glen, DRYSDALE VIC 3222	0	0.5	0.5	\$5,532.00
		4	4.5	8.5	\$94,044.00

Attachment 5

PROPOSED SPECIAL RATE AND CHARGE SCHEME (SRC)**NEWCOMBE STREET, DRYSDALE SRC 373 – 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.	September 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.	

Attachment 6

PROPOSED SPECIAL RATE AND CHARGE SCHEME (SRC)

NEWCOMBE STREET, DRYSDALE SRC 373- COST APPORTIONMENT METHODS CONSIDERED

TABLE OF INFORMATION													
Special Charge Value		\$99,576.00											
Number of Properties in Scheme		10.00											
Access Benefit Percentage		50%											
Amenity Benefit Percentage		50%											
		Option A				Option B				Option C		Option D	
		Access based on Driveway Location				Access Based on use of Newcombe St				Property Frontage to Newcombe St		Same cost for all properties	
Prop Key	Address All properties located in Drysdale VIC 3222	Access	Amenity	Total	Costs	Access	Amenity	Total	Costs	Property Frontage (metres)	Costs	Equal Share Costs	
319562	43 Newcombe Street	0.5	0.5	1	\$11,064.00	0.5	0.5	1	\$10,510.80	16	\$9,673.44	\$9,957.60	
319561	45 Newcombe Street	0.5	0.5	1	\$11,064.00	0.5	0.5	1	\$10,510.80	16	\$9,673.44	\$9,957.60	
315164	47 Newcombe Street	0.5	0.5	1	\$11,064.00	0.5	0.5	1	\$10,510.80	15.61	\$9,437.65	\$9,957.60	
315163	49 Newcombe Street	0.5	0.5	1	\$11,064.00	0.5	0.5	1	\$10,510.80	13	\$7,859.67	\$9,957.60	
256569	51 Newcombe Street	0.5	0.5	1	\$11,064.00	0.5	0.5	1	\$10,510.80	19.3	\$11,668.59	\$9,957.60	
332368	66 Newcombe Street	0.5	0.5	1	\$11,064.00	0.5	0.5	1	\$10,510.80	22.37	\$13,524.68	\$9,957.60	
337547	1/68-70 Newcombe Street	0.5	0.5	1	\$11,064.00	0.5	0.5	1	\$10,510.80	14.21	\$8,591.23	\$9,957.60	
337548	2/68-70 Newcombe Street	0.5	0	0.5	\$5,532.00	0.5	0	1	\$4,978.80	14.21	\$8,591.23	\$9,957.60	
332367	1-2 The Glen	0	0.5	0.5	\$5,532.00	0.5	0.5	1	\$10,510.80	15	\$9,068.85	\$9,957.60	
332366	23 The Glen	0.5	0.5	1	\$11,064.00	0.5	0.5	1	\$10,510.80	19	\$11,487.21	\$9,957.60	
Totals		10	4.5	4.5	9	\$99,576.00	5	4.5	10	\$99,576.00	164.7	\$99,576.00	\$99,576.00

3.5. Financial Performance Report Year to Date Ended 30 September 2024

Source: Corporate Services
Executive Director: Troy Edwards

Purpose

1. To endorse the Financial Performance report Year to Date Ended 30 September 2024.
2. To note a revised budget is not required for the 2024-25 financial period.

Background

3. 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.
4. Financial performance reports will be presented to Council on a quarterly basis, with this report representing quarter 1 for the 2025 financial year (FY2025).
5. 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

6. The recurrent operating result to 30 September 2024 is a surplus of \$24.1 million, being \$27.1million favourable to the year-to-date budget. This is primarily driven by the timing of the Financial Assistance Grant which has a favourable impact of \$24.9 million. A summary of the year-to-date variances is provided in the attachment.
7. The forecast operating position is \$1.1million favourable to the full year budget. The current trend of the operating position is materially in-line with budget, including targeted efficiencies and savings embedded in the FY25 budget.
8. Capital works expenditure to 30 September 2024 is \$3.1million favourable to the year-to-date budget. A summary of the year-to-date variances is provided in the attachment.
9. The forecast capital works expenditure position is \$22.4million favourable to the full year budget. This primarily relates to timing, with a number of projects being rephased outwards due to unachievable timeframes assumed in the budget.
10. Cash and investment balance as at 30 September 2024 is \$31.6mil favourable to the year-to-date budget. This is primarily driven by opening cash being higher than expected due to delays in the capital program in FY24. These delays offset the unfavourable cash impact of not receiving the Financial Assistance Grant as forecast in FY24.
11. The forecast cash position is \$31.6mil favourable to the full year budget. This is primarily driven by the favourable timing in the capital program due to delays. This

assumes that the planned borrowings of \$15.0mil in FY25 still occur. This assumption will need to be re-evaluated as indications are at this time

12. There were no environmental upgrade agreements entered into for the quarter. There are two existing agreements in place valued at \$474,365. A second agreement was entered into on 30 November 2023 at a value of \$434,402.

RESOLUTION - Item 3.5

Cr A Katos moved, Cr A Aitken seconded -

That Council:

- 1. Endorses the Financial Performance Report Year to Date Ended 30 September 2024.**
- 2. Notes a revised budget is not required for the 2024-25 financial period.**

Carried

Financial Sustainability

13. As detailed within the attached Financial Performance Report Year to Date Ended 30 September 2024.
14. It has been determined by the Chief Executive Officer a revised budget is not required for the 2024-25 financial period.

Community Engagement

15. 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

16. Incomes and expenditures of the City's social equity programs are included in the attached Financial Performance Report Year to Date Ended 30 September 2024.

Relevant Law/Policy/Legal Implications

17. The report is provided in accordance with the requirements under section 97 of the *Local Government Act 2020*.

Alignment to Community Plan and Vision

18. This report aligns with Our Community Plan 2021-2025 strategic priority:
High-performing council and organisation.
Strong local economy.
19. This report aligns with the Community led 30-year Vision, "Greater Geelong: A Clever and Creative Future" community aspiration:
A prosperous economy that supports job and education opportunities.

Conflict of Interest

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

Risk Assessment

21. There are no high or extreme risks arising from the subject of this report.

Environmental Sustainability

22. Incomes, expenditure, and investments focus on the preservation and enhancement of the City's commitment to environmental strategies and targets.

Attachments

1. Financial Performance Report - YTD 30 September 2024 [3.5.1 - 36 pages]

Financial Performance Report

Year to Date Ended 30 September 2024



Year to Date Financial Performance Report – September 2024

Manager - Financial Planning & Analysis

Shaun Owens

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Financial Performance Report

Year to Date Ended 30 September 2024



1. Introduction & Purpose

To present the financial performance from 1 July 2024 to 30 September 2024.

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	142,123	116,091 ▲	26,033	492,568	493,889 ▼	(1,321)
Expenditure	117,975	119,053 ▲	1,078	489,974	492,375 ▲	2,401
Net Surplus/(Deficit)	24,148	(2,963) ▲	27,111	2,594	1,514 ▲	1,080
Capital Works Expenditure	20,872	24,017 ▲	3,145	181,484	203,852 ▲	22,368
Cash & Investments	177,246	145,631 ▲	31,615	166,699	135,056 ▲	31,643
Loans	182,019	182,055 ▲	35	189,366	189,366 ■	-

Operating Position

- Year To Date

The operating result is a surplus of \$24.1mil, being \$27.1mil favourable to budget. This is primarily driven by the timing of the Financial Assistance Grant which has a favourable impact of \$24.9mil.

Interest received is \$1.2mil favourable to budget due to a favourable cash position and higher levels of cash investments as result of strategic treasury management. Depreciation is \$1.2mil favourable to budget as a result of adjustments to the residual values of vehicles and equipment.

Operating expenses are materially consistent with budget, including targeted efficiencies and savings embedded in the FY25 budget.

- Forecast

The forecast operating position is a surplus \$2.6mil, being favourable to budget by \$1.1mil.

The current trend of the operating position is materially in-line with budget, including targeted efficiencies and savings embedded in the FY25 budget. This position is expected to improve further to budget as a result of technical adjustments, strategic treasury management and higher than expected grant funding.

Financial Performance Report

Year to Date Ended 30 September 2024



Capital Works Expenditure

- Year To Date

Capital works expenditure is \$3.1mil favourable to budget, primarily driven by timing variances across several projects and programs.

Projects with favourable timing variances include Footpath Construction Special Rates and Charges (\$1.3m), Digital Innovation Program (\$0.8m), Capitalised Borrowing Costs (\$0.6m) and Drainage Renewal - WSUD (\$0.5m). These have been partly offset by an unfavourable timing variance in the Armstrong Creek land acquisition program project (-\$1.4m).

- Forecast

The forecast capital works expenditure is \$181.5mil, being \$22.4mil favourable to budget. This primarily relates to timing, with a number of projects being rephased outwards due to unachievable timeframes assumed in the budget.

A number of potential cost escalations have been identified, which may reduce the currently projected timing favourability. These may need to be included in the forecast in the future when certainty around final costs have been ascertained and final decisions have been made on how to proceed.

Cash & Investments

- Year To Date

The current cash position is \$31.6mil favourable to budget. This is primarily driven by opening cash being higher than expected due to delays in the capital program in FY24. These delays offset the unfavourable cash impact of not receiving the Financial Assistance Grant as forecast in FY24.

- Forecast

The cash position is forecast to be \$31.6mil favourable to budget. This is primarily driven by the favourable timing in the capital program due to delays. This assumes that the planned borrowings of \$15.0mil in FY25 still occur. This assumption will need to be re-evaluated as indications are at this time that these borrowings will not be required in FY25.

Loans

- Year To Date

The current loans position is materially consistent with budget.

- Forecast

The forecast loan balances are materially consistent with budget. This assumes that the planned borrowings of \$15.0mil in FY25 still occur. This assumption will need to be re-evaluated as indications are at this time that these borrowings will not be required in FY25.

Financial Performance Report

Year to Date Ended 30 September 2024



b) Operating Result

Actual Variance to Budget

\$27.1mil favourable variance between actual results and the budget. The key variances are:

Item	Impact	Comment
Revenue		
Financial Assistance Grant	+\$24.9mil	Favourable due to timing, with budget assuming this contribution would be received in FY24.
Interest Received	+\$1.2mil	Favourable cash position and higher levels of cash investments as result of strategic treasury management.
Expenditure		
Depreciation on Vehicles & Equipment	+\$1.2mil	Corrections made to the residual value of vehicles will reduce the amount of depreciation expense.
Christmas Program & Installation	+\$0.6mil	Timing variance creating temporary favourability.
Turf Maintenance	+\$0.3mil	Timing variance due to budget assumptions, expecting an increase spend in Q2 in the spring season.

Actual Variance to Forecast

\$1.1mil favourable variance between actual results and forecast. The key variances are:

Item	Impact	Comment
Revenue		
Northern and Western Geelong Growth Area (NWGGA)	(\$1.5mil)	Third party contributions reduced in forecast by \$1.5mil, 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 \$500K.
Expenditure		
Reclassification of Work Programs	+\$1.4mil	Works relating to kerb and channel, road preservation and footpath works that were originally included in the operating budget have been reclassified to capital.
Northern and Western Geelong Growth Area (NWGGA)	+\$2.0mil	Project expenditure reduced in forecast by \$2.0mil, 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 \$500K.

Financial Performance Report

Year to Date Ended 30 September 2024



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 Sep-24, the net impact on the forecast operating position of identified opportunities is \$5.1mil. To achieve the \$9.75mil target, \$4.3mil still needs to be identified.

The material risks and opportunities currently identified include:

Item	Impact	Comment
Risks & Opportunities		
Interest Received	+\$2.3mil	With a favourable cash position and strategic investment, a higher return is expected on interest.
Reclassification of Program Delivery	+\$1.4mil	Reclassification of works relating to kerb and channel, road preservation and footpath works.
Adjustment to residual values of plant and equipment	+\$1.2mil	Corrections made to the residual value of vehicles will reduce the amount of depreciation expense.
Additional Local Laws Officers	(\$1.1mil)	Revenue targets from additional Local Laws officers have not been achieved, as well as incurring further unbudgeted costs.

