

**Subject:**

FW: Heywood old school building NO 297 Petition

**Subject:** Heywood old school building NO 297

hi Paul, Mayor Scott Martin and fellow councillors,

I am also writing to you all to follow up with my support to Mrs Elaine Evans letter to the Portland Observer about her concern with the old school building not being made available to community groups and that of its importance to the essence of the Heywood community . Elaine and myself had over a few months had discussed a way forward and there were hurdles along the way . I had some discussions with Mick Carr and was advised that there were some legal matters outstanding the building and the model train group.

Scott and Mick attended a promoting Heywood group meeting and I also attended and joined this group. We were led to believe that there were issues but a meeting would take place and a plan worked out for the future of the building .

Then Elaine wrote a letter to the Portland Observer and from this I also set about to get a petition of support from the community . Over a couple of weeks there were approx. 250 pledges of support from forms I put in the bakery and the post office. In our modern age I also called for support from the I love Heywood Facebook page.

I was very happy with the response and from this engaged a meeting with Roma and the promoting Heywood group. I have also discussed the future with many locals who are only behind this aim to have this building opened and used as it is central to our community .

I have also got a copy of the heritage overlay HO267 as it is listed as building of local significance with the old shelter shed adjacent . I am happy to meet and discuss a plan and I know how much it means to a lot of people . I know that this passion is a fantastic way to get the town providing a venue for young mothers , quilters and many others , Elaine has made this a priority in her life even at present she is in a wheel chair but is still being a vital part of this team to reestablish the Old School building NO 297 .

I have had family attend this school from 1909 and there is so much history that we need to keep and have it as a vital community asset.

yours truly,

Duane Angelino

To: CEO AND COUNCILLORS OF GLENELG SHIRE COUNCIL

In Support of: Repairing the Old school building in Heywood and have it used by the community

Full Name

Signature

Contact Info.

Heath Smith  
Alyssa Dunstan  
Tony Ratumau  
Colleen Hamilton  
K. Price

MICHAEL EDGE

Christine Walker

DARREN HOGGAN

AMANDA FORDER

David Niculescu

B. Thomas

Michelle Sparrow

Dor Hoosman

Tim Cronk

Denise Heylbut

Gary Fidge

Kathy Gray

R. Gray

Kelly Rose

Christine Hart

Joan Stanford

Jo Reid

Sharon Miford

STEVE ROBERTS

TIM SIMETH

Tim Kacagrove

Christine Mikels

Doreen Dowd

GORDON STOKES

Jamie Frost

*[Signature]*

*[Signature]*

*[Signature]*

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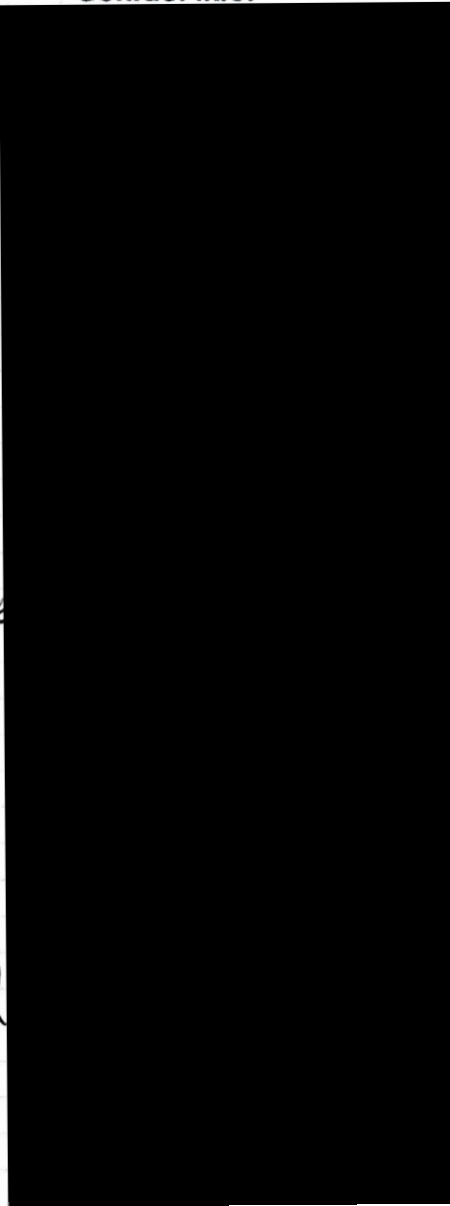


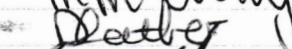
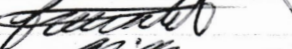

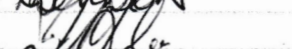
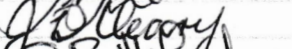
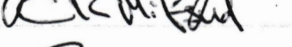

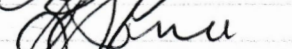

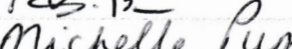
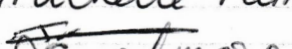
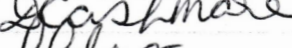


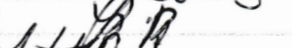


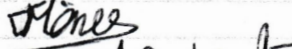

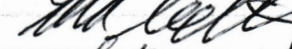
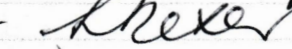


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# Support Permission

To: CEO AND COUNCILLORS OF GLENELG SHIRE COUNCIL

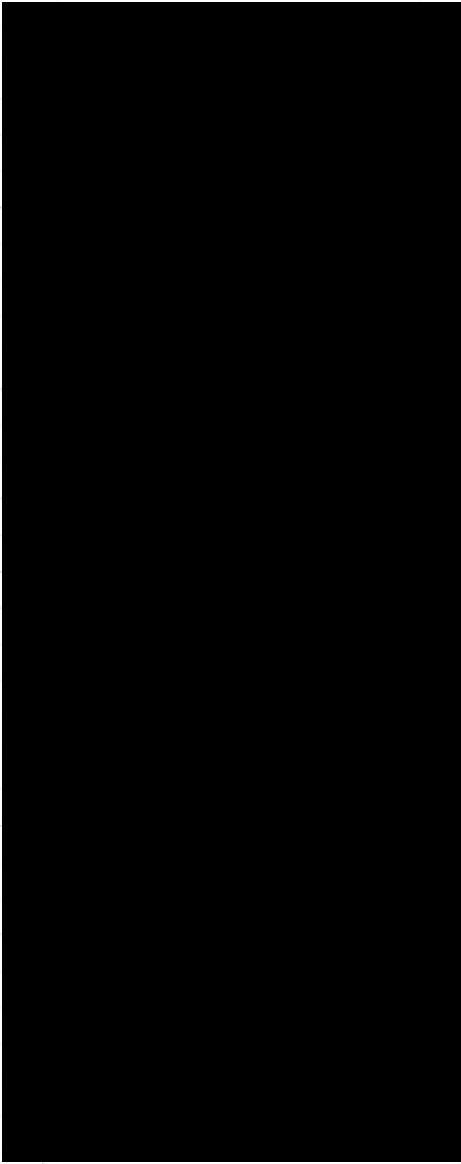
In Support of: Repairing the Old school building in Heywood and have it used by the community

Full Name	Signature	Contact Info.
Andrey Ward		
Barb Bright		
Shirley Carter		
Marilyn McMurdy		
Debbie Eather		
Fiona Mifsud		
NANCY MAY GENARDINI		
ROBIN BENBOW		
JARREN MCINDOE		
Senny Cleary		
Charles Mifsud		
Tine Brak		
LIZ PRILLI		
STEPHEN BARNHAM		
Michelle Pumpy		
Tania Butcher		
Debra Cashmore		
Pam Palmer		
Tara Anderson		
STEPHEN LIEBERGANG		
Laurence Balchman - Blak		
MARTIN BOND		
KELLIE CLARK		
LIZ TILEY		
TORI HAINES		
ALANA NESBIT		
Kevin Cotten		
Michelle Clark		
C Thompson		

# Support Pention

To: CEO AND COUNCILLORS OF GLENELG SHIRE COUNCIL

In Support of: Repairing the Old school building in Heywood and have it used by the community

Full Name	Signature	Contact Info.
ROSEMARY SOLLY	Ms R Solly	
Judy Astbury	Judy Astbury	
Alicia Harrison	Alicia Harrison	
LEE BUTLER	Lee Butler	
Brian Smith	Brian Smith	
PETER RICHARDS	Peter Richards	
Ricky Haggan	Ricky Haggan	
Rachael Alexander	Rachael Alexander	
Ros Jones	Ros Jones	
John Dehaas	John Dehaas	
Nicole McEal	Nicole McEal	
P Parker	P Parker	
LE McEal	LE McEal	
Freda Mitchell	Freda Mitchell	
Jeanette Haggan	J Haggan.	
Ron Vaughan	R Vaughan	
Kerry Dean	Kerry Dean	
Ron Dehaas	Ron Dehaas	
Kerry Frick	Kerry Frick	

# Support Petition

To: CEO AND COUNCILLORS OF GLENELG SHIRE COUNCIL


In Support of: Repairing the Old school building in Heywood and have it used by the community

Full Name	Signature
Jan Angelino	Jan Angelino
John Angelino	John Angelino
Melissa Free	Melissa Free
Greg Free	Greg Free
TRACEY KIRBY	Tracey Kirby
Nicholas Dranshaw	Nicholas Dranshaw
Arthur Peters	Arthur Peters
Christine Peters	Christine Peters
Brenda Brown	Brenda Brown
Julie Hunt	Julie Hunt
DANICE BEAVIS	Danice Beavis
GAYLE GRAY	Gayle Gray
Brian Wilson	Brian Wilson
DAN RICHES	Dan Riches
Sam Wilson	Sam Wilson
IRIS COLLINS	Iris Collins
B. Moore	B. Moore
I. Legg	I. Legg
Peter Schaback	Peter Schaback
Michelle Creece	Michelle Creece
SHARON MOORE	Sharon Moore
Lucas Carr	Lucas Carr
Colleen Budig	Colleen Budig
Russell Huest	Russell Huest
Robert Krue	Robert Krue
Marlene Anderson	Marlene Anderson
ROS Jones	ROS Jones
Mark Hunt	Mark Hunt
Mark Saunders	Mark Saunders
Paul Craft	Paul Craft

# Support Petition

To: CEO AND COUNCILLORS OF GLENELG SHIRE COUNCIL


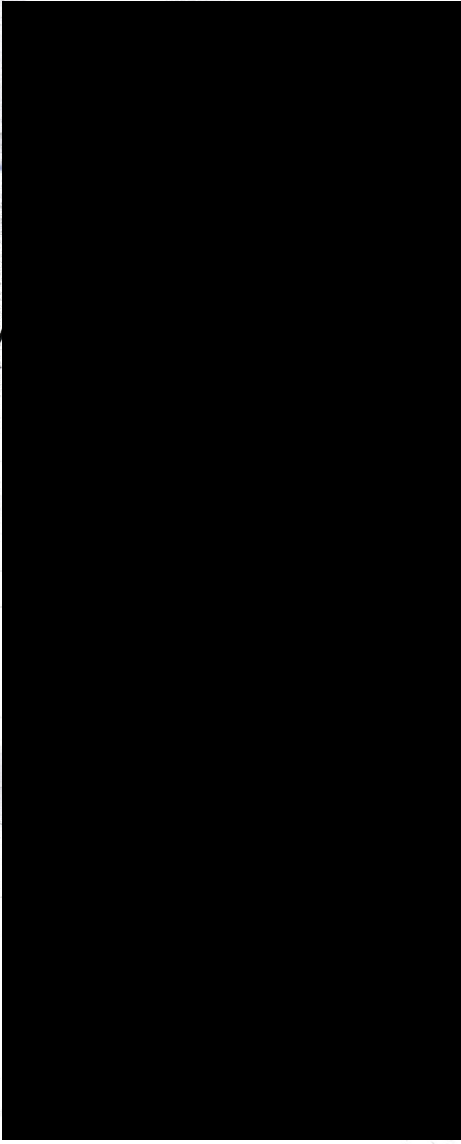
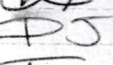


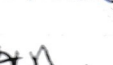




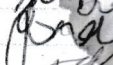





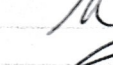
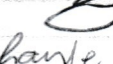

In Support of: Repairing the Old school building in Heywood and have it used by the community

Full Name	Signature	Contact Info.
BARB MOORE	B. Moore	
C. BENGOW	C. Bengow	
Alicia Sherriff	A. Sherriff	
CHRIS LEWIS	Chris Lewis	
MICHAEL HAWKES	Michael Hawkes	
Rita Handreck	Rita Handreck	
Kellie Finch	Kellie Finch	
Peta Brough	Peta Brough	
IAN BOUTICE	Ian Boutice	
Brian Smith	Brian Smith	
JEFF MIZZI	Jeff Mizzi	
Craig May	Craig May	
Chris Simpson	Chris Simpson	
ROBERT VAUGHAN	W N Van	
SHERYL MIRTSHIN	S. Mirtshin	
Steph Tashkoff	Steph Tashkoff	
GARRY EVERETT	G. N. Everett	
P Bender	P Bender	
M. METCALFE	M. Metcalfe	
C. Alexander	C. Alexander	
Deanne Williams	Deanne Williams	
U. Meland	U. Meland	
KATRINA HAWKER	Katrina Hawker	
Jan Lewis	Jan Lewis	
Stephen Bower	Stephen Bower	
Erin Burns	Erin Burns	
Rachel Briggs	Rachel Briggs	
Annette Thomas	Annette Thomas	

