

Central Geelong City Management Committee

Minutes from the Committee Meeting 7:30am, Tuesday 2nd March 2004 Central Geelong City Management Offices



1. Welcome/Apologies

- Meeting opened at 7:30am.

Present: Helene Bender, Bob Gartland, Peter Rodger, John Sisley, Cr Ed Coppe, Julie Morales (in Bob Bourke's absence) Tim Santalucia, Gerard Garner, Annette Cotter, Emma Moody.

Apologies: Denis Peacock, Steve Bentley

Absent: Peter Moore.

2. Acceptance of Previous Minutes

- Moved Peter Rodger, seconded Tim Santalucia** - the Committee meeting minutes dated 3rd February 2004 are accepted as a true and accurate record.

3. Matters Arising from Previous Minutes

- See Action List attached.

4. Update regarding CGCM Staffing Arrangements

- Emma advised that she had been provided with a draft PD for the CGCM/Major Projects administration position and had made some amendments. This has been provided to Helene for further comment.
- Stephen Wright to meet with Kay Rundle today to discuss ability of the Major Projects Unit to proceed with the appointment of their .5 component of the position in this financial year as funding for this has been allocated in 2004/2005. Regardless of whether this is approved, the .5 position is to be appointed for CGCM as soon as possible, as the need for support staff is urgent.
- Emma also advised that Jodie has confirmed her intent to return to work as Assistant Centre Manager on a part time basis. Jodie intends to return on a one day per week basis from 5th April and will increase her hours to 19 hours per week from 10th May.
- Emma also advised that a temporary Marketing Assistant is required for a 3 month period to assist with key projects in the interim. Emma has identified a potential candidate from within Council who would be suitable for the position and is available to commence work 4 days per week for CGCM. Committee advised Emma to proceed with the appointment if she is satisfied with the proposed arrangements and the potential candidate.

Action: Helene to review draft administration PD and advise Emma of any changes.

Action: Stephen Wright to advise Emma of outcome of meeting with Kay regarding appointment of Administration position.

Action: Emma to follow up appointment of the CGCM Marketing Assistant.

5. Meeting with Lisa Neville regarding Newcomb Secondary College Development

- Meeting to be held with Lisa Neville on Thursday 18th March 2004 to discuss Newcomb Secondary College Development. Lisa wishes to brief the Committee on the proposal and is seeking feedback from CGCM.
- Development is predominantly retail including Aldi Supermarket and Big W. If the development was to proceed as per the current proposal, the total floor space utilised will be the same as what exists at Waurm Ponds and Corio Village.
- Committee is also aware that a cinema complex has been flagged in conjunction with the Newcomb development. Gerard advised that if the cinema complex was to go ahead, Village Cinemas would be forced to close down their Ryrie Street complex.
- Ed advised that a formal application for this proposal has not yet been submitted to Council.
- Need to also consider expansion of the Ocean Grove, Leopold, Waurm Ponds and Corio shopping precincts. Concern that all of these developments are being considered in isolation and overall impact is not being addressed.
- It is anticipated that this development will have a \$30 million impact on the CAA.

- CGCM may need to consider appointing a Town Planning Consultant to prepare a submission on behalf of the Committee, however Committee would need to seek more information first.

Action: Committee members to attend the briefing with Lisa Neville on the 18th March.

6. Litter Prevention Advisory Committee

- Helene advised that the CoGG currently operates a Litter Prevention Advisory Committee. Helene will attend the next meeting to determine if CGCM should be represented on this Committee.
- John Sisley advised that he would be happy to become a member of the Litter Prevention Advisory Committee if considered appropriate.

Action: Helene to attend the next Litter Prevention Advisory Committee to determine if CGCM should be represented on this Committee.

7. Funding Proposal from Gerard Garner

- Proposal regarding the launch of the Rip Curl Pro Surfing Competition included in Meeting Pack.
- Committee agreed to support the proposal and will contribute \$320 for the film rental.
- Committee to be provided with 100 movie tickets in return for sponsorship. Suggestion that these tickets are distributed at the March Central Geelong Farmers Market as part of a competition.

Action: Emma to follow up inclusion of Central Geelong logo on movie tickets and establishment of a competition at the March Farmers Market.

8. Sub Committee Reports

Finance Report & Sub Committee Update

- Minutes of previous meeting (13/02/04) as per meeting pack.

Action: Sub Committee's to provide Emma Moody with their 2004/2005 budgets and wish lists for review by the Finance Sub Committee by 31st March 2004.

Action: Sub Committee's to advise Emma Moody of the preferred format of their 2004/2005 finance reports by 31st March also.

Safe City Taskforce Update

- Minutes of previous meeting (19/02/04) as per meeting pack.
- Neighbourhood Watch program launched on 18th February with good response from stakeholders and Police. Currently seeking participation from Stakeholders to fill positions on Neighbourhood Watch Committee.
- Installation of security cameras in the CAA is anticipated in approximately 5 weeks.

Central Geelong Farmers Market Sub Committee Update.

- Minutes of previous meeting (17/02/04)
- Several emails recently received from Roy and Geoff complaining regarding new management and problems experienced at the February market. Committee is aware of these issues and has addressed them accordingly.
- Next market to be held on 13th March and will feature a Celtic theme for St Patrick's Day.

Marketing Sub Committee Update

- Minutes of previous meetings (11/02/04) as per meeting pack.

Evaluation Sub Committee Update

- Reports from the December 2003 Pedestrian Count and Visitor Perception Survey received and reviewed by Evaluation Sub Committee. Evaluation Committee believes that the reports are of a good standard, however Leonie (consultant who undertakes work) has been requested to make some minor amendments to the existing reports.
- Business Operator Survey – initial report undertaken in December 2002. Now that initial data has been collected, there is a need to conduct another survey for benchmarking purposes.

Action: Emma to follow up Business Operator Survey.

9. General Business

CGCM Report to Council

- Emma advised that the report to Council recommending that the Committee's Terms of Reference are amended to include a Waterfront representative and establishment of an annual reporting requirement to Council (as opposed to a quarterly requirement as is currently) has been approved.

Action: Emma to write to Rod Driscoll (RGYC), Chairperson of the Waterfront operators group advising of the addition of a Waterfront representative on CGCMC and seeking interest from operators.

10. End of Meeting - Meeting concluded at 9.45am. Next Meeting - 7:30am, Tuesday 6th April 2004, Busport Office.