Financial Performance Report

Year to Date Ended 30 September 2024



d) Capital

Actual Variance to Budget

\$3.1mil favourable variance between actual results and the budget. The key variances are:

Item	Impact	Comment
Project/Program		
Footpath Construction Special Rates and Charges	+\$1.3mil	Portion of the Ocean Grove PPN project rephased into forward years. Park Street no longer progressing in FY25.
Digital Innovation Program	+\$0.8mil	IT strategy still under development, full budget utilisation in FY25 unlikely.
Capital Program Overheads – Capitalised Interest	+\$0.6mil	Timing variance due to straight line phasing assumptions in budget.
Armstrong Creek land acquisition program	(\$1.4mil)	Majority of acquisitions budgeted to settle in October & December but small portion has occurred earlier.

Forecast Variance to Actual

\$22.4mil favourable variance between actual results and forecast. The key variances are:

Item	Impact	Comment
Project/Program		
Staceys Road Compost Works	+\$7.0mil	Negotiations underway with landlord regarding the potential purchase of land, this has contributed to the delayed commencement.
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.
Digital Innovation Program	\$2.6mil	IT strategy still under development, full budget utilisation in FY25 unlikely. Road map that will be developed as a result of the current strategy phase will inform future funding requirements.
Footpath Construction Special Rates and Charges	+\$1.5mil	Delays in Ocean Grove PPN project rephased into forward years. Park Street no longer progressing in FY25.
Traffic Lights at Roslyn Rd and Thornhill Rd	+\$1.4mil	Delays in receiving third party approvals (DTP and Powercore). Costs rephased into forward years.

Financial Performance Report

Year to Date Ended 30 September 2024



3. 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	526,834	482,644 ▲	44,190	211,763	182,020 ▲	29,743
Non-Currents Assets	5,046,355	5,131,948 ▼	(85,593)	5,519,141	5,546,973 ▼	(27,832)
Total Assets	5,573,190	5,614,593 ▼	(41,403)	5,730,904	5,728,993 ▲	1,911
Current Liabilities	400,487	398,140 ▼	(2,346)	125,233	132,879 ▲	7,646
Non-Currents Liabilities	198,911	201,415 ▲	2,504	204,884	207,178 ▲	2,293
Total Liabilities	599,398	599,555 ▲	158	330,117	340,057 ▲	9,940
Net Assets	4,973,792	5,015,037 ▼	(41,245)	5,400,787	5,388,937 ▲	11,851
Accumulated Surplus	2,221,122	2,089,616 ▲	131,506	2,555,604	2,475,413 ▲	80,191
Revaluation Reserves	2,666,613	2,853,153 ▼	(186,540)	2,769,970	2,853,153 ▼	(83,183)
Cash Reserves	86,057	72,269 ▲	13,788	75,213	60,371 ▲	14,842
Total Equity	4,973,792	5,015,037 ▼	(41,245)	5,400,787	5,388,937 ▲	11,850
Working Capital Ratio	1.32	1.21 ▲	0.10	1.69	1.37 ▲	0.32
Unrestricted Working Capital Ratio	1.10	1.03 ▲	0.07	1.09	0.92 ▲	0.17

With a working capital ratio of 1.32 at period end, there is a sufficient level of liquidity held. This is higher than expected in budget due to a favourable opening cash position.

Adjusting for restricted cash, the unrestricted working capital ratio is 1.10. The variance of 0.22 from the working capital ratio represents the high value of restricted cash held.

Financial Performance Report

Year to Date Ended 30 September 2024



b) Trade & Other Receivables

Summary	Year To Date		
	Sep-24 \$000	FY24 \$000	Movement \$000
Statutory receivables			
Rates	266,345	5,066 ▼	(261,279)
Infringements	15,102	14,921 ▼	(181)
Net GST receivables	1,637	2,684 ▲	1,047
Non-statutory			
Other debtors	64,273	19,985 ▼	(44,288)
Total current trade and other receivables	347,357	42,656 ▼	(304,701)
Less impairment loss allowance	(20,032)	(19,826) ▼	(206)
Net total current trade and other receivables	327,325	22,830 ▼	(304,495)
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	342,107	37,612 ▼	(304,495)

Our receivables have increased \$304.5mil from 30 June 2024. This represents that the majority of our Rates & Charges are still be collected.

Current collection of \$48.0m is 2.3% higher compared to September 2023.

The arrears balance of \$14.0m is up from \$11.1m this time last year. We have received \$4.4m 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 2.3% higher compared to September 2023.

Financial Performance Report

Year to Date Ended 30 September 2024



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	90,938	90,291 ▲	647	103,353	83,735 ▲	19,618
Other Financial Assets	86,308	55,340 ▲	30,969	63,346	51,321 ▲	12,024
Total Cash Balances	177,246	145,631 ▲	31,615	166,699	135,056 ▲	31,643
Interest Received on Cash Balances	2,184	1,011 ▲	1,174	6,321	4,021 ▲	2,300
Loans						
Current Loan Liabilities	19,917	19,735 ▼	(182)	19,735	19,735 =	-
Non-Current Loan Liabilities	162,102	162,320 ▲	217	169,631	169,631 =	-
Total Loan Balances	182,019	182,055 ▲	35	189,366	189,366 =	-
Interest Paid on Loans - Operating	1,432	806 ▼	(625)	3,225	3,225 =	-
Interest Paid on Loans - Capital	379	937 ▲	558	3,748	3,748 =	-
Total Interest Paid on Loans	1,811	1,743 ▼	(68)	6,973	6,973 =	-

Cash & Investments

The current cash position is \$31.6mil favourable to budget. This is primarily driven by opening cash being higher than expected due to delays in the capital program in FY24. These delays offset the unfavourable cash impact of not receiving the Financial Assistance Grant as forecast in FY24.

The forecast cash position is \$31.6mil favourable to budget. This is primarily driven by the favourable timing of the capital program due to delays. This assumes that the planned borrowings of \$15.0mil in FY25 still occur. This assumption will need to be re-evaluated as indications are at this time that these borrowings will not be required in FY25.

Interest received to date is \$2.1mil, being \$1.2mil favourable to budget. A favourable cash position and higher levels of cash investments as result of strategic treasury management have allowed for higher than expected returns on cash. Our current yields are 4.5% on cash and 5.2% on term deposits.

Loans

Loans are currently materially consistent with budget.

The forecast loan balances are materially consistent with the budget. This assumes that the planned borrowings of \$15.0mil in FY25 still occur. This assumption will need to be re-evaluated as indications are at this time that these borrowings will not be required in FY25.

Interest paid on loans is materially consistent with budget, with some variance existing in allocation existing between capital and operating due to timing.

Financial Performance Report

Year to Date Ended 30 September 2024



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/S173	82,850	68,183	▲ 14,667	67,671	57,744	▲ 9,927
Waste	3,207	4,086	▼ (879)	7,541	2,627	▲ 4,914
Total Cash Reserves	86,057	72,269	▲ 13,788	75,213	60,371	▲ 14,842

	Opening Balance FY24	Operating Revenue	Operating Costs (Exc Depn)	Capital Revenue	Capital Expenditure	Closing Balance Sep-24
Cash Reserves						
Developer Contribution/S173 Reserves	72,830,519	-	-	15,154,429	(5,135,120)	82,849,828
Waste Reserve	-	19,390,501	(15,413,980)	65,780	(835,406)	3,206,895
Total Cash Reserves	72,830,519	19,390,501	(15,413,980)	15,220,209	(5,970,526)	86,056,723

Developer Contribution Reserves

- *Year to Date*

Developer Contribution Reserves are \$14.7mil higher than budget. This is due a combination of Developer Contributions being received earlier than expected and delays in delivering infrastructure items.

- *Forecast*

Developer Contribution Reserves are forecast to be \$9.9mil higher than budget. This is primarily due to expected delays in delivering infrastructure items.

Waste Reserves

- *Year to Date*

Waste Reserves are \$879K less than expected. This is primarily due to the operating result of the Waste department being unfavourable to budget.

- *Forecast*

Waste Reserves are forecast to be \$4.9mil higher than budget. This is primarily due to expected delays in the capital program relating to Waste assets, in particular the Stacys Road Compost project.

Financial Performance Report

Year to Date Ended 30 September 2024



4. Financial Sustainability Measures

Measure	Target	Forecast Result	Comment
Operating Result			
Operating Result Ratio	>0%	(0.53%)	Currently forecasting for a moderate surplus.
Capital Investment			
Capital Projects Delivery	>80%	89.0%	Timing variances are impacting forecast, but still expecting to deliver a substantial proportion of the capital program.
Asset Sustainability Ratio	>70%	81.6%	Lower than expected in budget due to rephasing of upgrade projects, but result expected to be well in excess of target.
Cash & Borrowings			
Working Capital Ratio	>1.0	1.32	A healthy level of liquidity currently held.
Indebtedness Ratio (Rates)	<60%	58.69%	FY25 borrowings to be reconsidered, which may favourably impact the indebtedness ratio.

Financial Performance Report

Year to Date Ended 30 September 2024



Appendix A – Operating Statement

Operating Statement	Year To Date			Full Year		
	Actual \$000	Budget \$000	Variance \$000	Forecast \$000	Budget \$000	Variance \$000
Revenue						
Rates & Charges	81,931	82,054 ▼	(123)	322,552	322,675 ▼	(123)
Fees, Charges & Other	23,207	22,004 ▲	1,203	95,096	96,855 ▼	(1,759)
Government Grants	36,956	11,907 ▲	25,049	74,563	73,906 ▲	657
Gain/(Loss) on Sale of Property	29	126 ▼	(97)	357	454 ▼	(97)
Total Operating Revenue	142,123	116,091 ▲	26,033	492,568	493,889 ▼	(1,321)
Expenditure						
Salaries, Wages & Employment	51,458	51,197 ▼	(261)	203,565	204,794 ▲	1,229
Materials & Services	34,289	34,869 ▲	580	148,793	150,786 ▲	1,992
Depreciation	24,949	26,170 ▲	1,221	104,785	104,667 ▼	(118)
Community Support	5,248	4,897 ▼	(351)	23,381	23,244 ▼	(137)
Utilities	2,069	2,133 ▲	64	9,687	9,107 ▼	(580)
Total Operating Expenditure	118,013	119,265 ▲	1,253	490,212	492,598 ▲	2,385
Internal Charges						
Internal Charge Allocation	6,436	7,050 ▲	614	28,176	28,987 ▲	811
Internal Cost (Recovery)	(6,474)	(7,262) ▼	(788)	(28,414)	(29,209) ▼	(795)
Total Operating Internal Charges	(38)	(212) ▼	(175)	(238)	(222) ▲	16
Net Operating Surplus/(Deficit)	24,148	(2,963) ▲	27,111	2,594	1,514 ▲	1,080
Non-Recurrent Revenue						
Developer Contributions	16,615	11,128 ▲	5,487	50,000	44,513 ▲	5,487
Capital Grants	562	1,727 ▼	(1,165)	20,337	19,542 ▲	795
Contributed Assets	35,063	27,675 ▲	7,388	118,086	110,698 ▲	7,388
Gain/(Loss) on Sale of Property	(221)	75 ▼	(296)	4	300 ▼	(296)
Other Non-Recurrent Items	492	281 ▲	212	3,283	2,296 ▲	987
Total Non-Recurrent Revenue	52,511	40,885 ▲	11,626	191,711	177,349 ▲	14,362
Net Comprehensive Surplus/(Deficit)	76,659	37,922 ▲	38,737	194,304	178,862 ▲	15,442

Financial Performance Report

Year to Date Ended 30 September 2024



Key Variances – Operating Statement

Item	Comment
Operating Revenue	
Rates & Charges	<p><i>Budget</i></p> <ul style="list-style-type: none"> Current result materially consistent with budget. <p><i>Forecast</i></p> <ul style="list-style-type: none"> Forecast result materially consistent with budget.
Fees, Charges & Other	<p><i>Budget</i></p> <ul style="list-style-type: none"> Interest Received is \$1.2mil favourable due to a higher than expected cash position and higher levels of cash investments as result of strategic treasury management. <p><i>Forecast</i></p> <ul style="list-style-type: none"> Budget assumed a successful works tender with a value of \$1.5mil. Tender was unsuccessful, which will result in an income unfavourability of \$1.5 mil, with an overall net unfavourable impact of \$324K. Commercial Waste Disposal is expected to be \$2.1mil unfavourable to due higher diversion of waste to Wyndham. Third party contributions for Northern and Western Geelong Growth Area (NWGGA) are expected to be \$1.5mil unfavourable 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 \$500K. Interest Received is expected to be \$2.3mil favourable to budget due to higher levels of cash investments as result of strategic treasury management.
Government Grants	<p><i>Budget</i></p> <ul style="list-style-type: none"> The timing of the Financial Assistance Grant which has a favourable impact of \$24.9mil. This represents 85% of the contribution for FY25. <p><i>Forecast</i></p> <ul style="list-style-type: none"> 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. The funding amount provided under the Financial Assistance Grant is \$1.1mil higher than assumed in budget.
Operating Expenditure	
Salaries, Wages & Employment	<p><i>Budget</i></p> <ul style="list-style-type: none"> Current result materially consistent with budget. <p><i>Forecast</i></p> <ul style="list-style-type: none"> Budget assumed a successful works tender with a labour cost of \$1.2mil. Tender was unsuccessful, which will result in a salaries favourability of \$1.2 mil, with an overall net unfavourable impact of \$324K.