# Support Petition

To: CEO AND COUNCILLORS OF GLENELG SHIRE COUNCIL

In Support of: Repairing the Old school building in Heywood and have it used by the community

Full Name	Signature	Contact Info.
GAIL JAENSCH		
Vivian Towers		
P Hodge	PJ Hodge	
Tania		
Terry Sim		
Lionel Pruitt		
MICHAEL WILSON	M. Wilson	
OPAL FITZGERALD		
Hannah Crayson		
Faye Tombalis		
Robert Pepi		
Phil Holmes		
BEN ROSE		
KAREN FECHNER		
Wendy Huggill		
Wendy Cooper		
PETER GAVALLY		
Thelma Hogga		
Larissa Gardiner		
Heath Smith		
She		
GRSEK		
Anthea BEANI		
Rob MAUSCH		
Gayle Richardson	Gayle Richardson	



**Glenelg Shire Council**  
**2023/2024 Financial Report - YTD October**

## **Glenelg Shire Council 2023/2024 Financial Report - YTD October**

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## Comprehensive Income Statement

For the Period ended October 2023

	2023/24 Adopted Budget	2023/24 Forecast Budget	October 2023 YTD Forecast Budget	October 2023 YTD Actual
<b>Income</b>				
Rates and Charges	32,618,084	32,618,084	32,185,318	32,206,586
Statutory Fees and Fines	834,802	834,802	207,354	260,612
User Fees	2,760,794	2,760,794	980,725	688,885
Grants - Operating	15,163,792	6,337,508	4,058,636	3,529,580
Grants - Capital	7,989,264	25,971,143	8,827,149	8,727,149
Other Income	788,850	788,850	169,581	389,259
Contributions - Monetary	90,000	90,000	40,000	57,578
Net Gain (or Loss) on disposal of PP & E	340,000	340,000	116,620	234,471
<b>Total Income</b>	<b>60,585,586</b>	<b>69,741,181</b>	<b>46,585,383</b>	<b>46,094,120</b>
<b>Expenses</b>				
Employee Costs	(26,535,590)	(26,535,590)	(8,088,176)	(7,655,309)
Materials and Services	(19,027,100)	(20,726,886)	(7,526,331)	(5,889,476)
Borrowing Costs	0	0	0	0
Bad and Doubtful Debts	0	0	0	(250)
Other Expenses	(2,504,422)	(2,817,442)	(1,060,339)	(728,426)
Finance Costs - Leases	(17,098)	(17,098)	(5,114)	(4,351)
Depreciation and Amortisation	(12,747,713)	(12,747,713)	(4,238,567)	(4,223,946)
Internal Cost Allocations	1,332,500	1,332,500	566,569	43,343
<b>Total Expenses</b>	<b>(59,499,423)</b>	<b>(61,512,229)</b>	<b>(20,351,958)</b>	<b>(18,458,415)</b>
<b>Surplus/(Deficit) for the year</b>	<b>1,086,163</b>	<b>8,228,952</b>	<b>26,233,425</b>	<b>27,635,704</b>

### Notes

Rates and Charges amount is based on amount invoiced during this financial year (1 Jul 2023 to 30 Jun 2024)

Variance notes are based on a materiality threshold where the variance is greater or less than \$500,000 and this variance to YTD forecast or Full year budget is greater or less than 10 percent.

Category	Variance Notes
Statutory Fees and Fines	Statutory Fees and Fines Income received YTD is \$53k above the 23/24 YTD budget. This is mostly due to increased income in the following areas: Building Fees (\$13k), Asset Protection Permits (\$16k) and Health (\$15k). Statutory Fees and Fines are \$13k lower than Oct YTD 22/23.
User Fees	User fees are \$291k less than the YTD budget. \$164k is due to reduced services in Aged and Disability since Council's transition out of Aged Care Services. While the Waste Transfer Station are \$81k under YTD budget and Childcare Income for PCFC & KMC is \$43k lower than YTD budget.
Grants - Operating	Operating Grants are \$529k lower than Oct YTD budget mostly due to a reduction in Aged and Disability Grant Income of \$427k. A timing difference of \$202k for a Library Grant is partially offset by higher Childcare and Kindergarten Income.
Other Income	Other income is \$219k higher than YTD budget. This was largely due to unbudgeted insurance proceeds being received and higher than expected interest income.
Contributions - Monetary	Monetary contributions received are \$17k more than the YTD budget due to additional sponsorship being received by the Arts & Culture unit and Community Wellbeing.
Net Gain (or Loss) on disposal of Property Plant & Equipment	YTD the net gain for the disposal of plant and equipment is \$117k higher than budget due to a timing difference on the disposal of equipment. A Truck, Roller and Bitumen Tanker have all been disposed of this year.
Materials and Services	YTD Materials and services are \$1.6M lower than budget. This is mainly due to materials expenditure expected to increase in future months. Contract Material & Labour is currently \$1.1M below the YTD budget. Lower fuel costs, utilities, materials and consultancy costs have also contributed to the decrease.
Other Expenses	Other Expenses are tracking \$310k under YTD budget mostly due to timing with \$100k of this being for Community Grants.
Bad and Doubtful Debts	These charges relate to debts raised in the Aged Services unit.
Internal Cost Allocations	Internal cost allocation are \$523k below YTD budget largely due to low allocations of vehicle & machinery and gravel and water costs.

## Balance Sheet

For the Period ended October 2023

	2023/24 Adopted Budget	2023/24 Forecast Budget	October 2023 YTD Actual
<b>Assets</b>			
<b>Current assets</b>			
Cash and Cash Equivalents	5,644,000	7,757,708	6,342,370
Trade and other receivables	3,204,000	3,204,000	29,761,174
Inventories	200,000	200,000	216,984
Prepayments	350,000	350,000	0
Other Assets	50,000	50,000	(374)
<b>Total current assets</b>	<b>9,448,000</b>	<b>11,561,708</b>	<b>36,320,154</b>
<b>Non-current assets</b>			
Non current Trade and other receivables	10,000	10,000	0
Property, infrastructure, plant and equipment	451,784,000	480,153,735	471,667,116
Right of Use Assets	116,000	230,000	350,616
<b>Total non-current assets</b>	<b>451,910,000</b>	<b>480,393,735</b>	<b>472,017,732</b>
<b>Total assets</b>	<b>461,358,000</b>	<b>491,955,443</b>	<b>508,337,887</b>
<b>Liabilities</b>			
<b>Current liabilities</b>			
Trade and other payables	2,100,000	2,100,000	3,002,670
Trust funds and deposits	1,000,000	1,000,000	1,161,436
Provisions	5,141,000	5,141,000	4,936,306
Interest-bearing loans and borrowings	587,000	587,000	204,795
Lease Liabilities - Current	86,000	86,000	157,257
<b>Total Current liabilities</b>	<b>8,914,000</b>	<b>8,914,000</b>	<b>9,462,463</b>
<b>Non-current liabilities</b>			
Non Current Provisions	8,046,000	8,046,000	10,705,517
Non Current Interest-bearing loans and borrowings	6,674,000	6,674,000	282,112
Lease Liabilities - Non Current	38,000	38,000	195,686
<b>Total Non-current liabilities</b>	<b>14,757,000</b>	<b>14,758,000</b>	<b>11,183,315</b>
<b>Total liabilities</b>	<b>23,671,000</b>	<b>23,672,000</b>	<b>20,645,778</b>
<b>Net assets</b>	<b>437,687,000</b>	<b>468,283,443</b>	<b>487,692,108</b>
<b>Equity</b>			
Accumulated surplus	142,267,837	127,895,000	127,896,703
Reserves	293,875,509	331,702,000	331,702,210
Reserves - Restricted Cash	457,491	457,491	457,491
Operating Surplus (Deficit)	1,086,163	8,228,952	27,635,704
<b>Total Equity</b>	<b>437,687,000</b>	<b>468,283,443</b>	<b>487,692,108</b>

## Balance Sheet variance analysis

For the Period ended October 2023

Category	Variance Notes
Cash and cash equivalents	Cash and Cash Equivalents decreased by \$2.8M in October to \$6.3M. Rates and User Fees of \$1.9M and Grant Income of \$439k were collected, but offset by the following outgoings for the same period - \$2.8M of Employee Costs, \$1.4M of Materials & Services and \$705k for the 1st FSPL instalment.
Trade and other receivables	Trade and other receivables at EOM have decreased by \$3.2M. Rates Debtors decreased by \$2.9M while FSPL Debtors decreased by \$246k.
Right of use assets	Right of Use Assets is higher than budget due to new Lease Agreements entered into during 2022/23.
Trade and other payables	Trade and Other payables are mostly made up of \$2.6M in Fire Services Levies that are owing as a result of Rates and Charges being raised for 2023/24 and \$176k in Rates Overpayments.
Provisions	Current and Non Current provisions are made up of Employee, Landfill and Gravel Pit Provisions. Employee Provisions have decreased by approximately \$483k this month largely due to termination payments of Annual Leave and Long Service due to the transition out of Aged Care Services.
Interest Bearing Loans and borrowings	No change in Loans for October 2023. Borrowings are fully offset by cash. Council has budgeted new borrowings of \$7M in 2023/24 which is expected to be used in the second half of the financial year and will be determined largely by progress on major capital works projects.
Reserves	Council undertook an independent valuation on Land and Buildings in 2022/23. This movement will be reflected in the Asset Reserve once the financial statements for 2022/23 are approved by Council's external auditors.

**Statement of Cash Flows**  
For the Period ended October 2023

	2023/24 Adopted Budget	2023/24 Forecast Budget	October 2023 YTD Actual
	Inflow (Outflow)	Inflow (Outflow)	Inflow (Outflow)
<b>Cash flows from operating activities</b>			
Rates, Charges & User Fees (including kerbside collection)	35,379,000	35,378,878	7,565,331
Grants	32,487,000	19,166,496	5,189,318
Statutory Fees and Fines	835,000	834,802	260,612
Contributions - monetary	90,000	90,000	57,578
Interest received	150,000	150,000	84,596
Other receipts	639,000	638,850	304,663
Employee costs	(26,536,000)	(26,535,590)	(9,060,597)
Materials and services	(19,027,000)	(19,220,907)	(7,002,910)
Short term, low value and variable lease payments	(17,000)	(50,000)	(29,526)
Trust funds and deposits repaid	0	(100,000)	3,478
Other payments	(2,503,000)	(2,817,442)	(475,117)
GST	0	0	108,078
<b>Net cash provided by/(used in) operating activities</b>	<b>21,497,000</b>	<b>7,535,087</b>	<b>(2,994,496)</b>
<b>Cash flows from investing activities</b>			
Payments for property, infrastructure, plant and equipment	(28,138,000)	(18,260,488)	(4,110,863)
Proceeds from sale of property, infrastructure, plant and equipment	340,000	340,000	234,471
Payments for investments	0		0
Proceeds from investments	0	0	0
Loans and advances made	0	0	0
Payments of loans and advances	0	0	0
<b>Net cash provided by/(used in) investing activities</b>	<b>(27,798,000)</b>	<b>(17,920,488)</b>	<b>(3,876,392)</b>
<b>Cash flows from financing activities</b>			
Finance costs	0	(17,098)	0
Proceeds from borrowings	7,000,000	7,000,000	0
Repayment of borrowings	(452,400)	(452,400)	0
Interest paid - Lease liabilities	(17,400)	(17,570)	(6,341)
Repayment of lease liabilities	(194,200)	(193,844)	(60,401)
<b>Net cash provided by/(used in) financing activities</b>	<b>6,336,000</b>	<b>6,319,088</b>	<b>(66,742)</b>
Net increase (decrease) in cash and cash equivalents	36,000	(4,066,313)	(6,937,630)
Cash and cash equivalents at the beginning of the financial year	5,608,000	13,280,000	13,280,000
<b>Cash and cash equivalents</b>	<b>5,644,000</b>	<b>9,213,687</b>	<b>6,342,370</b>

**Statement of Capital Works**  
For the Period ended October 2023

	2023/24 Adopted Budget	2023/24 Forecast Budget	October 2023 YTD Actual
<b>Property</b>			
Buildings	375,000	6,540,523	111,309
Land	0	0	0
<b>Total Property</b>	<b>375,000</b>	<b>6,540,523</b>	<b>111,309</b>
<b>Plant and Equipment</b>			
Cultural Collection Acquisitions	10,000	30,000	0
IT Equipment	0	0	0
Plant, machinery and equipment	1,135,000	1,436,203	157,590
Fixtures, fittings and furniture	10,000	10,000	0
Library Resources	95,000	95,000	24,902
<b>Total Plant and Equipment</b>	<b>1,250,000</b>	<b>1,571,203</b>	<b>182,492</b>
<b>Infrastructure</b>			
Roads	2,905,000	8,056,330	71,499
Bridges	200,000	1,067,478	0
Footpaths and Street Furniture	100,000	100,000	0
Drainage	100,000	2,573,704	5,423
Recreational, Leisure and Community facilities	200,000	2,473,386	2,270,467
Waste Management	20,000	20,000	57,490
Parks, Open Space and Streetscapes	160,000	2,360,607	946,239
Aerodrome	50,000	147,080	0
Off Street Carparks	50,000	50,000	0
Other Infrastructure - LRCI	3,585,000	5,262,011	302,196
Other Infrastructure - Other	3,000,000	3,397,001	4,300
<b>Total Infrastructure</b>	<b>10,370,000</b>	<b>25,507,597</b>	<b>3,657,613</b>
<b>Total Capital Works Expenditure</b>	<b>11,995,000</b>	<b>33,619,323</b>	<b>3,951,414</b>
<b>Capital Works represented by:</b>			
New asset expenditure	5,274,000	22,422,846	3,606,587
Asset renewal expenditure	6,721,000	8,692,773	286,041
Asset upgrade expenditure	0	2,503,704	58,786
<b>Total Capital Works</b>	<b>11,995,000</b>	<b>33,619,323</b>	<b>3,951,414</b>

**Notes**

The Forecast Budget 2023/24 has been adjusted for expenditure carried forward from the 2022/23 financial years. We expect that \$15.4M of the 2023/24 Forecast Budget to be a carry forward for the 2024/25 Financial Year, therefore estimated value of works to be completed for 2023/24 is \$18.2M.