Financial Performance Report

Year to Date Ended 30 September 2024



Material & Services	<p><i>Budget</i></p> <ul style="list-style-type: none"> The Christmas Program & Installation is \$632K favourable due to a delivery timing variance. <p><i>Forecast</i></p> <ul style="list-style-type: none"> Waste Disposal & Recycling Costs are expected to be \$2.3mil favourable due to higher diversion of waste to Wyndham. Northern and Western Geelong Growth Area (NWGGA) is \$2.0mil 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 \$500K. 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 \$1.4mil of works being treated as capital rather than operating.
Depreciation	<p><i>Budget</i></p> <ul style="list-style-type: none"> Depreciation is \$1.2mil favourable to budget as a result of adjustments to the residual values of vehicles and equipment. <p><i>Forecast</i></p> <ul style="list-style-type: none"> 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. At this stage, depreciation is expected to be materially consistent with budget, with the exception of the favourable benefit from the adjustment to residual values of vehicles and equipment.
Community Support	<p><i>Budget</i></p> <ul style="list-style-type: none"> Favourability relates to timing of community grants.
Utilities	<p><i>Budget</i></p> <ul style="list-style-type: none"> Current result materially consistent with budget. <p><i>Forecast</i></p> <ul style="list-style-type: none"> Water usage for parks and natural assets is expected to be \$452K more than provided for in budget.
Non-Recurrent Revenue	
Developer Contributions	<p><i>Budget</i></p> <ul style="list-style-type: none"> Current favourability relates to timing, with Developer Infrastructure Levies being received early than anticipated in budget. <p><i>Forecast</i></p> <ul style="list-style-type: none"> Forecast result materially consistent with budget. Forecast favourability to flow through expected reserve balances.

Financial Performance Report

Year to Date Ended 30 September 2024



<p>Capital Grants</p>	<p><i>Budget</i></p> <ul style="list-style-type: none"> • Unfavourable variance caused by budgeted phasing of the Landy Field Pavilion upgrade (\$50k) and previously recognised funding being returned to the state government (\$270k). • Unfavourable variances due to the delivery timing of the Rossack Drive North Bound (\$289k), Windsor Park Pavilion (\$196k) and Rippleside Playground (\$188k) projects. <p><i>Forecast</i></p> <ul style="list-style-type: none"> • Materially consistent with budget.
<p>Contributed Assets</p>	<p><i>Budget</i></p> <ul style="list-style-type: none"> • Higher than expected number of assets land handovers processed in Q1. Improved process of updating contributed land assets to asset register to align with the rates database. <p><i>Forecast</i></p> <ul style="list-style-type: none"> • Materially consistent with budget, with the exception of the favourability in Q1 relating to contributed land.

Financial Performance Report

Year to Date Ended 30 September 2024



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	90,938	90,291 ▲	647	103,353	83,735 ▲	19,618
Trade & Other Receivables - Current	327,325	310,675 ▲	16,650	24,167	25,532 ▼	(1,365)
Other Financial Assets	86,308	55,340 ▲	30,969	63,346	51,321 ▲	12,025
Other Assets	11,601	13,639 ▼	(2,037)	8,245	8,711 ▼	(466)
Inventories	1,183	1,261 ▼	(78)	1,213	1,282 ▼	(69)
Non-Current Assets Classified As Held For Sale	9,479	11,439 ▼	(1,960)	11,439	11,439 =	-
Total Current Assets	526,834	482,644 ▲	44,190	211,764	182,020 ▲	29,743
Non-Current Assets						
Property, Infrastructure, Plant & Equipment	5,003,910	5,090,164 ▼	(86,254)	5,479,892	5,506,525 ▼	(26,633)
Intangible Assets	11,578	11,248 ▲	331	8,961	8,961 =	-
Right-Of-Use Assets	5,499	5,431 ▲	68	4,297	4,297 =	-
Investments in Associates, Joint Arrangement &	10,586	9,629 ▲	958	9,629	9,629 =	-
Trade & Other Receivables - Non-Current	14,782	15,477 ▼	(695)	16,362	17,562 ▼	(1,200)
Total Non-Current Assets	5,046,355	5,131,948 ▼	(85,593)	5,519,140	5,546,973 ▼	(27,833)
Total Assets	5,573,190	5,614,593 ▼	(41,403)	5,730,904	5,728,993 ▲	1,910
Current Liabilities						
Trade & Other Payables - Current	17,894	30,644 ▲	12,750	29,699	31,877 ▲	2,178
Interest-Bearing Liabilities - Current	19,917	19,735 ▼	(182)	19,735	19,735 =	-
Trust Funds & Deposits	55,865	46,276 ▼	(9,589)	14,139	15,176 ▲	1,037
Prepaid Income	263,009	265,672 ▲	2,664	23,584	25,313 ▲	1,729
Provisions - Current	42,783	34,583 ▼	(8,201)	36,846	39,548 ▲	2,702
Lease Liabilities - Current	1,018	1,230 ▲	212	1,230	1,230 =	-
Total Current Liabilities	400,487	398,140 ▼	(2,346)	125,233	132,879 ▲	7,646
Non-Current Liabilities						
Interest-Bearing Liabilities - Non-Current	162,102	162,320 ▲	217	169,631	169,631 =	-
Lease Liabilities - Non-Current	4,827	4,513 ▼	(314)	31,670	33,963 ▲	2,293
Provisions - Non-Current	31,982	34,583 ▲	2,601	3,584	3,584 =	-
Total Non-Current Liabilities	198,911	201,415 ▲	2,504	204,884	207,178 ▲	2,293
Total Liabilities	599,398	599,555 ▲	158	330,117	340,057 ▲	9,940
Net Assets	4,973,792	5,015,037 ▼	(41,245)	5,400,787	5,388,937 ▲	11,850
Equity						
Accumulated surplus	2,221,122	2,089,616 ▲	131,506	2,555,604	2,475,413 ▲	80,191
Revaluation Reserves	2,666,613	2,853,153 ▼	(186,540)	2,769,970	2,853,153 ▼	(83,183)
Other Reserves	86,057	72,269 ▲	13,788	75,213	60,371 ▲	14,842
Net Assets	4,973,792	5,015,037 ▼	(41,245)	5,400,787	5,388,937 ▲	11,850

Financial Performance Report

Year to Date Ended 30 September 2024



Key Variances – Statement of Financial Position

Item	Comment
Currents Assets	
Cash & Cash Equivalents, Other Financial Assets	<p><i>Budget</i></p> <ul style="list-style-type: none"> The current cash position is \$31.6mil favourable to budget. This is primarily driven by opening cash being higher than expected due to delays in the capital program in FY24. <p><i>Forecast</i></p> <ul style="list-style-type: none"> The current cash position is forecast to be \$31.6mil favourable to budget. This is primarily driven by the favourable timing of the capital program due to delays.
Non-Current Assets	
Property, Infrastructure, Plant & Equipment	<p><i>Budget</i></p> <ul style="list-style-type: none"> Variance relates to the opening balance, with handovers and revaluations in FY24 being higher than expected. <p><i>Forecast</i></p> <ul style="list-style-type: none"> 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. At this stage, PPE is expected to be materially consistent with budget.
Current Liabilities	
Interest Bearing Liabilities – Current	<p><i>Forecast</i></p> <ul style="list-style-type: none"> This assumes that the planned borrowings of \$15.0mil in FY25 still occur. This assumption will need to be re-evaluated as indications are at this time that these borrowings will not be required in FY25.
Non-Current Liabilities	
Interest Bearing Liabilities – Non Current	<p><i>Forecast</i></p> <ul style="list-style-type: none"> This assumes that the planned borrowings of \$15.0mil in FY25 still occur. This assumption will need to be re-evaluated as indications are at this time that these borrowings will not be required in FY25.

Financial Performance Report

Year to Date Ended 30 September 2024



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	58,522	57,514 ▲	1,008	315,344	314,433 ▲	910
Fees, Charges & Other	23,545	21,227 ▲	2,318	92,983	92,833 ▲	150
Grants - Operating	36,956	11,907 ▲	25,049	75,461	73,906 ▲	1,555
Grants - Capital	562	1,727 ▼	(1,165)	20,788	19,542 ▲	1,245
Contributions - monetary	16,615	11,128 ▲	5,487	50,000	44,513 ▲	5,487
Interest Received	2,184	1,135 ▲	1,050	6,321	4,021 ▲	2,300
Employee Costs	(49,830)	(51,157) ▲	1,327	(202,387)	(204,634) ▲	2,247
Materials, Services & Community Support	(56,665)	(54,640) ▼	(2,025)	(180,440)	(180,072) ▼	(368)
Cashflow from Operating Activities	31,889	(1,160) ▲	33,049	178,070	164,543 ▲	13,527
Cashflow from investing activities						
Property, Plant & Equipment	(27,125)	(25,698) ▼	(1,428)	(185,732)	(203,852) ▲	18,121
Proceeds from Sale	28	207 ▼	(179)	649	828 ▼	(179)
Cashflow from investing activities	(27,098)	(25,491) ▼	(1,607)	(185,083)	(203,024) ▲	17,941
Cashflow from financing activities						
Finance Costs	(1,657)	(1,722) ▲	65	(6,792)	(6,858) ▲	65
Proceeds from Borrowings	-	-	-	15,000	15,000	-
Repayment of Borrowings	(3,047)	(3,014) ▼	(33)	(10,735)	(10,702) ▼	(33)
Repayment of Lease Liabilities	(312)	(307) ▼	(5)	(1,231)	(1,226) ▼	(5)
Cashflow from financing activities	(5,015)	(5,042) ▲	27	(3,759)	(3,786) ▲	27
Net Cash Inflow/(Outflow)	(224)	(31,693) ▲	31,469	(10,771)	(42,267) ▲	31,496
Opening Cash Balance	177,470	177,323 ▲	147	177,470	177,323 ▲	147
Closing Cash Balance	177,246	145,631 ▲	31,615	166,699	135,056 ▲	31,643

Financial Performance Report

Year to Date Ended 30 September 2024



Key Variances – Statement of Cashflows

Item	Comment
Cashflow from Operating Activities	
Grants – Operating	<p><i>Budget</i></p> <ul style="list-style-type: none"> Cash inflows for grant funding are favourable due to the timing of the Financial Assistance Grant. <p><i>Forecast</i></p> <ul style="list-style-type: none"> 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. The funding amount provided under the Financial Assistance Grant is \$1.1mil higher than assumed in budget.
Interest Received	<p><i>Budget</i></p> <ul style="list-style-type: none"> Interest Received is \$1.2mil favourable due to a higher than expected cash position and higher levels of cash investments as result of strategic treasury management. <p><i>Forecast</i></p> <ul style="list-style-type: none"> Interest Received is expected to be \$2.3mil favourable to budget due to higher levels of cash investments as result of strategic treasury management.
Cashflow from Investing Activities	
Property, Plant & Equipment	<p><i>Forecast</i></p> <ul style="list-style-type: none"> Delays in the capital program will result in the cash outflow being lower than expected in budget.
Cashflow from Financing Activities	
Proceeds From Borrowings	<p><i>Forecast</i></p> <ul style="list-style-type: none"> The forecast assumes that the planned borrowings of \$15.0mil in FY25 still occur. This assumption will need to be re-evaluated as indications are at this time that these borrowings will not be required in FY25.

Financial Performance Report

Year to Date Ended 30 September 2024



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	1,473	27 ▼	(1,446)	47,302	46,382 ▼	(921)
Buildings	2,695	3,762 ▲	1,066	22,175	28,724 ▲	6,549
Heritage Buildings	1	4 ▲	3	345	15 ▼	(330)
Total Property	4,169	3,792 ▼	(377)	69,822	75,121 ▲	5,299
Plant & Equipment						
Plant, Machinery & Equipment	1,174	617 ▼	(558)	7,242	5,892 ▼	(1,350)
Fixtures, Fittings & Furniture	124	52 ▼	(72)	370	308 ▼	(62)
Computers & Telecommunications	780	1,714 ▲	933	4,730	6,854 ▲	2,124
Total Plant & Equipment	2,078	2,382 ▲	304	12,342	13,054 ▲	712
Infrastructure						
Roads	4,759	3,452 ▼	(1,307)	29,376	26,280 ▼	(3,095)
Bridges	14	53 ▲	38	310	310	-
Footpaths & Cycleways	1,569	3,036 ▲	1,467	11,583	14,649 ▲	3,066
Drainage	369	1,470 ▲	1,101	8,787	9,602 ▲	815
Recreational, Leisure & Community Facilities	123	434 ▲	311	6,717	9,780 ▲	3,063
Waste Management	835	248 ▼	(587)	3,035	10,092 ▲	7,057
Parks, Open Space & Streetscapes	2,180	2,985 ▲	805	23,533	27,194 ▲	3,661
Other Infrastructure	4,775	6,166 ▲	1,390	15,978	17,770 ▲	1,792
Total Infrastructure	14,625	17,843 ▲	3,218	99,320	115,678 ▲	16,358
Total Capital Expenditure	20,872	24,017 ▲	3,145	181,484	203,852 ▲	22,368
Represented by:						
New Asset Expenditure	10,795	12,511 ▲	1,715	95,944	104,740 ▲	8,796
Asset Renewal Expenditure	8,862	8,756 ▼	(106)	61,799	58,184 ▼	(3,615)
Asset Upgrade Expenditure	1,215	2,751 ▲	1,536	23,741	40,928 ▲	17,188
Total Capital Expenditure	20,872	24,017 ▲	3,145	181,484	203,852 ▲	22,368

Financial Performance Report

Year to Date Ended 30 September 2024



Key Variances – Statement of Capital Works

Item	Comment
Property	
Land	<p><i>Budget</i></p> <ul style="list-style-type: none"> Armstrong Creek Land Acquisition Program is \$1.4mil unfavourable due to timing. The majority of acquisitions are budgeted to settle in October & December but a small portion has occurred earlier. <p><i>Forecast</i></p> <ul style="list-style-type: none"> There is currently a favourable variance in the full year program for Armstrong Creek Land Acquisitions due to a settlement originally budgeted to fall in FY25 occurring in FY24 (\$1.3m). VCAT decision has been finalised for one parcel of the Sparrowvale Wetland Acquisitions and has resulted in an unfavourable impact on budget (\$2.3m).
Buildings	<p><i>Budget</i></p> <ul style="list-style-type: none"> Several projects currently showing as favourable to budget are due to timing variances caused by unrealistic timeframes being built into the budget. These projects include ACWP NAC Community Pavilion (\$0.2m), Windsor Park Pavilion (\$0.2m) and Winter Reserve Upgrades (\$0.2m). The Kardinia Aquatic Centre Pool Boiler Electrification project was unsuccessful in an external grant application so has now been paused until alternative funding has been found (\$0.2m). <p><i>Forecast</i></p> <ul style="list-style-type: none"> Several projects are being reforecast into future financial years due to unrealistic timeframes built into the budget. These projects include Windsor Park Pavilion (\$1.8m), ACWP NAC Community Pavilion (\$1.5m), Hamlyn Park Female Friendly Changerooms (\$1.5m) and Queens Park Female Friendly Change Rooms (\$1.3m).
Plant & Equipment	
Computers & Telecommunications	<p><i>Budget</i></p> <ul style="list-style-type: none"> Digital Innovation Program is currently \$0.8mil favourable to budget due to delays in the program while the IT Strategy is finalised. <p><i>Forecast</i></p> <ul style="list-style-type: none"> Digital Innovation Program is expected to be \$2.6mil favourable to budget. IT strategy still under development, full budget utilisation in FY25 unlikely. Road map that will be developed as a result of the current strategy phase will inform future funding requirements.
Infrastructure	
Roads	<p><i>Budget</i></p> <ul style="list-style-type: none"> Unfavourable variance is due to timing in the Traffic Major Works (\$0.5m) and Kerb and Channel (\$0.4m) core programs.

Financial Performance Report

Year to Date Ended 30 September 2024



	<p><i>Forecast</i></p> <ul style="list-style-type: none"> Funding increases in the Blackspot (\$2.1m) and Roads to Recovery (\$0.6m) programs have resulted in higher than budgeted expenditure.
Recreational, leisure and community facilities	<p><i>Forecast</i></p> <ul style="list-style-type: none"> Portarlinton Recreation Reserve Masterplan is expected to be \$1.3mil favourable to the FY25 budget due to car park and cricket net works being reforecast into FY26. Thomson Recreation Reserve Upgrade is expected to be \$0.9mil favourable to the FY25 budget due to unrealistic timeframes built into the budget and an uncertain project scope.
Waste Management	<p><i>Forecast</i></p> <ul style="list-style-type: none"> Stacys Road Compost Works are expected to be \$7.0m 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	<p><i>Budget</i></p> <ul style="list-style-type: none"> Bloinks Reserve Masterplan is expected to be \$1.2mil favourable to budget due to unrealistic timeframes built into the budget. Concept design and site assessments expected to occur in FY25 with balance of FY25 expenditure reforecast into future financial years. Myers Reserve Masterplan is expected to be \$0.8mil favourable to the FY25 budget due to unrealistic timeframes built into the budget and an uncertain project scope.



Capital Projects Summary - September 24

	FY25 Actual	FY25 Budget	A VAR B \$	A VAR B %	FY25 Annual Budget
Capital Project Summary					
Total Capital Expenditure	20,872,047	24,017,457	3,145,409	▲ 13%	203,852,240
Total Capital Income	(1,074,254)	(2,367,023)	1,292,769	▼ -55%	(23,276,448)
Net Capital Project Costs	19,797,793	21,650,434	1,852,640	▲ 9%	180,575,792
Capital Expenditure by Category					
Property	4,168,964	3,792,358	376,606	▼ -10%	75,120,823
Plant and Equipment	2,078,465	2,382,383	303,918	▲ 13%	13,053,905
Infrastructure	14,624,618	17,842,715	3,218,097	▲ 18%	115,677,512
Core Programs	9,833,094	11,625,546	1,792,452	▲ 15%	73,312,756
Non-Core Programs	11,038,953	12,391,911	1,352,957	▲ 11%	130,539,484
New	10,795,134	12,510,517	1,715,383	▲ 14%	104,740,314
Upgrade	1,215,135	2,751,119	1,535,984	▲ 56%	40,928,176
Renewal	8,861,778	8,755,821	105,957	▼ -1%	58,183,750
Renewal & Upgrade Ratio	0.62	0.67	0.05	▼ 7%	0.98





	Actual YTD	Budget YTD	A VAR B \$	A VAR B %	Notes
TOTAL CAPEX	20,872,047	24,017,457	3,145,409	13%	
Footpath Construction Special Rates and Charges	305,724	1,614,684	1,308,960	81%	Portion of the Ocean Grove PPN project rephased into forward years. Park Street no longer progressing in FY25. Remaining FY25 expenditure to be rephased through Q1 forecast
Digital Innovation Program	325,423	1,125,000	799,577	71%	IT strategy still under development, full budget utilisation in FY25 unlikely.
Capital Program Overheads - Capitalised Interest	379,271	937,000	557,729	60%	Budget flat phased, phasing to be adjusted through Q1 forecast
Drainage Renewal - WSUD	56,207	552,589	496,382	90%	Phasing based on historical data, to be adjusted through forecast
Road Rehabilitation Program	(20,064)	437,216	457,280	105%	Phasing based on historical data, to be adjusted through forecast. YTD credit balance relates to prior year project reallocations
Footpath Renewal	896,100	1,340,879	444,779	33%	Phasing based on historical data, to be adjusted through forecast
Flood and Drainage management Core Program	148,641	504,455	355,814	71%	Phasing based on historical data, to be adjusted through Q1 forecast
LED Lighting and Smart Control Delivery	(75,868)	278,844	354,712	127%	Credit relates to over accrual of variation claim in June. We have since negotiated with Powercor to reduce the variation claim.
Traffic Lights at Roslyn Rd and Thornhill Rd	1,968	350,000	348,032	99%	Delays in receiving third party approvals (DTP and Powercore), unlikely to commence in FY25
Drainage Renewal - Core Program	65,216	412,865	347,649	84%	Phasing based on historical data, to be adjusted through Q1 forecast
Rippleside Playground	77,420	404,099	326,679	81%	Still forecasted to be completed in FY25, LRCI phase 4 funding attached which has a firm 30/06 deadline
Sparrovale Wetlands Project Implementation	16,759	325,525	308,766	95%	Variance relates to phasing, program of works still forecasting to spend full budget. Phasing to be adjusted through Q1 forecast
Blinks Reserve Master Plan	20,216	325,000	304,784	94%	Concept design to be delivered in FY25, favourable budget variance to be reforecast into future FY
Open Space Renewal	863,559	190,499	(673,060)	-353%	Variance relates to timing. Large element to the annual program (Landy Field track renewal) occurring in H2 while previous years spend has been weighted heavily in Q4
Construction-Int Works	1,382,773	-	(1,382,773)	0%	A variance in the timing between incurring costs and charging them out to projects
Armstrong Creek land acquisition program	1,418,754	27,091	(1,391,662)	-5137%	Majority of acquisitions budgeted to settle in October & December but small portion has occurred earlier





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(Excludes projects with an annual value of less than \$1m)