Category	Variance Notes
Property	The Budget for "Property" Capital Works has increased by \$6.2M and is now \$6.6M. This increase includes \$5.9M for the Foreshore Multipurpose Building and \$300k for Building Renewal works uncompleted at 30 June 2023. YTD \$51k has been spent on Building Renewals and \$54k on the Foreshore Multipurpose Building. It is estimated that \$5.1M of Property Capital works will not be completed at 30 June 2024 due to phasing of projects over financial years.
Plant and equipment	The Budget for "Plant and Equipment" Capital Works has increased by \$300k and is now \$1.6M. This increase includes \$200k for Light Fleet and \$80k for Backup Generator works uncompleted at 30 June 2023. YTD \$144k has been spent on Light Fleet, \$24k on Library Resources and \$12k on Backup Generator Works.
Infrastructure	The Budget for "Infrastructure" Capital Works has increased by \$15.1M and is now \$25.5M. This increase includes \$4.6M for Local Freight Roads, \$2.5M for the Portland North Employment Precinct, \$2.2M for Alexandra Park Construction, \$2M for Local Roads and Community Infrastructure projects (LRCI), \$1.3M for Roads, Bridges and Drainage works, \$900k for Ceremonial Space works, and \$900k for Bridgewater works uncompleted at 30 June 2023. Of the \$3.6M spend YTD, \$2.6M has been spent on Alexandra Park and \$700k on Bridgewater works. It is estimated that \$10.3M of Infrastructure Capital works will be uncompleted at 30 June 2024 due to phasing of projects over financial years.

# ***GLENELG SHIRE***

## ***COUNCIL PLAN 2021 - 2025***

**QUARTER 1 REPORT  
2023 / 2024**

GLENELG SHIRE





## **ACKNOWLEDGEMENT TO COUNTRY**

### **TRADITIONAL OWNERS**

**Glenelg Shire Council respectfully acknowledges the traditional lands and waters of the Gunditjmara people, Boandik people, Jardwadjali people and their respective cultural heritages.**

**Aboriginal and Torres Strait Islander People provide an important contribution to Australia's cultural heritage and identity.**

**We respectfully acknowledge the Aboriginal and Torres Strait community living throughout the Glenelg Shire and the contribution they make to the Glenelg Shire's prosperity and wellbeing.**

## OVERVIEW OF REPORT

THE ICONS BELOW ARE USED THROUGHOUT THIS REPORT AS A KEY TO REPRESENT THE PROGRESSION STAGES OF EACH TASK, PROJECT OR OBJECTIVE IDENTIFIED BY THE GLENELG SHIRE COUNCIL.



### **Achieved**

The Achieved icon will be used when a project/plan has been successfully completed.



### **Delayed**

The Delayed icon will be present in this report when a project/plan has been identified as postponed, not on track or redefined.



### **In Preparation**

The In Preparation icon will be used in this report when a project/plan is in its planning stage and the details are being prepared.



### **On Track**

The On Track icon will be used when a project/plan is progressing, and is likely to achieve what is required within the time identified in the scheduling plan.






### **Ahead of Schedule**

The Ahead of Schedule icon will be used when a project/plan is likely to be completed earlier than planned.

# MAJOR PROJECTS

The below table provides an update on major projects as identified in the Council Plan 2021-2025

PROJECT	UPDATE	STATUS
Portland Foreshore	<p>Lighting Installation The design for the lighting installation is complete and contracts for material supply awarded, and orders placed for all materials. The Tender documents for installation works are currently being developed and the permit process is underway.</p> <p>Ceremonial Dance Space Consultation with Traditional Owners, Indigenous Dance Group and the wider community is complete. Detailed design is complete, currently awaiting the finalisation of the permit process prior to going out to tender for contract of works.</p>	
Cape Bridgewater Infrastructure	<p>Project progression is in line with the required achievement milestones within the Grant Agreement.</p> <p>Stage 2 construction is currently in progress. Site preparation for main car park works has commenced. The concrete work in front of the Surf Lifesaving club and the connecting pathway from the kiosk to the West car park stairs have been completed.</p>	
Portland Employment Precinct	<p>Progression of milestones occurring in line with the grant agreement. Discussions are continuing with developers and interested parties.</p>	

## Multi-purpose Facility – Portland Foreshore

Project progression is in line with the required achievement milestones within the Grant Agreement.

The Multipurpose Building consultation process is complete and awaiting Council decision on location before finalising detailed designs. Approvals are to be submitted to DEECA to progress with tender for construction.

## Alexandra Park Upgrade

The Alexandra Park Upgrade project is complete.

Construction has been completed and is now in defect liability period. An official opening of the building took place this quarter with key user groups and the wider community. Handover to user groups has taken place and bookings for the venue and external recreation space are being submitted through Council's online system.



Achieved



Delayed



In Preparation






On Track






Ahead of Schedule

## PRIORITY PROJECTS

The below table provides an update on priority projects as identified in the Council Plan 2021-2025

PROJECT	UPDATE	STATUS
Multi-Purpose Sporting facility	No applicable funding opportunities have arisen in this reporting period.	
Aquatic Strategy Implementation	Scoping strategies were reviewed, and options presented to Council for consideration. Funding opportunities will continue to be monitored.	
Arts & Culture Strategy Implementation	<p>The Strategy Action Plan was endorsed at the July 2023 Council Meeting, and program delivery commenced (see Our Lifestyle, Neighbourhood and Culture)</p> <p>Remaining documents are in preparation stages.</p>	

Portland Renewable Energy Project – Civic Precinct Construct	Designs are complete and material orders for stage 1 and 2 have been received. Request for Tender documents for installation are currently being developed.	
Tracks & Trails Construct	Design for Stage 2 Portland North Pathway is complete. Currently awaiting the outcome of the LRCI Phase 4 funding application to progress works under Stage 2.	
Local Freight Roads Project- Precinct	Progression of milestones are occurring in line with the grant agreement. The Wilsons Rd resheeting project is complete. All other components are in the tendering phase.	



Achieved



Delayed



In Preparation



On Track



Ahead of Schedule

## STRATEGIC PRIORITY

COUNCIL HAS IDENTIFIED THE FOLLOWING STRATEGIC PRIORITIES THAT ALIGN TO THE SIX GLENELG 2040 COMMUNITY PLAN THEMES. THE BELOW TABLES PROVIDE UPDATES ON EACH OF THE PRIORITIES.



### ***OUR NATURAL ENVIRONMENT***

Striving towards a carbon neutral future to protect and enhance the natural environment for future generations.



### ***OUR EDUCATION, EMPLOYMENT AND INDUSTRY***

Adapting and growing a diverse economy to embrace employment of the future and educational opportunities.



### ***OUR HEALTH AND WELLBEING***

Supporting the Glenelg community to thrive by being healthy, inclusive and well.



### ***OUR LIFESTYLE, NEIGHBOURHOOD AND CULTURE***

Creating enriched and vibrant lives through experiences, safe and well planned neighbourhoods.



### ***OUR ACCESS, TRANSPORT AND TECHNOLOGY***

Making it easier for people to connect in and around the Glenelg Shire.





### ***OUR VOICE AND ACTION***

A highly engaged and capable local government, leading Glenelg to ensure the needs and aspirations of our community are realised.




INITIATIVE	ACTION	UPDATE	STATUS
<b>Protect Our Natural Environment</b>			
Review planning scheme to ensure wetlands, rivers and streams areas are clearly outlined.	Initiative Completed in Year 2 of the Council Plan	Initiative Complete.	
Support programs to identify, protect and celebrate natural waterways, wetlands, estuaries, and cultural heritage sites.	Continue to support and liaise with agencies with a focus toward the Fawthrop Lagoon environmental protection and the South West Environmental Education Group.	<p>Council supported Glenelg Hopkins CMA with recent grant applications. Two successful applications were received, one for boat launch upgrades on the Glenelg River and the other for seagrass mapping on the Glenelg River. We have continued participation in the Glenelg Ramsar site.</p> <p>Council has been working closely with Birdlife Australia around the protection of the hooded plover at Cape Bridgewater including upgraded signage and contractor awareness training.</p>	
Review and improve the use of planning scheme tools to protect biodiversity on Shire owned or managed land.	Initiative Completed in Year 2 of the Council Plan	Initiative Complete.	
Work with the Glenelg Hopkins Catchment Management Authority to investigate the extent of flooding and inundation to guide the appropriateness of future development.	Undertake a Dartmoor/Nelson flood study.	Draft modelling has been undertaken of the floodplain mapping, which is currently undergoing further technical review.	

Explore funding opportunities for weed and vermin eradication.	Continue to implement roadside weed and pest control program in alignment with funding requirements.  Continue to monitor grant options.	The 2022/2023 roadside weed, and pest control program is complete, and funding has been acquitted.  An application for 2023/2024 funding has been submitted and approved for further funding.  Roadside Weeds and Pests Program Control Plan 2023-2026 has been completed and submitted for approval as a requirement for funding.	
Review Council's planning and policy controls to ensure they protect and green Glenelg.	Pursue and update waterways data in partnership with the GHCMA as data is made available.	There have been no changes to data this quarter. Council will continue to work in partnership with Glenelg Hopkins CMA to ensure updates are made as the data becomes available.	
Work with partners to ensure natural corridors are spatially mapped and habitat connectivity improved.	Support agencies and advocate where applicable.	Council has met with support agencies to ensure connectivity is improved.	

<p>Review and implement the Domestic Animal Management Plan to ensure responsible pet ownership and control measures.</p>	<p>Continue implementation of the 2021 - 2025 DAMP</p>	<p>Staff continue to undertake professional development opportunities and on the job training, having recently undertaken the Vic Roads e-learning and animal welfare and management sessions.</p> <p>We continue to work with the key stakeholders and the community to ensure community safety and responsible pet ownership, including a recent review of the Barking Dog Diary procedure, a microchip/registration day and on-going cat trapping programs.</p> <p>Schedule 29 Dog Control areas have been gazetted with new signage to be installed along the foreshore. Officers are patrolling these areas to informally educate owners of responsible pet ownership, for example picking up after their dogs and what a controlled dog means.</p> <p>Dogs pick up bag dispensers have been installed in popular areas.</p> <p>Officers continued to have a presence in the northern part of the Shire.</p>	
<p><b>Prepare Glenelg Shire's response to Victoria's Circular Economy</b></p>			
<p>Increase energy efficiency of Council buildings, reducing costs and Council's carbon footprint.</p>	<p>Continue to explore cost and energy efficiency as opportunities arise with the Building Maintenance and Project Management teams.</p>	<p>Council continued to provide support and input into energy reduction measures through the project and building teams. Support was provided on design of the Multipurpose Building, Portland Gymnastics and Maintenance at the Portland Leisure and Aquatic Centre.</p>	

Seek funding to establish a Bioenergy Plant to offset gas for heating public buildings.	Continue to monitor funding opportunities.	No applicable funding opportunities have arisen in this reporting period. Council continues to monitor and review funding opportunities.	
Continue to use natural and recycled products for infrastructure projects and ongoing commitment to the Planet Ark Wood Encouragement Policy.	Update Environmental Sustainability Strategy to incorporate the Circular Economy Policy.	A Policy, Procedure and Strategy review is currently underway to assist in the development of the Environmental Sustainability Strategy.	
Transition fleet to environmentally friendly vehicles and seek renewable alternatives for fuel.	Transition Council light fleet and plant vehicles to environmentally friendly options.	Council have purchased its first environmentally friendly Hybrid Vehicles including six Subaru Foresters, which will be allocated as Council pool vehicles.  In addition, the first fully Electric 74" Zero Turn Mower has been added to the fleet for the Parks and Gardens Unit.	
Explore installation of electric vehicle charging stations at Council facilities.	Explore research into charging station and potential partnerships and seek funding and/or grant opportunities for charging stations.	No applicable opportunities have arisen in this reporting period. Council will continue to explore options and funding opportunities.	