Detailed Key Projects Detail Report	YTD Actual	YTD Budget	YTD VAR B	Annual Budget	Notes
ACWP - NAC Active Open Space - Community Pavilion (northern)	0	10,000	10,000	1,686,355	Concept design to be delivered in FY25, favourable budget variance to be reforecast into future FY
Armstrong Creek land acquisition program	1,418,754	27,091	-1,391,662	42,881,844	Majority of acquisitions budgeted to settle in October & December but small portion has occurred earlier
Armstrong Creek Town Centre Library and Learning Hub Design	20,311	48,032	27,720	1,102,127	
Asphalt -Road Surfacing Prog	912,291	905,937	-6,354	6,375,040	Phasing based on historical data, to be adjusted through forecast
Bloinks Reserve Master Plan	20,216	325,000	304,784	1,300,000	Concept design to be delivered in FY25, favourable budget variance to be reforecast into future FY
Boundary Road and Baanyip Boulevard Traffic Signals and link road	2,868,846	2,318,040	-550,806	4,636,079	Some savings forecasted (approx. \$400k) with additional funds (\$200k) also reforecast into future years to increase DLP
Building Renewal - Core Program	1,036,630	1,249,592	212,962	6,373,314	
Capital Program Project Management - Capitalised Salaries	1,064,596	1,214,606	150,010	4,821,919	
Chilwell Library Community Hub	8,530	0	-8,530	1,250,000	
Community Infrastructure Grants Public - 2023-24	38,020	0	-38,020	2,000,000	
Construction-Int Works	1,382,773	0	-1,382,773	0	A variance in the timing between incurring costs and charging them out to projects
Convention and Exhibition Centre - Public Realm	1,500,000	1,000,000	-500,000	1,000,000	\$500k originally budgeted/forecast in FY24 but was delayed until FY25.
Core Program - IT Asset Replacement	214,944	417,117	202,173	1,668,468	
Digital Innovation Program	325,423	1,125,000	799,577	4,500,000	IT strategy still under development, full budget utilisation in FY25 unlikely.
Drainage Renewal - Core Program	65,216	412,865	347,649	3,514,423	Phasing based on historical data, to be adjusted through Q1 forecast
Drainage Renewal - WSUD	56,207	552,589	496,382	2,147,999	Phasing based on historical data, to be adjusted through forecast
Flood and Drainage management Core Program	148,641	504,455	355,814	2,639,625	Phasing based on historical data, to be adjusted through Q1 forecast
Footpath Construction Special Rates and Charges	305,724	1,614,684	1,308,960	6,457,682	Portion of the Ocean Grove PPN project rephased into forward years. Park Street no longer progressing in FY25. Remaining FY25 expenditure to be rephased through Q1 forecast
Footpath Renewal	896,100	1,340,879	444,779	4,070,971	Phasing based on historical data, to be adjusted through forecast
Gravel Resheeting - Core Program	9,049	26,596	17,546	3,510,212	
Heavy and Dedicated	529,373	509,111	-20,261	5,439,567	Timing of deliveries uncertain at budget time so budget flat phased. Where possible timing to be adjusted through forecast
Intersection - Surf Coast Hwy and Boundary Road	2,490	0	-2,490	1,709,990	
Kerb and Channel Renewal	1,079,495	686,878	-392,617	2,483,216	Phasing based on historical data with majority of budget phased in Sep & Oct. Phasing to be adjusted through forecast
Landy Field - Upgrade of Facilities (Inc Pavilion)	0	100,000	100,000	1,000,000	
Lara Driving Range	14,888	0	-14,888	1,034,500	Forecast to be spent in H2
Lara Golf Club	0	190,260	190,260	2,283,125	
LED Lighting and Smart Control Delivery	-75,868	278,844	354,712	1,673,066	Credit relates to over accrual of variation claim in June. We have since negotiated with Powercor to reduce the variation claim.
Ocean Grove bike track	235	50,000	49,765	3,500,000	Forecast updated to include \$1.9m in spend in FY25 with the balance reforecast into FY26
Open Space Renewal	863,559	190,499	-673,060	3,636,071	Variance relates to timing. Large element to the annual program (Landy Field track renewal) occurring in H2 while previous years spend has been weighted heavily in Q4
Portarlington Recreation Reserve Master Plan	36,573	0	-36,573	3,552,658	Still forecasted for the majority of the project to be completed before June 30 with a small amount (\$250k) reforecast into FY26
Reseal - Road Surfacing Core Program	0	281,994	281,994	1,984,377	Phasing based on historical data, to be adjusted through forecast
Rippleside Playground	77,420	404,099	326,679	4,849,186	Still forecasted to be completed in FY25, LRCI phase 4 funding attached which has a firm 30/06 deadline
Road Rehabilitation Program	-20,064	437,216	457,280	3,076,672	Phasing based on historical data, to be adjusted through forecast. YTD credit balance relates to prior year project reallocations
Sparrovale Wetlands Project Implementation	16,759	325,525	308,766	1,302,100	Variance relates to phasing, program of works still forecasting to spend full budget. Phasing to be adjusted through Q1 forecast
Staceys Road Compost Works	14,735	0	-14,735	7,400,000	Likely that large portion of budget will be reforecast in FY26. Allana to provide clarity in early September
Waterfront Capital Acquisitions and Creations	119,710	113,123	-6,587	2,159,181	
Roads to Recovery Program	45,558	58,723	13,165	2,310,903	
Leopold Sports Precinct Upgrades	11,917	100,000	88,083	1,625,000	



(Excludes projects with an annual value of less than \$1m)

Detailed Key Projects Detail Report	YTD Actual	YTD Budget	YTD VAR B	Annual Budget	Notes
Traffic Lights at Roslyn Rd and Thornhill Rd	1,968	350,000	348,032	1,400,000	Delays in receiving third party approvals (DTP and Powercore), unlikely to commence in FY25
Kyema - Lipton Drainage upgrade	0	0	0	1,300,000	Potential cost escalations, unlikely to commence in FY25
Rossack Drive - North Bound	117,034	289,874	172,840	1,159,494	LRCI phase 4 project
Windsor Park Pavilion Upgrades	3,825	200,000	196,175	2,000,000	
Hamlyn Park - Female Friendly Changeroom	0	0	0	1,700,000	
Aldershot Reserve - Masterplan Upgrades	2,806	150,000	147,195	1,750,000	
Queens Park Female Friendly Change room	0	0	0	1,400,000	
Myers Reserve Masterplan Implementation	0	0	0	1,000,000	
Thomson Recreation Reserve Upgrade	0	0	0	1,000,000	
Sorting/Decontamination Line at Pt Henry for FOGO upgrade	8,500	0	-8,500	1,150,000	Likely that large portion of budget will be reforecast in FY26. Allana to provide clarity in early September
Waste Services Infrastructure Development	0	0	0	3,500,000	Still forecasted to be completed in FY25
Capital Program Overheads - Capitalised Interest	379,271	937,000	557,729	3,748,000	Budget flat phased, phasing to be adjusted through Q1 forecast



SoCW - September 2024	Actual YTD	Budget YTD	VAR B \$	VAR B %	Budget Annual	Key Budget Variances
Property						
Land	1,473	27	(1,446)	-5338%	46,382	Armstrong Creek land acquisition program (\$-1.39m)
Buildings	2,695	3,762	1,066	28%	28,724	Community complex - NAC - Horseshoe Bend Rd (\$0.23m), Windsor Park Pavilion Upgrades (\$0.2m), Winter Reserve Netball Change Room & Court Upgrade (\$0.19m), Kardinia Aquatic Centre - Pool Boiler Electrification (\$0.15m)
Heritage buildings	1	4	3	84%	15	
Total property	4,169	3,792	(377)	-10%	75,121	
Plant and equipment						
Plant, machinery and equipment	1,174	617	(558)	-90%	5,892	
Fixtures, fittings and furniture	124	52	(72)	-138%	308	
Computers and telecommunications	780	1,714	933	54%	6,854	
Total plant and equipment	2,078	2,382	304	13%	13,054	
Infrastructure						
Roads	4,759	3,452	(1,307)	-38%	26,280	Traffic Major Works (\$-0.48m) & Kerb and Channel Renewal (\$-0.44m)
Bridges	14	53	38	73%	310	
Footpaths and cycleways	1,569	3,036	1,467	48%	14,649	Footpath Construction Special Rates and Charges (\$1.29m)
Drainage	369	1,470	1,101	75%	9,602	Drainage Renewal - WSUD (\$0.49m) & Flood and Drainage management Core Program (\$0.34m)
Recreational, leisure and community facilities	123	434	311	72%	9,780	
Waste management	835	248	(587)	-237%	10,092	
Parks, open space and streetscapes	2,180	2,985	805	27%	27,194	
Other infrastructure	4,775	6,166	1,390	23%	17,770	Capital Program Overheads - Capitalised Salaries (\$1.17m) & Capital Program Overheads - Capitalised Interest (\$0.94m)
Total infrastructure	14,625	17,843	3,218	18%	115,678	
Total capital works expenditure	20,872	24,017	3,145	13%	203,852	
New asset expenditure	10,795	12,511	1,715	14%	104,740	
Asset renewal expenditure	8,862	8,756	(106)	-1%	58,184	
Asset upgrade expenditure	1,215	2,751	1,536	56%	40,928	
Total capital works expenditure	20,872	24,017	3,145	13%	203,852	

Capital Program Q1 Forecast (3+9) - Key Callouts

	FY25			Total 4 Year		
	Forecast	Budget	F VAR B \$	Forecast	Budget	F VAR B \$
Capital Project Summary						
Expenditure	181,484,016	203,852,240	22,368,224	769,973,537	747,900,695	- 22,072,842
Income	26,425,187	23,276,448	- 3,148,739	115,193,502	99,830,554	- 15,362,948
Net Capital Investment	155,058,829	180,575,792	25,516,963	654,780,035	648,070,140	- 6,709,894

Key Callouts

- The Core Program has been predominately held to budget. Historically our delivery rate for the core program has been between 80 to 90%. For the Q2 forecast we will look at applying a high-level overlay to reflect the historical delivery rate if the forecast is still deemed to optimistic.

- A number of projects have been rephased out of FY25 and into forward years due to unrealistic timeframes in the budget. These 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

- Three projects have either been put on hold or scaled back as part of the forecast due to unsuccessful external funding applications (Elderslie Reserve, Kardinia Pool Boiler Replacement & Aldershot). This represents a \$2.3m reduction in the net capital investment across the four year program

- A number of potential cost escalation that have previously been identified (Collendina, Devlins Rd, Kyema Dr...etc) have not been built into this forecast as confidence in the final costs are less than 75% and the final decision on the direction of these projects have not been formalised. These will be revisited for the Q2 forecast





Capital Program Q1 Forecast (3+9) - 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	181,484,016	203,852,240	22,368,224	588,489,521	544,048,455	- 44,441,066	769,973,537	747,900,695	- 22,072,842
Income	26,425,187	23,276,448	- 3,148,739	88,768,315	76,554,106	- 12,214,209	115,193,502	99,830,554	- 15,362,948
Net Capital Investment	155,058,829	180,575,792	25,516,963	499,721,206	467,494,349	- 32,226,857	654,780,035	648,070,140	- 6,709,894
Capital Expenditure by Category									
Property	69,822,217	75,120,823	5,298,606	188,760,457	178,358,855	- 10,401,602	258,582,674	253,479,678	- 5,102,996
<i>New - Property</i>	55,019,843	54,342,410	- 677,433	134,232,648	132,885,197	- 1,347,450	189,252,490	187,227,607	- 2,024,884
<i>Upgrade - Property</i>	5,874,458	13,074,004	7,199,546	25,942,693	27,528,123	1,585,430	31,817,151	40,602,127	8,784,976
<i>Renewal - Property</i>	8,927,916	7,704,410	- 1,223,507	28,585,116	17,945,535	- 10,639,581	37,513,032	25,649,944	- 11,863,088
Plant and Equipment	12,341,894	13,053,905	712,011	32,532,524	29,526,468	- 3,006,056	44,874,418	42,580,373	- 2,294,045
<i>New - Plant and Equipment</i>	3,545,166	4,916,296	1,371,130	8,466,162	6,799,838	- 1,666,325	12,011,329	11,716,134	- 295,195
<i>Upgrade - Plant and Equipment</i>	208,803	79,548	- 129,255	559,142	154,669	- 404,473	767,945	234,217	- 533,728
<i>Renewal - Plant and Equipment</i>	8,587,925	8,058,061	- 529,864	23,507,220	22,571,962	- 935,258	32,095,145	30,630,023	- 1,465,122
Infrastructure	99,319,905	115,677,512	16,357,607	367,196,540	336,163,131	- 31,033,409	466,516,445	451,840,643	- 14,675,802
<i>New - Infrastructure</i>	37,379,319	45,481,608	8,102,289	177,484,798	164,145,693	- 13,339,105	214,864,117	209,627,302	- 5,236,815
<i>Upgrade - Infrastructure</i>	17,657,272	27,774,624	10,117,352	47,542,211	36,581,370	- 10,960,841	65,199,483	64,355,994	- 843,489
<i>Renewal - Infrastructure</i>	44,283,314	42,421,279	- 1,862,035	142,169,531	135,436,068	- 6,733,463	186,452,844	177,857,347	- 8,595,497
New - Total	95,944,328	104,740,314	8,795,986	320,183,608	303,830,728	- 16,352,880	416,127,936	408,571,042	- 7,556,894
Upgrade - Total	23,740,533	40,928,176	17,187,643	74,044,046	64,264,162	- 9,779,884	97,784,579	105,192,338	7,407,759
Renewal - Total	61,799,155	58,183,750	- 3,615,405	194,261,866	175,953,564	- 18,308,302	256,061,021	234,137,314	- 21,923,707
Core Programs	76,189,753	73,312,755	- 2,876,998	235,433,737	223,482,633	- 11,951,104	311,623,490	296,795,388	- 14,828,101
Non-Core Programs	105,294,263	130,539,484	25,245,222	353,055,784	320,565,822	- 32,489,963	458,350,047	451,105,306	- 7,244,741