<p>Implement the Resource Recovery, Waste Minimisation and Management Strategy to:</p> <ul style="list-style-type: none"> <li>• Plan for the introduction of the Victorian Governments "A New Economy (Recycling Victoria)" policy.</li> <li>• Work regionally on kerbside aggregation reforms including Food and Organics Waste Service (FOGO) and glass.</li> <li>• Prepare for soft plastic reform introduction in 2023.</li> <li>• Advocate for the State Government transition planning, education and change grants.</li> <li>• Provide education and incentives for residents to compost green waste at home/work.</li> <li>• Continue the rehabilitation and monitoring of landfill sites, whilst maintaining separation distances.</li> <li>• Provide Container Deposit sites.</li> </ul>	<p>Implement action plans for the introduction of the Victorian Governments "A New Economy (Recycling Victoria)" policy.</p> <p>Work regionally on kerbside aggregation reforms including Food and Organics Waste Service (FOGO) and glass.</p> <p>Develop and implement Kerbside Collection and Processing Contracts for Waste Services.</p> <p>Advocate for the State Government transition planning, education and change grants.</p> <p>Continue the rehabilitation and monitoring of landfill sites.</p> <p>Finalise and implement the waste education strategy.</p> <p>Support agencies for the implementation of the container deposit scheme.</p>	<p>In line with the State Government Circular Economy the development of a Waste Education Strategy has been completed. The strategy is currently waiting to go out for community consultation.</p> <p>Kerbside Collection and Landfill Environmental Monitoring tenders have been finalised and are currently advertised.</p> <p>New Waste Haulage contracts have commenced.</p> <p>Container Deposit Scheme sites have been determined by the State Government and are due to commence November 2023. Council continues to provide support to this initiative.</p>	
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Achieved



Delayed



In Preparation





On Track




Ahead of Schedule



INITIATIVE	ACTION	UPDATE	STATUS
<b>Increase the Economic value of regional food fibre production within the Shire</b>			
Support Southern Rural Water, Wannon Water and Glenelg Hopkins Catchment Management Authority to advocate for increased ground water usage.	Support relevant regional bodies in their advocacy for increased groundwater usage.	Council continues to support relevant bodies to increase groundwater usage through ongoing investigations and advocacy.	
Create a Glenelg Shire Council Food and Fibre Strategy to realise the potential of the food and fibre industry in Glenelg.	Implement Food and Fibre Strategy.	The draft Food and Fibre strategy has been reviewed and is scheduled to be endorsed by Council in the second quarter.	
Partner with Great South Coast Food and Fibre Council to grow and support the region's primary producers.	Continue to support the work of Food and Fibre Great South Coast and ensure Council's own Food and Fibre Strategy is in alignment with current priorities of the local peak body.	Council continues to support in co-developing a business case for a new Designated Area Migration Agreement (DAMA) for 2024. A letter of endorsement from Council has been provided to support the continuation of the program.	
Continue to support the Great South Coast Designated Area Migration Agreement to attract skilled workers to the region.	Partner with Warrnambool City Council and neighbouring Councils to co-develop a new Designated Area Migration Agreement (DAMA) for 2024 and beyond.	Council continues to support in co-developing a business case for a new Designated Area Migration Agreement (DAMA) for 2024. A letter of endorsement from Council has been provided to support the continuation of the program.	

Work with Agriculture Victoria, sector peak bodies and associations to support accessibility of training in agricultural best practice.	Promote training and upskilling opportunities to local producers through local partnerships, including innovative programs such as AgFutures.	Council continues to assist with the promotion of professional development opportunities and the AgFutures initiatives, sharing directly with industry groups and wider circulation across Electronic Direct Mail and social media.	
Explore funding opportunities to ensure saleyards infrastructure is fit for purpose and enhance online sales and connectivity.	Continue to progress AuctionsPlus online platform. Seek funding for upgrades to the facility.	Council continues to seek funding for upgrades to the facility. Designs are complete for a new forcing yard and weighbridge gates. Council will continue to seek further funding opportunities. The viability of AuctionsPlus is under review, following changes in neighbouring saleyards.	


**Build on Glenelg Shire's tourism to create culturally appropriate and high value experiences with tourism industry participants and community organisations**




Create regional tourism campaigns to encourage visitation across the townships.	Develop partnerships with local committees, businesses, and tourism operators to support collaborative marketing initiatives.	The Melbourne to Adelaide Whale Trail Map has been redeveloped with neighbouring Councils to disperse tourists throughout the region. Through Council's partnership with Great Ocean Road Regional Tourism (GORRT) we participated in the promotion of Greatopia 2.0, focusing on attracting tourists in the quieter off season. A new campaign is under development working with GORRT to reinvigorate the experiences available in the Glenelg Shire.	
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Continue to improve and invest in the delivery of the Tracks and Trails Strategy.	<p>Seek funding and/or grant opportunities for implementation of Tracks and Trails Strategy.</p> <p>Refine priority deliverables within the Tracks and Trails strategy.</p>	A cross organisational working group was established to review the Tracks and Trails strategy actions in line with other key strategies and project plans across the business. The actions have been reviewed with respect to status, changes in context, need and cost.	
Support the Gunditj Mirring Traditional Owners Corporation, Gunditjmara People, and local Aboriginal Community in their work to preserve and promote the Budj Bim Cultural Landscape and to share the history and significance of their ancestral lands through the review and implementation of the Shire's Aboriginal Partnership Agreement.	Work with the Aboriginal Partnership to deliver initiatives that align to the agreed actions of the Partnership Agreement 2023 - 2028.	A number of collaborative projects have been developed at the working group level of the Partnership. These projects will be presented to the Strategic Level of the Partnership, then to the Gunditjmirring Traditional Owners Aboriginal Corporation (GMTOAC) Board for endorsement to proceed, with respect to cultural intellectual property and interpretation.	
Work with Federal and State Government to progress the rail trail projects.	Seek funding and/or grant opportunities for implementation of Tracks and Trails Strategy.	The LRCI 4 funding application includes a rail trail component in Casterton, specifically for the Water Tower and Railway Precinct Pathway Activation. Council is currently awaiting the outcome of this application.	




Collaborate with Great Ocean Road Regional Tourism (GORRT) and Limestone Coast Tourism to increase marketing of the Shire.	Work with GORRT to develop the Strategic Masterplan and Destination Action Plans for 2024-2027. Continue to partner with Limestone Coast Mixed Dozen Wine Trail.	<p>In partnership with GORRT, Council published the Portland Destination Action Plan in September 2023, which was developed in collaboration with key stakeholders and operators.</p> <p>Council is working with neighbouring Councils to co-develop a 2024-2027 Strategic Masterplan.</p> <p>Council continues to support the Limestone Coast Mixed Dozen Wine Trail.</p>	
Recognising land owned by Traditional Owners through the planning scheme to enable these sites to be managed in a culturally sensitive way.	Regular consultation with GMTOAC to assist in continuation of land management in a culturally sensitive way.	<p>In partnership with GORRT, Council published the Portland Destination Action Plan in September 2023, which was developed in collaboration with key stakeholders and operators.</p> <p>Council is working with neighbouring Councils to co-develop a 2024-2027 Strategic Masterplan.</p> <p>Council continues to support the Limestone Coast Mixed Dozen Wine Trail.</p>	

### Support educational pathways that promote lifelong learning




Deliver quality childcare and kindergarten services to meet the needs of the community across the Shire.	<p>Continue to implement identified areas for improvement from the National Quality Standard Assessment and Rating Reports.</p> <p>Review Kathleen Milikan Centre service model study recommendations</p>	<p>Council continues to deliver quality childcare and kindergarten services, implementing identified areas of improvement from previous assessment and rating reports.</p> <p>The final Kathleen Millikan Centre service model review has been received and Council is currently undertaking a review of the recommendations.</p>	
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Continue to work with education and health partners to increase engagement in playgroups and three-year-old kinder programs.	<p>Continue to promote the benefits of 3-year-old kindergarten to families.</p> <p>Continue to promote kindergarten using social media platforms.</p> <p>Continue to support Portland District Health with the promotion of Supported Playgroups to targeted families.</p>	<p>Council has promoted the benefits of 3 year old kinder via enrolling families and on social media platforms.</p> <p>Collaboration with Portland District Health Maternal and Child Health unit has continued with monthly meetings.</p>	
Undertake a feasibility study into the expansion of the Portland Child and Family complex to meet the demand for service and improve the financial viability through places offered.	Review the Portland Child and Family Complex service model study recommendations.	Council is currently waiting to receive the Portland Child and Family Complex Service Model Study report. It is expected to be received in the next quarter and reviews will be undertaken.	
Support families and agencies to access programs and continue to enhance the Central Enrolment Process for Children's Services.	Complete ongoing reporting requirements for Central Registration and Enrolment Scheme (CRES) and continue support for families throughout the enrolment process.	Council's Kinder Enrolment Policy has been updated to include the required CRES information and has been uploaded to Council's website which is a requirement of the Department of Education linked to the CRES funding.	

Provide leadership support to Beyond the Bell, Stepping Stones to School Program and other initiatives to encourage educational attainment across the Shire at all key transition points.	Continue to partner with Beyond the Bell and Stepping Stones program.	Council continues to attend Stepping Stones to School South Western Region Steering Group Meetings.  Beyond the Bell Glenelg Local Action Group meetings are currently on hold pending review.	
Expand library outreach services to extend the reach across the Shire and continue to deliver contemporary library resources and programs.	Continue to seek Library outreach opportunities within local community events.	Glenelg Libraries are planning for future outreach opportunities over the approaching summer season.	
Support groups and community organisations that encourage lifelong learning.	Partner and support with organisations and community groups to conduct programs and events to all age groups across the Shire.	A number of author events have been presented at both Portland and Casterton libraries this quarter. Early childhood programs continue to take place across the Shire including Storytime and Rhymetime.  The Saturday Arts program is taking place in Casterton and Portland for all ages, and the Libraries After Dark continues to provide a range of program opportunities including art workshops, family Lego and games nights, health information sessions and music.  Planning and preparation is complete for the upcoming Seniors Festival in October 2023 with a full program of events taking place throughout the Shire.	
Expand the traineeship and apprenticeship program within Glenelg Shire Council.	Continue to seek Library outreach opportunities within local community events.	Council's Organisational Development unit have been collaborating internally to plan the recruitment of trainees and apprentices for commencement in early 2024.	

Provide Aboriginal educational scholarships.	Work with Aboriginal Partnership to determine suitable methods of vocational support for Aboriginal students.	A review of the Aboriginal Scholarship program will be undertaken in the next quarter.	
Continue to support the Future Leaders of Industry Program.	Provide annual financial support and professional development opportunities to the program via Glenelg and Southern Grampians, Local Learning and Employment Network.	Annual financial support is provided to the Future Leaders program, along with Council representation on the Steering Committee. The Future Leaders of 2023 attended an onsite tour of Council, including a meeting with the CEO, Mayor, and a variety of officers to learn about Local Government functions and career pathways.	
Work with educational providers to harness the demand for construction, early childhood educators, independent living, agriculture, and manufacturing sectors in line with skills commission report.	Promote employment in the early childhood sector partnering with South West TAFE, Westvic, WDEA and The Glenelg Southern Grampians Local Learning and Employment Network. Continue to explore and advocate for opportunities to upskill early childhood educators.	Council's Children's Service Unit are facilitating a Traineeship program for early childhood educators in partnership with Westvic and South West TAFE. This is actively supported by WDEA and MGA Group / Workforce Plus through Learn Local Pre-accredited childcare training in Portland, which aims to introduce learners to careers in childcare.  Meetings have taken place with Federal Members, State Ministers, and Local Members to advocate for the sector and address barriers to upskilling.	

## Support businesses within the Glenelg Shire

Implement a system to offer targeted support, training, and relevant information to local businesses.	Continue to build out the Monitor CRMS system across Council for greater usage and uptake. Continue to partner with organisations to offer annual Stakeholder Forum and Business Capability Workshops to engage businesses and provide targeted support and learning.	<p>The implemented Monitor Customer Relations Management System (CRMS) continues to enable the Economic Development Unit to communicate relevant, targeted information to local businesses.</p> <p>A Business Capability Workshop was held in quarter one and a further three are scheduled for the next quarter.</p>	
Support the development of digital hubs/shared workspaces through the region.	Investigate opportunities in Libraries across the shire for expanding study and temporary work and/or meeting spaces.	<p>Both Small and Large Meeting rooms in the Portland Library are being regularly utilised by external individuals, businesses and community groups for meetings, information sessions and workshops.</p> <p>A community survey is scheduled to be undertaken to seek feedback on the Heywood Library facilities.</p>	
Provide minor financial grants to support small business (e.g., facade upgrades, business planning and development).	Finalise Retail Facade Improvement Program, including acquittals for all remaining projects.	<p>Council has finalised the Retail Facade Improvement Program, including completing acquittals for all remaining projects.</p> <p>This initiative is now complete.</p>	

Explore opportunities to activate vacant or empty shop fronts throughout Glenelg.	Seek funding and/or grant opportunities to incentivise businesses, including the possibility of public art funding or collaborations with local artists.	Progress is on hold pending recruitment within the Economic Development portfolio.	
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Achieved



Delayed



In Preparation




On Track








Ahead of Schedule



INITIATIVE	ACTION	UPDATE	STATUS
<b>Plan and monitor municipal public health</b>			
Develop and deliver an Annual Action Plan and Report for the Municipal Public Health and Wellbeing Plan.	Work with partners and stakeholders to report on the Year 2 Action Plan and develop the Year 3 Action Plan.	<p>The Year 2 Action Plan report is complete and available to the public via the Glenelg Shire Council website.</p> <p>The Year 3 Action Plan has been developed with 40+ partners to the Health Plan, which is also available to the public on the website.</p>	
Implement a biennial survey during years 2 and 4 to measure progress initiatives of the Municipal Public Health and Wellbeing Plan.	<p>Distribute the Health and Wellbeing survey across the Glenelg Shire and collate results to help determine a base line for understanding the impact of health and wellbeing initiatives.</p> <p>The same survey will be replicated in Year 4 of the Municipal Public Health and Wellbeing Plan to provide comparative data.</p>	A Health and Wellbeing Survey was developed and distributed in collaboration with Health and Wellbeing Partners and La Trobe University. 133 responses were received, and the results are currently being collated to build the baseline data.	
Develop a framework to support our ageing population across the Shire.	Initiative complete.	Initiative complete.	