Capital Program Q1 Forecast (3+9) - Key Projects Report

Key Projects - NET Impact	FY25			FY26-FY28			Total 4 Year			Notes
	Forecast	Budget	F VAR B \$	Forecast	Budget	F VAR B \$	Forecast	Budget	F VAR B \$	
Footpath Construction Special Rates and Charges	3,478,202	5,019,072	1,540,870	9,246,444	9,114,658	- 131,785	12,724,646	14,133,730	1,409,085	OGPPN delays in FY25 plus year 3 budget assumptions higher than current program forecast
Traffic Lights at Roslyn Rd and Thornhill Rd	1,968	1,400,000	1,398,032	1,398,032	-	- 1,398,032	1,400,000	1,400,000	-	Delays in receiving third party approvals (DTP and Powercore), costs pushed out of FY25 and into forward years
Ocean Grove bike track	100,000	3,500,000	3,400,000	3,400,000	-	- 3,400,000	3,500,000	3,500,000	-	Budget phasing was acknowledged at adoption as being the most optimistic outcome, more realistic timelines have now been recognised
Bloinks Reserve Master Plan	150,000	1,300,000	1,150,000	12,850,000	11,700,000	- 1,150,000	13,000,000	13,000,000	-	Concept design to be delivered in FY25, favourable budget variance to be reforecast into future FY
Intersection - Surf Coast Hwy and Boundary Road	101,793	1,709,990	1,608,197	3,661,007	1,997,500	- 1,663,507	3,762,800	3,707,490	- 55,310	Budget phasing adopted from P&G's IPP, forecast phasing based on advice from MP PM
ACWP - NAC Active Open Space - Community Pavilion (northern)	150,000	1,686,355	1,536,355	3,597,455	1,948,677	- 1,648,779	3,747,455	3,635,031	- 112,424	Concept design to be delivered in FY25, favourable budget variance to be reforecast into future FY
Kyema - Lipton Drainage upgrade	-	1,300,000	1,300,000	1,300,000	-	- 1,300,000	1,300,000	1,300,000	-	Potential cost escalations, unlikely to commence in FY25 so rephased to FY26
Staceys Road Compost Works	400,000	7,400,000	7,000,000	14,083,125	7,000,000	- 7,083,125	14,483,125	14,400,000	- 83,125	Negotiations underway with landlord regarding the potential purchase of land, this has contributed to the delayed commencement
Digital Innovation Program	1,886,606	4,500,000	2,613,394	7,166,325	5,500,000	- 1,666,325	9,052,931	10,000,000	947,069	IT strategy still under development, full budget utilisation in FY25 unlikely. Road map that will be developed as a result of the current strategy phase will inform future funding requirements
Hamlyn Park - Female Friendly Changeroom	150,000	1,700,000	1,550,000	1,550,000	-	- 1,550,000	1,700,000	1,700,000	-	Only design work expected to occur in FY25, expenditure on construction phase pushed out to FY26
Queens Park Female Friendly Change room	100,000	1,400,000	1,300,000	1,300,000	-	- 1,300,000	1,400,000	1,400,000	-	Only design work expected to occur in FY25, expenditure on construction phase pushed out to FY26
Elderslie Reserve - Female Friendly Changes Upgrades	-	125,000	125,000	-	1,125,000	1,125,000	-	1,250,000	1,250,000	External funding application was unsuccessful, project forecast to be put on hold until alternative funding source is identified
Minor Capital Renewal - Footpaths	602,579	-	- 602,579	1,705,159	-	- 1,705,159	2,307,738	-	- 2,307,738	New project for FY25, originally budgeted in opex, to be adjusted through forecast
Minor Capital Renewal - Kerb & Channel	397,936	-	- 397,936	1,799,825	-	- 1,799,825	2,197,760	-	- 2,197,760	New project for FY25, originally budgeted in opex, to be adjusted through forecast
Minor Capital Renewal - Roads	550,133	-	- 550,133	1,586,173	-	- 1,586,173	2,136,306	-	- 2,136,306	New project for FY25, originally budgeted in opex, to be adjusted through forecast
Armstrong Creek land acquisition program	41,498,242	42,881,844	1,383,602	9,342,397	9,342,397	-	50,840,639	52,224,241	1,383,602	Variance in four year program relates to carry over. Material purchases in FY25 still on track to occur
Boundary Road and Baanyip Boulevard Traffic Signals and link road	3,500,000	4,636,079	1,136,079	400,000	200,000	- 200,000	3,900,000	4,836,079	936,079	Savings forecast offset in part by an increased DLP forecast in future years
Sparrowvale Wetlands Acquisition DILA22	2,298,754	-	- 2,298,754	-	-	-	2,298,754	-	- 2,298,754	Additional spend relating to final VCAT decision
Kardinia Aquatic Centre - Pool Boiler Electrification	-	311,300	311,300	-	254,700	254,700	-	566,000	566,000	External funding application was unsuccessful, project forecast to be put on hold until alternative funding source is identified
Rippleside Playground	1,532,060	1,971,846	439,786	563,887	-	- 563,887	2,095,947	1,971,846	- 124,100	Total VAR relates to 'carry over', need to confirm if FY26 delivery amount has any ramifications on LRCI funding
Province Estate Highton - Wandana Gully - no 3	300,000	800,000	500,000	1,851,520	1,201,196	- 650,324	2,151,520	2,001,196	- 150,324	Total VAR relates to 'carry over', adjustments in phasing have resulted in funds being pushed out to forward years
Landy Field - Upgrade of Facilities (Inc Pavilion)	50,000	500,000	450,000	4,977,419	4,475,000	- 502,419	5,027,419	4,975,000	- 52,419	Total VAR relates to 'carry over', adjustments in phasing have resulted in funds being pushed out to forward years
Devilins Road Active Open Space	- 1,420,000	- 815,000	605,000	7,914,051	7,100,000	- 814,051	6,494,051	6,285,000	- 209,051	Total VAR relates to 'carry over', adjustments in phasing have resulted in funds being pushed out to forward years
Sorting/Decontamination Line at Pt Henry for FOGO upgrade	250,000	1,150,000	900,000	2,050,000	1,150,000	- 900,000	2,300,000	2,300,000	-	Adjustments in phasing have resulted in funds being pushed out to forward years
Myers Reserve Masterplan Implementation	250,000	1,000,000	750,000	750,000	-	- 750,000	1,000,000	1,000,000	-	Adjustments in phasing have resulted in funds being pushed out to forward years
Thomson Recreation Reserve Upgrade	100,000	1,000,000	900,000	900,000	-	- 900,000	1,000,000	1,000,000	-	Adjustments in phasing have resulted in funds being pushed out to forward years
Convention and Exhibition Centre - Public Realm	1,500,000	1,000,000	- 500,000	1,500,000	1,500,000	-	3,000,000	2,500,000	- 500,000	Variance in four year program relates to carry over.
Misc	97,130,556	95,099,305	- 2,031,251	404,828,388	403,885,221	- 943,167	501,958,944	498,984,526	- 2,974,418	
TOTAL			25,516,963			- 32,226,857			- 6,709,894	



Capital Program Q1 Forecast (3+9) - Year To Go (YTG) Report

	Sep YTD Actuals	Oct YTG Forecast	Total FY25 Forecast	Total FY25 Budget	F VAR B \$
Armstrong Creek land acquisition program	1,418,754	40,079,489	41,498,242	42,881,844	1,383,602
Road Pavement Rehabilitation and Renewal	925,783	10,988,466	11,914,249	11,914,249	-
Building Renewal - Core Program	1,036,630	5,336,684	6,373,314	6,373,314	-
Open Space Renewal Program	1,247,898	5,233,816	6,481,714	7,210,589	728,875
Heavy and Dedicated	529,373	4,910,194	5,439,567	5,439,567	-
Rippleside Playground	77,420	4,148,058	4,225,478	4,849,186	623,708
Footpath Construction Special Rates and Charges	305,724	3,942,782	4,248,506	6,457,682	2,209,176
Capitalised Borrowing Costs	-	3,748,000	3,748,000	3,748,000	-
Capital Program Project Management - Capitalised Salaries	1,064,596	3,607,313	4,671,909	4,821,919	150,010
Gravel Resheeting - Core Program	9,049	3,501,162	3,510,212	3,510,212	-
Waste Services Infrastructure Development	-	3,500,000	3,500,000	3,500,000	-
Drainage Renewal - Core Program	65,216	3,449,207	3,514,423	3,514,423	-
Footpath Renewal	896,100	3,174,872	4,070,971	4,070,971	-
Federal Roads Program (Roads 2 Recovery)	45,558	2,920,406	2,965,964	2,310,903	655,061
City of Geelong Assets Created by Blackspot VicRoads Program	48,031	2,564,969	2,613,000	500,000	2,113,000
Flood and Drainage management Core Program	148,641	2,490,983	2,639,625	2,639,625	-
Lara Golf Club	-	2,329,578	2,329,578	2,283,125	46,453
Sparrowvale Wetlands Acquisition DILA22	48,754	2,250,000	2,298,754	-	2,298,754
Portarlington Recreation Reserve Master Plan	36,573	2,208,952	2,245,525	3,552,658	1,307,133
Drainage Renewal - WSUD	56,207	2,091,792	2,147,999	2,147,999	-
Community Infrastructure Grants Public - 2023-24	38,020	1,961,980	2,000,000	2,000,000	-
Leopold Sports Precinct Upgrades	11,917	1,750,000	1,761,917	1,625,000	136,917
Road Safety Program DTP 2023-25	103,142	1,712,842	1,815,984	-	1,815,984
Digital Innovation Program	325,423	1,561,183	1,886,606	4,500,000	2,613,394
Core Program - IT Asset Replacement	214,944	1,453,524	1,668,468	1,668,468	-
Kerb and Channel Renewal	1,079,495	1,403,721	2,483,216	2,483,216	-
Armstrong Creek Town Centre Library and Learning Hub Design	20,311	1,308,738	1,329,049	1,102,127	226,922
North Bellarine Aquatic Centre Stage 2	-	1,300,000	1,300,000	500,000	800,000
Chilwell Library Community Hub	8,530	1,241,470	1,250,000	1,250,000	-
LED Lighting and Smart Control Delivery	-	75,868	1,159,839	1,673,066	513,227
Sparrowvale Wetlands Project Implementation	16,759	1,185,341	1,202,100	1,302,100	100,000
Lara Driving Range	14,888	1,056,235	1,071,122	1,034,500	36,622
Rossack Drive - North Bound	117,034	1,042,460	1,159,494	1,159,494	-
Boundary Road and Baanyip Boulevard Traffic Signals and link road	2,868,846	631,154	3,500,000	4,636,079	1,136,079
Misc Other	8,168,299	29,290,891	37,459,190	57,191,922	19,732,732
TOTAL	20,872,047	160,611,969	181,484,016	203,852,240	22,368,223



FINANCIAL PLANNING & ANALYSIS



Capital Program Q1 Forecast (3+9) - Risk and Opportunities Register

Key Risks to the Capital Program

- Potential cost escalations in the FY25 and forward year budget for the Armstrong Creek land acquisition program. A briefing note for ELT is currently being developed by P&G and Property teams
- Small amount of spend for Rippleside Playground pushed into FY26. Does this have any ramification on the LRCI funding
- Final Sparrovale land acquisition decision from VCAT is still pending. This will likely represent an unfavourable increase in the capital program
- Core program is predominately being held to budget for the forecast. Historically the delivery rate of the core program has been between 80 to 90%
- Potential cost escalations in a number of projects (Collendina, Devlins Rd, Kyema...etc) not currently reflected in the forecast as confidence rating in final figures are low and no official decision have been made at this stage
- A number of projects have historical budget issues and will likely require additional funds (relatively immaterial), PSC will be briefed shortly