<p>Conduct an annual satisfaction survey with families to understand the level of satisfaction with Maternal and Child Health Services and identify areas for improvement.</p>	<p>Continue to conduct annual satisfaction surveys with all children's services users across the Shire.</p> <p>Implement identified areas of improvement.</p> <p>Monitor Portland District Health feedback from service users.</p>	<p>The content for the annual satisfaction survey has been developed and the survey is on track to be circulated to service users in the next quarter.</p>	
<p>Monitor delivery of the Maternal and Child Health and Early Years Immunisation Programs against the contract management requirements.</p>	<p>Review and renewal of the Provision of Maternal Child Health contract for 2023 / 2024.</p> <p>Attend monthly contract management meetings for data reporting including LGPRF.</p>	<p>An expression of interest (EOI) was released for the tender of the Provision of Maternal Child Health and Staff Immunisation contract.</p> <p>EOI applications have been reviewed whilst awaiting final submissions and quotes for services.</p> <p>Ongoing monthly contract meetings with Portland District Health have continued to provide data for LGPRF reporting requirements.</p>	
<p>Continue to provide First Time Parent Groups (FTPG's), appropriate childcare and high-quality kindergarten services to 0–5-year-olds across the Shire.</p>	<p>Support Portland District Health to continue to promote participation in Maternal and Child Health First Time Parents Groups.</p> <p>Kindergarten and Long Day Care Services enrolment processes to be promoted to participants.</p>	<p>Council has continued to support Portland District Health to promote First Time Parents Groups, promoting opportunities from the Department including grants for Dads Groups.</p>	

## Enhance physical health and emotional wellbeing

Work with existing clubs and community organisations to deliver other social recreation opportunities.	Implement the incentives policy to support sustainability of local clubs and to encourage recreation and engagement in sport of population groups like All Abilities, Women in Sport, and Active Ageing.	The Incentivisation Procedure is being presented to Executive for endorsement in October 2023. Following endorsement, the procedure will be communicated to clubs who are on a lease or license agreement with Council. This will enable them to access the fee reductions based on meeting the criteria for increased wellbeing and inclusion within their clubs.	
Incentivise events to provide healthy food options reflective of funding criteria.	Redevelop the community grants criteria with events specific criteria focusing on larger scale weighting for those with healthy food options.	Council is reviewing the Community Grants Guidelines and Sponsorship Policy which includes the weighting criteria in relation to healthy food options within events.	
Work with sports clubs to provide healthy food options at training and game days.	Support clubs to engage with the Vic Kids Eat Well Health Program to support small bite changes and provide healthy food options.	Vic Kids Eat Well Health Program has been promoted to clubs through all Recreation channels. The program has also been included as a Level 2 incentive within the Incentivisation Procedure to encourage further engagement from clubs.	
Support increased food security by providing additional access points and frequency of food share distribution initiatives across the Shire.	Work with Food Share Organisations to increase access points and knowledge of free and low-cost food options across the Shire.	There is no progress on this action to report this quarter.	
Advocate for additional mental and allied health services across the Shire.	Participate in Portland Headspace Advisory Committee and engage in local and regional consultations under mental health reforms.	Continued representation on the Headspace Advisory Committee. Supporting the State Government Interim Regional Bodies to consult with local Health and Wellbeing Agencies on the recommendations from the Royal Commission into Victoria's Mental Health System. Consultation to occur next quarter.	

## Supporting safe, engaged, and inclusive communities

Carry out Gender Impact Assessments across the delivery of services, assets, policy development and projects that Council delivers.	Conduct a minimum of 6 Impact Assessments on organisational projects, policies, and programs to identify and address barriers to equity and access.	A total of 7 Impact Assessments have been completed to date across a variety of policies and projects.	
Deliver programs that support gender equality and the prevention of family violence.	Implement recommendations from Impact Assessments where viable.  Deliver annual 16 Days of Action events and programs.	Recommendations have been implemented from the Impact Assessments through updating wording and processes within policies and redesigning of projects to increase accessibility.  Working with local community groups to collaborate on the delivery of 16 Days of Activism events across the shire, alongside contributing to the Women's Health and Wellbeing Barwon South West Respect 2040 shared message campaign under 16 Days of Activism.	
Explore the use of oval lighting to create safer places to walk/run when ovals are not being used for formal sporting activities.	Promote after-hours availability and/or programs for the public to utilise recent lighting upgrades at ovals for informal exercise and social recreation opportunities.	Action to be investigated post daylight savings.	
Support community led projects and events to increase social connection within neighbourhoods.	Support community led projects in Heywood under Vic Health funding.  Provide support to community organisations to facilitate sustainable events.	Working with the Heywood community to deliver a localised 'This Girl Can ' Campaign.  Supporting the Heywood Community Garden through the provision of infrastructure, the development of graphic design assets, landscaping, and future planning with the garden committee in the development of this asset as an ongoing sustainable community food source and interactive space.	

Recognise and support volunteer organisations.	<p>Continue to host Annual Volunteer week to recognise individuals and organisations.</p> <p>Promote Listening Post drop in sessions as means to engage and support volunteer organisations.</p> <p>Continue to support volunteer organisations at Civic Events such as ANZAC Day.</p>	<p>Promotional materials were distributed to Tourism and Events volunteer contact groups across Nelson, Portland, and Casterton to notify them of the Council Listening Post being held in their areas.</p> <p>Event planning has commenced for the volunteer week events held annually in May.</p>	
Explore funding opportunities to improve community safety within the Shire.	Respond to community concerns as they arise around Safety issues, seeking funding where required to address.	Council continued to respond to concerns on safety from the public with lighting upgrades scheduled to commence within the Alexandra Park car park. A shelter was erected at the Heywood skate park following Council identifying community needs for adequate shelter from weather.	
Support placement opportunities for young people within various volunteer organisations, Council events and programs.	Engage with young people shire wide through volunteer opportunities in civic and community events and programs.	More than 680 young people across the Shire engaged in volunteer opportunities and civic events and programs this quarter. This has been achieved through programs such as the Crew led Live4Life Mental Health Promotional activities which included Portland Colour run, the Heywood Sausage Sizzle and Bayview movie afternoon. The September school holiday programming included Library Lock Ins, movie afternoons, the Theatrepalooza program, excursions and Draw Attention exhibition and awards night. Regular weekly programs also occurred including ReEngage!, and FReeZA where young people worked to plan events for their peers.	



Achieved



Delayed



In Preparation



On Track





Ahead of Schedule



INITIATIVE	ACTION	UPDATE	STATUS
<b>Prepare and plan for the changing housing needs for Glenelg's population</b>			
Prepare structure plans for Dartmoor, Heywood, Narrawong and Nelson to review existing land uses and provide direction for future use.	Prepare the Narrawong and Dutton Way Structure Plans.	The project scope is finalised and request for quote to prepare the plans has been sought.	
Prepare guidelines to assist residents/developers to understand the requirements of building and investing in Glenelg.	Promote Heritage Guidelines to improve understanding of building and investing in the Shire.	Ongoing promotion is taking place via the Heritage Advisory Service.	
Adopt the draft Portland Strategic Framework Plan and draft Rural Land Strategy to provide a coordinated approach to the use and development of urban and rural land.	Undertake strategic work to review the rural conservation zone 2 and investigate the introduction of the farming zone 2 and rural living zone.	Pre-liminary preparation work is underway with targeted landowner consultation commenced.	
Prepare a housing strategy to encourage and increase housing choice, diversity, and affordability to meet population forecasts and objectives.	Participate in the Barwon South West "Key Worker Housing" Project to deliver housing strategy.	Council continues to participate in the Key Worker Housing Project.	



## Deliver Fit for Purpose Multi-Use Facilities




Continue to replace, renew, and consolidate council owned assets to ensure facilities are financially viable, fit for purpose and multiuse.	Develop service plans to determine the future state based on financial viability and community needs of council owned and managed assets.	Council is undertaking a project to better identify asset utilisation and costs associated with them. This is a multi-year project.	
Develop and implement a Library Strategy to ensure Library facilities are contemporary, fit for purpose and multiuse.	Continuation of implementation of the Glenelg Libraries Strategic Plan 2021-2026, through development of annual action plans.	Implementation of the Year 2 Action Plan is on track, including, but not limited to, the introduction of one on one Digital Literacy Help sessions twice weekly for Seniors, the purchase of new laptops for members to utilise within the library and in house training sessions. Additionally, the expansion of the existing partnership with United Way Glenelg to hold Magic of Storytime sessions across the Shire in Portland, Heywood, and Casterton.	

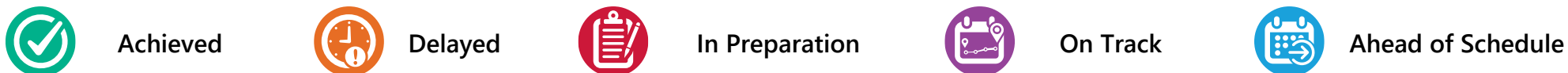
## Enhance Council's ongoing relationships with the Traditional Owners of the region

Prepare and implement a framework for project managers to consider opportunities for cultural representation in projects.	Progression of the Asset Project Management Framework and continued engagement with GMTOAC on all relevant infrastructure projects.	Continued progression of the Project Management Framework with policy finalised. The corresponding procedure is currently under development. Council continues to engage with GMTOAC monthly for infrastructure planning and where required on projects.	
Codesign and implement an Aboriginal Partnership Plan with Aboriginal partners.	Work collaboratively with the Aboriginal Partnership to consult, design, and deliver on actions that align with the new Partnership Agreement.	A planning meeting is scheduled within the next quarter with all partner organisations to set the strategic actions of the Partnership for 2024.	

## Deliver experiences to enrich community life

<p>Consider opportunities for nature-based play, outdoor fitness and informal recreation through playgrounds and skate parks across the Glenelg Shire.</p>	<p>Implement the Playground Management Plan and Open Space Strategy</p>	<p>The Playground Management Plan is being implemented with regular auditing and cyclic maintenance.</p> <p>A cross organisational working group was established to review the Open Space Strategy actions in line with other key strategies and project plans across the business. The actions have been reviewed with respect to status, changes in context, need and cost.</p>	
<p>Develop a Creative Strategy, linked to the Great South Coast Creative Industries Strategy to inform artistic and cultural projects, programming and activities across the Shire.</p>	<p>Implement Year 1 (2023 / 2024) Arts and Culture Strategy Action Plan</p> <p>Commence development of Year 2 Action Plan</p>	<p>The Arts and Culture Unit presented 14 high quality live productions to an audience of over 1,500 people across music, comedy, drama, experimental theatre, and children's programming. In addition, specific programs were delivered for key groups identified in the A&amp;C Strategy including First Nations Peoples, Young People and Seniors.</p> <p>The "Saltwater Edge and Beyond" exhibition was seen by more than 2,500 visitors during and provided employment for both a First Nations Artist and Curator.</p> <p>Professional development opportunities were offered to local artists, both established and emerging, through the delivery of Saltwater Edge and Beyond, Dreams and Aspirations Exhibition, Emerging Artists Exhibition and Theatrepalooza School Holiday Program.</p> <p>Term 3 Education Program was delivered to 355 children, teachers and family members, alongside in-school workshops from a qualified teaching artist.</p> <p>Key steps were taken to safeguarding the Cultural Collection through museum standard storage upgrades due for completion by end of 2023.</p>	



Embed the Public Art Masterplan into the planning, design and procurement of infrastructure projects and public spaces.	Support finalisation of Project Management Framework. Respond to opportunities for developing creative infrastructure in Glenelg Shire.  Synergise the public art action plan and council projects	The Arts and Culture Unit continue to collaborate with the Project team to look for opportunities to embed the Public Art Masterplan in to infrastructure projects in public spaces.	
Review and deliver key elements of the Civic Precinct Masterplan.	Review the Civic Precinct Masterplan and seek funding and/or grant opportunities.	Materials for the Stage 1 of Thermal Loop have been purchased with construction scheduled to take place.	
Explore funding opportunities to support access to recreational and commercial fishing within the Local Port of Portland Bay and other waterways within the Shire.	Seek funding and/or grant opportunities.	Funding has been allocated for a concept design which has been completed for a Portland Bay fuelling facility to support smaller commercial, recreational, and visiting vessels.	








INITIATIVE	ACTION	UPDATE	STATUS
<b>Increase access, transport availability and transport options</b>			
Continue to investigate improvement to public transport connections into and within Glenelg.	Review active transport solutions and advocate for funding.	Council continues ongoing investigations and advocacy.	
Advocate for the reintroduction of a regular passenger service to and from Portland Airport.	Continue to explore opportunities and advocate for a regular air passenger service.	Council continues ongoing investigations and advocacy.	
Support a passenger services feasibility study (i.e., local bus network, regional services, including express, to and between Adelaide, Geelong, Melbourne).	Continue to explore opportunities and advocate for enhanced connectivity in passenger transport links.	Council continues ongoing investigations and advocacy.	
Support a feasibility study for connectivity to rail services from Warrnambool in response to the Grampians and Barwon South West Region Passenger Services Cost Feasibility Study (2017).	Continue to explore opportunities and advocate for enhanced connectivity in passenger transport links.	Council continues ongoing investigations and advocacy.	

## Increase digital connectivity





Increased digital connectivity and infill of mobile blackspots throughout the Shire.	Seek funding and/or grant opportunities for improved connectivity both directly and through Great South Coast Regional Partnerships and the South West Victoria Alliance.	Council continues ongoing investigations and advocacy for the improvement of Shire wide digital connectivity and mobile blackspots.	
Continue to deliver the Digital Glenelg Implementation Plan and Program Roadmap.	Commence phase 3 of Implementation Plan and Program Roadmap.	Phase 3 of the implementation plan has commenced.	

## Improve the efficiency and safety of moving freight




Continue to support the Rail Freight Alliance to improve rail upgrades (including Maroona to Portland line).	Continue to advocate for improvements to the rail network via the Rail Freight Alliance.	Council continues to advocate with key stakeholders for funding for the Maroona to Portland rail line.	
Support Glenelg Shire initiatives contained within the State Government - Victorian Freight Plan.	Continue to investigate and implement relevant actions and initiatives within the Victorian Freight Plan.	A draft submission of the review of the National Freight & Supply Chain strategy to include the Glenelg Shire specifically is currently being finalised.	
Identify and investigate improvements to the Henty Highway to improve the ability of oversized freight to be transported to and from the Port of Portland.	Continue to advocate for improvements via the Green Triangle Action Plan Monitoring Group, Regional Roads Victoria, and Department of Transport.	Collaboration, strategy, and advocacy ongoing through the Green Triangle Freight Action Committee.  A Council led presentation delivered to industry and government stakeholders on the success of this collaboration.	

Work with all key stakeholders to repair and upgrade key freight routes as detailed in the Green Triangle Freight Action Plan, Roads of Strategic Importance, and the Victorian Freight Plan.	Continue to advocate for repair and upgrades to priority freight routes in partnership with key stakeholders.	No applicable funding opportunities have arisen in this reporting period. Council continues to monitor and review funding opportunities.	
Explore funding opportunities for safer roads, i.e., Blackspot funding, Safe Travel in Local Streets (STiLS).	Continue to advocate for safety improvements by seeking funding opportunities as they arise	No applicable funding opportunities have arisen in this reporting period. Council continues to monitor and review funding opportunities.	
Work with key stakeholders to increase road safety and improve driver behaviour within the Shire.	Continue to engage driver mentors and learner drivers into the Glenelg L2P program.	<p>7 new Mentors were trained this quarter, with 3 new young people matched and ready to drive.</p> <p>A partnership was established with WDEA (Are Able) to train case workers as L2P Mentors, resulting in the reduction of the learner waitlist for young people.</p> <p>A Mentor afternoon tea was held to keep Mentors up to date with program information.</p> <p>8 learners gained their licence in this quarter.</p> <p>A \$5,000 grant was received from the Magistrates Court Fund to provide extra professional driving lessons for young people within the program.</p> <p>There are currently 8 young people on the waitlist to the L2P program.</p>	

## Increase active transport use

Review and develop Active Transport Plans to identify opportunities for active transport use and connectivity.	Investigate opportunity to implement Wayfinding Signage in alignment with Tracks and Trails Strategy.	No progress for this reporting period.	
Investigate lighting for leisure tracks and trails in urban areas to increase use.	Continue to Seek funding and/or grant opportunities in alignment with Council Plans and Strategies.	No applicable funding opportunities have arisen in this reporting period. Council continues to monitor and review funding opportunities.	
Seek funding to implement local trails as identified in the Glenelg Tracks and Trails strategy.	Continue to Seek funding and/or grant opportunities in alignment with Council Plans and Strategies.  Review prioritisation of actions within the Tracks & Trails Strategy.	No applicable funding opportunities have arisen in this reporting period. Council continues to monitor and review funding opportunities.	
Expand the pedestrian footpath and crossing network.	Seek funding opportunities in line with relevant strategies.	No applicable funding opportunities have arisen in this reporting period. Council continues to monitor and review funding opportunities.	

## Enhance the use of technology to improve services, infrastructure and facilities provided





Prioritise services, infrastructure, and assets for the investment in smart city technology.	Continue delivery of Smart City technology framework and delivery of projects that enhance the use of technology and improve services and new facilities including the foreshore and multi-purpose building.	Continue to advocate and support the utilisation of smart cities within foreshore and multipurpose building.  Identification of further use cases for Smart City Technology across the Shire commenced.	
Explore options to record visitation data along the Great South West Walk (GSWW) to understand investment required.	Possible data collection methods to be explored including I.o.T.	Council continues the review of SmartCities software and the exploration of digital applications for Friends of the Great South West Walk, including potential funding opportunities.	
Invest in Internet of Things infrastructure.	Advocate the utilisation of smart technologies and identify opportunities for the inclusion in projects and infrastructure in collaboration with Assets department	Continued advocacy for the use of smart technology occurring across the business. Planning has commenced for the implementation of further IoT infrastructure across the shire.	





INITIATIVE	ACTION	UPDATE	STATUS
<b>Apply good governance and leadership to strategic decision-making</b>			
Implement and monitor the Community Engagement Policy and Framework.	Develop and deliver training for Council staff on the implementation the Community Engagement Policy and Framework.	Council is currently reviewing the Community Engagement Policy and Framework. Strategic Engagement training has been scheduled to take place in the second quarter.	
Within budget and funding constraints, implement initiatives identified within the 2040 Community Plan and Vision.	Alignment of yearly Council Plan actions to 2040 initiatives.	Cross departmental collaboration took place in July using the Community Plan and Vision as the lead reference document to develop the Council Plan Year 3 Action Plan. The Year 3 Action Plan was finalised and listed on Council's website in August.	
Implement deliberative engagement programs in line with Council's legislative requirements.	Undertake deliberative engagement practices for projects and initiatives of significant importance or impact on the community.	Council continues to undertake community engagement in alignment with the Community Engagement Policy and Framework for Major Projects and initiatives.	
Explore live streaming and recording functionality of Council Meetings.	Initiative Complete	Initiative Complete	
Create a Data Hub to catalogue, use and reuse data collected through research and consultation programs.	Implementation of data management policies and framework, improve reporting capabilities utilising PowerBI.	Reporting capabilities and streamlined use of data across Council continues to mature.	

## Strengthen our regional reach and understanding of townships

Continue to work in partnership with peak bodies across the region.	Maintain existing partnerships with peak bodies across the region, ensuring Council maintains a strong presence.	Continued partnerships with Australian Cruise Association, Australian Regional Tourism, Great Ocean Road Regional Tourism, and cross-border collaboration with the Limestone Coast region through the Mixed Dozen Wine Trials, offering another source of cross-border tourism promotion.	
Continue to hold Council Meetings across the Shire where possible.	Allocate 2 Council meetings for the financial year in locations outside of Portland.	One of the two allocated Council meetings to take place outside of Portland was held this quarter with the September Council meeting taking place at the Town Hall in Casterton.	
Hold Listening Posts across the Shire.	Promote and deliver annual Listening Post calendar.	<p>Three of the scheduled seven Listening Post sessions took place in Nelson, Portland, and Casterton this quarter.</p> <p>The Nelson event was held at the Nelson Hotel with 18 community members attending and 14 submissions.</p> <p>The Portland session was held at the Portland Libraries Afterdark Event with 2 community members attending and 1 submission.</p> <p>The Casterton event was held in front of the Casterton Town Hall with 15 attendees and 3 submissions.</p> <p>Marketing for these sessions was undertaken via posters, newspapers, social media, radio, and electronic direct mail.</p>	
Develop and implement a program to actively promote the type and status of infrastructure projects across the Shire.	Report and update on the status of infrastructure projects across the Shire via a variety of engagement tools.	A reporting platform for updates and the status of infrastructure projects has been developed and is currently active on Councils website. Progress is continuing the development of internal reporting programs.	



Achieved



Delayed



In Preparation



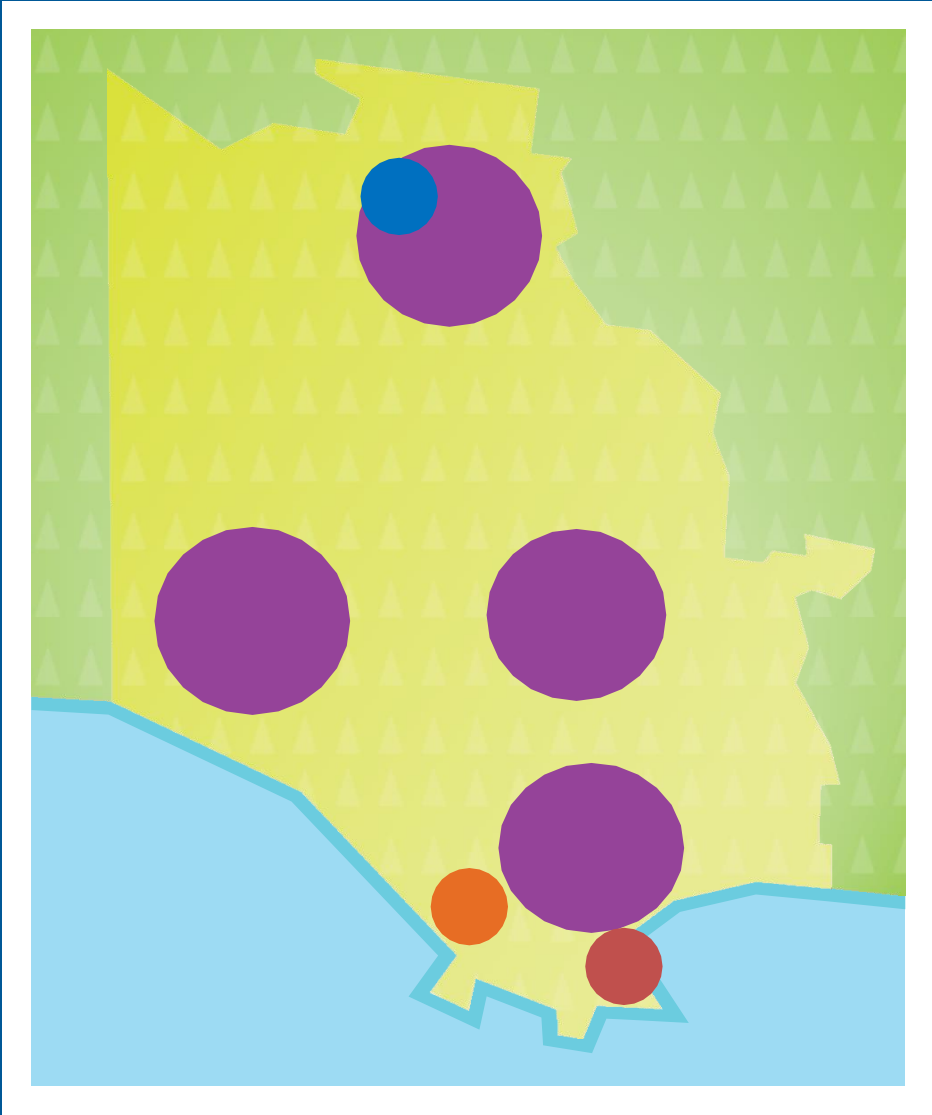
On Track



Ahead of Schedule

# WHAT'S HAPPENING IN THE SHIRE

ACROSS THE SHIRE	
EAT, SHOP PLAY LOCAL campaign returned	The annual campaign designed to boost and support our local economy returned for the fourth year encouraging community to eat, shop and play local to share a \$2000 prize pool.
Listening Post Session & Council Meeting	The first of the Listening Post Sessions kicked off in Nelson in July and was followed with the second session in Casterton in September.
School Holiday Programs	A huge calendar of events was delivered across the Shire in the September school holidays from the Library, Youth and Arts teams.



## CAPE BRIDGEWATER

### Bridgewater Infrastructure

Stage two designs are underway with the Stage 2 works including a connecting boardwalk and pathway, landscaping, seats and tables, BBQ facility and shelter, further all abilities access and upgrades to car parking and drainage.

## PORTLAND

### Alexandra Park Upgrade complete

The final step of the transformation for one of Portland's most popular sport and recreation venues is now complete, with the official unveiling of the new-look Alexandra Park facilities taken place in September.

The project has seen a complete overhaul for the venue, with the previous facilities knocked down to make way for a new multi-purpose pavilion, lighting, car parking upgrades, accessibility enhancements, kitchen and changeroom facilities.

## CASTERTON

### Accessible Playground installation

Accessible Playground Equipment was installed at Island Park Casterton! Following a Playground upgrade at Island Park in recent years, it was identified the current play space did not feature equipment accessible for all-abilities. Two additional play structures have been installed, with an accessible path, next to the current equipment.