Key Opportunities for the Capital Program

- Potential savings from a handful of multi-year projects have been included in the forecast but yet to be formally recognised in the budget. These amounts need final PM confirmation and agreed upon process before formally realising in the budget
- A capital project prioritisation exercise is currently underway around our material, non-core capital projects. The outcome of this process will be to provide better insights into whether or not these projects align with the strategic goals of the Council and if there are any substantial delivery risks. This will allow for better informed decision making when projects come to ELT for discussion





Capital Program Q1 Forecast (3+9) - SoCW	Forecast	Budget	VAR B \$	VAR B %	Key Budget Variances
Property					
Land	47,302	46,382	(921)	-2%	Armstrong Creek land acquisition program (\$1.38m) & Sparrowvale Wetlands Acquisition DILA22 (\$-2.3m)
Buildings	22,175	28,724	6,549	23%	ACWP - NAC Active Open Space - Community Pavilion (northern) (\$1.54m), Hamlyn Park - Female Friendly Changeroom (\$1.55m), Windsor Park Pavilion Upgrades (\$1.86m) & Queens Park Female Friendly Change room (\$1.3m)
Heritage buildings	345	15	(330)	-2197%	
Total property	69,822	75,121	5,299	7%	
Plant and equipment					
Plant, machinery and equipment	7,242	5,892	(1,350)	-23%	Gymnasium Equipment Changeover (\$-0.15m), EV Charging Network (\$-0.28m) & Fleet Communication (\$-0.28m)
Fixtures, fittings and furniture	370	308	(62)	-20%	
Computers and telecommunications	4,730	6,854	2,124	31%	Digital Innovation Program (\$2.61m)
Total plant and equipment	12,342	13,054	712	5%	
Infrastructure					
Roads	29,376	26,280	(3,095)	-12%	City of Geelong Assets Created by Blackspot VicRoads Program (\$-2.11m), Burvilles Rd Upgrade (\$-0.9m), Federal Roads Program (Roads 2 Recovery) (\$-0.66m), Minor Capital Renewal - Roads (\$-0.55m) & Intersection - Surf Coast Hwy and Boundary Road (\$1.61m)
Bridges	310	310	0	0%	
Footpaths and cycleways	11,583	14,649	3,066	21%	Ocean Grove bike track (\$3.4m), Footpath Construction Special Rates and Charges (\$2.21m) & Road Safety Program DTP 2023-25 (\$-1.82m)
Drainage	8,787	9,602	815	8%	
Recreational, leisure and community facilities	6,717	9,780	3,063	31%	Portarlinton Recreation Reserve Master Plan (\$1.31m), Thomson Recreation Reserve Upgrade (\$0.9m) & Aldershot Reserve - Masterplan Upgrades (\$0.75m)
Waste management	3,035	10,092	7,057	70%	Staceys Road Compost Works (\$7m)
Parks, open space and streetscapes	23,533	27,194	3,661	13%	Bloinks Reserve Master Plan (\$1.15m), Myers Reserve Masterplan Implementation (\$0.75m), Rippleside Playground (\$0.62m) & Devlins Road Active Open Space (\$0.61m)
Other infrastructure	15,978	17,770	1,792	10%	Traffic Lights at Roslyn Rd and Thornhill Rd (\$1.4m) & Boundary Road and Baanyip Boulevard Traffic Signals and link road (\$1.14m)
Total infrastructure	99,320	115,678	16,358	14%	
Total capital works expenditure	181,484	203,852	22,368	11%	
Asset expenditure					
New asset expenditure	95,944	104,740	8,796	8%	
Asset renewal expenditure	61,799	58,184	(3,615)	-6%	
Asset upgrade expenditure	23,741	40,928	17,188	42%	
Total capital works expenditure	181,484	203,852	22,368	11%	



Capital Program Q1 Forecast (3+9) - Detailed Project Listing

*Excludes project with value under \$1m

	FY25			FY26-FY28			Total 4 Year		
	Forecast	Budget	F VAR B \$	Forecast	Budget	F VAR B \$	Forecast	Budget	F VAR B \$
Footpath Construction Special Rates and Charges	4,248,506	6,457,682	2,209,176	17,432,406	15,726,635	- 1,705,772	21,680,912	22,184,317	503,404
Footpath Renewal	4,070,971	4,070,971	0	12,832,721	12,832,721	0	16,903,692	16,903,692	0
Kerb and Channel Renewal	2,483,216	2,483,216	0	7,827,369	7,827,369	- 0	10,310,585	10,310,585	0
Light Fleet Replacement	300,000	300,000	-	5,494,922	5,494,922	-	5,794,922	5,794,922	-
Heavy and Dedicated	5,439,567	5,439,567	-	10,789,603	10,789,603	-	16,229,170	16,229,170	-
Flood and Drainage management Core Program	2,639,625	2,639,625	-	8,239,873	8,239,873	-	10,879,498	10,879,498	-
Roads and Street Management Core Program	989,879	989,879	-	3,090,014	3,090,014	-	4,079,893	4,079,893	-
City of Geelong Assets Created by Blackspot VicRoads Program	2,613,000	500,000	- 2,113,000	1,560,804	1,560,804	-	4,173,804	2,060,804	- 2,113,000
Drainage Renewal - Core Program	3,514,423	3,514,423	-	11,080,785	11,080,785	-	14,595,208	14,595,208	-
New Bin Supply - Waste Collection and Recycling Systems	991,965	991,965	-	3,477,941	3,477,941	-	4,469,906	4,469,906	-
Core Program - IT Asset Replacement	1,668,468	1,668,468	-	5,208,304	5,208,304	-	6,876,773	6,876,773	-
Traffic Major Works	738,909	738,909	-	2,306,583	2,306,583	-	3,045,491	3,045,491	-
Environment Reserves Improvement Program Core Program	595,089	577,089	- 18,000	1,801,446	1,801,446	-	2,396,535	2,378,535	- 18,000
Toilet Block Renew - Replace Core Program	939,644	939,644	-	2,659,955	2,659,955	-	3,599,600	3,599,600	-
Gymnasium Equipment Changeover	516,912	362,999	- 153,913	1,245,614	1,245,614	-	1,762,526	1,608,613	- 153,913
Building Renewal - Core Program	6,373,314	6,373,314	-	14,741,909	14,741,909	-	21,115,223	21,115,223	-
Osborne House Remedial Works	-	-	-	6,919,766	6,900,000	- 19,766	6,919,766	6,900,000	- 19,766
Federal Roads Program (Roads 2 Recovery)	2,965,964	2,310,903	- 655,061	12,428,642	6,964,108	- 5,464,534	15,394,606	9,275,011	- 6,119,595
LED Lighting and Smart Control Delivery	1,159,839	1,673,066	513,227	100,000	-	100,000	1,259,839	1,673,066	413,227
Drysdale Sporting Precinct Master Plan Stage 2	482,000	600,000	118,000	13,028,543	12,618,246	- 410,297	13,510,543	13,218,246	- 292,297
Gravel Resheeting - Core Program	3,510,212	3,510,212	-	11,011,213	11,011,213	-	14,521,424	14,521,424	-
Irrigation Asset Renewal - Core Program	637,304	675,337	38,034	1,878,072	1,878,072	-	2,515,376	2,553,409	38,034
Rippleside Playground	4,225,478	4,849,186	623,708	563,887	-	563,887	4,789,365	4,849,186	59,822
Chilwell Library Community Hub	1,250,000	1,250,000	-	1,250,000	1,250,000	-	2,500,000	2,500,000	-
Portarlinton Recreation Reserve Master Plan	2,245,525	3,552,658	1,307,133	1,246,551	-	1,246,551	3,492,076	3,552,658	60,582
Armstrong Creek land acquisition program	41,498,242	42,881,844	1,383,602	9,342,397	9,342,397	-	50,840,639	52,224,241	1,383,602
Waterfront Capital Acquisitions and Creations	1,632,431	2,159,181	526,750	6,807,290	6,807,290	-	8,439,721	8,966,471	526,750
Drainage Renewal - WSUD	2,147,999	2,147,999	-	2,670,575	2,670,575	-	4,818,574	4,818,574	-
Traffic Lights at Roslyn Rd and Thornhill Rd	1,968	1,400,000	1,398,032	1,398,032	-	1,398,032	1,400,000	1,400,000	-
Children Services Facilities Upgrades Core Program	736,236	436,236	- 300,000	1,365,096	1,365,096	-	2,101,332	1,801,332	- 300,000
Playground Development Program Implementation - Core Program	593,981	593,981	-	1,854,176	1,854,176	-	2,448,158	2,448,158	-
Ground Renovation Core Program	560,471	560,471	- 0	1,558,635	1,558,635	-	2,119,106	2,119,106	- 0
Province Estate Highton - Wandana Gully - no 3	300,000	800,000	500,000	1,851,520	1,201,196	- 650,324	2,151,520	2,001,196	- 150,324
Ocean Grove bike track	100,000	3,500,000	3,400,000	3,400,000	-	3,400,000	3,500,000	3,500,000	-
Lara Golf Club	2,329,578	2,283,125	- 46,453	-	-	-	2,329,578	2,283,125	- 46,453
Open Space Renewal	2,494,571	3,636,071	1,141,500	17,854,924	17,854,924	-	20,349,495	21,490,995	1,141,500
Leisure Centre Renewal	849,996	849,996	-	2,576,611	2,576,611	-	3,426,608	3,426,608	-
Convention and Exhibition Centre - Public Realm	1,500,000	1,000,000	- 500,000	1,500,000	1,500,000	-	3,000,000	2,500,000	- 500,000
Bloinks Reserve Master Plan	150,000	1,300,000	1,150,000	12,850,000	11,700,000	- 1,150,000	13,000,000	13,000,000	-