-  **PORTLAND CUSTOMER SERVICE CENTRE**  
71 Cliff Street, Portland
-  **CASTERTON CUSTOMER SERVICE CENTRE**  
67 Henty Street, Casterton
-  **HEYWOOD CUSTOMER SERVICE CENTRE**  
77 Edgar Street, Heywood
-  PO Box 152 Portland 3305
-  1300 GLENELG (1300 453 635)
-  [enquiry@glenelg.vic.gov.au](mailto:enquiry@glenelg.vic.gov.au)
-  [www.glenelg.vic.gov.au](http://www.glenelg.vic.gov.au)





EAST VIEW



NORTH-EAST VIEW



NORTH-WEST VIEW



SOUTH-WEST VIEW



SOUTH-EAST VIEW

DATE	REVISION	BY
26/09/2023	01 FOR CLIENT REVIEW	CP/PL
16/10/2023	02 FOR IAN COST PLAN	CP/PL
27/10/2023	03 CLIENT REVIEW	CP/PL




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Builders / Contractors shall verify all dimensions before the commencement of any work. If any errors are found, they shall be brought to the attention of the Architect. Any discrepancies shall be brought to the attention of the Architect.

Refer to Schedules for materials, finishes, fittings and fixtures codes and selections. This drawing is to be used in conjunction with the Specification, Schedules and other drawings.

Works shall conform with NCC, Australian Standards, Authority Requirements and relevant manufacturer requirements unless otherwise noted.

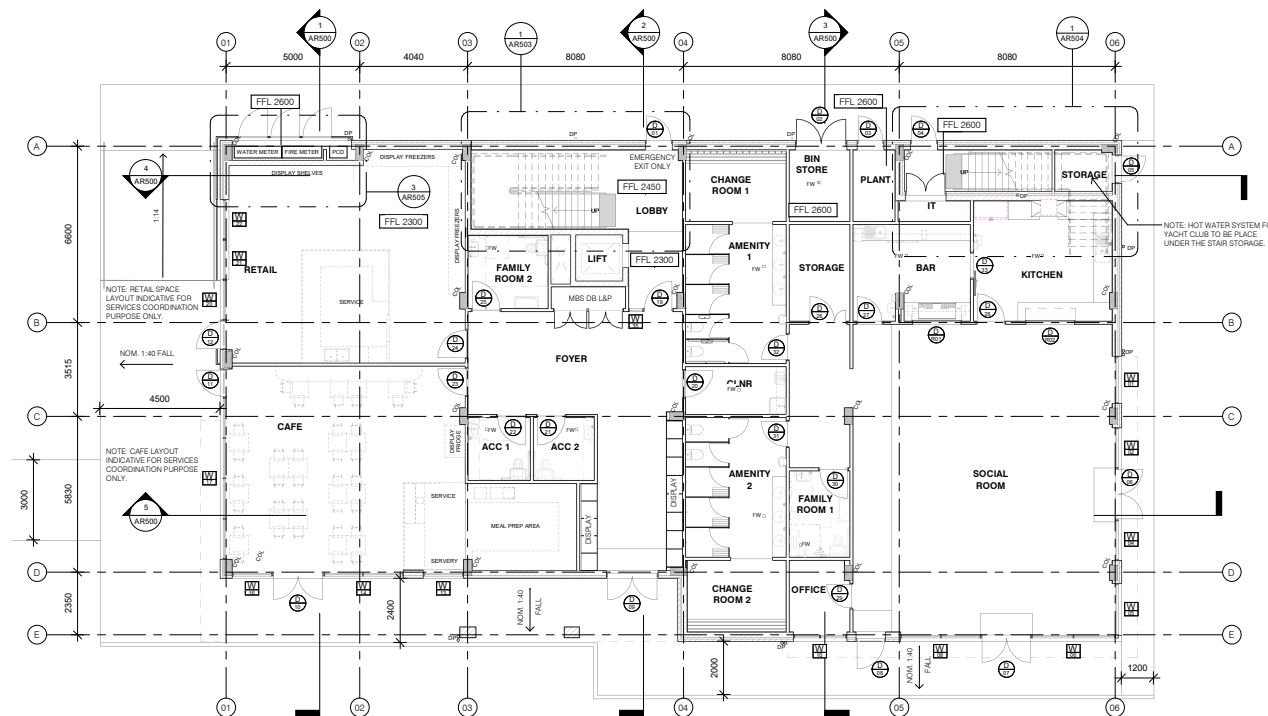
CLIENT:  
GLENELG SHIRE COUNCIL

PROJECT:  
MULTI-PURPOSE FACILITY PORTLAND

DRAWING No.:	REVISION:
AR900	O3

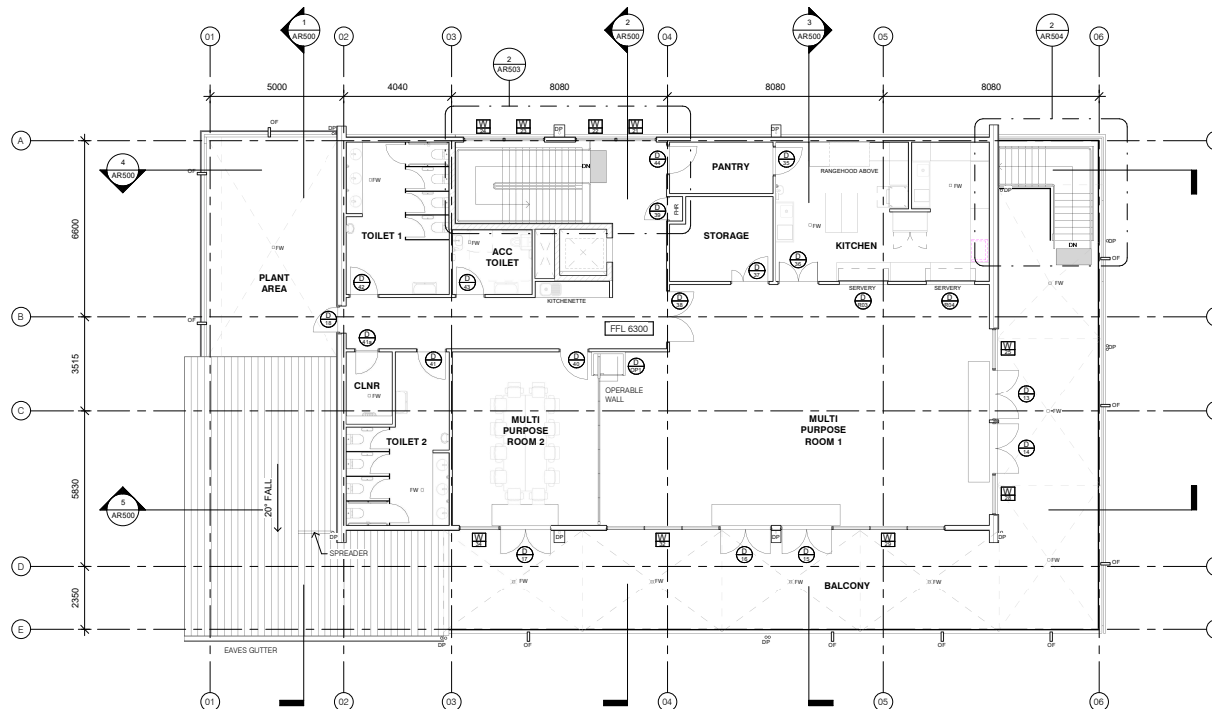
DRAWING TITLE:  
PERSPECTIVE

JOB No.:	SCALE:
22025	1 : 250 @ A1
DRAWN BY:	CHECKED:
MS	CP
DATE:	SHEET No.:
SEP 2023	



GROUND FLOOR

1 : 100



FIRST FLOOR

1 : 100

# LEGEND

COL	CONCRETE COLUMN REFER TO STRUCTURAL ENGINEERS DRAWINGS FOR DETAILS
DP	DOWN PIPE REFER TO HYDRAULICS ENGINEERS DRAWINGS FOR DETAILS
FW	FLOOR WASTE OUTLET REFER TO HYDRAULICS ENGINEERS DRAWINGS FOR DETAILS
OF	OVER FLOW OUTLET REFER TO HYDRAULICS ENGINEERS DRAWINGS FOR DETAILS
DOOR TAG	
WINDOW TAG	

NOTE: ZERO THRESHOLDS O TO ALL  
EXTERNAL DOORS  
CONTRACTOR TO LOCALLY GRADE PAVING  
TO ENSURE ZERO THRESHOLD IN  
ACCORDANCE WITH AS1428.1 2021

DATE	REVISION	BY
26/06/2023	01 FOR CLIENT REVIEW	CP/PL
06/10/2023	02 FOR CLIENT REVIEW	CP
18/10/2023	03 FOR VM COST PLAN	CP/PL
27/10/2023	04 CLIENT REVIEW	CP/PL



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Refer to Schedules for materials, finishes, fittings and fixtures codes and selections. This drawing to be read in conjunction with the Specification, Schedules and other drawings.

Works shall conform with NCC, Australian Standards, Authority Requirements and relevant manufacturer requirements unless otherwise noted.

CLIENT:  
GLENELG SHIRE COUNCIL

PROJECT:  
MULTI-PURPOSE FACILITY PORTLAND

DRAWING No.:  
AR100

REVISION:  
O4

DRAWING TITLE:  
PROPOSED FLOOR PLANS

JOB No.:  
22025

SCALE:  
As indicated @ A1

DRAWN BY:  
MS

CHECKED:  
PL

DATE:  
SEP 2023

SHEET No.:

**N2SH** design studio

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Melbourne VIC 3132 Australia  
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info@n2sh.net | www.n2sh.net  
N2SH Pty. Ltd. ABN: 20 606 603 196



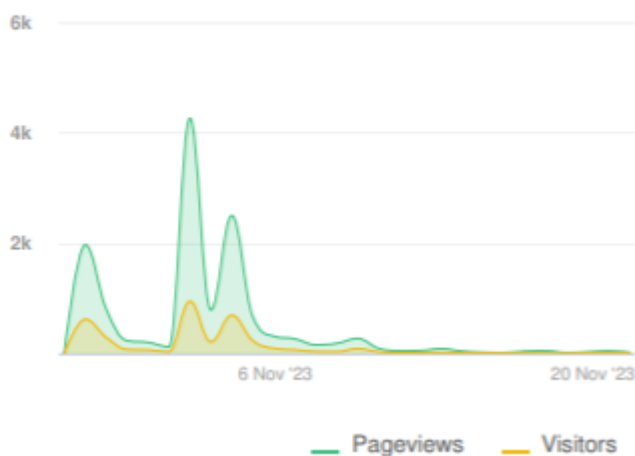
# Portland Foreshore Community Pavilion – Feedback Data Summary

## Feedback sources

- Your Say Glenelg
  - poll (online & hardcopies)
  - emails to project team
- Service requests / emails
- Glenelg Shire Council Facebook
- Face-to-face discussions
  - meetings, walkarounds & drop-in sessions

PROJECT TITLE	AWARE	INFORMED	ENGAGED
Portland Foreshore Community Pavilion	2887	1894	302

## Visitors Summary



DOCUMENTS	
2	Documents
148	Visitors
176	Downloads

TOP 3 DOCUMENTS BASED ON DOWNLOADS	
160	16
Downloads	Downloads
Portland Foreshore Master Plan April 2021.pdf	Portland Foreshore Community Pavilion perspectives

PHOTOS	
25	Photos
1.42 k	Visitors
4.55 k	Views

TOP 3 PHOTOS BASED ON VIEWS		
878	705	574
Views	Views	Views
Concept Image 01	CoastKit - Victorian Govt Inundation Modelling.JPG	PFCP - view from Bentinck St Toilet Block.jpg

FAQS	
1	Faqs
166	Visitors
183	Views

TOP 3 FAQS BASED ON VIEWS	
183	Views
Portland Foreshore Community Pavilion	

## Face-to-face Discussions

Key stakeholders	10
Government agencies	4
Drop-in sessions	3

## Website Traffic

Over **3,800** visits

**2,887** unique visitors

Maximum visitors per day **944**

**244** new registrations

**302** voted using online poll

**1,894** were informed by viewing photos, downloading, visiting FAQs, visiting multiple pages, voting in poll

**2,887** visited at least one project page

**3** emailed responses directly to Project Manager via Your Say Glenelg

## TRAFFIC SOURCES OVERVIEW

REFERRER URL	Visits
m.facebook.com	1647
lm.facebook.com	1027
l.facebook.com	323
www.glenelg.vic.gov.au	222
www.google.com	69
www.google.com.au	26
android-app	12
glenelgshire.sharepoint.com	12
www.linkedin.com	11
www.bing.com	4
statics.teams.cdn.office.net	3
duckduckgo.com	1
linktr.ee	1
email.telstra.com	1
app.docsontap.com.au	1