Capital Program Q1 Forecast (3+9) - Detailed Project Listing										
*Excludes project with value under \$1m										
	FY25			FY26-FY28			Total 4 Year			
	Forecast	Budget	F VAR B \$	Forecast	Budget	F VAR B \$	Forecast	Budget	F VAR B \$	
Boundary Road and Baanyip Boulevard Traffic Signals and link road	3,500,000	4,636,079	1,136,079	400,000	200,000	- 200,000	3,900,000	4,836,079	936,079	
Sparrovale Wetlands Project Implementation	1,202,100	1,302,100	100,000	2,125,794	1,868,290	- 257,503	3,327,894	3,170,391	- 157,503	
Intersection - Reserve Road - Horseshoe Bend Road - Drews Road	-	20,000	20,000	7,542,833	7,522,843	- 19,990	7,542,833	7,542,843	10	
Armstrong Creek Town Centre Library and Learning Hub Design	1,329,049	1,102,127	- 226,922	-	-	-	1,329,049	1,102,127	- 226,922	
Intersection - Surf Coast Hwy and Boundary Road	101,793	1,709,990	1,608,197	3,661,007	1,997,500	- 1,663,507	3,762,800	3,707,490	- 55,310	
Patullos Rd East - Road Widening - Shared User Path	195,078	195,078	-	4,413,471	4,413,471	-	4,608,549	4,608,549	-	
Eastern Multipurpose Community Centre - Construction	-	-	-	1,731,750	1,731,750	-	1,731,750	1,731,750	-	
Scenic Road - Bicycle Path	120,000	120,000	-	1,080,000	1,080,000	-	1,200,000	1,200,000	-	
Landy Field - Upgrade of Facilities (Inc Pavilion)	100,000	1,000,000	900,000	9,900,000	8,950,000	- 950,000	10,000,000	9,950,000	- 50,000	
ACWP - NAC Active Open Space - Community Pavilion (northern)	150,000	1,686,355	1,536,355	3,597,455	1,948,677	- 1,648,779	3,747,455	3,635,031	- 112,424	
Disability Access- Core Program	366,223	366,223	-	1,143,204	1,143,204	-	1,509,427	1,509,427	-	
Community complex - NAC - Horseshoe Bend Rd	596,090	700,000	103,910	18,968,550	19,000,000	31,450	19,564,640	19,700,000	135,360	
Kyema - Lipton Drainage upgrade	-	1,300,000	1,300,000	1,300,000	-	- 1,300,000	1,300,000	1,300,000	-	
Staceys Road Compost Works	400,000	7,400,000	7,000,000	14,083,125	7,000,000	- 7,083,125	14,483,125	14,400,000	- 83,125	
Armstrong Creek East Precinct Local Activity Centre - Community complex cons	181,755	181,755	-	17,993,745	17,993,745	-	18,175,500	18,175,500	-	
Armstrong Creek West - Play Fields and Bowling Greens	175,964	175,964	-	3,913,294	3,913,294	-	4,089,258	4,089,258	-	
Environmental Asset Renewal	940,118	740,000	- 200,118	2,333,011	2,333,011	-	3,273,129	3,073,011	- 200,118	
North Bellarine Aquatic Centre Stage 2	1,300,000	500,000	- 800,000	38,993,800	39,700,000	706,200	40,293,800	40,200,000	- 93,800	
Lara Driving Range	1,071,122	1,034,500	- 36,622	-	-	-	1,071,122	1,034,500	- 36,622	
Devilins Road Active Open Space	45,000	650,000	605,000	7,914,051	7,100,000	- 814,051	7,959,051	7,750,000	- 209,051	
Community Infrastructure Grants Public - 2023-24	2,000,000	2,000,000	-	6,000,000	6,000,000	-	8,000,000	8,000,000	-	
Digital Innovation Program	1,886,606	4,500,000	2,613,394	7,166,325	5,500,000	- 1,666,325	9,052,931	10,000,000	947,069	
Leopold Sports Precinct Upgrades	1,761,917	1,625,000	- 136,917	1,479,388	1,543,750	64,362	3,241,305	3,168,750	- 72,555	
Capitalised Borrowing Costs	3,748,000	3,748,000	-	7,983,000	7,983,000	-	11,731,000	11,731,000	-	
Capital Program Overheads - Capitalised Salaries	4,671,909	4,821,919	150,010	15,961,155	15,961,155	-	20,633,064	20,783,074	150,010	
Wallington Reserve - All Abilities Pavilion Redevelopment	300,000	425,000	125,000	3,950,000	3,825,000	- 125,000	4,250,000	4,250,000	-	
Aldershot Reserve - Masterplan Upgrades	1,000,001	1,750,000	749,999	-	750,000	750,000	1,000,001	2,500,000	1,499,999	
Hamlyn Park - Female Friendly Changeroom	150,000	1,700,000	1,550,000	1,550,000	-	- 1,550,000	1,700,000	1,700,000	-	
Road Pavement Rehabilitation and Renewal	-	11,914,249	11,914,249	41,745,279	41,745,279	-	41,745,279	53,659,528	11,914,249	
NWGGA Commonwealth Biodiversity Approvals	-	-	-	12,198,411	11,953,411	- 245,000	12,198,411	11,953,411	- 245,000	
Rossack Drive - North Bound	1,159,494	1,159,494	-	-	-	-	1,159,494	1,159,494	-	
Windsor Park Pavilion Upgrades	140,000	2,000,000	1,860,000	1,806,000	-	- 1,806,000	1,946,000	2,000,000	54,000	
Winter Reserve Netball Change Room & Court Upgrade	611,000	577,841	- 33,159	1,221,000	952,159	- 268,841	1,832,000	1,530,000	- 302,000	
McDonald Reserve Pavilion Upgrade	150,000	-	- 150,000	2,600,000	-	- 2,600,000	2,750,000	-	- 2,750,000	
Establishment of new Resource Recovery Centre	300,000	300,000	-	8,000,000	8,000,000	-	8,300,000	8,300,000	-	
Improvement of public safety at Geelong Resource Recovery Centre	250,000	250,000	-	4,000,000	4,000,000	-	4,250,000	4,250,000	-	
Sorting/Decontamination Line at Pt Henry for FOGO upgrade	250,000	1,150,000	900,000	2,050,000	1,150,000	- 900,000	2,300,000	2,300,000	-	
Queens Park Female Friendly Change room	100,000	1,400,000	1,300,000	1,300,000	-	- 1,300,000	1,400,000	1,400,000	-	
Norlane Community Centre	250,000	250,000	-	1,350,000	1,350,000	-	1,600,000	1,600,000	-	
Myers Reserve Masterplan Implementation	250,000	1,000,000	750,000	750,000	-	- 750,000	1,000,000	1,000,000	-	
Thomson Recreation Reserve Upgrade	100,000	1,000,000	900,000	900,000	-	- 900,000	1,000,000	1,000,000	-	
Waste Services Infrastructure Development	3,500,000	3,500,000	-	1,500,000	1,500,000	-	5,000,000	5,000,000	-	
Regional Active Open Space - Play Fields	277,568	277,568	-	13,600,822	13,600,822	-	13,878,389	13,878,389	-	
Southern Active Open Space - Play Fields & Bowling Greens	126,925	126,925	-	6,219,331	6,219,331	-	6,346,256	6,346,256	-	
Elderslie Reserve - Female Friendly Changes Upgrades	-	225,000	225,000	-	2,025,000	2,025,000	-	2,250,000	2,250,000	
Purchase and rollout of kerbside glass bins	-	-	-	8,600,000	8,600,000	-	8,600,000	8,600,000	-	

Capital Program Q1 Forecast (3+9) - Detailed Project Listing <small>*Excludes project with value under \$1m</small>	FY25			FY26-FY28			Total 4 Year		
	Forecast	Budget	F VAR B \$	Forecast	Budget	F VAR B \$	Forecast	Budget	F VAR B \$
NAC - Multi-Purpose Stadium	-	-	-	5,729,132	5,729,132	-	5,729,132	5,729,132	-
Commonwealth Games 2026 Major Competition Venues contribution	-	-	-	2,624,000	2,624,000	-	2,624,000	2,624,000	-
District Active Open Space - Play Fields - construction - Lara West	-	-	-	3,857,136	3,857,136	-	3,857,136	3,857,136	-
Drysdale Landfill Rehabilitation	-	-	-	6,000,000	6,000,000	-	6,000,000	6,000,000	-
Multi-Purpose Stadium Construction	-	-	-	1,480,358	1,480,358	-	1,480,358	1,480,358	-
LAC Active Open Space - Play Fields	-	-	-	1,262,921	1,262,921	-	1,262,921	1,262,921	-
Regional Active Open Space (northern) - Community Pavilion & Play Field	-	-	-	4,692,788	4,692,788	-	4,692,788	4,692,788	-
Regional active open space reserve - playing fields	-	-	-	1,883,881	1,883,881	-	1,883,881	1,883,881	-
Armstrong Creek East Precinct - LAC active open space reserve - community pav	-	-	-	4,115,194	4,115,194	-	4,115,194	4,115,194	-
Central Active Open Space - Play Fields - Armstrong Creek Horseshoebend Preci	-	-	-	2,909,000	2,909,000	-	2,909,000	2,909,000	-
Road Safety Program DTP 2023-25	1,815,984	-	1,815,984	-	-	-	1,815,984	-	1,815,984
Asphalt - Road Surfacing Prog	6,375,040	-	6,375,040	-	-	-	6,375,040	-	6,375,040
Road Rehabilitation Program	3,076,672	-	3,076,672	-	-	-	3,076,672	-	3,076,672
Sparrowvale Wetlands Acquisition DILA22	2,298,754	-	2,298,754	-	-	-	2,298,754	-	2,298,754
Minor Capital Renewal - Footpaths	602,579	-	602,579	1,705,159	-	1,705,159	2,307,738	-	2,307,738
Minor Capital Renewal - Kerb & Channel	397,936	-	397,936	1,799,825	-	1,799,825	2,197,760	-	2,197,760
Minor Capital Renewal - Roads	550,133	-	550,133	1,586,173	-	1,586,173	2,136,306	-	2,136,306
Reseal - Road Surfacing Core Program	1,984,377	-	1,984,377	-	-	-	1,984,377	-	1,984,377
Open Space Infrastructure Renewal	1,108,857	-	1,108,857	-	-	-	1,108,857	-	1,108,857
Waste hub - transfer station, circular economy & green waste	250,000	-	250,000	10,050,000	10,300,000	250,000	10,300,000	10,300,000	-
TOTAL	181,484,016	203,852,240	22,368,224	588,489,521	544,048,455	-	769,973,537	747,900,695	-

3.6. 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 3.6

Cr A Katos moved, Cr M Cadwell 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 January 2025 (1) [3.6.1 - 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 –

**Nicholas Bervanakis
Luisa Canales
Julie Lu
Nathan O'Shaughessy
Hamidul Islam
Broderick Jacobs**

By this instrument of appointment and authorisation Greater Geelong City Council -

1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the officers to be authorised officers for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; 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 30 January 2024.

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

Chief Executive Officer

Date:

4. 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 4.1

Cr R Nelson moved, Cr A Aitken seconded -

That Council receive the summary of the informal meetings of Councillors for the period to 28 January 2025.

Carried

**INFORMAL MEETINGS OF COUNCILLORS
(Council Meeting 28 January 2025)**

Informal Meeting Details	Councillor Attendance/Apology	Officer Attendance	Agenda Items	Conflict of Interest Disclosures
<p>Councillor Induction 17 December 2024</p>	<p>Cr S Kontelj Cr E Kontelj Cr R Nelson Cr A Aitken Cr E Wilkinson Cr E Sinclair Cr C Burson Cr R Story Cr A Katos</p> <p><i>Apology: Cr T Sullivan Cr M Cadwell</i></p>	<p>A Wastie (CEO) T Edwards (EXEC DIR) A Basford (EXEC DIR) T Bradley (EXEC DIR) J Stirton (EXEC DIR) E Ryan (SNR OFFICER) D Pangrazio (OFFICER)</p>	<ul style="list-style-type: none"> • Councillor Induction Items 	<ul style="list-style-type: none"> • Nil
<p>Councillor Briefing 21 January 2025</p>	<p>Cr S Kontelj Cr R Nelson Cr T Sullivan Cr M Cadwell Cr E Kontelj Cr E Wilkinson Cr E Sinclair Cr C Burson Cr R Story Cr A Katos</p> <p><i>Apology: Cr A Aitken</i></p>	<p>A Wastie (CEO) T Edwards (EXEC DIR) A Basford (EXEC DIR) T Bradley (EXEC DIR) J Stirton (EXEC DIR) A Martin (CHIEF) J Douglas (MGR) E Ryan (SNR OFFICER)</p>	<p><i>Reports:</i></p> <ul style="list-style-type: none"> • 26 January – Officer Report • Youth Council Advisory Committee Terms of Reference • Willis Street, Portarlinton – Intention to Declare Report – Special Rate and Charge Scheme SRC 372 • Newcombe Street, Drysdale – Intention to Declare Report – Special Rate and Charge Scheme SRC 373 • Financial Performance Report Year to Date Ended 30 September 2024 • Planning Authorisation – Council to Staff • Audit and Risk Committee December Minutes and Performance Report (Confidential) 	<ul style="list-style-type: none"> • Nil

<p>Councillor Induction 21 January 2025</p>	<p>Cr T Sullivan Cr M Cadwell Cr E Kontelj Cr A Aitken Cr R Nelson Cr E Wilkinson Cr E Sinclair Cr C Burson Cr R Story Cr A Katos Cr S Kontelj</p>	<p>A Martin (CHIEF) J Douglas (MGR) E Ryan (SNR OFFICER) B Loft (OFFICER)</p>	<ul style="list-style-type: none"> • Councillor Induction Items 	<ul style="list-style-type: none"> • Nil
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5. 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.

5.1. Audit and Risk Committee Summary & Performance Report (Confidential)

CONFIDENTIAL

RESOLUTION - Item 5.1

Cr R Nelson moved, Cr E Kontelj 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 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

6. CLOSE OF MEETING

Cr R Nelson moved, Cr E Kontelj seconded –

That the meeting be closed to the public.

Carried

The meeting closed to the public at 8.05 pm.

As there was no further business the meeting closed at 8.15 pm on Tuesday 28 January 2025

Signed: _____

Cr Stretch Kontelj (Mayor)

Date: _____