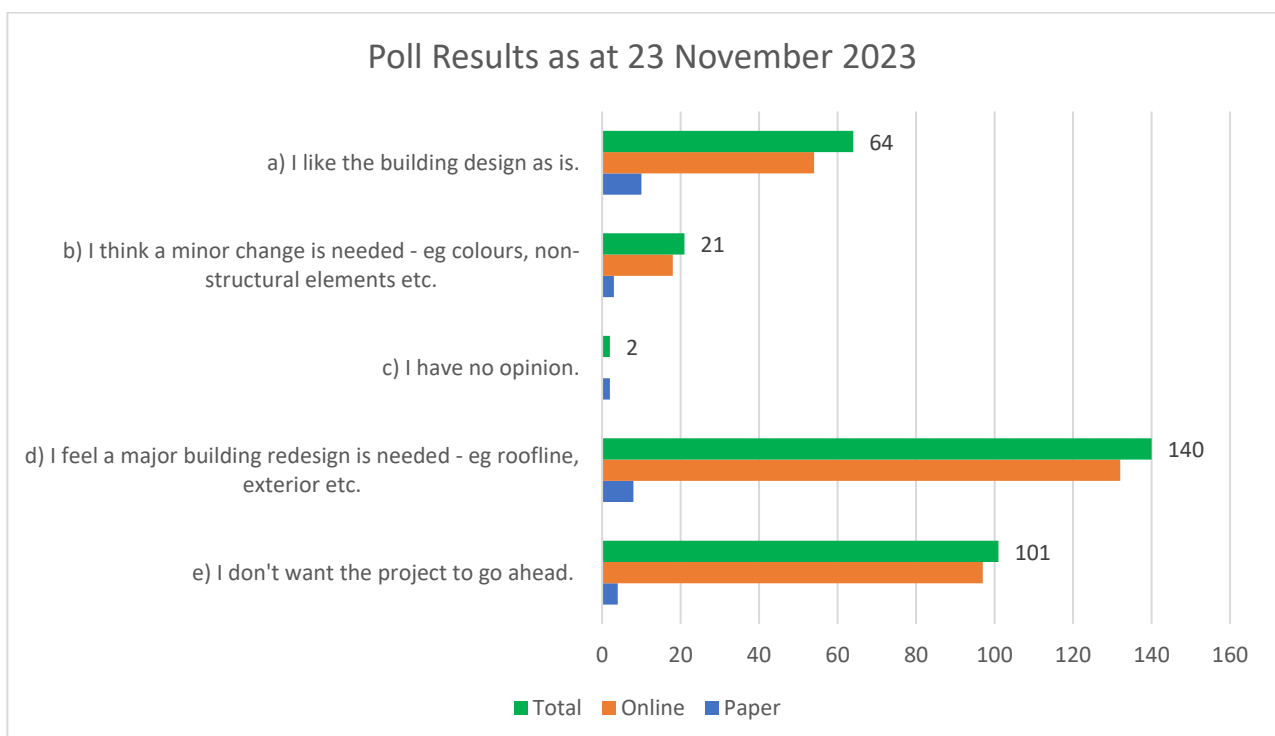
## Poll Results

Only **10.5%** of visitors voted in the poll

**328** responses to poll (indications of negativity bias driven by social media)

**8%** hardcopies

**92%** online





**Portland Yacht Club Inc**

55 Lee Breakwater Road  
Portland Vic 3305

PO Box 796  
Portland VIC 3305

ABN 39 254 369 635

[pycportland@gmail.com](mailto:pycportland@gmail.com)  
[www.portlandyachtclub.com.au](http://www.portlandyachtclub.com.au)

0421 194 748 Commodore Andrew Hays

23 November 2023

Stuart Husband

Director Assets

Glenelg Shire Council

Re – Letter of Undertaking

The Portland Yacht Club agrees to the conditions detailed in the letter of undertaking and has been please with the collaborative approach that has developed between the project team and the club. We thank you and your team for working with us and addressing our member's concerns.

Regards

A handwritten signature in blue ink, appearing to read "Andrew Hays", is written over a light blue circular stamp that is partially visible behind the text.

Andrew Hays  
**Commodore**  
**Portland Yacht Club**

## COUNCIL POLICY



<b>TITLE:</b>	CEO Employment and Remuneration Policy
<b>ID NUMBER:</b>	CPO-CEO-OD-001 (Doc Set ID: TBC)
<b>DEPARTMENT:</b>	CEO Department
<b>UNIT:</b>	Organisational Development
<b>RESPONSIBLE OFFICER:</b>	Organisational Development Manager

<b>ADOPTED DATE AND BY WHOM:</b>	Council 14 December 2021
<b>EXPIRY DATE:</b>	13 December 2025
<b>REVIEW DATE:</b>	June 2025 <i>This policy will be reviewed every four years or as required by any legislative or council changes.</i>

<b>AVAILABILITY:</b>	Organisation wide	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Public	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Internet	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<b>ADVISE AVAILABILITY:</b>	Media Release	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	Sou Wester (Responsible Officer to prepare article)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

(This document is uncontrolled when printed)

## 1. References

Recruitment and Selection of Staff Policy OPO-CEO-HR-006 (DocSetID: 1498332)  
Staff Code of Conduct OPO-CEO-HR-003 (DocSetID: 1706557)  
Equal Opportunity, Anti-Discrimination and Anti-Bullying Policy OPO-CEO-OD-001 (DocSetID: 1750333)  
Staff Development & Annual Review – Senior Officers & Senior Executive Officers Procedure OPR-CEO-HR-007 (DocSetID: 687944)  
Performance Improvement Procedure OPR-CEO-OD-009 (DocSetID: 2270468)  
Chief Executive Officer employment contract  
Chief Executive Officer performance indicators  
Local Government Act 2020  
Charter of Human Rights & Responsibilities Act 2006  
Fair Work Act 2009 and National Employment Standards (NES)  
Equal Opportunity Act 2010  
Gender Equality Act 2020  
Glenelg Shire Council, Records Management Policy OPO-CORPS-RECM-001 (DocSetID: 1933907)

## 2. Purpose

This policy is a requirement of the Local Government Act 2020 and outlines the way in which Council will manage the recruitment and appointment of its Chief Executive Officer, provides consistency for contract inclusions, performance monitoring and requirement for annual review.

## 3. Scope

This CEO Employment and Remuneration Policy (the Policy) applies to activity undertaken by the elected Council and candidates or incumbents of the Chief Executive Officer (CEO) position.

## 4. Council Policy Principles

The employment cycle of a CEO is a core responsibility of the elected Council. This policy outlines the mechanisms which will support the Council in fulfilling its obligations regarding CEO employment and remuneration.

The following principles are to guide those preparing submissions to the Council for the appointment of the Chief Executive Officer.

Principle 1: CEO employment and recruitment processes will be based on decision-making principles and criteria that are fair and reasonable and applied consistently.

Principle 2: CEO remuneration should be competitive. Remuneration should be set at a competitive level for the relevant market and sector in order to attract and retain talent.

Principle 3: CEO remuneration should have regard for Council's fiscal and economic conditions.

Principle 4: CEO performance reviews should be based on the proper assessment of an individual's work-related qualities, abilities and potential against the genuine requirements of the role.

Principle 5: All decisions and actions are conducive to ongoing good governance.

### 4.1 CEO Employment and Remuneration Committee

#### 4.1.1 Establishment

Council may establish a CEO Employment and Remuneration Committee (the Committee) in accordance with s. 45(2) of the Act.

The Committee will be chaired by:

- A Councillor; or
- An independent person, entitled to be remunerated for their work.

Where the Committee is not appointed Council must ensure access to independent professional advice is available

#### 4.1.2 Secretariat Support

The Director Corporate Services will provide secretariat support to the Committee namely

- Coordinating meetings of the Committee
- Preparing relevant documentation including reports to Council and contractual documents
- Maintaining appropriate records regarding performance reviews

## 4.2 Recruitment and Appointment of CEO

Council will engage an independent advisor or a suitably qualified recruitment firm to support it in recruitment and appointment of a CEO. The Committee, if appointed, may make recommendations to the Council when appointing a recruitment firm, determining the CEO selection criteria and developing the CEO contract.

The recruitment firm will manage the end-to-end CEO recruitment process including:

- In conjunction with Council preparing a brief on the role and the ideal candidate.
- Providing a detailed schedule to Council outlining the end-to-end process.
- Developing an advertising strategy to attract suitable candidates.
- Assisting the Council to conduct first and second round interviews to determine a shortlist of candidates.
- Conducting reference checks on the preferred candidate.
- Working with the Organisational Development (OD) Manager to issue the contract of employment for the new CEO.
- Preparing the communications for the Council to announce the appointment of the new CEO; and
- Working with the OD Manager to induct the new CEO.

### 4.2.1 Contractual Requirements

The contractual terms and conditions for the CEO are:

- A contract of employment is to be offered for a period of up to five years.
- A CEO is eligible to be reappointed under a new contract of employment.
- If there is a vacancy in the office of the CEO or the CEO is unable to perform the duties of the office of the CEO, the Council must appoint a person to be the Acting CEO.
- Council can delegate power to appoint an acting CEO for a period not exceeding 28 days
- The total remuneration package (TRP) includes salary, superannuation, the cost of a motor vehicle to an employer and the cost of other employment benefits and associated fringe benefits tax, but excludes general business expenses such as laptop computers, mobile phones or study leave; and
- Termination of contract provisions – the employer may terminate a contract by providing the CEO with no longer than six months' notice in writing.

## 4.3 Remuneration and Expenses

### 4.3.1 Remuneration

The CEO remuneration package will be subject to the review of the CEO Employment and Remuneration Committee where appointed, or Council may work with an independent consultant to undertake the review. Any decision to increase the remuneration of the CEO must be in accordance with the Council Policy Principles.

Remuneration will be reviewed annually in accordance with the CEO Performance review and contract requirements.

The Total Remuneration Package shall consider:

- The Officer's performance measured against the Performance Criteria for that year as determined by the Performance Review;
- The extent of any increase over the preceding 12 months in the consumer price index (All Groups, Melbourne) as issued by the Australian Statistician;
- The Total Remuneration Package for Chief Executive Officers in other Victorian Councils of similar size and demographics to the Council.
- Any statement of policy issued by the Government of Victoria which is in force with respect to its wages policy (or equivalent); and
- Any Determination that is currently in effect under section 21 of the Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019 in relation to remuneration bands for executives employed in public service bodies.

#### **4.3.2 Expenses**

The Chief Executive Officer may be provided a Corporate Card to use in transactions related to the role of CEO. Corporate card expenditure will be reviewed and approved by the Mayor. The independent Audit & Risk Committee will receive quarterly reports on all CEO corporate card transactions.

The Council will meet expenses incurred by the CEO including:

- Membership and subscription fees payable to professional associations which are reasonably necessary or desirable in performance of duties
- Reasonable costs incurred where attending conferences, seminars or undertaking study, in consultation with the Mayor.
- Reasonable costs incurred in performance of duties.
- Telephone expenses (contract).

#### **4.4 CEO Performance Plan**

Council will adopt an annual performance plan for the CEO. The Performance Plan will be developed in conjunction with the CEO.

The Performance Plan will document agreed objectives and outcomes to be delivered over a twelve-month period.

#### **4.4.1 CEO Performance Review**

An independent consultant may be appointed by the Council to assist with the CEO's review process. The consultant may assist Council with assessing the performance of the CEO against the current annual objectives, and the development of new objectives for the following performance year.

The review will also include the opportunity for Council to provide the CEO with performance related feedback and input into the CEO's development plan.

The CEO will also provide feedback on the performance of the Council as part of the feedback process, which may be facilitated by the independent consultant.

The performance review will be completed annually to coincide with the anniversary of the CEO's commencement date.

#### **4.5 Contract Expiry**

The Committee, if appointed must make recommendation six months prior to the expiry of the CEO contract and with regard to current legislation to:

- reappoint the CEO; and
- advertise for recruitment the role of CEO.

#### **4.6 Dispute Resolution**

In relation to any matter under this policy or the CEO's employment contract that may be in dispute, either the CEO or Council may:

- a. give written notice to each other of particulars of any matter in dispute; and
- b. within 14 days of receiving a notice specified in subclause 4.6(a), a meeting will be convened between Council (along with any nominated representative of Council) and the CEO (along with any nominated representative of the CEO) in an attempt to resolve the dispute.

The CEO and Council will attempt to resolve the dispute at the workplace level.

Upon failure to resolve the dispute at the workplace level, the CEO and Council will:

- (a) refer the dispute to an independent mediator as agreed by the CEO and Council, or otherwise as nominated by the Executive Director of Local Government Victoria.
- (b) agree to participate in any mediation process in good faith, with such mediation to operate in a manner as agreed by the CEO and Council; and
- (c) acknowledge the right of either the CEO or Council to appoint, in writing, another person to act on their behalf in relation to any mediation process.

The cost of the mediation service will be met by Council.

The employee and Council will each be responsible for meeting the cost of any advisor or nominated representative used by them.

## 4.7 Responsibilities

Who	What
Director Corporate Services	Secretariat support to Council which facilitates the reports and documentation required under this policy.  Oversee adherence to the CEO Employment and Remuneration Policy.
Council	Appoint independent member to CEO Employment and Remuneration Committee  Conducting CEO performance reviews in line with adopted policy.
Audit and Risk Committee	Oversee adherence to the Credit Card Policy for expenses incurred by the CEO.

## 5. Records Management

All Council records created and managed as a result of implementing this policy will be managed in accordance with the Council's Records Management Policy.

The Records Management Policy assigns responsibilities for records management to employees, supervisors, volunteers and other specific positions.

No Council records are to be destroyed without consideration of the requirements of the Act(s) that govern the functions relevant to this policy. Prior to destruction, advice must be sought from the Information and Data Unit, with consideration to the requirements of the appropriate Retention and Disposal Authority (RDA).

## 6. Victorian State Legislation Copyright Acknowledgement

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